

NOTICE OF MEETING

Pursuant to the provisions of section 84 (1) of the
Local Government Act 1999

**of the
Adelaide Plains Council Historical Committee**



will be held in the

**School Room
Mallala Museum
1 Dublin Road, Mallala**

on

Thursday 3 August 2023 at 11.00am

A handwritten signature in black ink, appearing to read "James Miller".

James Miller
CHIEF EXECUTIVE OFFICER

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1 ACKNOWLEDGEMENT OF COUNTRY

Council acknowledges that we meet on the traditional country of the Kurna people of the Adelaide Plains and pays respect to elders past, present and emerging. We recognise and respect their cultural heritage, beliefs and relationship with the land and we acknowledge that they are of continuing importance to the Kurna people living today.

2 ATTENDANCE RECORD

3 CONFIRMATION OF MINUTES

CONFIRMATION OF MINUTES

Record Number: D23/33113

Author: Manager Library and Community

Authoriser: Group Manager - Development and Community

Attachments: 1. Minutes of the Adelaide Plains Council Historical Committee held 6 July 2023

RECOMMENDATION

“that the minutes of Adelaide Plains Council Historical Committee meeting held on Thursday 6 July 2023 (MB Folio 225 to 229 Inclusive), be accepted as read and confirmed.”

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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 at

**The School Room
Mallala Museum
1 Dublin Road
Mallala**

on

**Thursday 6 July 2023
at 11:00am**

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The Presiding Member formally declared the meeting open at 11.05 am.

1. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge that we are meeting on traditional Country of the Kurna people of the Adelaide Plains and pay our respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kurna people living today.

2. ATTENDANCE

2.1 Present

Mr S M Strudwicke (Presiding Member)

Mr R Bevan

Mr V Chenoweth

Mr J Frank

Ms L Parsons

Mrs C Young

Also in Attendance:

Manager Library and Community

Ms A Sawtell

2.2 Apologies

Mr P Angus

Mr G Tucker

2.3 Not Present / Leave of Absence

Nil

3. CONFIRMATION OF MINUTES

3.1	Committee Resolution	2023/ 34
	Moved Mrs Young Seconded Ms Parsons	
	“that the minutes of Adelaide Plains Council Historical Committee meeting held on Thursday 1 June 2023 (MB Folio 218 to 219 Inclusive), be accepted as read and confirmed.”	
	CARRIED	

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3.2	Committee Resolution	2023/ 35
	Moved Mr Chenoweth Seconded Mrs Young	
	“that the minutes of Adelaide Plains Council Historical Committee meeting held on Thursday 15 June 2023 (MB Folio 220 to 224 Inclusive), be accepted as read and confirmed.”	
		CARRIED

4. BUSINESS ARISING

Nil

5. DECLARATION OF MEMBERS INTEREST (Material, actual, perceived)

Nil

6. ADJOURNED BUSINESS

Nil

7. REPORTS FOR INFORMATION

7.1 Resolutions Actions Report – June 2023

Committee Resolution	2023/ 36
Moved Mr Bevan Seconded Mrs Young	
“that the Adelaide Plains Historical Committee, having considered Item 7.1 – Resolution Actions Report – June 2023, dated 6 July 2023 receives and notes the report.”	
	CARRIED

7.2 Monthly Financial Report – June 2023

Committee Resolution	2023/ 37
Moved Mr Bevan Seconded Mr Chenoweth	
“that the Adelaide Plains Council Historical Committee, having considered Item 7.2 – Monthly Financial Report – June 2023, dated 6 July 2023, receives and notes the report.”	
	CARRIED

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7.3 Monthly Correspondence, School & Group Visits Report – May 2023

Committee Resolution**2023/ 38**

Moved Ms Parsons Seconded Mr Frank

“that the Adelaide Plains Council Historical Committee, having considered Item 7.3 – Monthly Correspondence, School and Group Visits Report – May 2023, dated 6 July 2023, receives and notes the report.”

CARRIED**8. REPORTS FOR DECISION**

Nil

9. QUESTIONS ON NOTICE

Nil

10. QUESTIONS WITHOUT NOTICE

Nil

11. MOTIONS ON NOTICE

Nil

12. MOTIONS WITHOUT NOTICE

12.1 Group visits to the Mallala Museum – set charge

Committee Resolution**2023/ 39**

Moved Mr Bevan Seconded Mrs Young

“that the Adelaide Plains Council Historical Committee, endorses a set charge of \$12 per head for group visitors, which includes morning/afternoon tea.”

CARRIED**13. URGENT BUSINESS**

Nil

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14. CONFIDENTIAL ITEMS

Nil

15. NEXT MEETING

3 August 2023

16. CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 11.39 am.

Confirmed as a true record.

Presiding Member:

Date: ____/____/____

- 4 BUSINESS ARISING**
- 5 DECLARATION OF MEMBERS' INTEREST**
- 6 REPORTS FOR DECISION**

7 REPORTS FOR INFORMATION

7.1 RESOLUTIONS ACTION REPORT - JULY 2023

Record Number: D23/32717

Author: Manager Library and Community

Authoriser: Group Manager - Development and Community

Attachments: 1. Resolution Register

RECOMMENDATION

“that Council, having considered Item 7.1 – *Resolutions Action Report - July 2023*, dated 3 August 2023, receives and notes the report.”

Purpose

The purpose of this report is to provide Council with an update in relation to the status of ongoing Committee Resolutions.

Discussion

The Adelaide Plains Council Historical Committee (*APCHC*) Resolutions Action Report is presented as a standing monthly Agenda Item and provided for Members’ information and monitoring. Provided for as **Attachment 1** to this Report is the ‘Resolution Register’ showing all ongoing resolutions of the Committee with up-to-date commentary regarding progress and status. Any items that have been completed since the last *APCHC* Resolution Register Report are also included, and marked as ‘Completed’.

Conclusion

The *APCHC* Resolutions Status Report is a transparent and efficient reporting tool, ensuring that Committee Members are regularly updated in relation to the implementation of Committee decisions.

References

Legislation

Local Government Act SA 1999

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	11.4	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
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	Dane Wilden from History Trust of SA, offered to assist - Manager Library and Community to follow up regards his availability
06-Dec-22	11.1	Glenn Dix Interview recording	"that the Adelaide Plains Historical Committee, instructs the Manager Library and Community to seek the services of a professional editor to 'cut' the original Glenn Dix interview tape and for the quote to be considered by Members at the February 2023 APCHC meeting."	2021/056	Manager Library and Community has contacted History Trust - need transcript of interview before engaging editor. Kay Boon offered to undertake transcript - Feb 2023 meeting
15-Jun-23	3.1	Confirmation of Minutes	"that the minutes of Adelaide Plains Council Historical Committee meeting held on Thursday 12 May 2023 (MB Folio 213 to 217 Inclusive), be accepted as read and confirmed."	2023/27	Completed
15-Jun-23	3.2	Confirmation of Minutes	"that the minutes of Adelaide Plains Council Historical Committee meeting held on Thursday 12 May 2023 (MB Folio 213 to 217 Inclusive), be accepted as read and confirmed."	2023/28	Completed
15-Jun-23	6.1	Resolutions Actions Report – May 2023	"that the Adelaide Plains Historical Committee, having considered Item 7.1 – Resolution Actions Report – May 2023, dated 1 June 2023 receives and notes the report."	2023/29	Completed
15-Jun-23	6.2	Monthly Financial Report – May 2023	"that the Adelaide Plains Council Historical Committee, having considered Item 7.2 – Monthly Financial Report – May 2023, dated 1 June 2023, receives and notes the report."	2023/30	Completed
15-Jun-23	6.3	Monthly Correspondence, School & Group Visits Report – May 2023	"that the Adelaide Plains Council Historical Committee, having considered Item 7.3 – Monthly Correspondence, School and Group Visits Report – May 2023, dated 1 June 2023, receives and notes the report."	2023/31	Completed
15-Jun-23	6.4	Transport Gallery – Official Opening – May 2023 – Update Report	"that the Adelaide Plains Council Historical Committee, having considered Item 7.4 – Transport Gallery Official Opening – May 2023 – Update Report, dated 1 June 2023, receives and notes the report."	2023/32	Completed
6-Jul-23	3.1	Confirmation of Minutes	"that the minutes of Adelaide Plains Council Historical Committee meeting held on Thursday 1 June 2023 (MB Folio 218 to 219 Inclusive), be accepted as read and confirmed."	2023/34	Completed
6-Jul-23	3.2	Confirmation of Minutes	"that the minutes of Adelaide Plains Council Historical Committee meeting held on Thursday 15 June 2023 (MB Folio 220 to 224 Inclusive), be accepted as read and confirmed."	2023/35	Completed
6-Jul-23	7.1	Resolutions Actions Report – June 2023	"that the Adelaide Plains Historical Committee, having considered Item 7.1 – Resolution Actions Report – June 2023, dated 6 July 2023 receives and notes the report."	2023/36	Completed
6-Jul-23	7.2	Monthly Financial Report – May 2023	"that the Adelaide Plains Council Historical Committee, having considered Item 7.2 – Monthly Financial Report – June 2023, dated 6 July 2023, receives and notes the report."	2023/37	Completed
6-Jul-23	7.3	Monthly Correspondence, School & Group Visits Report – May 2023	"that the Adelaide Plains Council Historical Committee, having considered Item 7.3 – Monthly Correspondence, School and Group Visits Report – May 2023, dated 6 July 2023, receives and notes the report."	2023/38	Completed

7.2 MONTHLY FINANCIAL REPORT - JULY 2023**Record Number:** D23/32815**Author:** Manager Library and Community**Authoriser:** Group Manager - Development and Community**Attachments:** 1. Financial Statement - June 2023**RECOMMENDATION**

“that Council, having considered Item 7.2 – *Monthly Financial Report - July 2023*, dated 3 August 2023, receives and notes the report.”

Purpose

The purpose of this report is to provide Members with an update in relation to the Committee’s financial status.

Background

The Adelaide Plains Council Historical Committee Financial Statement is presented as a standing monthly Agenda Item and provided for Members’ information and monitoring – refer to **Attachment 1**.

Discussion

Income and expenditure statement is summarised below.

Income banked from admission charges totalled \$1,348.91.

Donations total \$17,340 – this includes \$5,000 from the late Ms Dow’s estate.

Expenditure for the period of 1 July 2022 to 30 June 2023 totalled \$22,740.42.

Please note, at the time that Council’s Accountant had provided the Museum’s financial statements to the Manager Library and Community, Council had not endorsed the 2023/2024 budget.

Conclusion

The Presiding Member or the Manager Library and Community can respond to members queries regards financial matters at the August 2023 APCHC meeting.

ReferencesLegislation

Local Government Act (SA) 1999

30/06/2023				
INCOME AND EXPENSES STATEMENT FOR THE PERIOD 01 JULY 2022 to 26 June 2023				
Details	Budget (Ex. GST)	GST \$		Net \$
Income				
Door Money	800	1,484	135	1,348.91
Sundry Sales	200	-	-	-
Interest from Bank	2	-	-	-
Donations	2,200	17,340	-	17,340.00
Total Income	3,202	134.89		18,688.91
Expenditure				
Service Contracts (AMA security/Flick)	1,000 -	615 -	56 -	559.32
Advertisement	500 -	38 -	-	38.18
Fuel (REO Fuel)	100	-	-	-
Electricity (Origin)	2,771 -	1,679 -	153 -	1,526.23
Consumables & Hardware (Petty Cash)	500	-	-	-
Stationery	300	-	-	-
Materials	1,800 -	1,853 -	18 -	1,835.28
NBN Internet	680 -	655 -	55 -	600.05
Equipment & Furniture	1,300 -	6,617 -	602 -	6,015.00
History Council Membership	-	-	-	-
Transport Gallery project	-	3,300 -	300 -	3,000.00
Museum Fire Truck Rego	479 -	493 -	-	493.24
Assets Insurance	4,200 -	4,365 -	397 -	3,967.68
CWMS Service Charges	-	692 -	-	692.00
Other Expenditure	7,050 -	2,577 -	222 -	2,354.26
Machinery shed	-	1,773 -	161 -	1,611.91
Postage	-	52 -	4.73 -	47.27
Total Expenditure	20,680	- 1,967.63		(22,740.42)
Net Income/(Expenses)	(17,478)			(4,051.51)

SUMMARY OF BUDGET AGAINST ACTUAL

Actual Income (Net of GST)	18,688.9
Budgeted Income (Net of GST)	3,202.00
Over/(Under) Income Budget for 2022/23	15,487
Actual Expenditure (Net of GST)	(22,740.42)
Budgeted Expenditure (Net of GST)	(20,680.00)
Available Expenditure Budget for 2022/2023	2,060
Non Budgeted Expenditure 2022/2023	(1,611.91)

SUMMARY OF THE BANK ACCOUNT TRANSACTIONS

Opening Bank Balance as at 1/6/2023	29,448.27
Income Received (incl GST) - not yet recorded in Authority	
Legacy Cheque	5,000.00
Donation - Peter Irish Pty Ltd	1,000.00
Donation - Don Tiller	5,000.00
Closing Bank Balance as at 30/6/2023	40,448.27

7.3 MONTHLY CORRESPONDENCE, SCHOOL AND GROUP VISITS REPORT - - JULY 2023**Record Number:** D23/31801**Author:** Manager Library and Community**Authoriser:** Group Manager - Development and Community**Attachments:** 1. Correspondence, School and Group Visits Report - July 2023**RECOMMENDATION**

“that Council, having considered Item 7.3 – *Monthly Correspondence, School and Group Visits Report - - July 2023*, dated 3 August 2023, receives and notes the report.”

Purpose

The purpose of this report is to provide the Adelaide Plains Council Historical Committee with an update regards the previous month’s correspondence, school and scheduled group visits.

Discussion

This report is presented as a standing monthly Agenda Item and provided for Members’ Information – refer to **Attachment 1** to this Report.

Austwide Tours visited the Mallala Museum on Wednesday morning, 19 July 2023 with over 35 visitors viewing the various exhibitions.

The *Port Elliot RSL* have donated memorabilia of Private Charles Reynolds Murrell to the Museum’s collection which was dropped off at the Two Wells Library on 18 July 2023.

Conclusion

APCHC Secretary Ms Laura Parsons is able to provide further details in relation to **Attachment 1** at the August 2023 Committee meeting.

ReferencesLegislation

Local Government Act (SA) 1999

Mallala Museum Correspondence Report

Thursday 3rd August, 2023, 11am

Museum Schoolroom

Incoming Mail

J

Incoming Email

June 28 th	Marie Whyte re social visit
2 nd July	HCSA newsletter
5 th July	HCSA re Membership renewal
July 6 th	Dublin Dispatch deadline
July 12 th	APC re sustainable Community Awards
July 13 th	APC re SA History Fund applications
July 14 th	APC re Community & Institute of Community Directors waiving fees for NPs
16 th July	HCSA newsletter
17 th July	Brett from Austwide Tours confirming details of visit

Facebook messages

Enquiry re Churches family history

Outgoing Mail and Email

Responses to above

Recent donations

Badges donated by the Detector Society

Upcoming Visits

OCTOBER

Thursday 26th – Salisbury group TBC

Have asked for morning tea quoted \$12 ea

Virtual Meetings

8 QUESTIONS WITHOUT NOTICE

9 MOTIONS WITHOUT NOTICE

10 URGENT BUSINESS

11 NEXT MEETING

12 CLOSURE