

MINUTES OF THE PORT VINCENT PROGRESS ASSOCIATION INC. MEETING

06/06/2018

PRESENT:

Michelle Twelftree, Sue Pike, Linda McCabe, Vanessa Germein, Cara Mullin, Carolyn Jansons, Pam Hickman, Trevor Clerke and Beth Fairlie. Visitor Jan Lefeuve

APOLOGIES:

Julie Adams, John Launer and Chris Key.

MINUTES OF PREVIOUS MEETING:

Moved C. Mullin and Seconded Sue Pike the Minutes presented be accepted as true record. Carried.

MATTERS ARISING FROM MINUTES ACTION PLAN:

- Website – there is a problem. Steve Cornwell has been asked to look at this.
- Fund Raising – Action Plan
- S.A. Festival/Fringe – Action Plan
- Branding Port Vincent - Action Plan
- School Flags – Action Plan
- Community Gardens at St. Neot's – pads for tanks and ready for placement. S. Edwards will plumb when this is attended.
- Upgrade to Institute Kitchen – rough design for presentation will be revisited. When concept of what we want is decided this will be presented for approval by Committee. If OK Design Plan will be drawn up by Carolyn Jansons and submitted to Council - Action Plan We thank Carolyn for her offer.
- Columbarium Wall – original plans of this will be copied and forwarded to Council – Action Plan.

COUNCIL REPORT:

No report received.

SUB COMMITTEE REPORTS:

- **Tidy Towns** – V. Germein

Chairman's Report

1. Our on going recycling programme has been consistent, successful and regular. Many thanks to the Volunteers and all those who have donated their time and their recycling. Please note we do not take car catteries. A list of collection points has been prepared by John Francis. If you want regular collection please ask John Francis.
2. Our cleaning programme of barbeques and tables and chairs has been done weekly. Many thanks to Grahame Pike and Vanessa Germein for their efforts.
3. Phone books have been delivered to Stansbury and Port Vincent. This gives us our Christmas money. Many thanks to all who volunteered to do this arduous task.
4. A small rabbit baiting programme has been completed with the assistance of the Council.

5. Paint has been supplied by the Council to paint children's playground equipment. This is to start soon.
6. The first Bully heading south has been tidied up. New table and chairs need to be installed. Apart from that all plants have grown incredibly well. This now a good place to sit and relax. Tyres around trees will be removed and hopefully water tank can be repaired and maintained.
7. All street trees that have been planted recently have been watered and fertilised regularly. The success can be seen on the growth of trees especially near the cemetery.
8. Tidy Towns Volunteers assisted in the Classic Boat Regatta putting up flags and a tent and removal of such. Thanks to all those who helped with such and early start.
9. Slats on walkways are constantly being repaired. A different wood is being used that is all that was available. Wire on walkways especially the water reserve is constantly being repaired.
10. The lookout and the cemetery are regularly being swept. Wooden seats on trails are to be painted.
11. The pontoon will be removed and cleaned and stored for winter. Any necessary repairs will be done.

Thanks again to all those Volunteers and the assistance from the public. All this is helping to keep our town the jewel of the Peninsula.

Thanking you
Trevor Treis

➤ **Port Vincent Traders - M. Twelftree**

No Committee has been formed. Further letter to be forwarded and if no response received by Progress before AGM the Sub Committee will be declared nonoperational. Distribution of funding will be up to discretion of Progress. Representative from Traders will be invited to attend/join so Traders interests are heard

➤ **Visitors Information Office – S. Pike**

New computer, chair and a donated desk have arrived at VIO. WIFI is has been connected. We are awaiting Council to come and set up ready for operation.

➤ **Special Events Committee –B. Fairlie read report form J. Adams**

A special meeting in conjunction with Progress Association was held on 7/05/2018 – poorly attended (8 people) John Mills presented his report and the Special Events audited Financial Report.

He told meeting he was unable to continue as Chairman of the Committee due to personal reason. He would act as an advisor if someone else would coordinate and organise the events. Julie Adams offered to fill the Co-ordinators position and this was agreed to by those attending. Helen Joraslafsky will remain as Treasurer and B. Fairlie will record Minutes of meetings held. Details of all planned fundraising activities and their progress (i.e. Wine & Food Night, Gala Day Raffle and Gala Day) will be presented monthly at the Progress Association meeting. Volunteers will hopefully undertake the responsibility of organising various tasks associated with that activity. Help from volunteers will be vital to the success of Special Events functions and anyone willing to help will be welcome.

A discussion followed report including finances of Special Events. These included their finances and if they should come under Progress control. There were mixed ideas

regarding this. Further decisions regarding group were deferred until next meeting when J. Adams will be back.

- **Oval Rejuvenation Project Committee** – M. Twelftree
Levels and oval survey have been completed. These will be given to Landscaper Mark Bradbrook (home owner at Pt. Vincent) who has offered to draw up concept plan for the Committee. He will not charge a fee for this – thank you for this generous offer Mark. If accepted they will be submitted to Council for approval.
This offer negates \$2000.00 pledged by Progress for part payment of this expense.
- **Historic Ports Display** – grant of \$3000.00 to be returned to National Maritime Museum once their banking details have been received.

CORRESPONDENCE IN & MATTERS ARISING FOR CORRESPONDENCE:

1. Letter with copy of levels and survey for Oval upgrade along with invoice for \$2420.00. Account paid. Refer to Oval Rejuvenation Report for further details
2. Letter for Y. P. Council – re Annual Allocations to Progress Associations. Progress will apply for funding and submit forms to Council by due date.
3. Lease extension documents for Tennis and Basketball Courts.
To be signed and returned to Council.
4. Email from Sue Beech – re expiry of Institute and V.I.O. leases (September 2018) and if we wish to extend them. Recommends drawing up of separate leases as purpose of each is different.
S. Pike will follow up with Council.
5. Email from Letitia Dahl-helm – with link to Wettenhall Environmental Trust's Small Environmental Grants Scheme.
Web site is: <https://wettenhall.org.au/grant/small-environmental-grants/>
6. Letter from Adam Daly – replay equipment at school property
This will be attended to. Contractor has been organised to do this. No further action.
7. Letter from Y. P. Council regarding various properties located in Port Vincent.
Concern for future of blocks of land held in 'trust' for community was expressed. Investigations regarding Progress Associations pecuniary interests with it are being investigated using past Minutes and correspondence as reference. S. Pike and B. Fairlie are attending to this.

CORRESPONDENCE OUT:

1. Letter to Port Vincent Traders Group.
2. Letter to Dept for Education & Child Development.
3. Draft letter to Y.P. Council.

FINANCIAL REPORT: Report distributed via Email for scrutiny.

Following time for discussion B. Fairlie moved and T. Clerke seconded the report as presented be approved. Carried.
Business Banking has been set up and is operating smoothly.

GENERAL BUSINESS:

All issues covered.

ANY OTHER BUSINESS:

- B. Fairlie – Constitution update. As AGM is to be held on Wednesday 11th July, it was decided this be attended to and presented at AGM in 2019. The Addendum inadvertently omitted from current Constitution will be addressed and submitted to Consumer & Business Affairs for inclusion.
- T. Clerke – reported screen door locks in Supper Room and Kitchen have been replaced. reported on AGL Tennis Club electricity account and wonders if this can be looked into as discount rates are much lower than other providers. B. Fairlie will find out who has authority to organise changes etc.

No further business raised.

Notices advertising AGM on 11th July will be submitted to Country Times, A Focal Point for publishing and placed locally on Notice Boards.

Next meeting will be held on 4th July, 2018

Meeting closed at 9.30pm.

ACTION PLAN

JUNE 2018

Date	Action	Response	Rev.Date	Completed
7/06/2017	Defib. Machine Testing Check batteries & Pad		June annually May 2019	Checked 2018
7/06/2017	Reimbursement for storage of Caravans Contact Council for invoicing		January July	
6/06/2018	PO094 -Annual Allocation to P. A. Application to be made by P. A	Submit before 15 th August annually.	Mid July annually	Ongoing
5/04/2017	Website input: Problem requires attending – S. Cornwell to do this	Michelle/Sue Steve Cornwell	July	
2/05/2018	S. A Festival/Fringe	Chris	August	
5/04/2017	Branding for Port Vincent	Michelle	Ongoing	
6/06/2018	Institute Kitchen upgrade – sketch of what we want will be presented and if OK C. Jansons will do design.	Vanessa/Beth		
7/03/2018	School Flag update; Awaiting mid-year grants. Flags stored at Institute with copy of quotes	T. Clerke	Ongoing. Waiting for suitable Grants	
7/03/2018	Fund Raising – option Business /Corporate Funding.	Chris	August	
6/06/2018	Gabion Wall – what do we want done. To be reviewed by members and any suggestions will be presented at July meeting		July	
6/06/2018	Columbarium Wall – copy of original plan to be forwarded to Council	Sue	July	