

**Minutes of the Stansbury Progress Association Inc. Executive Committee  
Meeting held in the Stansbury Institute on  
Monday 14<sup>th</sup> February 2022 at 7.30pm.**

**PRESENT:** Don McPhee (Chairperson), Graham Klose, Beth Faulkner, Sue Oldfield, , Kevin Forrest, George Kokar, Graham Newstead, Julie Harris, Leon Cartledge and Michelle Hoffmann (Caravan Park Managers), Cnr Michael Murdock, Carley Crouch (minute taker).

**MEETING OPENED:** 7.31pm

**1. WELCOME:** Don McPhee 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:** Ted Buttfield, Doug Carruthers

**4. ACCEPTANCE OF MINUTES:**

**Moved:** Beth Faulkner

**Seconded:** Kevin Forrest

That the minutes of the Stansbury Progress Association Inc. Executive Committee meeting held on Monday 10<sup>th</sup> January 2022 be accepted as read and confirmed as true records.

**Carried: #1 14/02/2022**

**5. CARAVAN PARK REPORT:**

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

A written report from the Park Managers was tabled.

Leon and Michelle reported:

- Everything is going well overall, and that there has been very positive guest feedback.
- Site 16 floods when there is a downpour of rain.

Resolved: Don McPhee will do a walk around with Leon to identify problem areas in the park in regards to flooding, and assess how to best manage.

Graham Newstead arrived at 7.36pm.

- Further to discussion at last meeting, it has been determined that a trailer for the buggy will be more useful rather than one for Sadie.

Resolved: Leon will obtain quotes for a suitable trailer for consideration.

- The TV in the camp kitchen is no longer working and needs replacing.

Resolved: Leon to order a new TV from Kogan.

- Leon is registered to remove venomous reptiles and suggests purchasing a snake catching kit so he can carry this out as required.

Resolved: Approved the purchase of a snake catching kit valued around \$450.00.

- The OPD boom gate (incoming) was still having issues. After trial and error it was found that the keypad needed to be reset. This appears to have resolved the problem.

Julie Harris arrived at 7.50pm.

- There have been a lot of walk in bookings, particularly from interstate.
- Setting up the SMS and educating guests about paying up front is ongoing.
- A Uniden 2 way radio has been purchased and being used by the managers and staff. However it only works in line of sight.
- Cleaning supplies are hooked up to the automatic dispensers and are being diluted.
- A damaged awning has been left in the park for around three months. No-one knows who it belongs to.

Resolved: to move the awning to the OPD compound.

It was noted that the trash traps are to be checked and emptied as needed, after large rain events. Tidy Towns will carry this out.

## **5.2 Caravan Park Sub Committee Report:**

Beth Faulkner reported:

- Van 51 is due to have a final inspection and it will then be put up for sale.
- Van 49 has been acquired by Progress, and a working bee is needed to get it ready for sale. Although an alternate option is to let it out once it has been bought up to standard, it is not a big van and would need a lot of money spent on it. Cleaning after guests would also be an issue.

Leon and Michelle left at 8.07pm and did not return.

It was noted that Council is preparing an RV Strategy that will set the parameters for further development of recreational vehicle tourism. Community input is being invited to assist Council in preparing this strategy.

Don has previously written to Council re the initial draft RV Policy, highlighting concern of the potential impact of the policy on towns with caravan parks.

Action: Don's letter to Council will be forwarded to the Executive Committee. Feedback is to be received by Wednesday 23<sup>rd</sup> February to allow time for a submission to be made to Council by 28<sup>th</sup> February.

## 6. FINANCE REPORT:

### 6.1 Carley Crouch reported the following results for January:

- Commercial income is 9% above budget, and 6.5% higher than the same period last year.
- Expenses are 3% below budget.
- Expenses included matters relating to the park development, and a deposit for the NYE fireworks.
- YTD total revenue is 7% above budget, and expenses are 9% below budget.
- The Foreshore Park electricity will be supplied by Origin commencing August 2022, change from the existing provider, AGL.
- February's occupancy is strong.

Moved: Julie Harris

Seconded: George Kokar

To accept the Finance Report for January

Carried: #2 14/02/2022

## 7. MATTERS ARISING FROM MINUTES:

### 7.1 Casual Receptionist for the Caravan Park:

A lady has been engaged in a casual capacity to work in both reception and housekeeping roles at the park. Training in reception has commenced, with cleaning to start in the next few weeks.

### 7.2 Walking Trail budget submission proposal:

No submission was made for this project due to insufficient supporting documentation.

### 7.3 Paving along St Vincent Street budget submission proposal:

Budget submission for paving along the Northern side of St Vincent Street between Ceres and Parrington Streets has been lodged.

#### **7.4 Mile/Myall Corner rename update:**

Carley Crouch reported on Doug Carruther's behalf:

- Doug's research has shown there is no evidence of Western Myall trees in this area.
- Doug is preparing to survey the older residents of Stansbury to see what they remember about Mile Corner.

It was noted that the term "Myall" used to refer to Aboriginal people living in the traditional way.

Beth Faulkner noted that there was a tree on their property that used to be referred to as a Myall tree.

It was suggested that Veronica Brundell be contacted for further information on the renaming of the corner.

#### **7.5 Foreshore bollard lights:**

George Kokar reported that all the lights are now working, except for numbers 3 and 6 when walking from the Foreshore Caravan Park.

### **8. BUSINESS MANAGER'S REPORT:**

**8.1** A written report was tabled.

It was suggested that the old steel fencing from the foreshore playground could be offered for sale.

**Moved: Graham Newstead**

**Seconded: George Kokar**

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

**Carried: #3 14/02/2022**

### **9. VISITOR INFORMATION/MARKET REPORT:**

**9.1** A written report was tabled.

Don McPhee, as joint Chair of the Saltwater Classic Committee, advised that the intention is to hold the event in the future. However, it does need to fit in with the biannual event at Goolwa, and when the tides are right.

Don advised that a decision was required in regards to leaving the donation that was previously made towards the 2022 event, with the Saltwater Classic Committee, or request that it be returned to SPAI.

**Moved: Kevin Forrest**

**Seconded: George Kokar**

**To leave the donation with the Saltwater Classic Committee for use once the event is rescheduled.**

**Carried: #4 14/02/2022**

It was resolved to cancel the 2<sup>nd</sup> April market as this was designed to support the Saltwater Classic which was no longer going ahead.

It was resolved to proceed with the proposed Seaside Market Cancellation Policy but with an inclusion that reserves the right for the market to be cancelled on the day if anything changes, which would deem it necessary to cancel. Also change the cancellation time from midday Thursday to 9am Friday.

It was noted that on the 22<sup>nd</sup> January, the weather was predicted to be ok for holding the market, right up to the day before. However, on the morning of the market, the bad weather came in much earlier than expected which prevented the market from going ahead.

It was agreed to place an advert in the Scribble calling for volunteers to assist with road closures and set up/pack up at the markets for the 2022/23 season.

**Moved: Sue Oldfield**

**Seconded: George Kokar**

**To accept the Visitor Information/Market Report for January.**

**Carried: #5 14/02/2022**

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

### **10.1 Institute:**

Nil.

### **10.2 Tidy Towns:**

Don McPhee reported that a lot of time has been spent on cleaning up damage from the recent storm, including removing branches, damaged trees, working on the footpath down near the Pines, the pathway near Mills Gully and the roadway near the cemetery.

Social distancing practices have been adopted.

### **10.3 Town Projects:**

Graham Klose reported:

- Construction of the gabion seats is ongoing.
- Street plants are progressing and will be planted out as soon as they are ready.
- Market banners are going up on Tuesday 15<sup>th</sup> February, replacing the Christmas banners.

Graham Klose proposed installing a new sign on the Visitor Information Centre. It was agreed to proceed with obtaining a quote from Bray Signs.

It was noted that the option of incorporating a mural could be considered eg. on the fence.

#### **10.4 Access Advisory Committee:**

Graham Klose did not attend the meeting, but reported that a request has been lodged to look at the guttering on Ceres corner.

**Moved: Kevin Forrest**

**Seconded: Sue Oldfield**

**To accept all of the Sub Committee Reports.**

**Carried: #6 14/02/2022**

#### **11. CORRESPONDENCE:**

**11.1 Letter – Wooden & Classic Boats Regatta Association Inc: tabled.**

**11.2 Email – Dianah Walter -Letter to the Editor - Cormorants– tabled.**

It was noted that any solution has to be considered in regards to the cost and the time taken by people carrying out the action (eg drones etc).

The question was raised as to what information was referenced when declaring the cormorant a protected species, and when will this be reviewed.

**11.3 Email – Nick Perry, Yorke Peninsula Council – tabled.**

Don McPhee explained that as a result of the 2020 bushfire, a grant was successful which allowed any party who was affected by the fires, access to legal assistance. Stansbury Progress Association qualified for this assistance, as Stansbury provided refuge for people from Edithburgh and surrounding areas, during the fires. An information session with legal representatives was organised at Minlaton Golf Club, for a group of members from the Progress Associations of towns which were affected.

As a result of this session, it was determined there was merit in having regular meetings of representatives from the various Progress Associations, providing a forum to share issues, and come up with solutions and strategies.

Port Vincent Progress Association have been granted funding to host a series of networking meetings.

It was agreed that Don will attend the first meeting, and a representative from Stansbury will then be nominated for future attendance.

#### **12. GENERAL BUSINESS:**

##### **12.1 Stansbury 150 Year Celebration**

It was resolved to put an advert in the Scribble asking for expressions of interest from volunteers in joining a sub committee, which will be tasked with organising the 150 year celebration events.

**12.2 Bitumen Replacement Foreshore Park:**

Graham Newstead will follow up with contractors regarding the project of replacing the bitumen in the Foreshore Park.

**12.3 Pitts Cutting Road Closure:**

Graham Newstead reported that the Pitts Cutting has a large drop off which is dangerous.

It was noted that this area is an important asset to the community. Deb Furbank from the Council has previously indicated that it would be a good spot for a picnic area.

It was resolved to try to arrange an onsite meeting with Council.

13. CLOSURE: Meeting closed at 9.44 pm.

Next meeting: Wednesday 16<sup>th</sup> March 2022

Don McPhee

Chairperson ..... 

Date: ..... 19.4.22

