



POSITIONS OF OFFICE

President	Michelle Twelftree
Vice President	Kristan Every
Secretary	Greg Shaw
Treasurer	Carolyn Janson

COMMITTEE

Jan Le Feuvre	Kim Hoskins
Pam Hickman	Sue Hall
Louise Biddell	Rob Searle
Chantelle Castellan	

WELCOME: Meeting opened by President Michelle Twelftree at 7.37 pm

PRESENT: Michelle Twelftree, Kristan Every, Carolyn Janson, Kim Hoskins, Rob Searle, Jan LeFeuvre, Louise Biddell, Chantelle Castellan, Sue Hall (phone) and Greg Shaw

APOLOGIES: Nil

MINUTES OF PREVIOUS MEETING: distributed by email/Teams for reading

Moved: Greg Shaw Seconded: Kim Hoskins

BUSINESS ARISING FROM THE MINUTES:

- 1) **Title:** Tidy Town Shed Lease - Greg
Discussion: Lease has been supplied to tidy towns and appropriate certificates of currency have been forwarded to YP Council requesting the renewal of lease from January 2022 for a 5 Year period. The 5 year term is present and cannot be changed easily. Tidy Towns sub committee has resolved to review process of extending beyond the 5 year period around 2025
Further Action: No further action required
- 2) **Title:** Tennis Court Boundary Fencing - Sue
Discussion: Sue Hall has spoken to Trevor Mace project Manager and has been advised that the contractor has not contacted him to advise of a commencement date. Trevor is also aware of the requirement to have the fences posts on the south western side of the tennis courts need to be fixed
Further Action: Works to be managed by Trevor Mace
- 3) **Title:** History Book update – Sue and Greg
Discussion: Updated aerial photograph of township, unfortunately an update aerial photograph has not been located in the Institute office so committee has agreed that payment will be made for a new shot. Sue Hall will liaise with Alan Jones to arrange the purchase from the Lands Department. Sue Hall advised that 80 photographs have been scanned and uploaded and other photographs can be used from the current book. Committee had a discussion about the price of new book and settled on \$25.00 but that will be subject to final cost of producing the book.
Further Action: Item on going



- 4) **Title:** Hall / Equipment hire - Pam
Discussion: Pam will be updating form and agreement and will have it uploaded on to PVPA web page.
Further Action: No further action required
- 5) **Title:** Honor Board Submissions - Greg
Discussion: Three designs were tabled for the committees consideration. The three design was selected unanimously by the committee. Prior to design being submitted for a quote the President wanted to table a further design based on the current YP Council's honor board at the next general meeting
Further Action: Pam Hickman will take a photograph of the honor board at the Minlaton YP Council office and will table it next meeting
- 6) **Title:** Account Signatures – Sue
Discussion: Paperwork presented with current signatories so the PVPA accounts can now include the assistant treasurer Sue Hall; this paperwork is to be presented to Bank SA for processing.
Further Action: Sue to approach Bank SA to organise access as above
- 7) **Title:** Christmas Lights - Kim
Discussion: Kim Hoskins tables poster, entry form and prize description. Categories will be Novelty, Religion and Business, there will be a first and second prize for the Novelty and Religion categories and all three categories will be eligible for kid choice prize
Further Action: No further action required

COUNCIL REPORT: No council report has been tabled

Councilors from the Gum Flat Ward have been communicating via email and telephone calls and the cormorant infestation in Port Vincent. This was in direct response to a PVPA letter that was sent to YP Council highlight the continual problem and the lack of constructive measures being taken to resolve the problem

SUB COMMITTEE REPORTS:

SUB- COMMITTEE	REPORT PROVIDED	BUSINESS ARISING FROM REPORTS
TIDY TOWNS	Yes uploaded on Teams	Foreshore playground swings have been and lubricated. Changed over the cleaned and sanitised town bins, finished spraying and weed control on the northern walking trail. Gully walking trails have been cut back from overhanging growth. Tree watering, bbq's cleaned. Shade cloth over the tables need cleaning with the CFS high pressure hose. Parking bay rail at northern walking trail entrance fixed. More trees planted in Bennett Park
VISITOR INFORMATION OFFICE	No	Sue Pike has resigned and the VIO has taken this opportunity to re-focus on its aims and objectives of the VIO and will elect a new Coordinator and secretary. President Michelle Twelftree has acknowledged Sues serve to the VIO in her monthly AFP report
'A FOCAL POINT' COMMUNITY NEWSLETTER	Yes Unloaded onto Teams	220 copies printed for November edition. 240 copies of October edition distributed by the third week. Records maintained each month to avoid wastage. Subscribe button on the webpage, www.portvincent.org.au was checked as it was reported that it was not working but it is definitely

*Minutes of General Meeting
Thursday 4th November 2021
Compiled by Secretary: Greg Shaw*



working. 7 new subscribers in October. The major article in this month's edition was the cormorant issue. Google Slides is a great programme for our newsletter.

WORKING GROUPS

OVAL REJUVENATION COMMITTEE

Nil

Refer to other businesses

FORESHORE TOILET BLOCK COUNCIL PROPOSAL

Yes

Basic concept diagrams have been sourced and collated. Julie Searle has offered to assist with the formatting of council proposal. Greg and Pam will meet with Julie and commence writing proposal

CORRESPONDENCE IN		CORRESPONDENCE OUT	
Date		Date	
16/10	PVPA Constitution feedback	20/10	Country Homes Services – Doing Good Grant forwarded to Sue Hall
16/10	Senior Citizens – changes to Executive	26/10	Local Roads and Community program forwarded to Sue Hall
18/10	Access advisory working party agenda	26/10	Meeting request to fire prevention officer
19/10	Links and contact for YP Associations	28/10	AGL Community Grants forwarded to Sue Hall
19/10	Internet Access for PV Institute	28/10	VIO Meeting request
20/10	Notification of pending CEO review	29/10	Cormorant infestation letter to Council
20/10	Country Homes Services – Doing Good Grant	30/10	Request for insurance currency certificates
21/10	Advise – New food business	2/11	General meeting reminder
26/10	Local Roads and Community program	2/11	Sub committee monthly report request
26/10	Resignation letter – Sue Pike		
27/10	SA Water community evaluation		
28/10	AGL Community Grants		
29/10	Email from Naomi Bittner re cormorant's		
29/10	Sharon Haydon requesting website update		
1/11	Webinar invite- event planning risk management 10 November		
1/11	LCIS – insurance certificates		
1/11	Microsoft 365 subscription		
3/11	YPO CEO performance review		
3/11	Email from Leanne O'Brien re cormorant's		



BUSINESS ARISING FROM CORRESPONDENCE:

PVPA website update request from Sharon Haydon action given to Sue Hall to update webpage

Webinar invite 10 November: Email invitation forwarded to Pam and Jan

Microsoft 365 subscription: Pam/Carolyn to arrange payment

YP CEO review survey monkey: Michelle to complete

Cormorant letter from Councilor O'Brien/ Bittner: general discussion held and reinforced that correspondence should be addressed to councilors, Craig Nixon at National Parks. Notification was received that culling will recommence on the 8 November and held over 4 consecutive night which will alternate between Port Vincent and Stansbury

FINANCIAL REPORT uploaded onto Teams for scrutiny

Moved - Treasurer Carolyn

Seconded Pam

GENERAL BUSINESS:

- 1) **Title:** Fire Prevention officer visit - Greg
Discussion: Greg advised that PVPPA was approached by a number of Vincent Rise resident expressing concerns about the lack of a fire break along the western scrub line. A meeting was organized to have the councils fire prevention officers and the Vincent Rise residence to meet and discuss issues. The officer took a lot of photographs and advised that there is generally a problem with environment department when it comes to clearing scrub
Further Action: No further action required by PVPA but matter will be monitored by fire prevention officers and residence of Vincent Rise
- 2) **Title:** CWA Plaque – Greg
Discussion: CWA plaque is missing from a bench located west of the wharf, discussion held that plaque might have been on a bench that was removed for repairs
Further Action: Greg to liaise with Helen Joraslafsky to establish what was written on the bench and to report back to PVPA for further action

ANY OTHER BUSINESS:

- 3) **Title:** Foreshore Kiosk Shelters- Michelle
Discussion: YP council advise that the kiosk shelters will be repainted professionally color to be used is a Ocean Blue
Further Action: No further action required
- 4) **Title:** Inspection of fire extinguishers in Kitchen - Michelle
Discussion: Fire Maintenance needs to be contacted to arrange for them to attend and inspect fire extinguishers in the kitchen area
Further Action: Secretary to contact Fire Maintenance and arrange inspection
- 5) **Title:** Plaque on front wharf bench - Pam
Discussion: There has been a plaque fitted to one of the designated wharf benches without permission, this was being dealt with by Steve Goldsworthy from the YP Council
Further Action: Secretary to liaise with Pam about previous correspondence and then contact Steve Goldsworthy and to establish when plaque is being removed



- 6) **Title:** Memorial Tree - Michelle
Discussion: Sue Beech of the YP Council advises that the council will be sending out a letter of consultation to residents in the immediate area of the proposed erection of the memorial tree to gauge response, once done a decision will be made about the project progressing through a development application. Michelle also showed the committee the material that would be used and potential dimensions of the leaves for the tree
Further Action: Matter held over awaiting council formal response
- 7) **Title:** Pop ups for school holidays – Sue
Discussion: General discussion held about pop up events during Christmas period and not to clash with vacation swimming lessons, Beach Mission where a number of suggestions it was also pointed out that the VIO area will also have the Strawberries Galore Van and the Port Vincent Oyster van during the same period.
Further Action: Item to be held over until December meeting
- 8) **Title:** Future Grants – Sue and Michelle
Discussion: Michelle advises that a community grant will be applied for to assist in running a combined Progress Association meeting hosted by the PVPA in early 2022. The meeting will have a workshop/ brainstorming component; Michelle will contact a Jane Wundersitz of Wundertraining to arrange an agenda and quote to facilitate the workshop. Sue updated committee with grant information and future possibilities by giving examples including sound /PA / projector system for the Institute, water reticulation system for oval system
Further Action: Sue and Pam to liaise with each other about grants and will report back to PVPA if required.
 No further action required
- 9) **Title:** Signatories for PVPA accounts
Discussion: As Sue Hall is now Assistant Treasurer she has requested to be a signatory, and have internet access (*with a token*) to the PVPA Cheque and Sub-Committee bank accounts
Motion: The assistant Treasurer Sue Hall is authorised by PVPA to become an additional signatory with internet access (via a bank token) to the following accounts:
 Port Vincent Progress Association Cheque Account: 105-064 260097440
 Port Vincent Progress Sub-Committee Account: 105-064 033726440
Moved: Carolyn Janson **Seconded:** Michelle Twelftree Motion Carried
- Further Action:** All paperwork to be signed by existing signatories, Sue to approach Bank SA to organise access as above.

NEXT MEETING Thursday 2nd December 2021 via Zoom

Thank you for your contribution to the PVPA, MEETING CLOSED AT 8.49pm

**Please Remember all apologies, Reports and Agenda Items
 Must be Sent via Email to portvincentprogress@gmail.com prior to the next meeting.**