

MINUTES OF THE PORT VINCENT PROGRESS ASSOCIATION INC. MEETING

5/09/2018

PRESENT:

President Michelle Trelftree, Vice President Trevor Clerke, Secretary Pam Hickman, Treasurer Beth Fairlie
Committee: Louise Biddell, Jan LeFeuvre, Sue Pike, Carolyn Jansons, Julie Adams.
Sub Committee Representatives: Tidy Towns-Vanessa Germien, A Focal Point Sue Hall (Phone Linkup.)

APOLOGIES:

Chris Key, Linda McCabe, Greg Shaw and Cara Mullen

MINUTES OF AUGUST 1ST MEETING: Distributed for reading by Email

J. Adams moved and T. Clerke seconded motion Minutes as read are accepted. Carried

COUNCIL REPORT: Unable to attend due to being unwell. A verbal report was given to P. Hickman by Naomi Bittner
Council will hold its monthly meeting on Wednesday 12th September. Possible funding has become available and a discussion relating to providing a common effluent supply to the towns of Port Vincent and Stansbury will be held. If accepted this proposal will go to Public Consultation discussion and decision .

SUB COMMITTEE REPORTS:

- Tidy Towns - V. Germein remains representative. Funds available \$28,311.28.
John Francis is acting Chairperson until the next A.G.M. following the sudden death of Trevor Treis .
P. Hickman asked if the small recyclable bins owned by Tidy Towns are available to the public.
- Port Vincent Traders – verbal report from Sue Caddy was given by M. Twelftree.
The town sign is coming – framework will be built by Minlaton Engineers.
Website build proposal – at moment our website is difficult to navigate. After discussion it has been decided we build site from scratch for cost of \$2,420.00. Progress will pay 2/3rd of set up fee \$1600.00 and PV. Traders 1/3rd \$800.00. Progress will administer site and run calendar and other content while Traders will operate a Business directory. After set up there will be 2 years free hosting and following this time an advertising fee will be collected. We will transfer from RBE to 'Red Earth Design' and the owner Adam will design website. J. Adams moved above motion and S. Pike seconded it. Agreed by Committee.
Flyers and being worded on.
- V.I.O. – S. Pike. No report this month.
- Oval Rejuvenation Committee – M. Twelftree and P. Hickman
Luncheon for the 'Step Out On The Leg' conference held on 25th and 26th Aug. was provided by Committee and \$2445.00 was received. Expenses are to be deducted but it is hoped approx. "\$1500.00 will have been raised.
Concept landscape drawing has been presented by Mark Bradbrook however more detailed concept of all aspects is required for presenting to Council. Progress pledged \$2,000.00 towards drawing previously and request was made we do this. S. Pike moved and C. Jansons seconded P.A funds concept plan drawing. Carried.
- A Focal Point Community Letter – S. Hall. Sue thanked S. Pike for all support given her during the hand over period. The newsletter is now offered free therefore subscribers are owed for 6 issues. These subscribers will be offered through A Focal Point the option of a refund or donating to P. A. To do this they will be asked for banking details so Direct Credit can be made to them. S. Hall moved and P. Hickman seconded this be offered. Carried
We will attempt to get all recipients onto our Email list. There are 3 mailing monthly.
- Special Events – J. Adams.
Wine & Dine September 29th.
 - Preparations and going well
 - There has been a good response from businesses to requests for donations towards Raffle and Auction
 - Banner advertising event is up

- Progress members are asked to take and sell tickets
- All food for event will be purchased locally

Health Day November 24th - 'Vincent Vitality' Health Expo

- 9 booths have registered
- 2 speakers – Cancer and Palliative Care.
- 2 demo's – Line Dancing and Healthy Cooking.

Bags have been sourced for people to take home information. We are looking at getting our Logo on them
Gala Day – January 1st 2019

- tickets are being printed for Raffle
- 60 stall owners have accepted invitation to attend
- discussing using Hotel Car Park for stalls
- local workers are being offered car parking behind Michelle's shop – SASS

MATTERS ARISING FROM MINUTES AND ACTION PLAN:

- Columbarium Wall – 36 niches are still available. When this is nearly full extension of wall will be actioned.
- School Flags - T. Clerke Grant application submitted but no reply has been received as yet.
- Photocopier – installed and ready for use in Town Office. The cost of printing was raised and the Committee have agreed on the following prices:
A4 B. & W. 20 cents sheet
A3 B. & W. 50 cents sheet
A4 Colour 50 cents sheet
A3 Colour \$2.00 sheet
T. Clerke moved and S. Pike seconded these prices be adopted. Carried
- Institute Kitchen Upgrade – C. Jansons and B. Fairlie. Several concept drawings were presented to meeting. It was suggested chimney area be knocked out and room made for cupboard rather than draws be considered. Doug Le Feuvre will look at design concept and give any input he considers could be included. Present further drawings at October meeting.
- Gabion Wall – suggest residents with ideas of how to improve this write to P. A. with them.
- Key Register – for Hall/Office and other leased properties. It has been suggested a Key Sign Out/In Book be set up. S. Pike – Key Register and P. Hickman – Sign Out/In Book
- There are 2 phone lines at the Institute 1 in the Town Office - P. A. Pays for use of this line and the other is apparently in the Library and is used by them. Refer this information to Council.
- Breezeway for east entrance of Institute – it was agreed we talk to Gareth Harrison regarding a draft design for this and if quote is same or similar as that suggested we do this to present to Council. B. Fairlie suggested existing door be replaced even if breezeway is not recommended.
- PVPA – 12 month Plan Prioritise as Major, Minor, Minimal Projects
Major Project – Oval Rejuvenation Project
Minor Project – Kitchen upgrade
Minimal Project – Institute Door Replacement and Breezeway.
- Lease for Tennis Courts/Club House – Alterations to lease - M. Twelftree. RSL have full use of the Clubhouse and P. A. the courts for the next 5 years. This was agreed to by the Committee.

CORRESPONDENCE IN/OUT AND MATTERS ARISING:

- Annual allocation application sent via email 2/08/2018 – follow up call confirmed letter received. No response as yet.
- Lease renewal for Tennis Courts and RSL Clubrooms – ready for signing and submitting
- PVPA contacted Council re financial contribution to Breezeway Reply from M. Cartwright and quote from G. Harrison
- Letter re Plastic Straw reduction was emailed to Traders.

FINANCIAL REPORT: distributed by email for scrutiny

Please rectify VIO Cash Journal Balance \$3720.33 not \$3,991.61 as recorded.

B. Fairlie moved the report be accepted and the alteration to be noted. T. Clerke seconded motion. Carried.

GENERAL BUSINESS:

- Sunshades for Foreshore Playground – M. Twelftree re email from M. Pulling
Short discussion – J. Adams moved and T. Clerke seconded we address issue and get a quote for shades.
Carried.
- Institute – filing clean out and replacement of removed railing. T. Clerke sought permission to purchase timber to cover area where cupboard was. There is a lot of material relating to P. A. in upstairs projector room. Purchase steel shelving or cupboard to store this. B. Fairlie moved and J. Adams second T. Clerke purchase what is required. Carried. \$250.00 allocated for this.
Go through items for storage and discard everything no longer required
- Volunteers BBQ – S. Pike. Invite various volunteer groups. ? February next year. S. Pike to organise.

ANY OTHER BUSINESS:

- T. Clerke advised meeting he may not be able to remain on Committee if his bid to be Councillor is successful.
- S. Pike would like to have Port Vincent advertised as a R. V. town. She would like to invite speakers to talk to this. L. Biddell believes we are already in this category – she has R.V. Information sign and will look at where this can be placed on road approaching town. Bronwyn Scholes will be invited to talk to the issue at a future meeting.
- J. Adams – asked if she could have funding to \$250.00 for Health Day. Committee agreed to this request.
- P. Hickman – requested permission to tape meeting for purpose of assisting with Minute writing. The Bowling Club does this and we can use their recorder to see if it is warranted. No objections were voiced by Committee.
- V. Germein asked she be added to Minute mailing list. Agreed to.

No further business arose.

Next meeting is scheduled for October 3rd

Meeting closed at 9.40pm.