

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

PRESENT:

Don McPhee, (Chairperson), , Beth Faulkner, George Kokar, Graham Klose, Kevin Forrest, Steve Bowley, Graham Newstead, Sue Oldfield, Cr 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.

3. APOLOGIES:
Ted Buttfield (Vice Chairperson), Julie Harris, Kathy Coy and Steve Edmead (Park Managers).

4. ACCEPTANCE OF MINUTES:

Moved: Sue Oldfield

Seconded: Graham Klose

That the minutes of the Stansbury Progress Association Inc. Executive Committee meeting held on Monday 14th December 2020 be accepted as read and confirmed as a true record.

Carried: #1 8/2/2021

5. CARAVAN PARK REPORT:

5.1 Caravan Park Manager's Report

A written report was provided and the following was noted:

- Kathy and Steve thanked SPAI and the Stansbury community for making them feel welcome during their time in Stansbury.
- The following maintenance work remains outstanding:
 1. Pot holes in both parks remain unfilled.
 2. The electrician has suggested installing a whirligig in the Foreshore storage room to assist with ventilation.
 3. Exhaust fans in Foreshore male amenities block are ineffective resulting in mould build up.

It was noted that Sam Harris has been contacted regarding assessing the installation of a whirligig in the storage room.

Moved: Beth Faulkner

Seconded: Graham Klose

To proceed with the installation of a whirly gig in the store room.

Carried: #2 8/2/2021

It was resolved to contact John Thompson to assess whether a ridge ventilator may fix the ventilation in the male amenities block.

5.2 Caravan Park Sub Committee Report

Beth Faulkner reported that the focus has been on reviewing and preparing the necessary documents for the recruitment of park managers.

Application packs have been sent out to interested parties, with the closing date of Wednesday 10th February. This may be extended if suitable applicants are not forthcoming.

Kathy and Steve's last day is 21st February. Sue and Steve Ruddock will act as relief managers until a suitable placement is engaged.

6. FINANCE REPORT:

Steve Bowley reported the following:

- Revenue continues to be tracking well with YTD total income of \$889K, 11% above budget.
- YTD expenses are \$564K, 18% below budget. It was noted this is due to maintenance activities not being undertaken due to high park occupancy. Historically the Winter period is slow and maintenance is able to be carried out during this period, however this did not occur this year.
- Operating profit is \$325K. However, it was noted that \$120K relates to Government Covid-19 subsidies that were received.
- Cash at bank is \$964K, noting that this includes monies allocated to agreed capital works projects.

It was noted that capital works need to be strategically scheduled, including the development of drive through sites and installing new villas.

7. MATTERS ARISING FROM MINUTES:

7.1 Maintenance of the Foreshore Playground:

A written response from Stephen Goldsworthy, Yorke Peninsula Council, was tabled.

It was noted that there may be opportunities to access grant monies in conjunction with the Council to refurbish the Foreshore playground.

Moved: Beth Faulkner

Seconded: Graham Newstead

To contact Stephen Goldsworthy requesting a joint inspection (Progress and Council) to assess what can be done to improve the facilities.

Carried: #3 8/2/2021

7.2 Swimming Pontoons:

A written response from Sue Beech, Yorke Peninsula Council, was tabled.

It was noted that the pontoons are outside of the Council area, and are in the area controlled by the Department for Infrastructure and Transport (DIT). DIT require licence agreements for swimming pontoons and are in the process of following up on pontoons in the local area.

It was noted that SPAI's insurer has confirmed that any negligent act that may occur from the pontoons that have caused any personal injury to a third party/public or property damage will be covered.

It was noted that Hardwick Bay Progress have gifted their pontoon back to Yorke Peninsula Council.

Moved: Kevin Forrest

Seconded: Graham Klose

To leave the pontoons in the existing locations until DIT contact SPAI and review the situation.

All favour: 5

Not in favour: 2

#4 8/2/2021

8. BUSINESS MANAGER'S REPORT:

A written report was provided.

It was noted that further detail is required in regards to work, health and safety matters.

Moved: George Kokar

Seconded: Beth Faulkner

Acceptance of the Business Manager's report for December/January.

Carried: #5 8/2/2021

9. SUB COMMITTEE REPORTS:

9.1 Institute:

Graham Newstead reported that an Institute meeting is scheduled for 23rd February.

9.2 Tidy Towns: Don McPhee reported the following:

9.2.1 Pot Plants

Half of the town pot plants have been refreshed with new soil and plants, and will be reinstated around the town once the plants are acclimatised. The other pot plants will then be removed and replenished.

9.2.2 OPD Shed

The holes around the foundations of the new shed have been filled. An apron is being made at the front of the shed to make it easier to back vans into the shed.

9.2.3 Market Sites

A lot of effort by Kevin Forrest has gone into marking the stall holder sites to make it easier for everyone involved to identify the boundaries.

9.2.4 General Town Maintenance

The general maintenance program around the town (eg mowing/weed control) continues to be carried out on a regular basis.

9.2.5 Foreshore Water Meters

Don McPhee and Graham Klose, SPAI, met with Nick Hoskin, Yorke Peninsula Council, and walked the foreshore to assess the current situation.

Nick advised that the water usage along the foreshore is much higher than it should be, with Stansbury using 10% of the water allocation. Council have installed monitors on the water meters which provides them with remote access to assess water usage.

Taps were identified which could be replaced with timers to assist in understanding the water usage in this area.

It was noted that while residential water restrictions have been lifted, Council still have to stay within water consumption limits.

It was noted that leaks often occur, sprinklers are vandalised and pipes get holes in them.

Moved: Graham Klose

Seconded: George Kokar

Acceptance of the Tidy Towns report for January.

Carried: #6 8/2/2021

It was noted that the Norfolk pines located between OPD park and the cemetery are managed by the Coastal Protection Board. Any trimming or cutting of the trees by other parties is illegal.

It was noted that Coastal Protection have also rejected the suggestion of carrying out a controlled burn of this area.

9.3 Town Projects:

Graham Klose reported:

9.3.1 Seawall: No further information on the grant submission.

9.3.2 Access Advisory Working Party: An email from a local resident was received regarding the pathway near the old boat ramp. Nick Hoskin, Don McPhee and Graham Klose met onsite, and Council will look to level and make a lower incline to improve access/mobility of the area.

9.3.3 Water Tower Art Trail Update: The initial artist has pulled out of the project. The material value she submitted was significantly higher than other the artists and she ceased communication with the Council.

Mike Makatron was very popular during the voting and has been approached as a replacement artist. It is highly likely he will commit to the project. Feedback is being gathered on his initial design which will be provided to him.

Moved: Graham Newstead

Seconded: Kevin Forrest

Acceptance of the Town Projects report for January.

Carried: #7 8/2/2021

9.3.4 Stansbury Grandstand:

Cr Michael Murdock reported that the Stansbury grandstand repairs are on the agenda for the meeting on Wednesday 10th February.

A letter from Yorke Peninsula Council, in response to SPAI's offer of a donation towards the repairs, was tabled.

It was noted that the Sports Club received an updated quote (\$30K) for replacement/repairs of the asbestos and timber which was approximately double the initial quote of \$15K.

It was noted that the Sports Club will submit an application to Council for a budget request for a full upgrade of the grandstand.

It was noted that the Sports Club is responsible for general maintenance, however it relies on grants to carry out works.

Cr Michael Murdock left the meeting at 8.55pm and did not return.

10. CORRESPONDENCE:

10.1 Thank you card – J Butler: a thank you card from Janette was tabled.

10.2 Stansbury Museum: a letter was tabled from Stansbury Museum requesting goods for their January raffle. It was noted that a hoodie and cap were provided as per previous years.

10.3 Email re recycling: Let it be noted and acknowledge that an email from a Stansbury Caravan Park patron was received regarding recycling within the caravan park.

10.4 YP Council letter re Sports Club grandstand: refer to 9.3.4.

10.5 Stansbury Museum thank you letter: thank you letter for donated goods was tabled.

10.6 Bird Scarer Laser information: An email from Mark Woods was tabled. Kevin Forrest conducted further research and provided information on a similar product.

It was noted that the information from Mark Woods was forwarded to Phil Herrmann, Yorke Peninsula Council. It was noted that pest control, licencing and liaising with Civil Aviation are Council responsibilities. Phil will advise SPAI of the outcome once Council have conducted a review.

It was noted that Phil Hermann has been requested to provide a letter confirming that SPAI are able to return to the previous strategy for controlling the shags.

10.7 Australia Melanoma Research Foundation thank you letter: thank you letter for the \$100.00 donation was tabled.

11. GENERAL BUSINESS:

11.1 MARKET CO-ORDINATOR/VISITOR INFORMATION OFFICER REPORT:

A written report was tabled.

It was noted that although the early January market is quieter, it was historically scheduled at this time to coincide with the January swimming lessons, to try and provide an event for the families that stay in Stansbury during this period.

It was resolved to ask the Market Co-ordinator to conduct a review once the season finishes in April, and to provide recommendations for the next season.

It was noted that it is difficult to recruit volunteers for the weekend cover of the VIC.

It was resolved that the Visitor Information Officer conduct a review once the season is finished and provide information and recommendations for next season.

It was noted that SPAI may need to consider making the weekend hours a paid position if it is deemed a valuable service.

It was noted that the same group of volunteers set up and pack up for the markets, as well as manning the VIC stall for the duration of the market. Attendance at the stall is necessary to provide information to visitors and support the Market Co-ordinator. Additional volunteers to assist with this would be appreciated.

It was noted that it is difficult to recruit volunteers in general.

12. OTHER BUSINESS:

12.1 Boat Ramp Concierge: Steve Bowley suggested purchasing a golf buggy and engage someone to drive it to take people from the boat ramp to their vehicles which would improve traffic flow at the ramp during peak periods such as New Year's Eve.

12.2 Community Food Fair: Kevin Forrest advised that Stansbury Golf Club was approached by Council to be involved in the Food Fair on 12th March. The focus is on health and wellbeing, particularly for the younger population. There will be a number of food providers onsite from 4-8pm. The Sports Club is also involved, and will provide coaching for kids. Flyers will be distributed around town once received from Council.

12.3 Electricity Review: Kevin Forrest reported that the electricity costs for the Foreshore Park and Foreshore residence are lower than the same period last year due to the installation of solar panels. In particular, the park bill for November was approx. \$1100 lower and December was \$2000 lower. Occupancy was approximately the same for both years during these two months.

12.4 Uneven pavement: Sue Oldfield reported that the pavement in front of the ladies changeroom by the swimming hole is in need of repair.

It was resolved that Graham Klose will report this to the Access Committee.

12.5 Photo frame for tourists: Sue Oldfield suggested installing a large photo frame in the town for tourists to take their photo.

12.6 Swimming hole: Graham Klose reported that the sand near the swimming hole has been washed away.

12.7 Surrounds for the foreshore exercise equipment: Graham Klose has spoken with Nick Hoskin re the option of installing wooden surrounds for the exercise equipment. Council are planning on planting lawn in this area which will improve the area and negate the need for frames.

12.8 Access to the Institute: Graham Newstead reported that review of access to the Institute has been referred to the Access Committee.

13. CLOSURE: Meeting closed at 9.54pm.

Next meeting: Tuesday 9th March 2021.

Don McPhee

Chairperson

Date:.....