



Stansbury Progress Association Inc.

**Minutes of the Stansbury Progress Association Inc.
Executive Committee Meeting
held in the Stansbury Sports and Community Club on
Monday 20 July 2026 at 7.00pm.**

PRESENT: Julie Harris (Chairperson), Will Glazbrook (Vice Chairperson), Sue Oldfield, Tracy Millard, Travis Woods, Shaun Toft, Mick Clifford, Renee Fitzgerald (Minute Taker)

MEETING OPENED: 7:07pm

1. WELCOME: Julie Harris welcomed everyone 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: Julie Hill, Beth Faulkner

4. CARAVAN PARK REPORT:

4.1 A written report was tabled.

The following was noted:

- Fans installed in amenities.
- Removed old fridges and freezers and scrap metal.
- 2 x new air conditioners installed in OPD cabins.
- Hot water system installed in cabin #4

Moved: Will Glazbrook

Seconded: Shaun Toft

To accept the Caravan Park report.

Carried: #1 20/07/2026

5. ACCEPTANCE OF MINUTES:

5.1 Acceptance of the Minutes

Moved: Will Glazbrook

Seconded: Travis Woods

That the minutes of the Stansbury Progress Association Inc. Executive Committee meeting held on 15 June 2026 be accepted as read and confirmed as a true record.

Carried: #2 20/07/2026

6. MATTERS ARISING FROM MINUTES:

- Nil

7. BUSINESS MANAGER AND FINANCE REPORT:

7.1 A written report for June was tabled.

The following was noted:

- Annual wage review – 4.75% increase across awards
- Auditor was onsite for 2 days doing the 25/26 financial audit.
- Estimated costings for new disability cabin came in at \$186k.
- Jetty toilet block mural near completion.
- Discussion around Caravan Park office revamp – general painting and tidy up to proceed. Total office revamp to be discussed further.
- Computer systems and phone systems have now been transferred to a local business.
- Proposed projects for 2026/2027 were discussed.

Moved: Will Glazbrook

Seconded: Shaun Toft

To accept the Business Manager's report for June

Carried: #3 20/07/2026

8. ADMINISTRATION REPORT:

8.1 A written report for June was tabled.

The following was noted:

- Committee members gave feedback and insight on the Winter Market and Town Garage Sale including the possibility of a ballot system for market participants.
- Exploring the interest of a Pre-loved Fashion Market.
- Stocktake of the Visitor Centre completed.
- Decision to undertake a beach clean up before the October Long Weekend.

Moved: Mick Clifford

Seconded: Sue Oldfield

To accept the Administration report for June

Carried: #4 20/07/2026

9. SUB COMMITTEE REPORTS:

- 9.1 Finance** – Committee met prior to Progress Meeting.
- 9.2 Caravan Park** – Caravan Park Committee met on morning of 20 July. A list of items was raised and discussed with Park Managers. Approval given to the following items:
- Replacement of quilt covers for cabins and villas.
 - 3 x full length mirrors to be purchased for Luxury Villas
 - Obtain quote for new table and chairs for old villas.
 - Pet friendly fence to be erected at OPD cabin.
 - Investigate new cupboards for camp kitchen.
 - Updated photos for website.
 - New blinds required for Villa 5 & 6 – quote to be sourced.
 - New mirrors for mens and ladies toilets.
 - Obtain quote for steps for all villas and yellow strips on steps.
- 9.3 Events/Town Projects**
- Marathon running event has made traction with external parties interested in supporting and assisting – business plan for 2028 to be drafted.
 - Mr Whippy (whip cracker) has been secured for New Years Eve markets/event.
- 9.4 Access Advisory Committee**
- Meeting next week
- 9.5 Tidy Towns** – Report noted.

To accept all sub-committee written and/or verbal reports for June 2026.

Moved: Will Glazbrook

Seconded: Shaun Toft

Carried: #5 20/07/2026

10. CORRESPONDENCE:

Correspondence received and noted.

- Stansbury Primary School – Request for funding towards Nature Playground.

Will Glazbrook and Travis Woods declared a conflict of interest.

Moved: Tracy Millard Seconded: Mick Clifford

That the Progress Association donate \$2k towards the Nature Playground.

Carried: #6 20/07/2026

- Robert and Angela Frank – The Committee discussed the significant increase in the electricity supply charge for Residential Park occupants. It was noted that this increase reflects a state-wide rise in electricity supply charges, with residential and business customers across the state experiencing similar increases.

After consideration, the Committee resolved to maintain the revised charges. However, the Committee will continue to monitor electricity costs and any future changes passed on to the business. Should electricity supply charges decrease, the Committee will review the pricing structure and consider passing on any appropriate reductions to park residents.

- Don McPhee – Feedback on the draft constitution – noted.
- Steve Bowley – Feedback on the draft constitution – noted.
- Saltwater Classic – Thank you letter from the committee – noted.
- Ted Forward – Van #206 – Request to waive nights not used for 25/26 year due to health reasons. Committee agreed to not approve a waiver due to allowing this to occur in 24/25 with the proviso that it was a once-off waiver and further requests would not be approved.
- Rod Way – Van #131 – Request to waive nights not used of 25/26 due to algae bloom. The committee's decision was made to not approve the request with the broader implications in mind and the need to apply the agreement consistently across all site holders.

11. GENERAL BUSINESS:

- 11.1 Visitor Centre Opening Hours – It was raised that the VIC opening hours were incorrect on google. Further investigation revealed the weekday opening hours were correct and Saturday required adjustment.

12. CLOSURE: Meeting closed at 9.56pm

Next meeting: AEM - 3 August 2026 at 7.00pm.

Steve Bowley
 Chairperson
 Date: 17/8/26