

**Minutes of the Stansbury Progress Association Inc. Executive Committee
Meeting held in the Stansbury Institute on
Wednesday 10th March at 7.30pm.**

PRESENT:

Don McPhee, (Chairperson), Ted Buttfield (Vice Chairperson), Beth Faulkner, Graham Klose, Kevin Forrest, Steve Bowley, Sue Oldfield, Julie Harris (8.02pm) Carley Crouch (minute taker).

MEETING OPENED: 7.34pm

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:
George Kokar, Graham Newstead, Cr Michael Murdock.

4. ACCEPTANCE OF MINUTES:

Moved: Graham Klose **Seconded: Kevin Forrest**

That the minutes of the Stansbury Progress Association Inc. extraordinary Executive Committee meeting held on Monday 18th January 2021 be accepted as read and confirmed as a true record.

Carried: #1 10/03/2021

Moved: Graham Klose **Seconded: Kevin Forrest**

That the minutes of the Stansbury Progress Association Inc. Executive Committee meeting held on Monday 8th February 2021 be accepted as read and confirmed as a true record.

Carried: #2 10/03/2021

5. CARAVAN PARK REPORT:

5.1 Beth Faulkner reported the following:

- A date will be arranged for the Caravan Park Sub Committee (CPSC) to meet and review the applications for the park manager's position. Applications closed today, 10th March. It is possible that the date will be extended a second time if suitable applicants are not recruited during this round.

- The CPSC will meet to review options for the new accommodation units in the Foreshore Park. Quotes will then be obtained for consideration.
- It was noted that villas are more popular than cabins, and that the park has numerous enquiries for bookings of accommodation units which can't be made due to the current consistently high occupancy rates.
- Replacement of the bitumen in the Foreshore Park is a project which will need to be addressed in the near future.

Moved: Beth Faulkner

Seconded: Kevin Forrest

That the CPSC will provide the Executive Committee with options on the new accommodation units and bitumen replacement for consideration.

Carried: #3 10/03/2021

6. FINANCE REPORT:

Steve Bowley reported the following:

- Revenue of \$123K for February was ahead of the \$105K budget. There is a trend of being consistently above budget which has been helped by the Covid environment (high number of visitors travelling locally).
- YTD revenue is 13.6% above budget.
- Expenses for February were 22% above budget mainly due to timing of when invoices were received and payments made.
- YTD surplus is \$321K well above the annual budgeted amount of \$155K.
- The bank balance remains healthy and the CPSC will be reviewing capital works projects and provide recommendations and timelines.
- The OPD water bill was over budget. The CPSC will discuss options for reducing usage within the OPD park to help rein in the water costs.

Moved: Steve Bowley

Seconded: Sue Oldfield

Acceptance of the finance report for February 2021.

Carried: #4 10/03/2021

It was noted that the CPSC will come up with steps to manage the OPD water usage, and that various options are available to address the situation. The new licence agreements will need to include any changes to park rules including those relating to water usage.

7. MATTERS ARISING FROM MINUTES:

7.1 SA Power Network – signage on light poles:

Graham Klose advised that he has received guidelines from SA Power Network regarding placing temporary signage on the town light poles. Eg. For Christmas, Easter, holiday periods.

Moved: Graham Klose

Seconded: Beth Faulkner

To explore the option of installing temporary signs on the light poles.

Carried: #5 10/03/2021

7.2 Town improvement ideas from Stansbury's Youth:

Two responses to the notice in the Scribble calling for ideas for activities and infrastructure from the local youth were tabled.

It was noted that in the current Covid environment water fountains are not a possible option.

It was noted that many of the ideas for development along the Foreshore could be considered as part of the larger seawall project.

The two submissions will be referred to the Town Projects Sub Committee for consideration.

Julie Harris attended the meeting from 8.02pm.

A Facebook post on the Progress page will be generated to increase reach to the youth in an effort to encourage further feedback and ideas.

A response to the two submissions will be generated.

7.3 Foreshore playground upgrade:

Graham Klose and Don McPhee met with Nick Hoskin to review the town playground. It was identified that some refurbishments is required.

7.4 The Pines proposed development:

Julie Harris advised that planning for the development of The Pines area needs to start now, in order to meet with the Council timeline in regards to project submissions.

At the Council's suggestion, Julie will attend a Council run workshop to learn how to submit an application.

It was noted that Steve Bowley will review the Council's Long Term Financial Plan.

7.5 Shag laser update:

Don McPhee reported that he has received a letter from the Council stating they are happy for SPAI to go ahead with the previous shag culling process.

SPAI has requested written confirmation from the Council regarding the provision of insurance for the volunteers involved. SPAI have confirmed that their insurer will not provide cover.

It was noted that the Council are still investigating the laser option as a possible solution.

It was noted that chopping down the Norfolk Pines would only result in the shags moving to a different location to roost.

It was noted that the mess caused by shags is a health and environmental issue which needs to be addressed by Council.

7.6 pontoons:

George Kokar was absent – no update provided.

7.7 Electricity

Kevin Forrest confirmed that AGL are the energy supplier. The feed-in tariff for the Foreshore residence is 12.4c and 6c for the park. There are multiple network charges at various rates which make up the total charge.

8. BUSINESS MANAGER'S REPORT:

A written report was tabled.

Moved: Julie Harris

Seconded: Steve Bowley

That the Business Manager is approved to attend the SA Parks Conference in July 2021.

Carried: #6 10/03/2021

9. MARKET COORINATOR/VISITOR INFORMATION OFFICER REPORT:

9.1 A written report was tabled. Further to this, Di reported that there were two incidents at the 6th March market involving stallholders. Responses from Graham Newstead and Ted Buttfield in regards to these incidents were tabled.

It was noted that it has been previously agreed that there are no limits placed on the type of stall/product that will be provided at any given market.

It was noted that the stallholders have a responsibility to behave in a responsible and respectful manner at all times, and that failure to do so will not be tolerated.

It was resolved to advise one of the stall holders that they are no longer permitted to attend the Stansbury Seaside Markets.

It was resolved to reinforce the policy and directives in regards to the arrival and leaving times to the stall holders. I.e. They are not to attend and set up prior to 6.00am. Set up and arrival time is between 6.00-8.00am. No entry of vehicles after 8.00am. No exiting/leaving the market prior to the advertised finishing time without prior approval of Progress of their representative.

9.2 It was noted that Tidy Towns and the Council are both clear about which grounds areas each party is responsible for maintaining.

9.3 It was noted that no-one has volunteered to clean the public BBQs.

10. SUB COMMITTEE REPORTS:

10.1 Institute:

Graham Newstead – apology.

Ted Buttfeld will report the leaking roof in the supper room to Carol to follow up.

10.2 Tidy Towns: Don McPhee reported the following:

10.2.1 Walking Trails: to the South of the town – vegetation has been trimmed back. The area towards Pitts Cutting before the beach has been smoothed out for easier access for people on gophers.

10.2.2 Roses: have been pruned and watered.

10.2.3 VIC: shade for the Meals on Wheels area is being installed.

10.2.4 Fire extinguishers: for the OPD shed have been installed.

10.2.5 Sump cover: further work on the septic storage tank in OPD has been carried out. This should be finalised in the next couple of weeks.

10.2.6 Litter clean-up: along the Foreshore, both along the walking trail and the roadside, particularly between the cemetery and OPD Park has been undertaken.

10.2.7 Weed spraying: ongoing. Fleabane is a particular problem.

Graham Klose reported that:

- The pepper tree in the market area is starting to sprout and needs tidying up.
- The memorial tree needs to be trimmed.

Kevin Forrest reported that the irrigation for the roundabout near the caravan park had a leak. However, it is still able to be watered by alternative irrigation.

It was noted that the OPD boom-gates are affected by sunlight during a certain time of the year which causes them to go up independent of a swipe card being used. This causes issues when guests have entered or left the park during this time as the anti-pass won't allow them to leave or enter the park once the gates are down again.

The Business Manager will follow up on a quote that was being prepared by a new specialist supplier.

10.3 Town Projects:

Graham Klose reported:

10.3.1 Seawall: No further information on the grant submission.

10.3.2 Caravan Park entry garden: Tidy Towns will assess the area and prepare it for the installation of a rock garden.

10.3.3 Water Tower Art Trail Update: A meeting is scheduled for Thursday 11th March at 6.30pm for further public consultation due to a new artist being commissioned.

The artist will be advised of a few minor adjustments to the design.

11. CORRESPONDENCE:

11.1 YP Council Long Term Financial Plan: as per 7.4.

11.2 Road Watch program: a letter from Sarah Bruns, KESAB was tabled.

It was noted that:

- Tidy Towns volunteers will not be working out on the main highway due to safety reasons.
- Local volunteer groups keep the town tidy and well maintained, Tidy Towns have all the necessary equipment required and there is no need to be involved in the Road Watch program.

It was noted that the Stansbury Sports and Community Club is responsible for maintaining the sports grounds.

12. GENERAL BUSINESS:

12.1 New chair for the VIC:

It was resolved to purchase a new chair for the VIC front reception, as the current chair does not meet ergonomic requirements.

12.2 VIC lights: Kevin Forrest reported that the lights in the VIC need to be replaced to LED's. Sue Oldfield will provide the Business Manager with the contact details of a company who may be able to arrange this under a new government scheme.

12.3 The Pines project: Julie Harris requested feedback from the Committee as to anything that is not to be included in the concept plan for The Pines.

The plan is to take into consideration the path and planting that has been previously carried out by Tidy Towns.

The concept plan will be provided to the Executive Committee for feedback.

12.4 Maintenance of Changerooms: it was confirmed that maintenance of the changerrooms is the Council's responsibility. It was noted that customer service requests can be submitted to Council in regards to any maintenance concerns.

It was noted that Graham Klose has a concept for upgrading the changerrooms, however nothing can be progressed until the seawall project is finalised.

12.5 Beach sand movement: It was noted that the EPA won't allow groynes to be reinstated.

13. CLOSURE: Meeting closed at 10.00pm.

Next meeting: Monday 12th April 2021.

Don McPhee

Chairperson

Date:.....