

**Minutes of the Stansbury Progress Association Inc. Executive Committee
Meeting held in the Stansbury Institute on
Monday 8th November at 7.30pm.**

PRESENT: Ted Buttfield (Vice Chairperson), George Kokar, Graham Klose, Beth Faulkner, Doug Carruthers, Sue Oldfield, Graham Newstead, Cr Michael Murdock, Carley Crouch (minute taker).

MEETING OPENED: 7.33pm

1. WELCOME: Ted Buttfield welcomed everyone to the meeting 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. All attending members signed the Conflict of Interest document, and were reminded of the Code of Conduct Policy.

3. APOLOGIES: Don McPhee, Kevin Forrest, Julie Harris.

4. ACCEPTANCE OF MINUTES:

Moved: Doug Carruthers

Seconded: Graham Newstead

That the minutes of the Stansbury Progress Association Inc. Executive Committee meeting held on Monday 11th October be accepted as read and confirmed as a true record.

Carried: #1 08/11/2021

5. CARAVAN PARK REPORT:

5.1 Caravan Park Manager's Report:

A written report from the Assistant Managers was tabled.

It was noted that:

- Additional fertiliser can be purchased from Yorketown Hardware.
- In regards to office staffing in the past: when contractors were engaged to run the park they initially did not engage additional office staff, however this did occur about 12 months later.

It was resolved to allow the new park managers time to settle in and assess the staffing situation. They can then provide feedback for consideration. Various models utilising casual staff during peak periods can be assessed as required.

Costings to be provided at the next meeting.

5.2 Caravan Park Sub Committee Report:

Beth Faulkner reported that inspections have been carried out on semi permanent sites that were then put up for sale. Site 87 and 92 were sold in September, site 24 sold in October and site 76 sold in November.

A new semi permanent has also moved onto site 21 which was previously being used as a tourist site.

Ted Buttfield reported that the chain which holds the sullage pump at OPD was replaced with a stainless steel chain and bracket. The electrician has wired the bracket and the pump is connected. A new lid is in place.

Moved: Beth Faulkner

Seconded: Graham Newstead

To accept the Caravan Park Assistant Manager's report and Caravan Park Subcommittee report for October.

Carried: #2 08/11/2021

6. FINANCE REPORT:

6.1 Carley Crouch reported the following October results:

- Commercial income was 9% below budget, and 11% lower than same period last year.
- Expenses were 16% above budget primarily due to invoices budgeted in September being received and paid in October.
- YTD total revenue is 4% above budget, and expenses are 15% below budget.
- The term deposit has been reinvested for four months and will be reviewed on maturity.

Moved: Graham Klose

Seconded: George Kokar

To accept the Finance Report for October.

Carried: #3 08/11/2021

7. MATTERS ARISING FROM MINUTES:

7.1 Stansbury Sports and Community Club (SSCC)-update on Christmas event

Sue Oldfield reported:

- The SSCC is replacing the November Sunday Fun Day with a Christmas event on Sunday 5th December, 2-7pm. Father Christmas will attend, there will be kids activities on the oval, and light meals will be available.
- SSCC requested support from Progress towards the event.

Moved: Graham Newstead

Seconded: Graham Klose

To donate \$150.00 to the SSCC for lollies and ice blocks at the Christmas event on 5th December.

Carried: #4 08/11/2021

7.2 Handover of computers to Stansbury Museum

Graham Klose reported that the computers were handed over to the museum on 26th October. The museum were very grateful.

7.3 Lighting along foreshore path

George Kokar reported that only 2 of the 16 bollard lights requiring attention, are listed on the SA Power Networks website. These two have now been fixed by SA Power Networks. A message has been left regarding the remaining lights.

Tidy Towns will assess the remaining lights and fix where possible.

George will provide information regarding the taller light poles which require fixing.

7.4 YP Council, draft Economic and Tourism Strategy

The draft strategy includes Council coordinating with Progress Associations to develop proposals and seek funding for recreational facilities. Also, to refresh and upgrade the Walk the York project.

In regards to The Pines project, clarification is required on the current zoning and whether this needs to be reclassified.

It was noted that an overall strategy and additional information is required in regards to The Pines project, before any grant applications can be submitted.

Moved: Sue Oldfield

Seconded: George Kokar

To approach Council about developing a walking track from Myall Corner through to Beechcroft Road and back to the gateway above the cemetery as part of Walk the Yorke.

Carried: #5 8/11/2021

8. BUSINESS MANAGER'S REPORT:

8.1 A written report was tabled.

Moved: Graham Klose

Seconded: George Kokar

To accept the Business Manager's Report for October.

Carried: #6 8/11/2021

9. MARKET COORINATOR/VISITOR INFORMATION OFFICER REPORT:

9.1 A written report was tabled.

The following was resolved:

- To use the area near the playground fence for an additional stall at the NYE morning market.
- NYE stall holders will only be charged one fee for the day (ie for both the morning and twilight markets). Stall holders only attending the twilight market will be charged the standard stall holder fee.
- The market co-ordinator to supervise the movement of stall holders from the morning market into section 1 for the twilight market. This is to take place immediately after the morning market.

Moved: Graham Klose

Seconded: Sue Oldfield

To accept the Visitor Information Officer October report.

Carried: #7 8/11/2021

10. SUB COMMITTEE REPORTS:

10.1 Institute:

Graham Newstead reported that he is meeting with John Hill to confirm AEC use of the Institute.

The painting in the foyer is yet to be completed.

10.2 Tidy Towns:

Graham Klose reported:

10.2.1 There is general clean up work to be done at the War Memorial ahead of the 11th November.

10.2.2 VIC kitchen makeover is nearing completion. The flooring is yet to be finalised.

10.2.3 Two seats have been ordered for Harbour Master Park and are due to be delivered in the next few days. Meals on Wheels have paid for one, and Stansbury Lions Club have paid for the other one. Tidy Towns will arrange the installation.

10.3 Town Projects:

Graham Klose reported:

10.3.1 Gabion seats: Doug Carruthers has made a press to box up the gabion seats. These are under construction.

10.3.2 Town banners: The brackets and Christmas banners have been ordered.

10.3.3 Water Tower: The Council are responsible for making the track around the tower for viewing access.

10.4 Access Advisory Committee:

Nil to report.

It was noted that at the corner opposite the oval, when it rains, water goes onto the footpath which is then washed away. Graham Klose will report this at the next meeting.

It was noted that Council will review the gravel work up near the golf club on St Vincent Street.

11. CORRESPONDENCE:

11.1 Email – A Barley, Dogs in Foreshore Park: tabled.

It was resolved to leave the current policy in place, and allow the new park managers to review in due course.

11.2 Email – P Herrmann, Cormorant Control: tabled.

11.3 Email – D McPhee, Grant application, earthworks OPD, shags and RV parks: tabled.

Shags: Cnr Michael Murdock reported that at the last Council meeting a vote was held regarding whether to survey the local residents about removing the Norfolk pines. The final vote was against this option.

It was noted that cutting down the trees will only move the shags further inland.

Council are well aware of the problems caused by the shags.

Nature based Tourism Small Grants Program: Further contact will be made with Deborah Furbank to discuss options for applying for a grant to remove the feral vegetation along Oyster Point Drive.

11.4 Letter – Salt Water Classic – thank you letter: tabled.

12. GENERAL BUSINESS:

12.1 Code of Conduct - Progress

It was resolved to review the current Code of Conduct and amend to address social media activity, and extend to family members of Progress Committee Members.

12.2 RAA Report a Road:

Sue Oldfield advised that members of the public can log into the RAA "Report a road" and report any roads that need repairing.

12.3 Stansbury Sports and Community Club grounds:

On behalf of the SSCC, Sue Oldfield queried whether Tidy Towns enter the oval to do any weed spraying. It was confirmed that Tidy Towns do not enter the oval grounds.

12.4 Stansbury Sports and Community Club grant application:

Sue Oldfield advised that the SSCC are applying for grant funding through SA Health which is targeted towards seniors. The grant is aimed at promoting health and inclusivity of seniors in the community.

The application will be for outdoor gym equipment to be located in the sports club grounds. This will not only benefit seniors but other members of the community who have previously requested additional equipment in a group exercise area.

SSCC request a contribution from Progress, as the SSCC is not in a position financially to provide funds towards the project.

It was resolved that further information is required for consideration, such as a quote for the proposed equipment.

It was noted that consideration could be given to removing the existing equipment from along the foreshore and relocating at the oval.

13. **CLOSURE:** Meeting closed at 9.26 pm.

Next meeting: Monday 13th December 2021

Ted Buttfield

Vice Chairperson 

Date: ¹³13 DEC 2021.....