

**Minutes of the Stansbury Progress Association Inc. Executive Committee  
Meeting held in the Stansbury Institute on  
Monday 13<sup>th</sup> February 2023 at 7.30pm.**

**PRESENT:** Don McPhee (Chairperson), Ted Buttfield (Vice Chairperson), Sue Oldfield, David Slater, Graham Klose, Beth Faulkner, Kevin Forrest, Cr Trevor Clerke, Michelle Hoffmann and Leon Cartledge (caravan park), Carley Crouch (minute taker).

**MEETING OPENED:** 7.35pm

**1. WELCOME:** Don McPhee welcomed everyone to the meeting and thanked everyone for their attendance.

Trevor Clerke, new Council Liaison Representative to Stansbury Progress Association was also welcomed to the meeting.

**2. CONFLICT OF INTEREST:**

The Chairperson reminded all members of their requirement to disclose any conflict of interest, and provide details of the relevant interest to the Committee prior to consideration of that item on the Agenda.

**3. APOLOGIES:** Graham Newstead, Julie Harris, Doug Carruthers.

**4. ACCEPTANCE OF MINUTES:**

**4.1 Acceptance of the Minutes**

**Moved:** Ted Buttfield

**Seconded:** Graham Klose

That the minutes of the Stansbury Progress Association Inc. Executive Committee meeting held on Monday 9<sup>th</sup> January 2023, be accepted as read and confirmed as true records.

**Carried: #1 13/02/2023**

**5. CARAVAN PARK REPORT:**

**5.1 Caravan Park Manager's Report- M Hoffmann and L Cartledge:**

Written reports from the Park Managers were tabled for both the Oyster Point Drive and the Foreshore Parks.

Leon and Michelle advised that:

- A lot of time has been spent moving bookings around to allow the Southern area of the park to be closed off for an extra week. This was due to the connection of services to the new villas taking longer than initially thought. Some discounting was applied to affected bookings as a show of goodwill.
- Most of the internal work on the new villas has been finished. Last checks will be made for any outstanding items, prior to reservations commencing.

- The install of the new septic tank is due to be completed by Friday 17<sup>th</sup> February.
- Concreting and laying of turf around the new villas is scheduled to commence on Monday 27<sup>th</sup> February and will take two weeks.

Maxine Cooper, 150<sup>th</sup> Sub Committee secretary, arrived at 7.41pm.

- The exhaust fan in the Foreshore camp kitchen is not working. Moss Electrical will be provide a quote to repair.

It was agreed to go ahead with the repair.

- The park is being prepared for the TicSA inspection on Tuesday 21<sup>st</sup> February. Reviews take place every three years as part of the accreditation and star rating program.
- Biopest have been booked to carry out spraying for spiders to all of the accommodation units, amenities, camp kitchen and bins. The annual termite inspection of the OPD residence will also be carried out.

Don McPhee reported:

- Tidy Towns have replaced the wheels on the laundry trolley for Oyster Point Drive. The trolley will be reassembled and ready to use this week.
- The rubber flap on the zero steer mower has been replaced.
- The Oyster Point Drive mower is overdue for a service.

Michelle advised that one of the ASL sites has a veranda which is falling down. Michelle contacted the owners to see if they are interested in selling the van as they rarely use it. No response has been received to date. An inspection will be arranged, and the owners notified of any repairs which need to be completed before the next licence is issued.

Jeff Brundell, Chair of the 150<sup>th</sup> Sub Committee, arrived at 7.56pm.

Leon queried whether the occupants of ASL van 76 had been contacted about the space they are entitled to occupy. Correspondence has been received from their neighbour at site 75, advising that they have encroached on his space.

It was noted that if everyone exercised mutual respect for each other, these problems would not occur.

A letter will be sent to the occupants of van 76, reiterating the agreed terms for use of the shared space between these two vans.

Leon and Michelle left at 8.02pm and did not return.

The Caravan Park report was suspended to allow the 150<sup>th</sup> Sub Committee members to provide an update on the arrangements for the event.

## 6. 150<sup>TH</sup> SUB COMMITTEE UPDATE:

- 6.1 Minutes of the 150<sup>th</sup> Sub Committee meeting, Wednesday 1<sup>st</sup> February 2023 were tabled.

Jeff Brundell and Maxine Cooper provided the following information:

- The sub committee have decided to go with Mad Panic from Arthurton for the entertainment supplies (stage, chairs, etc). A quote is to be provided to Progress.
- The Swamp Donkeys have been contacted to see if they are available to play at the oval on Sunday 1<sup>st</sup> October. No response has been received as yet. It was noted that the Germein Sisters are very expensive.

A decision on entertainment needs to be finalised in the next couple of weeks, to assist with finalising the program, and commencement of advertising.

- Signage on the highway will only be displayed the day before the event. Three signs will be erected (same as for the Seaside Markets). Graham Klose will arrange corflute signs with the same wording as on the town banners.
- The sports club are having a stall at the Paskeville Field Days. This will provide an opportunity to advertise the event.
- The committee are considering using tear drop banners outside of venues where events are taking place. Eg Institute, school and museum. It was noted that a generic image/message on the banners (rather than specifically "150<sup>th</sup>") will enable them to be reused for other events.
- Opportunities for indigenous involvement are being investigated. Eg. a Welcome to Country on the Friday evening. The contact details of the Council's Arts and Cultural Facilitator, Sonya Rankine, were provided to Maxine to see if she is able to assist with this part of the program.
- The historical plaques project: Maxine Cooper and Raelene Modra are working on this project which is progressing well. Kate Williams, owner of "Aunty Olives" cottage in Stansbury has offered a significant donation towards this project, however she has indicated that she would like some form of indigenous involvement.

Maxine will speak with Kate to clarify what her expectations are in regards to providing the donation.

A pamphlet which provides information on each of the plaques is being finalised. This can then be used as a reference when walking the plaque trail. No photos will be in the pamphlet, however the option of including a QR code is being investigated.

- Photos to be displayed on the Visitor Centre fence (19.6m long) are being sourced. It is thought that the focus will be on local activities and industries such as fishing, agriculture and oysters.

The sub committee would like a town map to be included in the fence display as it is a prominent location, and would be a helpful reference for visitors.

- The Stansbury history booklet is a museum project which is nearly finished. It will be approximately 32 pages and A5 in size. Estimated print cost is \$1200.00. There may be funds left over from the history plaque project, to go towards the printing of this booklet.
- Cemetery directory: this project is being organised by Ray and Claudia Agnew. It consists of two signs; one for the old section, and one for the new section. The signs will be situated at the entrance of the cemetery. Names will be in alpha order with service personnel recognised. The option of using a QR code for future updates is being investigated.

A quote for \$6500.00 has been received.

Sponsorship for this project was sought from Adelaide Brighton Cement in August 2022. However, confirmation of their commitment has not been received to date. A letter has now been sent to the Stansbury Lions and RSL clubs regarding the opportunity to provide sponsorship towards this project.

- Light display on Stansbury cliffs: Security fencing will be required to prevent access to the projector equipment. There are a number of options for sourcing fencing for this purpose.

The sub committee did not think a description of each of the photos was necessary. However, it was agreed by the Executive Committee, that due to the uneven surface, writing would not project well on the cliff face. Therefore, a separate catalogue of details for each photo is required.

- History Recollections: Maxine Cooper is interviewing and recording the history and stories of a number of Stansbury's long term residents. David Hursthouse, Edithburgh, is assisting with the filming of each interview. It was suggested that a fee of approximately \$200 per interview would cover David's time.
- Barossa Helicopters: the school oval is being considered as a suitable base for the helicopter rides, rather than the old boat ramp. Barossa Helicopters are yet to confirm whether the oval is acceptable.

It was noted that safety is the primary concern when choosing a location for the rides.

It was noted that other events, such as a school reunion, could be held at another time during the year.

The Event Details Forms will be submitted for consideration by Progress. Once approved and funded, the event program can be finalised, and advertising can commence.

It was suggested that an advert could be placed in the Scribble, requesting donations from anyone who is interested in supporting the weekend. Sponsorship packages could also be an option.

Jeff Brundell and Maxine Cooper left the meeting at 9.09pm and did not return.

David Slater provided the following update on the light show:

- David has confirmed that George, Osmond Electronics, is able to work with the power that is available onsite. He will require accommodation for two staff for the Friday, Saturday and Sunday nights. It was agreed to provide one cabin at OPD for the staff.
- George will visit ahead of time to do final checks on the site and requirements for his equipment.
- George has suggested that projecting images only onto the cliffs will be tiring on the eyes. He can arrange rotating lights on other structures in the vicinity to complement the cliff light show.
- Photos for the light show need to have high definition and be submitted as soon as possible. It is suggested that around 400 photos are needed, which will then be culled down to around 200 quality photos for the show. The museum will need to provide the photos – Ted will follow this up at the museum meeting on Friday.
- David will liaise with Maxine to finalise the details.

## 5. CARAVAN PARK REPORT - continued:

### 5.2 Goody's Home Maintenance – quote for approval

Marty Goody provided a quote for the paving, concreting and laying of turf around the new villas and cabin 4 at a cost of \$32,250.00 (incl). However, it was noted that Marty has requested the assistance of volunteers to lay the turf.

It was noted that due to time constraints, seeking a second quote is not feasible.

Moved: Ted Buttfield

Seconded: Graham Klose

To accept the quote dated 11<sup>th</sup> February 2023, from Goody's Home Maintenance for the turf and concreting around the new villas.

Carried: #2 13/02/2023

## 7. MATTERS ARISING FROM MINUTES:

### 7.1 Use of Council land for van storage

The option of leasing the Council depot near the cemetery has been investigated. This would provide the ability to move some storage vans out of Oyster Point Drive making more room between the remaining vans, and room for the drive through site development.

Council have provided the following information on the depot site:

- Council no longer use the depot, however they may want to access it from time to time.
- Council will not carry out any cleaning up of the depot, it would be leased out "as is".
- It is proposed that Council draft a Licence which would be for two years with the option for a further two years. There would be an exit clause for both parties, with a 2-3 month notice period if the licence is to be cancelled/no longer required.
- There would be a \$2000 per annum fee for use of the land.

A list has been compiled of vans which have not been used over the last 2-3 years (approximately 14 vans). However, this may be related to limited travel opportunities at the height of Covid 19. These vans will be earmarked for moving to the depot site. However, it is noted that the owners will need to be notified of the new location so they can advise their insurance provider.

Some clearance of vegetation at the depot will also need to be undertaken by Tidy Towns.

Moved: Ted Buttfield

Seconded: Kevin Forrest

To proceed with leasing the Council depot for van storage.

Carried: #3 13/02/2023

Don McPhee will write a letter to the affected van owners advising that their van will be moved to another area within the lease.

## 8. BUSINESS MANAGER REPORT:

### 8.1 A written report for January was tabled.

Rates for the new Foreshore villas need to be set ahead of opening them up for reservations. Based on comparison data of similar park

accommodation on Yorke Peninsula, it was proposed to set the rates in accordance with the Finance Committee's recommendation.

**Moved: Beth Faulkner**

**Seconded: David Slater**

**To accept the rates for the three new Foreshore villas.**

**Carried: #4 13/02/2023**

**Moved: Ted Buttfield**

**Seconded: Graham Klose**

**To accept the Business Manager's Report for January.**

**Carried: #5 13/02/2023**

#### **9. MARKET CO-ORDINATOR/ADMINISTRATION REPORT:**

**9.1** A written report for January was tabled.

**Moved: Beth Faulkner**

**Seconded: Sue Oldfield**

**To accept the Market Co-Ordinator/Administration Report for January.**

**Carried: #6 13/02/2023**

#### **10. SUB COMMITTEE REPORTS:**

**10.1** Institute:

Nil to report.

**10.2** Tidy Towns:

Don McPhee reported the following activities have taken place:

- Removal of agave along Oyster Point Drive and at the Museum. These have been put on the Council heap to burn.
- Removal of fallen trees at Oyster Point Drive Caravan Park.
- Repairs to Oyster Point Drive Caravan Park playground.
- Removal of roadside vegetation along West Terrace.
- Modifications to the new laundry/housekeeping trolley for Oyster Point Drive.
- Removal of fallen trees along the golf course.
- Repairs to bollard lights.
- Transportation of the park mower to be serviced.
- Collection of timber to be used in the Foreshore Caravan Park playground to stop sand blowing into the drains.

Don has also spoken with Nick Hoskin regarding the problem with Flaxleaf fleabane around the town. Council will spray the footpaths and where it is coming up between the curbing.

**10.3 Town Projects:**

Graham Klose reported that the timber has been placed in the Foreshore Caravan Park playground to help stop the sand from blowing into the drains. A timber frame will also be erected around the septic tank at Oyster Point Drive near the cabins to stop vehicles driving over the lids.

**10.4 Access Advisory Committee:**

Graham Klose advised that the disability ramp in front of Ken's old house is being moved back around the corner.

**10.5 Stansbury 150<sup>th</sup> Committee:**

As per item 6..

**Moved: Ted Buttfield**

**Seconded: Graham Klose**

**To accept the sub committee reports for January.**

**Carried: #7 13/02/2023**

**11. CORRESPONDENCE:**

**11.1 Letter S Hulse, 29<sup>th</sup> January 2023 - tabled.**

It was resolved that in order to comply with the park rules, the veranda is to remain at a maximum of 1.5m from the van.

**11.2 Email – C Tuohy, 8<sup>th</sup> February 2023 - tabled.**

It was resolved not to proceed with the offer of the wishing well.

**11.3 Email, YP Council, 9<sup>th</sup> February 2023 - tabled.**

**11.4 Email, C Traeger, 12<sup>th</sup> February 2023 - tabled.**

It was noted that the incident occurred on a non designated walkway, and that no form of additional lighting was used.

It was noted that all guests in the park are to use the recognised and designated road or walkways when moving around the park, and to use additional lighting (eg a personal torch), if required.

**12. GENERAL BUSINESS:**

- 12.1** Graham Klose advised that Eleanora has been broken into and vandalised. He queried whether it was possible to contact the new owners to see if the furniture that was left behind could be donated to local organisations, or sold off and the profits distributed to local organisations.



It was confirmed that Rob Rankine is renting three of the units, and was advised by the owners that he could use any of the furniture that was in the building.

It was noted that Eldercare only owned the building. The furniture belonged to SYP Eldercare.

Someone was noticed doing some grounds work on the property today.

Sue Oldfield will try to find out the Australian contact details for the new owner.

12.2 Sue Oldfield reported that some local residents have complained about a dog barking at the Foreshore Park residence.

Don will follow up with the park managers.

13. CLOSURE: Meeting closed at 10.41 pm.

Next meeting: Tuesday 14<sup>th</sup> March 2023 7.30pm

Don McPhee

Chairperson ..... 

Date: 14.3.2023 .....

