



Minutes
 Thursday 9th February 2023
 Compiled by Secretary: Greg Shaw

Committee 2022/2023

Michelle Twelftree	Jan LeFeuvre	Kim Hoskins	Kristan Every
Carolyn Janson	Sue Hall	Rob Searle	Pam Hickman
Phil Clarke	Judy DeGiglio	Chantelle Castellan	Greg Shaw

WELCOME:

PRESENT: Kristian Every, Carolyn Janson, Kim Hoskins, Sue Hall, Pam Hickman, Rob Searle, Judy DeGiglio, and Greg Shaw

APOLOGIES: Michelle Twelftree, Jan LeFeuvre, Phil Clarke

Vice President opened meeting and welcomed everyone at 7.06pm

MINUTES OF PREVIOUS MEETING: Previous minutes were not available to be tabled at this meeting. Minutes to be uploaded onto Teams and moved next meeting in March

BUSINESS ARISING FROM THE MINUTES:

- 1) Title: Website alterations - Michelle
 Discussion: Result of follow up with Adam H
 Further Action: Held over
- 2) Title: Projector – Michelle.
 Discussion: \$10K grant money sitting in the cheque account to spend.
 Further Action: Held over
- 3) Title: Raffle update Jan / Pam
 Discussion: Winners have been notified and will be presented prizes by President and Vice President. Total financial break down will be presented at next meeting.
 Further Action: Held over for financial report

COUNCIL REPORT:

Vice President welcomed Trevor Clerke is the YP Council representative for PVPA

SUB COMMITTEE REPORTS:

SUB- COMMITTEE	REPORT PROVIDED	BUSINESS ARISING FROM REPORTS
TIDY TOWNS	Yes	Nil
VISITOR INFORMATION OFFICE	Nil	
'A FOCAL POINT' COMMUNITY NEWSLETTER	Yes	Tabled - Teams
WORKING GROUPS		
OVAL REJUVENATION COMMITTEE	Nil	
HISTORY BOOK	Nil	
FORESHORE TOILET BLOCK	Nil	
COUNCIL PROPOSAL		

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CORRESPONDENCE IN		CORRESPONDENCE OUT	
Date	December	Date	December
3/12	Port Vincent Social Links	20/12	Institute Bins - Kiosk
6/12	Wildlife Experience	21/12	Invoices x2 to assistant treasurer
15/12	Caddies – Memorial x 2	27/12	Christmas light competition results to AFP
19/12	Insurance invoice	29/12	History Book Correspondence draft reply
19/12	Tourism awards	4/01	Access Working Party – forwarded to Phil
20/12	Institute Bins - Kiosk		
20/12	YP Budget Prep – Progress Associations		
21/12	Grant notification		
21/12	Public Liability Insurance		
21/12	Invoices x2		
22/12	Admin allocation from YP Council x 2		
23/12	Vacswim RPAS request		
	January		January
3/01	Extension of RBS Financial Counselling Service	23/01	YP and MN Regional Plan workshop
4/01	Access Working Party	24/01	Free Grant Writing Workshop notification
10/01	Leader's Program	29/01	Father Christmas Run
12/01	BMD Community Assistance Program	30/01	YP Budget Request – Wharf Amenities /Playground shade
13/01	Thriving Community Programs	30/1	PVPA meeting reschedule
13/01	Appointment of Councilor Clerke as PVPA rep	31/01	Financial Request to Ass Treasurer
23/01	YP and MN Regional Plan workshop		February
24/01	Free Grant Writing Workshop notification	07/02	Tidy Town Invoice
24/01	VIO area use		
27/01	Access Advisory Agenda		
30/01	Wharf Use – Fishing Business – Note folder		
	February		
1/2	Active Club Program Grant		
1/2	Agenda items from SH		
2/2	Black Dog Ride catering request		
2/2	Marina Update (development)		
2/2	Fringe on YP		
3/2	YP Council agenda		



BUSINESS ARISING FROM CORRESPONDENCE:

- 1) Title: Caddies memorial plaque - Greg
 Discussion: Caddies over the last 20-24 month have been requesting permission to place a plaque in memory of their parents this request has been delayed awaiting the construction of the memorial tree. The Caddie family have identified two possible benches that are along the northern cliff walk and they are requesting if they can put a plaque on one of them. Committee agreed that proposal is an idea solution
 Further Action: Secretary to advise Caddies of approval to place a single plaque on one of the benches.
 Closed
- 2) Title: Black Dog Ride Catering request - Greg
 Discussion: Above have requested PVPA to consider catering for group who will ride to Pt Vincent. Cater will be fund raising for PVPA. Carolyn volunteered to be coordinator and will contact Craig of Black Dog Ride to work out finer details. Judy has also volunteered to assist Carolyn. Other groups in town will be invited to add to variety of food available.
 Further Action: Carolyn to report back. Closed
- 3) Title: Public liability Insurance - Carolyn
 Discussion: Carolyn has current leases and Insurance and will meet with Pam and Greg to go through. Tidy Towns requested that insurance for their ute is taken on, there was a general discussion about this. Term Deposit information – Carolyn still to continue looking into re-invest at the higher interest rate.
 Further Action: Held over for review
- 4) Title: BMD Community Assistance Program - Sue
 Discussion: This is a grant opportunity of \$5000.00 that could be utilized for fireworks /band
 Further Action:
- 5) Title: Grants / Thriving Community Programs – Sue
 Discussion: two grants PVPA could be looking at. The SA Thriving Regions needs us to be registered for GST. Sue is happy to go through the registration process. The invoices raise are nearly all to businesses – and they can claim the GST back. Sue can train Carolyn. However, Tidy Towns will also be registered. TT do not raise many sales invoices. As we are using MYOB it is an easy process. Sue to register for GST but question raised if it was worth it.
 Further Action: Held over to consider further and report back to committee
- 6) Title: YP and MN Regional Plan workshop
 Discussion: Workshop is being held on the 24 Feb between 11.00-3.00pm at Maitland. RSVP by 13th Feb
 Further Action: Closed
- 7) Title: VIO area
 Discussion: Correspondence from Julie Searle re the arrangement of using VIO site for stalls etc needs a more formalized approach. General discuss formalized the use of VIO block (31 Marine Parade Pt Vincent)
 The procedure will be that anyone wishing to use the block will have to make contact with the Booking Officer (Pam Hickman) Pam will check availability etc; in addition will advise the stall owner that they will need to apply to the YP Council for a Stall Holders permit. Once the permit has been granted an email to VIO will be sent advising time dates etc when a stall will be operated. To reinforce this procedure the YP Council will be requested to PVPA of any stall holder applications they receive direct. If power is required Pam will discuss with stall holder and work something out this includes how it will be invoiced etc. As for a site fee this has and will at this stage be covered by a donation to PVPA
 Further Action: Secretary to write to council. Closed



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- 8) Title: Port Vincent Wharf use
Discussion: Correspondence received about the local fishing business being told not to use the wharf area
NOTE: The correspondence folder has an archival folder attached that contains correspondence from Feb 2022 with YP Council over this subject – correspondence items have been re-labeled for chronological order. Chair pointed out that this is a council issue and PVPA will not get involved. Agreed consensus from committee.
Further Action: Closed
- 9) Title: History Book Correspondence with Alan Jones - Michelle
Discussion: Response to Mr Jones email to a few people within the community about the status of the History Book and his involvement. Executive will manage and respond to Alan in due course.
Further Action: Closed

FINANCIAL REPORT

Port Vincent Progress Association

The following reports for the Port Vincent Progress Association for the months of **December 2022 and January 2023** were tabled and discussed:

- Profit and Loss statement with a year to date surplus of **\$3,017.76** Balance Sheet including an Operating Balance of **\$184,243.04** including Investments :-
- Port Vincent Progress Assoc Cheque account **\$71,604.98 - \$10K of this is grant money for the projector.**
- PVPA Sub Committees **\$45,947.29**
- Satisfac Investment Account **\$32,652.21**

Reports Accepted Moved C Janson Seconded R Searle

2) **Tidy Towns Subcommittee**

The following reports for the Tidy Towns Subcommittee for the months of **December 2022 and January 2023** were tabled and discussed:

- Profit and Loss statement with a year to date surplus of **\$4,229.90**
- Cheque Account and Investments :-
- 1-1002 Tidy Towns Cheque Account **\$21,451.80**
- 1-1003 Tidy Towns Term Deposit 4035805660 **\$29,118.35**
- 1-1004 Tidy Towns Term Deposit 4036494860 **\$11,438.82**

Tidy Towns expenditure to be approved in their minutes.

Reports Accepted Moved C Janson Seconded R Searle

3) **Approved Expenditure**

The following expenditure has been approved by the committee:

Australian Bush Buddies	734.00
Centre State Food Service	488.24
Funky Nature Time	450.00
Kadina Freight Services	115.50
Local Community Insurance Services	415.25
Port Vincent IGA	347.42
Port Vincent Newsagency	11.99
PV Quality Meats	42.95
RBE Internet Services	30.00
Ventnor Hotel Port Vincent	150.00
Yorke Peninsula Council Admin	55.00
Grand total	2840.35

Reports Accepted Moved C Janson

Seconded P Hickman

**GENERAL BUSINESS:**

- 1) Title: Tennis Court Fencing - Greg
Discussion: Southern side of the fencing poles needs urgent attention due to corrosion. Greg to liaise with Tidy towns. Applying for an appropriate grant would be another course of action but a quote needs to be organised
Further Action: Held over
- 2) Title: Pump Track - Michelle
Discussion: Update and issue of availability at the oval. This issue was raised over 12 months ago any update
Further Action: Held over
- 3) Title: A Focal Point advertising fees - Sue
Discussion: Sue discussed the possibility of raising the advertising fees for the A Focal Point to raise revenue for our administration expenses. Committee approved to increase advertising as per the schedule submitted by Sue and is available for review in Teams in Feb 2023 correspondence folder
Further Action: Closed
- 4) Title: Electronic signage - Greg
Discussion: The information session at the PVMBC covered internal signage like pricing / menu boards. The issue of external signage was discussed at the end of the session. The presenter highlighted that programming of the signage would be best covered by the council as they would potentially have the resources and hardware
Further Action: No further action Closed
- 5) Title: Wi-Fi access - Michelle / Pam
Discussion: Wi-Fi access to the Institute through Optus using a dongle
Further Action: Held over
- 6) Title: Electric Car Charging Station - Sue
Discussion: Sue suggested that PVPA gets an electric car charging station installed at Port Vincent through a company called Jolt, who have several charging stations in Adelaide. Jolt make their money out of the advertising they put on their charging stations. Committee was informed that there are in fact 11 charging stations already on the YP and is not a PVPA issue
Further Action: Closed
- 7) Title: Caravan Park Storage -
Discussion: The Foreshore caravan park is no longer willing to maintain storage of caravans and moving them of site into the storage yard. To maintain a revenue the PVPA needs to consider taking on the role. Issues like insurance, manpower was discussed, and it was decided to investigate further.
Further Action: Carolyn Janson and Kim Hoskins to contact Caravan Park management and report back
- 8) Title: Gala Day / Fireworks –
Discussion: Committee had a discussion about investigating an event that could possibly coincide with a fireworks display. A sub-committee away from progress be formed to investigate further.
Motion The PVPA forms a sub-committee to look at the feasibility of running an event that potentially incorporates a firework display. Moved Kristian Every Seconded Carolyn Janson Carried
Further Action: Formation of a sub-committee to be followed up and reported back to PVPA

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ANY OTHER BUSINESS:

- 1) Title: Defib signage -Phil
Discussion: There needs to be an extra sign placed on the institute to indicate the location of the defib. This is in hand as an extra sign is available and will be put up.
Further Action: Closed

- 2) Title: Oval rejuvenation
Discussion: It was discussed that a working party of interested groups is formed to liaise with other community members about any future oval rejuvenation plans. Secretary to send out invitations to RSL, Tidy Towns, PVMBC to secure one person to join working party. Pam Hickman will lead the working party.
Further Action: Secretary to send out invitations. Closed

NEXT MEETING 2nd March 2023 at 7.30pm

Thank you for your contribution to the PVPA, MEETING CLOSED AT 9.17 pm

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