PORT VINCENT PROGRESS ASSOCIATION INC
MINUTES
Wed 11 June 2025
Compiled by Secretary: Kirsty Marshall

POSITIONS OF OFFICE		COMMITTEE
President	Pam Hickman	Jan Le Feuvre
Vice President	*Vacant*	Kyle Mullen
Secretary	Kirsty Marshall	Judy DeGiglio
Treasurer	Sue Hall	
Asst. Treasurer	Helen Joraslafsky	
Public Officer	Sue Hall	

PRESENT: Kirsty Marshall, Helen Joraslafsky, Michelle Twelftree, Pam Hickman (online), Jan Le Feuvre, Judy DeGiglio, Sue Hall (online)

APOLOGIES/ABSENT: Trevor Clerk, Kyle Mullen

Welcome from President

- Vice President position still vacant

MINUTES OF PREVIOUS MEETING:

Distributed by email 13/5/2025

Moved Kirsty Marshall Seconded Helen Joraslafsky

BUSINESS ARISING FROM THE MINUTES:

COUNCIL REPORT:

Trevor Clerke put in an apology for this meeting.

Business arising from council report:.

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SUB COMMITTEE REPORTS:

SUB- COMMITTEE	REPORT PROVIDED	BUSINESS ARISING FROM REPORTS
TIDY TOWNS	No	Pam has the cleaning equipment for the tables - john dropped it off last week. Anyone to go on a roster fortnightly?. Mark H will look at this Saturday.
GALA DAY	No	Discussed Prospectus. Band locked in. No grant updates yet.
VISITOR INFORMATION OFFICE	No	Jan - Very quiet currently. Nothing to report.
'A FOCAL POINT'NEWSLETTER	Yes	Sue - things going well. Email address making a difference - no bounce backs.

CORRESPONDENCE IN		CORRESPONDENCE OUT	
Date		Date	
8/5/2025	Trevor Clerke, YP Council – May Grants 2025 E-Bulletin	7/5/2025	Naida Raschella – Mobile/internet service (Sue/AFP)
8/5/2025	Michelle Twelftree, YP Council – acknowledgement of receipt of Draft Memorandum of Understanding between YP council and PVPA	12/5/2025	Janet Cameron – Shelter Poster (Sue – VIO)
8/5/2025	Port Vincent Oysters – request to book Hall supper room for Gala Day 2026	15/5/2025	Jo Minks – Council Grant Acquittal
9/5/2025	Natalie McDonald, YP Council – Council Agenda 14 May 2025	15/5/2025	Brad Martin, Ozfish – Shellfish Hotel Project – committee response
8/5/2025	Country Arts – Remittance Advice EPAY00259	16/5/2025	Ashlee Jansen, Tudor Insurance – Quotes for PVPA insurance - 232550
11/5/2025	Margie Rachwal, Friends of Yorketown Hospital – 10 year anniversary	16/5/2025	Trevor Clerke, YP Council – Port Vincent Jetty (Sue – AFP)
12/5/2025	Brooke Liebelt, YP Council – Mental Health Workshop for Small Business – Monday 19 May	18/5/2025	Readership of AFP – Request for articles (Sue – AFP)
12/5/2025	Janet Cameron – Posters for Shelter & Wharf	27/5/2025	Peter Villis, Dockside - Discussion – Dockside Development and Carpark
15/5/2025	Nick Perry, YP Council – Advice – Council Landowner Consent Granted – PV Foreshore Playground Shade - PVPA	28/5/2025	Charmaine Kimber, Cas Storm – poster regarding boat ramp carpark and surrounding roads (Sue)
12/5/2025	Brad Martin, Ozfish – Shellfish Hotel Project	1/6/2025	Nick Perry, YP Council – Outstanding queries (internet, boat ramp fees, VIO passports, MOU)
16/5/2025	Origin Energy – electricity bill (Institute)	2/6/2025	Naida Raschella – Mobile_Internet Service (Sue – AFP)
16/5/2025	Michelle Twelftree, YP Council – PVPA leases	2/6/2025	Andrew, SA Tractors – Mobile and data coverage (Sue – AFP)
16/5/2025	Maddy Pulling, YP Council – Advice – Minute Distribution – Access Advisory Working Party – 12 May 2025 Meeting	3/6/2025	Molly Flanagan, Grounded –Response to query of age range and times (Sue-AFP)
16/5/2025	Natalie McDonald, YP Council meeting minutes 14 May 2025	3/6/2025	Jenny Tuttle – Invoice 515 – Hall Hire Mon 18 August 2025
23/5/2026	Charmaine Kimber – Copies of the PV Marina Plan Amendment Report and DPA – Approved and Gazetted		
23/5/2025	Peter Villis, Dockside – Discussion – Dockside Development and Carpark		

28/5/2025	Maddy Pulling, YP Council – Update – Port Vincent Institute Repairs		
28/5/2025	Molly Flanagan, Country Arts – Grounded Event at PV Sunday 17 August 2025		
29/5/2025	John Curnow – suggestion and photos for low maintenance toilet block for wharf		
31/5/2025	Linda McCabe – suggestion for a 2025 time capsule		
1/6/2025	Molly Flanagan, Country Arts – YP Art Newsletter		
2/6/2025	Trevor Clerke, YP Council – June Grants 2025 E-Bulletin		

BUSINESS ARISING FROM CORRESPONDENCE:

1) Title: Suggestion for a 2025 time capsule – Linda McCabe
   Discussion: Message: HI can there be consideration for a 2025 time capsule??? Images of the algal bloom, an aerial town photo from a drone with everyone standing on the foreshore etc etc etc . It would be a fun community project for the winter and something different

   Further Action Required: Kirsty to get back to Linda to let her know could be considered for 150th.

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FINANCIAL REPORT:

Profit and loss report

Cash mode
01 May 2025 - 31 May 2025

	Total			
	Actual	Last Year	Variance $	Variance %
4-0000 Income				
4-1600 A Focal Point Advertising Fees	25.00	120.00	(95.00)	-79
4-2400 Hall Hire Income	50.00	0.00	50.00	-
4-2800 History Book Sales	0.00	635.00	(635.00)	-100
4-3001 Sale of Progress Equipment	60.00	0.00	60.00	-
4-3021 Saltwater Classic Raffle Sales	0.00	(1,429.89)	1,429.89	100
4-3022 Model Boat Sales	0.00	(392.23)	392.23	100
4-3023 Art Sales Saltwater Classic	0.00	(209.54)	209.54	100
4-3024 Gold Coin Donations at SWC	0.00	(146.75)	146.75	100
4-3025 SWC DVD Sales	0.00	(15.00)	15.00	100
4-3026 Gala Day Sponsorship Income 2025	0.00	3,500.00	(3,500.00)	-100
4-4001 Exercise Class Income 2024-25	461.00	0.00	461.00	-
Total Income	**596.00**	**2,061.59**	**(1,465.59)**	**-71.10%**
Gross Profit	**596.00**	**2,061.59**	**(1,465.59)**	**-71**
6-0000 Expense				
6-1000 Accounting fees	53.55	49.30	4.25	9
6-2000 Electricity & gas	0.00	51.57	(51.57)	-100
6-3000 Internet Access and Website Maintenance	1,485.00	43.44	1,441.56	3318
6-5200 Sundry expenses	0.00	50.00	(50.00)	-100
6-6609 History book expenses	0.00	12.19	(12.19)	-100
6-6622 Gala Day 2024 Miscellaneous Expenses	0.00	144.38	(144.38)	-100
6-6701 Gala Day 2025 Amusements	0.00	5,434.00	(5,434.00)	-100
6-6802 Exercise Class Expenses	2,050.00	0.00	2,050.00	-
Total Expense	**3,588.55**	**5,784.88**	**(2,196.33)**	**-38.00%**
Operating Profit	**(2,992.55)**	**(3,723.29)**	**730.74**	**20**
8-0000 Other Income				
8-1500 Tidy Towns Recycling Income	820.00	938.10	(118.10)	-13

8-1501 Tidy Towns - Phone Book Income	377.20	376.00	1.20	0
8-1504 Tidy Towns Grants	0.00	1,800.00	(1,800.00)	-100
8-1506 Tidy Towns Sale of Equipment	500.00	0.00	500.00	-
Total Other Income	**1,697.20**	**3,114.10**	**(1,416.90)**	**-45.50%**
9-0000 Other Expense				
9-6001 Tidy Towns Vehicle Registrations	1,273.64	99.00	1,174.64	1186
9-6004 Tidy Towns Fuel and Mechanical Expenses	247.17	328.89	(81.72)	-25
9-6005 Tidy Towns Staff Rec and Amenities	13.00	66.95	(53.95)	-81
9-6006 Tidy Towns Electricity	172.28	163.79	8.49	5
9-6007 Tidy Towns Hardware	51.85	76.50	(24.65)	-32
9-6008 Tidy Towns Dog Bags	210.98	0.00	210.98	-
9-6009 Tidy Towns Bin and Fire Extinguisher	64.00	0.00	64.00	-

	Total			
	Actual	**Last Year**	**Variance $**	**Variance %**
Contractors				
9-6013 Tidy Towns Gifts and Donations	0.00	(10.00)	10.00	100
Total Other Expense	**2,032.92**	**725.13**	**1,307.79**	**180.40%**
Net Profit	**(3,328.27)**	**(1,334.32)**	**(1,993.95)**	**-149**

Bank transactions report
Port Vincent Progress Association
PO Box 92 PORT VINCENT SA 5581
0413 057 992
01 May 2025 - 31 May 2025
Generated 02 Jun 2025 14:11:25

Code	Category name			Balance ($)	
1-1000	**Port Vincent Progress**				
Date	**Reference**	**Type**	**Description**	**Deposit ($)**	**Withdrawal ($)**
05/05/2025	372	Bill payment	Payment for 00000299 Nourished by Jo Minks - Exercise Classes to 30th June 2025		1,850.00
05/05/2025	373	Bill payment	Payment for 00000298 Yorke Peninsula Exercise Physiology - Exercise Class		200.00
05/05/2025	374	Bill payment	Payment for 00000296 Pipeline Media - Teleconferencing in Supper Room - partially paid by grant funding		6,758.40
08/05/2025	375	Spend money	MYOB Australia MYOB 2-10011971841 - monthly fee		53.55
30/05/2025	376	Bill payment	Payment for 00000302 - Pipeline Media Quarterly management of Web page and domain hosting		165.00
Total				**666.00**	**9,026.95**

1-1001	**PVPA Sub Committees**				
Date	**Reference**	**Type**	**Description**	**Deposit ($)**	**Withdrawal ($)**
12/05/2025	92	Spend money	INTERNET WITHDRAWAL DONATION THANK YOU - Donation to Maritime Museum Port Victoria - VIO trip		40.00
12/05/2025	93	Bill payment	Payment for 00000300 - Benbows - hire of bus for VIO trip		850.00
12/05/2025	94	Spend money	INTERNET WITHDRAWAL DONATION THANK YOU - Donation to Bublacowie Museum Port Victoria - VIO trip		100.00
Total					**990.00**

All approved.

Moved: Sue Hall Seconded: Jan Le Feuvre

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GENERAL BUSINESS:

2) Title: Recruiting for additional members for PVPA
Discussion:
Further Action: Kirsty to look in to this before next meeting.

3) Title: Dray Project - updates
Discussion: From previous meeting, Sue to contact Tomas to confirm start date.
Tomas away for July. Setback with VIO block – 2-3 weeks behind due wet weather. It still needs to be levelled off. Tomas to order parts for structure – needs to be painted before it goes up. Could be painted inside the shed. Colorbond will be green.
Further Action Required: Need to confirm with Tomas on colour to be painted. Pam to check with Tomas.

4) Title: Cormorant damage
Discussion: No further updates at this stage from Ian Yarrow on whether Council can assist.
Further Action Required: Kirsty to follow up

5) Title: Memorial plaques/seats
Discussion: From April meeting
Further Action Required: Pam to follow up

6) Title: Signage at the playground BBQ area – Janet Cameron
Discussion:– Tidy Towns have agreed to pay $500 towards this project. VIO to manage this project. Need to have approval for the other (total $1000) $500. Pam has WWCC. Kirsty WWCC??
Further Action: All agreed – approved $500

7) Title: GROUNDED
Discussion: Pam has craft items for the activities – Sun 17 August – Art Spark Kids Craft. About 4 activities. Could Janet do digital craft? Greg to do plasters.
Monday 18th Jenny Tuttle doing mosaics. Will be advertised. Tickets will be on Event Brite.
Further Action:

8) Title: Water/watering system for Oval
Discussion: From previous meeting, Pam to follow up with Grant Smith on this to see if we fit into the category to get water for the oval.
Pam followed up – need to organize a meeting – give him dates over the next few weeks and organize with Andrew Cameron to work out what is needed. Grant confirmed there is definitely room for us to have water.
Further Action: Pam to contact Grant to arrange meeting onsite

9) Title: Grants - update
Discussion:

- Qantas grant pending
- Exercise classes grant acquitted
- Received $4400 from Council
- AED Grant Acquittal
- About to commence the Digital Grant for supper room technology

Further Action:

10) Title: Shade Sail / playground update / fence & gate
Discussion: We have been advised by Council that Landowner Consent for a shadesail has been approved by the elected members and we can progress to Development Approval.
Further Action: Kirsty to speak with Pam on next steps. Need updated quotes – can they assist with DA – does it cost extra.

11) Title: Caravan Park storage / Memorandum of Understanding
Discussion: Last update from Council was Thursday 8 May 2025:
The Draft MOU has been received and looked upon by the EDBS team. (Economic Development and Business Sustainability)
Currently we are waiting on the new Property Tenure Officer to commence their position and they will be required to be involved in the consultation of the MOU proposal, than as previously mentioned, I believe that a report will be submitted to the Corporate Management Team (CEO and Directors of council) to be reviewed, from there the next steps will be recommended i.e. – Council Report (to the elected members).

Please be advised that this process will likely not be fast, we will keep you updated as to any progression of your proposal and any further information required

Michelle: To ensure council understood origins of parcels of land and communication processes re parcels of land. Understanding between community and Progress as to what would happen if council or community want to make changes to the parcels. Confirmed this was the case.
In saying that she has following suggestions:

- Remove some items that don't portray this in the MOU
- Personally understand everything in the MOU but feels not portraying everything we want it to portray
- Put some items in another document
- Future Township Activation Strategy – will be email coming soon
- We are 2nd cab in the ranks in this project = independent consultations – consultation on what community wants project-wise across all progress associations
- Aiming towards having consultation so can have an action list of priorities so don't need to have consultation for grant funding – pre-consulted and pre-approved rather than reactive
- Independent consultant – host processes about what development community wants
- Can then apply for funding or use eg our held funding to then go and re-do an updated version of main community plan that we have
- Create master plan with action list
- Makes easier for grant application and budget bids

Pam – who is going to come and talk to us?

Independent consultant – won't be for PVPA until later – Louise – good with volunteer groups
Sue – how much is budgeted for that? Would rather have the money

Process for collaborated towns only about $10K – basically a couple of thousand per community

Sue - Bowls club and Senior cits – both donated land – should they be on MOU? Have been asked by members of both. Correll Park – should this be on the MOU?

Michelle happy to ask the question of council

Pam – we want the MOU to reflect the history for future council members.

Michelle – mainly wanted to confirm that still understood reasoning of MOU. Michelle will come back with suggestions – Janette (tenure officer) still finding her feet. Michelle will get references for Correll Park – send any accompanying docs for addendums (Kirsty)

When was the depot formed? Does anyone have any idea? No information found – ask Paul Stubby, John Buttfield.

Still looking in to road closure to close road for events. Company Civil Ed do training for it – advanced training and complex. They had been talking about developing a programme for event road closures but not ready yet. Michelle still following this up and will keep us posted. Pam – is it worth ringing state govt to see if mandatory or have they forgotten it's all done by volunteers.

Further Action: Michelle to follow up on training and get back to us on road closure training. Sue can ask Rosemary – PA to Fraser Ellis to ask about it. Michelle to touch base with Renee (new Stansbury business manager) if they have any updates.

12) Title: Movie Night – presented by Katherine Singleton
Discussion: From previous meeting, Kyle find out if licence still active for caravan park. Pam to contact Katherine. Kyle was going to look up licence for caravan park.
Further Action: Put on hold for the time being.

13) Title: Access Advisory Meeting - update
Discussion: Anne-Marie advised Jan she no longer wants to attend these. Jan put in apology for last meeting. Jan and Julie Adams happy to be our representatives.
Further Action:

14) Title: Exercise Classes update
Discussion: Going well – getting about 18-20 during winter. Sue mentioned to Jo we could charge more for caravan park attendees eg have membership card – regulars $5.00, non-regulars $7.50
Further Action:

15) Title: Saltwater Classic
Discussion: Monthly meeting was held on 28th May at Stansbury. Sue reported it's a very hard working committee. Website up and running – includes dates etc. Will go out about road closures soon. Navy band booked in. Booked apartments for them to stay in. Jan and Noel Polkinghorne to do welcome for them. IGA donates breakfast and lunches.
Next meeting is in Port Vincent, Wednesday 25th June at 7.30pm. Pam will open up the supper room and will attend.
Further Action:

16) Title: Credit card for PVPA purchases
Discussion:
Further Action: To action this after the next AGM once executive roles elected

17) Title: Hall – renovations/working bee
Discussion: Waiting on a report from council re 2 x Request for Service (fire exit doors and hall windows)

Kyle has installed wire in the screen door.
Further Action: Awaiting response from Council re quotes/work

18) Title: Annual Tennis Court Membership
Discussion: Sue has set this up online and advertising in AFP. Not expecting big numbers for winter but may increase in summer. Pam – new lock in place and working – previous one was faulty. Signage – will be done soon – Corey.
Further Action: N/A

19) Title: Boat ramp income
Discussion: Sue got in touch with Nick – tonight Council are putting through a motion to pay an annual fee to those people who picked up cash. Council are asking for figure for past 12 months. Average is about $1017 for each year.
Further Action: Await confirmation of how much to invoice

20) Title: AGM – Thursday 4th September followed by first meeting
Discussion: Sue – Change to constitution to allow all executive positions to be elected at the AGM. Sue has contacted Wool Bay Progress regarding setting up our new constitution. A Special meeting will be held prior to the AGM to approve.
Further Action: Sue – has a version which has been approved by CBS – will get to work on this over the weekend.

21) Title: Port Vincent 150th (2027)
Discussion: Date for the main event? Tie in with Gala Day? Cemetary clean up?

Sue – September would be appropriate. Could be in Sept/Oct school holidays of 2027. Agreed we don't have it align with Gala Day. Once we have a date we need to look around for grants.
Further Action: Leave item on agenda for discussion

22) Title: Line markings on road out of PV (Jan)
Discussion: Line markings on road out of PV are faded and difficult to see – particularly in wet weather.
Further Action: Jan to put in Request for Service with council

23) Title: Gala Day Prospectus
Discussion: To be tabled at meeting – for information
Further Action: n/a

24) Title: Mobiles and Internet – update from Sue
Discussion: can we discuss reaching out to the community to see who has Starlink (satellite phone) access in case there is another shut down of mobile/NBN services?
3G going offline has caused lots of issues. Sue has contacted Ellen Day who will get back to her. Are towers pointing in right direction? Seem to support cars on road but not town.
Committee agreed they are happy for Sue to keep chipping away at finding better access for our town.
Further Action: Sue will continue to gather information and report back

25) Title: Overview of website and advertising by businesses (Sue)
Discussion: Sue reported businesses haven't signed themselves up. Jan and Sue to contact local businesses to discuss AFP/website. Sue has emailed everyone who has advertised in AFP.

Further Action: Touch base with accommodation providers.

26) Title: Teams – do the committee ever go onto Teams?
Discussion:
Further Action: Revisit next meeting.

ANY OTHER BUSINESS:

Helen – thanks for use of the premises for CWA. The local branch won the competition day, 2nd year in a row.

Sue – tennis tournament – Sept school holidays – maybe ask a few people if interested in running a kids tournament in the holidays.

Pam – date for the meeting for CHS – want it on a Tuesday but it is booked.

Meeting closed: 8:20pm

NEXT MEETING: – Thursday 3rd July 2025 at 6.30pm in Institute Supper Room

Please Remember all apologies, Reports and Agenda Items
Must be Sent via Email to secretary@portvincent.org.au prior to the next meeting.