

NOTICE OF MEETING

Pursuant to the provisions of section 88 (1) of the
Local Government Act 1999

Adelaide Plains Council Historical Committee of the



will be held by

Electronic means

On

**Wednesday 4 May 2022
at 7:00pm**



.....
James Miller
Chief Executive Officer

AGENDA

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1. <u>ATTENDANCE</u>	
1.1 Present	
1.2 Apologies	
1.3 Not Present/Leave of Absence	
2. <u>CONFIRMATION OF MINUTES</u>	
2.1 “that the minutes of Adelaide Plains Council Historical Committee meeting held on Wednesday 6 April 2022 be accepted.”	5
3. <u>BUSINESS ARISING</u>	
4. <u>DECLARATION OF MEMBERS INTEREST (material, actual, perceived)</u>	
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10. <u>MOTIONS ON NOTICE</u>	
11. <u>MOTIONS WITHOUT NOTICE</u>	
12. <u>URGENT BUSINESS</u>	


13. CONFIDENTIAL ITEMS

Nil

14. NEXT MEETING

Wednesday 1 June 2022

15. CLOSURE

 Adelaide Plains Council	2. CONFIRMATION OF MINUTES
Wednesday 4 May 2022	

Items:

- 2.1 “that the minutes of Adelaide Plains Council Historical Committee meeting held on Wednesday 6 April 2022 **(MB Folio 156 to 159 Inclusive)**, be accepted as read and confirmed.”

MINUTES

of

Adelaide Plains Council Historical Committee Meeting of the



Pursuant to the provisions of section 88 (1) of the
Local Government Act 1999

HELD

Via Electronic Means

on

**Wednesday 6 April 2022
At 7:00pm**

The Presiding Member formally declared the meeting open at 7.00pm.

1. **ATTENDANCE**

1.1 **Present**

Mr S M Strudwicke (Presiding Member)	<i>by electronic means</i>
Mr R Bevan	<i>by electronic means</i>
M J Franks	<i>by electronic means</i>
Ms L Parsons	<i>by electronic means</i>
Mr G Tucker	<i>by electronic means</i>
Mrs C Young	<i>by electronic means</i>

Also in attendance by electronic means:

Manager Library and Community	Ms A Sawtell
Information Technology Support Officer	Mr S Murphy

1.2 **Apologies**

Mr P Angus
Mr V Chenoweth

1.3 **Not Present / Leave of Absence**

Nil

2. **CONFIRMATION OF MINUTES**

2.1

Committee Resolution

2022/ 007

Moved Mrs Young Seconded Mr Bevan

“that the minutes of Adelaide Plains Council Historical Committee meeting held on Wednesday 2 March 2022 (MB Folio 151 to 155 inclusive), be accepted as read and confirmed.”

CARRIED

3. **BUSINESS ARISING**

Nil

4. **DECLARATION OF MEMBERS INTEREST (Material, actual, perceived)**

Nil

5. ADJOURNED BUSINESS

Nil

6. REPORTS FOR INFORMATION

6.1 Resolutions Actions Report – March 2022

Committee Resolution	2022/ 008
Moved Mrs Young	Seconded Mr Franks
“that the Adelaide Plains Historical Committee, having considered Item 6.1 – <i>Resolution Actions Report – March 2022</i> dated 6 April 2022, receives and notes the report.”	
CARRIED	

6.2 Monthly Financial Report – March 2022

Committee Resolution	2022/ 009
Moved Mr Tucker	Seconded Mr Franks
“that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – <i>Monthly Financial Report – March 2022</i> dated 6 April 2022, receives and notes the report.”	
CARRIED	

6.3 Monthly Correspondence, School & Group Visits Report – March 2022

Committee Resolution	2022/ 010
Moved Ms Parsons	Seconded Mrs Young
“that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – <i>Monthly Correspondence, School and Group Visits Report – March 2022</i> dated 6 April 2022, receives and notes the report.”	
CARRIED	

7. REPORTS FOR DECISION

Nil

8. QUESTIONS ON NOTICE

Nil

9. QUESTIONS WITHOUT NOTICE

Nil

10. MOTIONS ON NOTICE

Nil

11. MOTIONS WITHOUT NOTICE

- 11.1 Museum Promotional Tear Drop Signs- purchase

Committee Resolution**2022/ 011**

Moved Ms Parsons Seconded Mr Bevan

“that the Adelaide Plains Council Historical Committee, authorises the Manager Library and Community to purchase two tear drop signs in accordance with Council’s Procurement Policy.”

CARRIED**12. URGENT BUSINESS**

Nil

13. CONFIDENTIAL ITEMS

Nil

14. NEXT MEETING

- 14.1 Wednesday 4 May 2022


15. CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 7.35 pm.

Confirmed as a true record.

Presiding Member:

Date: ____/____/____

 Adelaide Plains Council	6.1	Resolution Actions Report – April 2022	
	Department: Report Author:	Development and Community Manager Library and Community	
Date: 4 May 2022	Document Ref:	D22/16904	

OVERVIEW

The purpose of this report is to update members regarding the status of ongoing Committee resolutions, which have been recorded since November 2020. Each month, the Manager Library and Community reviews and updates the status of all outstanding resolutions.

If Members have been endorsed by the Committee to be responsible for undertaking a resolution, it would be greatly appreciated if they can advise the Manager Library and Community (preferably by email) when the action has been successfully completed. This will ensure that the Resolution Register (**Attachment 1**) is kept up to date when tabled at Committee meetings.

RECOMMENDATION

“that the Adelaide Plains Historical Committee, having considered Item 6.1 – *Resolution Actions Report – April 2022*, dated 4 May 2022, receives and notes the report.”

Attachment

1. Resolution Register

References


Legislation

Local Government Act 1999 (SA)

Local Government (Procedures at meetings/ Regulations 2013 (SA)

Adelaide Plains Council Historical Committee - Resolutions from November 2020

Meeting Date	Item Number	Title	Resolution Description	Resolution Number	Status/ Comments ('Deferred, Ongoing, Agenda, Completed')
05-May-21	11.1	Glenn Dix video – offer of professionally editing	“that the Adelaide Plains Historical Committee agrees to provide Mr Mark Warren, General Manager, The Bend Motorsport Park with its copy of the Glenn Dix recording for him to professionally edit and provide a free copy of the updated professional version of the interview back to the Mallala Museum.”	2021/32	Ongoing
05-May-21	11.4	Relocation of External fencing	“that the Adelaide Plains Historical Committee agrees to explore the costs of extending the Mallala Museum’s fence line to include the relocated Fire Engine Shed.”	2021/35	Ongoing
05-May-21	11.5	Mallala Museum - purchase of Compactus	“that the Adelaide Plains Historical Committee authorises Mr Strudwicke, Mrs Young and Mr Bevan to consider possible locations for a suitable sized compactus and investigate potential grant opportunities to assist with costs.”	2021/36	Ongoing
06-Oct-21	11.1	Fire Engine Truck – maintenance report	“that the Adelaide Plains Council Historical Committee asks Mr Keith Earl to conduct a preliminary inspection on the Fire Engine Truck and to provide a recommended maintenance report to the Committee for their consideration.”	2021/068	Jim Franks to follow up with Keith Earl.
02-Mar-22	11.1	Transport Gallery Panels - purchase of additional panels	“that the Adelaide Plains Council Historical Committee authorises Presiding Member Strudwicke to proceed with ordering the next batch of panels for the Transport Gallery, through the preferred supplier Visualcom.”	2021/005	Interpretative Panels to be delivered to the Museum 26/4/2022.
02-Mar-22	11.2	Surplus Telephone Exchange - potential donation	“that the Adelaide Plains Council Historical Committee, contacts the Gawler History Trust to offer them a surplus to requirement telephone exchange.”	2021/006	Meeting on site - 26/4/2022 to view Museum's surplus telephone exchange
06-Apr-22	2.1	Confirmation of minutes	“that the minutes of Adelaide Plains Council Historical Committee meeting held on Wednesday 2 March 2022 (MB Folio 151 to 155 inclusive), be accepted as read and confirmed.”	2021/007	Completed
06-Apr-22	6.1	Resolutions Action Report - March 2022	“that the Adelaide Plains Historical Committee, having considered Item 6.1 – Resolution Actions Report – March 2022 dated 6 April 2022, receives and notes the report.”	2021/008	Completed
06-Apr-22	6.2	Monthly financial report - March 2022	“that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – Monthly Financial Report – March 2022 dated 6 April 2022, receives and notes the report.”	2021/009	Completed
06-Apr-22	6.3	Monthly correspondence, School & Group visits report - March 2022	“that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – Monthly Correspondence, School and Group Visits Report – March 2022 dated 6 April 2022, receives and notes the report.”	2021/010	Completed
06-Apr-22	11.1	Museum Promotional Tear Drop Signs - purchase	“that the Adelaide Plains Council Historical Committee, authorises the Manager Library and Community to purchase two tear drop signs in accordance with Council’s Procurement Policy.”	2021/011	Manager Library and Community obtaining quotes.

 Adelaide Plains Council	6.2	Monthly Financial Report – April 2022	
	Department: Report Author:	Development and Community Manager Library and Community	
Date: 4 May 2022	Document Ref:	D22/17093	

OVERVIEW

Each month Council's Finance staff provide a financial statement (**Attachment 1**) for Members to consider at their Committee meeting.

Income mainly raised from visitor fees remains the same as reported at the April 2022 meeting ie \$1,265.40. Expenditure (period from 1 June 2021 to 30 April 2022) totals \$25,445.19.

As we are heading into the final financial quarter for 2021/2022, Members should consider if they need to purchase additional archival materials and advice the Manager Library and Community accordingly, so this expenditure is included in the current financial year statement.

RECOMMENDATION

“that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – **Monthly Financial Report – April 2022**, dated 4 May 2022, receives and notes the report.”

Attachment

1. Financial Statement – prepared by General Manager Finance and Business

References


Legislation

Local Government Act (SA) 1999

INCOME AND EXPENSES STATEMENT FOR THE PERIOD JULY 2021 TO APRIL 2022			
Details	Budget (Ex. GST)	GST \$	Net \$
Income			
Door Money	500	90.27	902.73
Sundry Sales	200	-	-
Interest from Bank	2	6.18	0.85
Donations	-	-	300.00
Museum Shirts	-	6.18	61.82
Total Income	702	102.63	1,265.40
Expenditure			
<i>Transport Gallery project</i>		-	11,722.15
Service Contracts (AMA Security/Flick)	3,700	-	208.00
Advertising	500	-	-
Fuel (REO Fuel)	100	2.74	27.36
Electricity (Origin)	2,735	37.64	376.42
Consumables & Hardware (Petty Cash)	500	-	-
Stationery	300	-	-
Materials	1,350	74.36	761.56
NBN Internet	655	49.05	490.95
Equipment & Furniture	1,000	-	-
History Council Membership	-	2.73	27.27
Assets Insurance	5,066	409.16	4,092.60
CWMS Service Charges	659	-	659.00
RAAF Centenary - Vintage Aircraft - Overflight	-	-	750.00
Museum Fire Truck Rego	-	-	478.57
Interpretive Panels	-	138.60	1,386.00
Polo Shirts	-	93.84	938.36
Postage	-	4.00	40.00
Other Expenditure	2,000	348.70	3,486.95
Total Expenditure	18,565	1,160.82	25,445.19
Net Income/(Expenses)	(17,863)		(24,179.79)

SUMMARY OF BUDGET AGAINST ACTUAL	
Actual Income (Net of GST)	1,265.40
Budgeted Income (Net of GST)	702.00
<u>Over/(Under) Income Budget for 2021/2022</u>	<u>(1,967.40)</u>
Actual Expenditure (Net of GST)	25,445.19
Budgeted Expenditure (Net of GST)	18,565.00
<u>Available Expenditure Budget for 2021/2022</u>	<u>(6,880.19)</u>
<u>Non Budgeted Expenditure 2021/2022</u>	<u>11,722.15</u>

SUMMARY OF THE BANK ACCOUNT TRANSACTIONS	
Opening Bank Balance as at 01/07/2021	32,463.77
Income Received (incl GST)	882.85
Less : Withdrawal for Transport Gallery project	(11,722.15)
Closing Bank Balance as at 28/04/2022	21,624.47

	6.3	Monthly Correspondence, School and Group Visits Report – April 2022	
	Department:	Development and Community	
	Report Author:	Manager Library and Community	
Date:	4 May 2022	Document Ref:	D22/17091

OVERVIEW

Each month *Adelaide Plains Council Historical Committee's* Secretary Ms Laura Parsons provides a detailed report about all the incoming and outgoing correspondence. This attachment will be emailed to Members prior to the May 2022 *APCHC* meeting.

This year the *History Trust of South Australia* have compiled a “*South Australia's History Festival*” booklet which lists and details all organisations who are participating in this year's Festival. This hard copy version may inspire additional visitors to the Mallala Museum on a Sunday afternoon, during the month of May, to explore the Museum's exhibitions and in particular the Margaret Tiller Gallery.

RECOMMENDATION

“that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – *Monthly Correspondence, School and Group Visits Report – April 2022*, dated 4 May 2022, receives and notes the report.”

Attachment

Nil

References

Legislation

Local Government Act (SA) 1999