

**Minutes of the Stansbury Progress Association Inc. Executive Committee Meeting  
held in the Stansbury Institute on  
Monday 9<sup>th</sup> October 2023 at 7.30pm.**

**PRESENT:** Don McPhee (Chairperson), Shaun Toft (Vice Chairperson), Sue Oldfield, Kevin Forrest, Doug Carruthers, Beth Faulkner, Ted Buttfield, Andrew Pisani, Cr Trevor Clerke, Carley Crouch (minute taker).

**MEETING OPENED:** 7.37pm

**1. WELCOME:** Don McPhee welcomed everyone to the meeting, in particular the new committee members: Shaun Toft and Andrew Pisani, and thanked everyone for their attendance.

**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 Klose, Julie Harris

**4. ACCEPTANCE OF MINUTES:**

**4.1 Acceptance of the Minutes**

**Moved:** Beth Faulkner

**Seconded:** Andrew Pisani

That the minutes of the Stansbury Progress Association Inc. Executive Committee meeting held on Tuesday 12<sup>th</sup> September 2023 be accepted as read and confirmed as true records.

**Carried: #1 09/10/2023**

**5. CARAVAN PARK REPORT:**

**5.1 Caravan Park Manager's Report:**

A written report was tabled.

In the absence of the park managers, Carley Crouch reported the following:

- General maintenance jobs are being undertaken within the park.
- White Plumbing have been contacted about a sewerage leak near villa 9.
- Two quotes have been received for the installation of blinds near the BBQs in the Foreshore camp kitchen. The aim is to block out wind to make the area more user friendly. Leon is following up with the preferred provider to confirm details of the proposed product.
- Two ASL sites have requested inspections prior to sale.

**Moved:** Doug Carruthers

**Seconded:** Beth Faulkner

To accept the Park Manager's report for September.

**Carried: #2 02/10/2023**

## 6. MATTERS ARISING FROM MINUTES:

### 6.1 Pavers – Blue Lime Café, Cr T Clerke:

Cr Clerke reported that on 13<sup>th</sup> July an onsite meeting with the lessee, the council lawyer and council engineer, was held to try and determine the source of the moisture. However, it could not be determined where the water was coming from. On 21<sup>st</sup> July it was resolved to gain access to the house to carry out a further inspection. Council are still waiting to hear from the owners re confirming a time to carry out the inspection.

Don McPhee advised that Progress would follow up with the owners to let them know that council are waiting to hear from them about arranging a time to inspect.

### 6.2 Tender process – review of policy, D McPhee:

Don McPhee advised that the tender process is under review. A proposal will be developed and presented to the committee for consideration.

### 6.3 RSL Pricing for AED, D Carruthers:

Doug Carruthers advised that the flyer which was received by the RSL, informed them of the change in government policy regarding the requirements for AED machines. Carrol Roberts indicated that an AED machine would be installed in the Institute, but not by the RSL. At this stage it is unclear as to who will be responsible for the purchase of the machine, or when it will be installed.

It was noted that in the past, grant funding has been available for various businesses/industries to assist with the purchase of an AED. However, the ongoing maintenance is the responsibility of the business/organisation. Progress currently maintain the two AED machines in the caravan parks, and the one at the pharmacy.

## 7. BUSINESS MANAGER AND FINANCE REPORT:

### 7.1 A written report for September was tabled.

The Finance Committee met prior to the Executive Committee meeting and reviewed the proposed FY24 budget. Budgeted revenue is based on the 5% fee increase, and additional estimated revenue from the three new villas. Expenses are based on previous years, and include anticipated maintenance work together with a CPI increase.

Capital works projects need to be finalised by the committee. Boral are yet to provide the quote for sealing the roads around the cabins at OPD.

Aitchison Plumbing have provided an estimate of \$22K to install the gas hot water services to the remaining accommodation units at the Foreshore Park. It was noted that a lot of complaints have been received over recent years from park guests regarding the lack of hot water in the accommodation units. Gas

hot water systems will provide hot water on demand. However, adequate water pressure is required to allow the system to “kick in” and commence heating up the water.

**Moved: Sue Oldfield**

**Seconded: Beth Faulkner**

**To accept Aitchison Plumbing estimate and proceed with the install of the gas hot water services.**

**Carried: #3 09/10/2023**

**Moved: Andrew Pisani**

**Seconded: Doug Carruthers**

**To accept the FY24 Budget.**

**Carried: #4 09/10/2023**

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

**8.1** A written report for September was tabled.

**Moved: Ted Buttfield**

**Seconded: Sue Oldfield**

**To accept the Market Co-Ordinator/Administration report, and Business Manager report for September.**

**Carried: #5 09/10/2023**

#### **9. SUB COMMITTEE REPORTS:**

##### **9.1 Institute**

Ted Buttfield reported that the 150<sup>th</sup> display in the Institute went well, no damage was reported and everyone was happy with the result.

A thank you to Tidy Towns for painting the front of the Institute ahead of the 150<sup>th</sup> celebrations.

##### **9.2 Tidy Towns:**

Don McPhee reported the following:

- The last month has been frantic dealing with grass and weed growth around the town. A lot of mowing and emergency repairs to the walking trail down the Southern end were carried out ahead of the long weekend. However more work is required.
- The spray unit will be ready for use in the near future.
- A lot of time and energy has been spent on making the town presentable for the 150<sup>th</sup> event. Don expressed appreciation for the efforts of the Tidy Towns team in getting everything ready in time. In the week leading up to the event, the council also provided staff and machinery, which was a big help in getting the town looking its best.

- Tidy Towns also did a lot of painting around town such as the wooden rails, to help freshen everything up for the 150<sup>th</sup> weekend.
- Not all projects were completed due to lack of time. Follow up work will be completed in due course.

**9.3 Town Projects:**

It was noted that the rail in front of the doors at the Institute was replaced with left over railing from the upgrade to the foreshore playground. It is yet to be painted.

**9.4 Access Advisory Committee:**

Nil to report.

**Moved: Beth Faulkner**

**Seconded: Andrew Pisani**

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

**Carried: #6 09/10/2023**

**10. CORRESPONDENCE:**

**10.1 Letter – The Cake Decorators Association of SA Inc, tabled.**

**Moved: Beth Faulkner**

**Seconded: Kevin Forrest**

**To focus on providing support to local organisations.**

**Carried: #7 09/10/2023**

**10.2 Letter – Stansbury Basketball Club - tabled.**

It was noted that uniforms cost approximately \$70 including a top and shorts. The old courts are used for basketball practice, however the new courts are only used for netball and tennis.

Membership to the basketball club allows automatic membership to the Stansbury Sports and Community Club (SSCC). A percentage of the basketball membership is used to fund the affiliation fees, however no funds are received by the SSCC.

It is encouraging to see so much interest from the local community in the club.

**Moved: Ted Buffield**

**Seconded: Beth Faulkner**

**To donate \$1000.00 to the Stansbury Basketball Club to assist with the purchase of uniforms and equipment.**

**Carried: #8 09/10/2023**

**10.3 Letter – Yorke Peninsula Council, 14<sup>th</sup> September 2023 - tabled.**

It was noted that the projects which have been applied for through the council's budget request program, are projects which are the responsibility of council (eg footpath upgrade). Progress offered a financial contribution however, were still unsuccessful.

## **11. GENERAL BUSINESS:**

### **11.1 Light show on cliffs – 150<sup>th</sup> event:**

Sue Oldfield reported that she has received queries about how the public can get a copy of the light display for personal use.

Don McPhee advised that there were concerns regarding making the recording commercially available due to the commentary relying on the memories of certain individuals. Other members of the public may have different memories of the time or event, and it is important to avoid any issues associated with the historic accuracy of the recording.

Don will do some research into the possible liability that may be associated with releasing the recording to the public.

It was noted that renaming the recording as "Recollections of the past and present" may negate any liability issues.

### **11.2 SA Power Networks – lights not fixed:**

Sue Oldfield advised that despite her recent follow up contact with SA Power Networks, the light opposite the hotel, and the one near the BBQ at the swimming hole, remain out of order.

A follow up request will be actioned.

### **11.3 Lighting up Stansbury cliffs:**

Doug Carruthers suggested investigating the option of lighting up the cliffs at the boat ramp on a permanent basis. Solar lights at the base of the cliffs in the bushes which shine up onto the cliffs may be an option.

### **11.4 Stansbury photo frame:**

Sue Oldfield reported she had received queries as to whether a photo frame depicting something relevant to Stansbury could be installed in the town.

### **11.5 Stansbury town sign:**

Kevin Forrest reported that the box which stored the battery and controller for the lights of the town sign had been vandalised. The controller and battery were stolen.

The lights on the sign were revamped a couple of years ago and now only require a small current. Kevin will install a new battery and solar converter. Ted and Kevin will make some adjustments to the box to make it more secure.

### **11.6 150<sup>th</sup> Opening Night feedback:**

Cr Trevor Clerke advised that the opening night was well done with terrific speakers, and was well received by all.

**11.7 Five year plan:**

Andrew Pisani queried whether Progress had a current 5 year plan.

Don McPhee advised that the current plan is coming to an end. Activities which have been recently undertaken, such as the capital works at the caravan parks and boat ramp, is a result of a number of years of planning and preparation. Funds have been accumulated over a period of time to allow this work to take place. The previous 5 years included refurbishment of the park cabins.

It takes time to accumulate funds to carry out the plan. Most of the funding comes from running the caravan park which is a fairly volatile market, and one which we need to keep abreast of.

Andrew Pisani suggested that thought needs to be given as to how to attract people to the town in the Winter months.

The Town Projects sub committee will arrange a time to meet and develop a proposal for consideration.

**11.8 Jetty Report:**

Cr Trevor Clerke advised that the Jetty Report from the State Government has not been released. Yorke Peninsula Council have the largest number of jetties in the state, with the smallest population.

Divers were at Edithburgh jetty a few weeks ago carrying out an inspection, and are working their way around the peninsula.

**14. CLOSURE:** Meeting closed at 9.00 pm.

**Next meeting:** Executive Committee Meeting, Monday 13<sup>th</sup> November, 7.30pm

Don McPhee

Chairperson .....  .....

Date:..... 11/12/23 .....