

**Minutes of the Stansbury Progress Association Inc. Executive Committee Meeting
held in the Stansbury Institute on
Monday 18th November 2024 7.00pm.**

PRESENT: Andrew Pisani, Julie Harris (Vice Chairperson 7.12pm), Don McPhee, Sue Oldfield, Beth Faulkner, Kevin Forrest, Georgie Rankine, Michelle Hoffmann, Leon Cartledge (park managers), Carley Crouch (minute taker).

MEETING OPENED: 7.07pm

1. WELCOME: Andrew Pisani 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: Shaun Toft, Jason Aldenhoven, Doug Carruthers, Cr Trevor Clerke

4. ACCEPTANCE OF MINUTES:

4.1 Acceptance of the Minutes

Moved: Don McPhee

Seconded: Sue Oldfield

That the minutes of the Stansbury Progress Association Inc. Executive Committee meeting held on Monday 21st October 2024 be accepted as read and confirmed as a true record.

Carried: #1 18/11/2024

5. CARAVAN PARK REPORT:

5.1 Caravan Park Manager's Report:

A written park manager's report for October was tabled.

Michelle and Leon reported the following:

- October has been a productive month, with lots of jobs being completed.
- The park managers were hoping to take some leave before Christmas, however the usual relief managers are not available.
- The frame for the catcher on the lawn sweeper has been damaged.
Andrew will fabricate a replacement frame to keep the sweeper in action.

Julie Harris arrived at 7.12pm.

- A budget for new Christmas decorations for each park was requested.

Moved: Beth Faulkner

Seconded: Don McPhee

To proceed with the purchase of the LED Christmas tree, and lights to the value of \$200.00.

Carried: #2 18/11/2024

- The security cameras for the boom gates at OPD are starting to fail. Also, the Foreshore security cameras that were being trialled are good quality but the battery life is only suitable for domestic use. ie. Detecting occasional movement, whereas the park has a high level of activity which causes them to go flat quite quickly.
Leon will contact Peter Hancock, SYP Security, for a quote on a security system he has previously recommended.
- The Foxtel dish on villa 10 is not working, Peter Hancock will assess and repair as required.
- Leon is following up with Dave Dart, regarding booking in first aid training for Ash and Anita.
- A suggestion for installing pet fencing at cabins 3 and 4 was suggested. These are the designated pet friendly cabins.
Andrew has some pool fencing, 900mm high, that he will take down to the park to see if it is suitable.
- The boom gate at OPD has been damaged as a result of being hit by a vehicle. The strut that lifts it up has been damaged.
Andrew will assess and see if he can fix it.
Andrew advised that a second hand van which would be suitable for the housekeepers, is available for sale locally. The interior fit out would need to be done professionally. The housekeepers will be consulted in regard to the storage requirements. Andrew and Don will inspect the van on Wednesday. It was noted that the van is manual, and that an automatic transmission may be more suitable.
- There was a power outage over the weekend, one of a number of outages experienced recently. When the power comes back on, Leon resets the computer and boom gates.
A Tesla power wall would keep some equipment running through a power outage. This option could be considered as part of the new office project.
Leon will check with Smart Tormax to see if the Foreshore boom gates can be set to rise up automatically during a power outage, the same as the OPD boom gates. This will be investigated after Australia Day.
The UPS's on the computers keep the office running until the generator is set up.
- The wind barriers on sites 108 to 111 have been installed, and the new shelving and backsplash in the Foreshore camp kitchen BBQ area has been completed.
- Anita has confirmed with Port Vincent Veterinary Clinic that they will euthanise feral cats for free.

Moved: Don McPhee

Seconded: Kevin Forrest

To accept the Park Manager's report for October.

Carried: #3 18/11/2024

6. MATTERS ARISING FROM MINUTES:

6.1 Stansbury Primary School tree planting update:

Don reported that he spoke with the school regarding planting of trees by the students. The school was already well advanced in collaborating with Council on the planting program.

Julie reported that the students will be watering the plants once a fortnight, and over the school holidays. All the plants are natives, and are aimed at regenerating the flora that used to be in the area. It is usual to experience a 30% death rate of plants.

6.2 Insurance for swimming pontoon:

As per the business manager's report.

7. BUSINESS MANAGER AND FINANCE REPORT:

7.1 A written report for October was tabled.

Don reported that repairs to the ATV vehicle for the caravan park will be around \$1200.00. The repair is to fix an axle that was damaged due to lack of attention from the drivers of the vehicle. The park managers will need to carry out maintenance checks on the vehicle on a regular basis to ensure this does not happen again. The vehicle is to be driven slowly, with caution, and in large turning circles.

The ATV also needs two new tyres which will be ordered from, and fitted by Minlaton Tyre and Auto.

It was agreed to undertake further research into a product which will improve efficiencies in managing the various social media platforms for the caravan park and visitor centre.

In regard to the swimming pontoons, Don reported that Council are currently not interested in assisting with finding a solution to the insurance issue.

It was noted that Yankalilla Council and Encounter Bay Council are also experiencing difficulties regarding their swimming pontoons.

The pontoon which is currently in Oyster Bay will be removed, and remain out of the water, unless the situation regarding lack of insurance changes.

A note explaining the situation of the swimming pontoons will be placed in the Scribble.

Moved: Kevin Forrest

Seconded: Julie Harris

To remove the swimming pontoon from Oyster Bay.

Carried: #4 18/11/2024

Moved: Beth Faulkner

Seconded: Kevin Forrest

To accept the Business Manager's report for October.

Carried: #5 18/11/2024

8. MARKET CO-ORDINATOR/ADMINISTRATION REPORT:

8.1 A written report for October was tabled.

Kevin advised that he had contacted a couple of companies who supply contract labour for road closures. The cost per market for two people to attend is around \$1500.

Kevin explained that the changes to the road closure training program is on a national basis, and not just a change at a state level.

Moved Don McPhee

Seconded: Sue Oldfield

To accept the Market Co-ordinator/Administration report for October.

Carried: #6 18/11/2024

9. SUB COMMITTEE REPORTS:

9.1 Tidy Towns:

A written report from Don McPhee was tabled.

Don reported that some supervised fires had been carried out on the back beach to clean up feral vegetation and dead trees.

Approval has been granted by Council to work along Oyster Point Drive, removing feral vegetation. Don keeps Nick Hoskin informed of the work being carried out. It is estimated that it will take another two years to complete this section. Council are responsible for removing the tree stumps.

Andrew will try and organise a community working bee next Winter to assist with the clean up in this area.

9.2 Events:

Georgie reported that no meeting has been held.

Andrew will arrange a meeting with Trevor Gill to discuss the Salt Water Classic event. It is acknowledged that this is a very important event for the community, and that efforts need to be made to ensure the future of the event.

9.3 Town Projects:

Julie reported that no meeting has been held.

Carley advised that Council have requested the size of the picnic table to be installed under the sails. They will then arrange for the concrete pad to be laid.

It was noted that the steps at the jetty have been cordoned off due to the bottom steps being damaged and unsafe. This will be a further blow to the community and visitors, given the issue with the pontoons, if not fixed ahead of the holiday season.

It was resolved to enquire with Council as to the timeline for repairs to the steps at the jetty.

Moved Julie Harris

Seconded: Kevin Forrest

To accept the sub committee reports for October.

Carried: #7 18/11/2024

10. CORRESPONDENCE:

- 10.1** Email – Tasha Kearslake, YP Council 5th November – tabled. As per item 7.1.
- 10.2** Email – Trevor Gill, 8th November– tabled.
- 10.3** Letter – Prostate Cancer Support Group – tabled.
- 10.4** Letter – Stansbury Sports and Community Club, 13th November – tabled.

It was agreed that the “Sounds by the Sea” event in October went very well, and that Progress support the initiative. However, the current Progress Committee can not commit to sponsorship of an event planned to be held in two year’s time. It is recommended that the Sports Club approach the Progress Committee closer to the planned event in 2026, at which time, that committee can consider the proposal.

It was resolved to revisit the request for funding in two year’s time, as the current committee cannot commit funds of this nature on behalf of a future committee.

Andrew advised that he met with the Yacht Club two weeks ago, and they provided positive feedback on the October long weekend event. They have indicated support for future events, and plan to visit Stansbury again in October 2025.

Andrew advised that the Stansbury Sports and Community Club will be applying for a \$50K grant towards entertainment and music festivals. If successful, the funds can be spent over two years.

It was noted that the Salt Water Classic event attracted grant funding this year which is very positive.

Moved Georgie Rankine

Seconded: Kevin Forrest

To accept the correspondence for October.

Carried: #8 18/11/2024

11. GENERAL BUSINESS:

11.1 Oyster Point Drive Caravan Park inspection:

Don advised that he and Andrew carried out an inspection at the OPD Park today. A list of maintenance issues was tabled.

In summary:

- Power point for the new septic tank at OPD. Andrew will make a new post and the power point will be raised above ground level.
- Paving near OPD sheds – will be completed in the next couple of weeks.
- The OPD storm water sieves will be cleaned out.
- Blue metal will be ordered and spread around the ASL roadways to bring them back up to the correct level.
- In some areas lawn has overgrown the ASL roadways. Andrew will arrange to cut the lawn and get an edge back on it which can then be maintained by the park managers.

- OPD water usage for the last quarter was considerably higher than the same time last year. Watering of the grounds has to be done responsibly. Andrew will check the meters to make sure there are no leaks.
It was reiterated that guests and ASL holders are not to wash boats or cars in the parks.
- Next winter the OPD campground sites will be defined with individual numbers. Consideration to be given to including drive through sites as part of this plan. A water line will also be installed with taps allowing the sites access to water.
- Advice will be sought from an appropriate professional in regard as to how best improve the lawn on the campground, as the soil is very poor. Also to develop a lawn care program.
- Laundry building: consideration is being given to developing the brown brick building at OPD into laundry facilities for both parks. The laundry from the Foreshore Park would be moved to OPD. This would free up the pergola area to be used as private outdoor space for the Foreshore park managers.
The brick building could be extended as there is already a cement slab next to it. The power generated from the solar system at OPD would be used towards running the laundry, offsetting the associated power bills.
- Foreshore front office: Leon, Don and Andrew have looked at various options for the front office. Current options include locating the building in front of the existing shed were the park managers currently park their vehicles.
- ASL van 20: The owners have been provided with a list of work that needs to be carried out to make the van presentable. This work is to be completed before Christmas.
- Housekeeper van: as per 5.1. The van for sale is a manual, 3 seater, diesel with 200K km on it. If a van was purchased for use by the housekeepers, the current cleaning cart would be sold to offset the purchase price.
- OPD cabins – installing additional cabins is part of the long term strategy for the park.

11.2 St Vincent Street footpath:

Georgie advised that Mark Woods had enquired about whether any action could be taken to fix the St Vincent Street footpath.

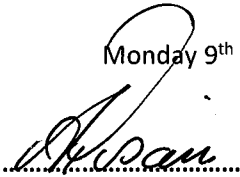
It was noted that budget submissions have previously been made to Council on this issue, with no success.

11.3 Sand banking:

Andrew advised that Mark Woods has provided information on the sand bank groynes that have been used in Adelaide. They have been placed 30m apart and after about two years the sand started to accumulate back onto the beach.

12. CLOSURE: Meeting closed at 10.33pm.

Next meeting: Monday 9th December, 7.00pm.

Andrew Pisani
Chairperson 

Date: 18/12/24