

# 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 6 April 2022  
at 7:00pm**



.....  
James Miller  
**Chief Executive Officer**

## **AGENDA**

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<b>1. <u>ATTENDANCE</u></b>	
1.1 Present	
1.2 Apologies	
1.3 Not Present/Leave of Absence	
<b>2. <u>CONFIRMATION OF MINUTES</u></b>	
2.1 “that the minutes of Adelaide Plains Council Historical Committee meeting held on Wednesday 2 March 2022 be accepted.”	4
<b>3. <u>BUSINESS ARISING</u></b>	
<b>4. <u>DECLARATION OF MEMBERS INTEREST (material, actual, perceived)</u></b>	
<b>5. <u>ADJOURNED BUSINESS</u></b>	
<b>6. <u>REPORTS FOR INFORMATION</u></b>	
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<b>9. <u>QUESTIONS WITHOUT NOTICE</u></b>	
<b>10. <u>MOTIONS ON NOTICE</u></b>	
<b>11. <u>MOTIONS WITHOUT NOTICE</u></b>	
<b>12. <u>URGENT BUSINESS</u></b>	


**13.     CONFIDENTIAL ITEMS**

Nil

**14.     NEXT MEETING**

Wednesday 4 May 2022

**15.     CLOSURE**

 <b>Adelaide Plains Council</b>	<b>2. CONFIRMATION OF MINUTES</b>
<b>Wednesday 6 April 2022</b>	

**Items:**

- 2.1 “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.”

# 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 2 March 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 P Angus	<i>by electronic means</i>
Mr R Bevan	<i>by electronic means</i>
Ms L Parsons	<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 J Franks

### 1.3 **Not Present / Leave of Absence**

Mr V Chenoweth

Mr G Tucker

## 2. **CONFIRMATION OF MINUTES**

### 2.1

#### **Committee Resolution**

**2022/ 001**

Moved Mrs Young                      Seconded Ms Parsons

**“that the minutes of Adelaide Plains Council Historical Committee meeting held on Wednesday 3 November 2021 (MB Folio 146 to 150 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 – February 2022

<b>Committee Resolution</b>	<b>2022/ 002</b>
Moved Mr Bevan	Seconded Mrs Young
<b>“that the Adelaide Plains Historical Committee, having considered Item 6.1 – <i>Resolution Actions Report – February 2022</i> dated 2 March 2022, receives and notes the report.”</b>	
<b>CARRIED</b>	

### 6.2 Monthly Financial Report – February 2022

<b>Committee Resolution</b>	<b>2022/ 003</b>
Moved Mrs Young	Seconded Mr Bevan
<b>“that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – <i>Monthly Financial Report – February 2022</i> dated 2 March 2022, receives and notes the report.”</b>	
<b>CARRIED</b>	

### 6.3 Monthly Correspondence, School & Group Visits Report – February 2022

<b>Committee Resolution</b>	<b>2022/ 004</b>
Moved Ms Parsons	Seconded Mr Angus
<b>“that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – <i>Monthly Correspondence, School and Group Visits Report – February 2022</i> dated 2 March 2022, receives and notes the report.”</b>	
<b>CARRIED</b>	

## 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 Transport Gallery Panels – purchase of additional panels**

**Committee Resolution**

**2022/ 005**

Moved Mr Bevan                      Seconded Mr Angus

**“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*.”**

**CARRIED**

**11.2 Surplus Telephone Exchange – potential donation**

**Committee Resolution**

**2022/ 006**

Moved Mrs Young                      Seconded Ms Parsons

**“that the Adelaide Plains Historical Committee contacts the Gawler History Trust to offer them a surplus to requirement telephone exchange.”**

**CARRIED**

**12. URGENT BUSINESS**

Nil

**13. CONFIDENTIAL ITEMS**

Nil

**14. NEXT MEETING**

**14.1 Wednesday 6 April 2022**




**15. CLOSURE**

There being no further business, the Presiding Member declared the meeting closed at 8.02pm.

Confirmed as a true record.

Presiding Member: .....

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

	6.1	Resolution Actions Report – March 2022	
	Department:	Development and Community	
	Report Author:	Manager Library and Community	
Date: 6 April 2022	Document Ref:	D22/12861	

## **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 – March 2022*, dated 6 April 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	?
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	Manager Library and Community has raised purchase order
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	?

 <b>Adelaide Plains Council</b>	<b>6.2</b>	<b>Monthly Financial Report – March 2022</b>	
	<b>Department:</b>	<b>Development and Community</b>	
	<b>Report Author:</b>	<b>Manager Library and Community</b>	
<b>Date:</b>	<b>6 April 2022</b>	<b>Document Ref:</b>	<b>D22/13091</b>

## **OVERVIEW**

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

Income, predominantly raised from the collection of visitor fees, total \$1,265.40. Total expenditure for the Mallala Museum (in the period from 1 June 2021 to 31 March 2022) is \$23,802.19. Expenses included the continued work on the development of the Transport Gallery eg Interpretative Panels, which will visually support and provide further information regards the various displays.

At the March 2022 *APCHC* meeting, members briefly discussed strategies eg purchase of tear drop signs to encourage visitor numbers which will be considered in '*Business Arising*' in more depth tonight.

## **RECOMMENDATION**

**"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."**

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## **Attachment**

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

## **References**


### Legislation

*Local Government Act (SA) 1999*

<b>INCOME AND EXPENSES STATEMENT FOR THE PERIOD JULY 2021 TO MARCH 2022</b>			
<b>Details</b>	<b>Budget (Ex. GST)</b>	<b>GST \$</b>	<b>Net \$</b>
<b>Income</b>			
Door Money	500	90.27	902.73
Sundry Sales	200	-	-
Interest from Bank	2	6.18	61.82
Donations	-	-	300.00
Interest from Bank	-	-	0.85
<b>Total Income</b>	<b>702</b>	<b>96.45</b>	<b>1,265.40</b>
<b>Expenditure</b>			
<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	743.56
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	186.20	1,861.95
<b>Total Expenditure</b>	<b>18,565</b>	<b>998.32</b>	<b>23,802.19</b>
<b>Net Income/(Expenses)</b>	<b>(17,863)</b>		<b>(22,536.79)</b>

<b>SUMMARY OF BUDGET AGAINST ACTUAL</b>	
Actual Income (Net of GST)	1,265.40
Budgeted Income (Net of GST)	702.00
<b>Over/(Under) Income Budget for 2021/2022</b>	<b>(1,967.40)</b>
Actual Expenditure (Net of GST)	23,802.19
Budgeted Expenditure (Net of GST)	18,565.00
<b>Available Expenditure Budget for 2021/2022</b>	<b>(5,237.19)</b>
<b>Non Budgeted Expenditure 2021/2022</b>	<b>11,722.15</b>

<b>SUMMARY OF THE BANK ACCOUNT TRANSACTIONS</b>	
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)
<b>Closing Bank Balance as at 31/03/2022</b>	<b>21,624.47</b>

	6.3	<b>Monthly Correspondence, School and Group Visits Report – March 2022</b>	
	<b>Department:</b>  <b>Report Author:</b>	<b>Development and Community</b>  <b>Manager Library and Community</b>	
<b>Date:</b> 6 April 2022	<b>Document Ref:</b>	<b>D22/13133</b>	

## **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 will be tabled to Members at the April 2022 meeting due to agenda preparation deadlines.

With South Australia currently experiencing spiralling COVID-19 numbers, it is not surprising that there are no scheduled school group visits in the month of April 2022. Hopefully, this 'trend' may be reversed by May, as the Mallala Museum will be once again participating in History Month, promoting the newly refurbished Margaret Tiller Gallery.

## **RECOMMENDATION**

**"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."**

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## **Attachment**

Nil

## **References**

### Legislation

*Local Government Act (SA) 1999*