

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 at

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

On

Wednesday 6 July 2022 at 7:00pm



.....
James Miller
Chief Executive Officer

AGENDA

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

12. URGENT BUSINESS


13. CONFIDENTIAL ITEMS

Nil

14. NEXT MEETING

Wednesday 3 August 2022

15. CLOSURE

 Adelaide Plains Council	2. CONFIRMATION OF MINUTES
Wednesday 6 July 2022	

Items:

- 2.1 “that the minutes of Adelaide Plains Council Historical Committee meeting held on Wednesday 1 June 2022 (**MB Folio 164 to 168 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 at

**Mallala Museum
1 Dublin Road
Mallala**

on

**Wednesday 1 June 2022
At 7:00pm**

The Presiding Member formally declared the meeting open at 7.03pm.

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>
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
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1.2 Apologies

Mr V Chenoweth
Mr J Franks

1.3 Not Present / Leave of Absence

Nil

2. CONFIRMATION OF MINUTES

2.1

Committee Resolution

2022/ 016

Moved Ms Parsons Seconded Mr Bevan

“that the minutes of Adelaide Plains Council Historical Committee meeting held on Wednesday 4 May 2022 (MB Folio 160 to 163 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 – May 2022

Committee Resolution	2022/ 017
Moved Mrs Young Seconded Ms Parsons	
“that the Adelaide Plains Historical Committee, having considered Item 6.1 – Resolution Actions Report – May 2022, dated 1 June 2022, receives and notes the report.”	
CARRIED	

6.2 Monthly Financial Report – May 2022

Committee Resolution	2022/ 018
Moved Mr Tucker Seconded Mrs Young	
“that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – Monthly Financial Report – May 2022, dated 1 June 2022, receives and notes the report.”	
CARRIED	

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

Committee Resolution	2022/ 019
Moved Ms Parsons Seconded Mr Bevan	
“that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – Monthly Correspondence, School and Group Visits Report – May 2022, dated 1 June 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 Mallala Monument – Centenary Celebrations

Committee Resolution

2022/ 020

Moved Mrs Young Seconded Mr Angus

“that the Adelaide Plains Historical Committee, agrees to host and coordinate an event on Sunday 16th October 2022 to recognise the Mallala Monument’s centenary.”

CARRIED

11.2 Margaret Tiller Gallery – visitor accessibility

Committee Resolution

2022/ 021

Moved Mr Tucker Seconded Mr Angus

“that the Adelaide Plains Council Historical Committee, agrees to obtain a quote seeking alternative solutions for people to access the second floor of the Mallala Museum, including the installation of a lift.”

CARRIED

11.3 Workshop – purchase of internal roof flashing

Committee Resolution

2022/ 022

Moved Mr Bevan Seconded Mrs Young

“that the Adelaide Plains Council Historical Committee, approves the purchase of an additional 3 metres of internal roof flashing, to bird proof the workshop.”

CARRIED

12. **URGENT BUSINESS**

Nil

13. CONFIDENTIAL ITEMS

Nil

14. NEXT MEETING

14.1 Wednesday 6 July 2022


15. CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 7.52pm.

Confirmed as a true record.

Presiding Member:

Date: ____/____/____

 Adelaide Plains Council	6.1	Resolution Actions Report – June 2022	
	Department: Report Author:	Development and Community Manager Library and Community	
Date: 6 July 2022	Document Ref:	D22/26619	

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 – June 2022, dated 6 July 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	11.2	Surplus Telephone Exchange - potential donation	“that the Adelaide Plains Council Historical Committee, contacts the Gawler History Trust to offer them a surplus to requirment telephon exchange.”	2021/006	To be collected
01-Jun-22	2.1	Confirmation of minutes	“that the minutes of Adelaide Plains Council Historical Committee meeting held on Wednesday 4 May 2022 (MB Folio 160 to 163 Inclusive), be accepted as read and confirmed.”	2021/016	Completed
01-Jun-22	6.1	Resolutions Actions Report – May 2022	“that the Adelaide Plains Historical Committee, having considered Item 6.1 – Resolution Actions Report – May 2022, dated 1 June 2022, receives and notes the report.”	2021/017	Completed
01-Jun-22	6.2	Monthly Financial Report – May 2022	“that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – Monthly Financial Report – May 2022, dated 1 June 2022, receives and notes the report.”	2021/018	Completed
01-Jun-22	6.3	Monthly Correspondence, School & Group Visits Report – May 2022	“that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – Monthly Correspondence, School and Group Visits Report – May 2022, dated 1 June 2022, receives and notes the report.”	2021/019	Completed
01-Jun-22	11.1	Mallala Monument – Centenary Celebrations	“that the Adelaide Plains Historical Committee, agrees to host and coordinate an event on Sunday 16th October 2022 to recognise the Mallala Monument’s centenary.”	2021/020	Refer to Report 6.4
01-Jun-22	11.2	Margaret Tiller Gallery – visitor accessibility	“that the Adelaide Plains Council Historical Committee, agrees to obtain a quote seeking alternative solutions for people to access the second floor of the Mallala Museum, including the installation of a lift.”	2021/021	Council's Assets Engineer to investigate options
01-Jun-22	11.3	Workshop – purchase of internal roof flashing	“that the Adelaide Plains Council Historical Committee, approves the purchase of an additional 3 metres of internal roof flashing, to bird proof the workshop.”	2021/022	Status to be updated at July 2022 meeting

	6.2	Monthly Financial Report – June 2022	
	Department:	Development and Community	
	Report Author:	Manager Library and Community	
Date: 6 July 2022	Document Ref:	D22/26724	

OVERVIEW

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

Income raised predominantly from visitor fees totals \$1,265.40 (no change from the previous month).

Expenditure (period from 1 June 2021 to 30 May 2022) totals \$26,513.37.

Costs associated and paid for by Council in 2021/2022 for the Museum's Transport Gallery will be calculated by Finance staff at the beginning of the new financial year. As in past years, the *APCHC* Chairperson will then authorise the withdrawal of this expense from the Mallala Museum's bank account.

RECOMMENDATION

“that the Adelaide Plains Council Historical Committee, having considered Item 6.2 – *Monthly Financial Report – June 2022*, dated 6 July 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 JUNE 2022			
Details	Budget (Ex. GST)	GST \$	Net \$
Income			
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
Total Income	702	96.45	1,265.40
Expenditure			
<i>Transport Gallery project</i>		-	11,722.15
Service Contracts (AMA Security/Flick)	3,700	-	312.00
Advertising	500	-	-
Fuel (REO Fuel)	100	2.74	27.36
Electricity (Origin)	2,735	83.30	833.00
Consumables & Hardware (Petty Cash)	500	-	-
Stationery	300	-	-
Materials	1,350	114.21	1,160.06
NBN Internet	655	59.95	600.05
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	1,257.23	26,513.37
Net Income/(Expenses)	(17,863)		(25,247.97)

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)	26,513.37
Budgeted Expenditure (Net of GST)	18,565.00
<u>Available Expenditure Budget for 2021/2022</u>	<u>(7,948.37)</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 21/06/2022	21,624.47

	6.3	Monthly Correspondence, School and Group Visits Report – June 2022	
	Department:	Development and Community	
	Report Author:	Manager Library and Community	
Date:	6 July 2022	Document Ref:	D22/26650

OVERVIEW

Each month *Adelaide Plains Council Historical Committee's* Secretary Ms Laura Parsons provides a detailed report about all the incoming and outgoing correspondence – refer to **Attachment 1**.

At this stage we have no group or school bookings to co-ordinate. With COVID-19 restrictions being lifted in our State, hopefully schools will consider undertaking excursions with the commencement of Term 3.

RECOMMENDATION

“that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – *Monthly Correspondence, School and Group Visits Report – June 2022*, dated 6 July 2022, receives and notes the report.”

Attachment

1. Monthly Correspondence, School and Group Visits Report – June 2022

References

Legislation

Local Government Act (SA) 1999

Mallala Museum Correspondence Report

Wednesday 6th July meeting 2022

Incoming Mail

Nil

Incoming Email

- 3/6 Invitation to disaster risk management for cultural heritage at Flinders University
- 9/6 HCSA eNewsletter #1
- 14/6 Dublin Dispatch deadline
- 25/6 HCSA eNewsletter
- 27/6 History Trust of SA "Dark Things I Dark Places; The wreck of The Star of Greece"
- 28/6 Special event – Flinders History in Music

Facebook messages

Nil

Outgoing Mail and Email

Responses to the above incoming


To Jayne Tiller re save the date in October for the Monument Centenary

Recent donations

Nil

Upcoming Visits

- 25/5 Uniting Communities Group visit

	6.4	Mallala Monument – Centenary Celebrations	
	Department:	Development and Community	
	Report Author:	Manager Library and Community	
Date:	6 July 2022	Document Ref:	D22/26744

OVERVIEW

At the last *APCHC* meeting the below resolution was endorsed by Committee Members:

11.1 Mallala Monument – Centenary Celebrations

Committee Resolution	2022/ 020
<p>Moved Mrs Young Seconded Mr Angus</p> <p>“that the Adelaide Plains Historical Committee, agrees to host and coordinate an event on Sunday 16th October 2022 to recognise the Mallala Monument’s centenary.”</p> <p>CARRIED</p>	

Moreover, the Committee agreed to discuss the celebrations proceedings at the July 2022 *APCHC* meeting. It is suggested that time be set aside at this meeting so Members can agree on the day’s event. Some matters for Members to consider include:

- partnering with potential local community groups eg Mallala RSL, Mallala Lions;
- Mallala Primary School – considering their role on the day;
- type and timing of event – eg formal or informal; it would be best if the event is timed when the Museum is open on a Sunday afternoon, so visitors can view any displayed photographs;
- Invitations to VIP’s eg local politicians, Mayor;
- catering;
- expected budget costs including laying out money for Monument souvenirs;
- potentially seeking sponsorship opportunities/donations/involvement from local businesses;
- media release and advertising/invitation to local media;
- alternative plans if weather is inclement on the day;
- possible support from Council – need to articulate specifics eg loan of portable sound system.

The above list is just a starting point and Members should be mindful of what they are able to deliver and achieve– ie it is better to have a small and manageable function.

RECOMMENDATION

“that the Adelaide Plains Council Historical Committee, having considered Item 6.4 – *Mallala Monument – Centenary Celebrations*, dated 6 July 2022, receives and notes the report.”

Attachment

Nil

References

Legislation

Nil