

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

**Thursday 4 May 2023
at 11:00am**



.....
James Miller
Chief Executive Officer

AGENDA

- | | Page |
|--|-------------|
| 1. <u>ACKNOWLEDGEMENT OF COUNTRY</u> | |
| We acknowledge that we are meeting on traditional Country of the Kaurna 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 Kaurna people living today. | |
| 2. <u>ATTENDANCE</u> | |
| 1.1 Present | |
| 1.2 Apologies | |
| 1.3 Not Present/Leave of Absence | |
| 3. <u>CONFIRMATION OF MINUTES</u> | |
| 3.1 “that the minutes of Adelaide Plains Council Historical Committee meeting held on Tuesday 4 April 2023 be accepted.” | 4 |
| 4. <u>BUSINESS ARISING</u> | |
| 5. <u>DECLARATION OF MEMBERS INTEREST (material, actual, perceived)</u> | |
| 6. <u>ADJOURNED BUSINESS</u> | |
| 7. <u>REPORTS FOR INFORMATION</u> | |
| 7.1 Resolutions Actions Report – April 2023 | 10 |
| 7.2 Monthly Financial Report – April 2023 | 13 |
| 7.3 Monthly Correspondence, School and Group Visits Report – April 2023 | 15 |
| 7.4 Transport Gallery – Official Opening – May 2023 Update Report | 17 |
| 8. <u>REPORTS FOR DECISION</u> | |
| Nil | |
| 9. <u>QUESTIONS ON NOTICE</u> | |
| Nil | |

10. QUESTIONS WITHOUT NOTICE

11. MOTIONS ON NOTICE

- 11.1 Motion on Notice – Adelaide Plains Council Historical Committee – Revised meeting date **19**

12. MOTIONS WITHOUT NOTICE

13. URGENT BUSINESS


14. CONFIDENTIAL ITEMS

Nil

15. NEXT MEETING

1 June 2023 at 11am

16. CLOSURE

 Adelaide Plains Council	3. CONFIRMATION OF MINUTES
Thursday 4 May 2023	

Items:

- 3.1 “that the minutes of Adelaide Plains Council Historical Committee meeting held on Tuesday 4 April 2023 **(MB Folio 206 to 210 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

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

on

**Tuesday 4 April 2023
at 11:00am**

The Presiding Member formally declared the meeting open at 11.00 am.

1. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge that we are meeting on traditional Country of the Kaurna 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 Kaurna people living today.

2. ATTENDANCE

2.1 Present

Mr S M Strudwicke (Presiding Member)

Mr P Angus

Mr R Bevan

Mr V Chenoweth

Ms L Parsons

Mrs C Young

Also in Attendance:

Manager Library and Community

Ms A Sawtell

2.2 Apologies

Mr J Franks

Mr G Tucker

2.3 Not Present / Leave of Absence

Nil

3. CONFIRMATION OF MINUTES

3.1

Committee Resolution

2023/ 14

Moved Mr Bevan Seconded Mrs Young

“that the minutes of Adelaide Plains Council Historical Committee meeting held on Tuesday 7 March 2023 (MB Folio 200 to 205 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 – March 2023

Committee Resolution	2023/ 15
Moved Mrs Young Seconded Ms Parsons	
“that the Adelaide Plains Historical Committee, having considered Item 7.1 – <i>Resolution Actions Report – March 2023</i>, 4 April 2023, receives and notes the report.”	
	CARRIED

7.2 Monthly Financial Report – March 2023

Committee Resolution	2023/ 16
Moved Mr Bevan Seconded Mr Angus	
“that the Adelaide Plains Council Historical Committee, having considered Item 7.2 – <i>Monthly Financial Report – March 2023</i>, dated 4 April 2023, receives and notes the report.”	
	CARRIED

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

Committee Resolution	2023/ 17
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 2023</i>, dated 4 April 2023, receives and notes the report.”	
	CARRIED

7.4 Transport Gallery – Official Opening – April 2023 Update Report

Committee Resolution**2023/ 18**

Moved Ms Parsons Seconded Mrs Young

“that the Adelaide Plains Council Historical Committee, having considered Item 7.4 – *Transport Gallery Official Opening – April 2023 Update Report*, dated 4 April 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 Adelaide Plains Council Historical Committee – revised May 2023 meeting date

Committee Resolution**2023/ 19**

Moved Mr Bevan Seconded Mr Chenoweth

“that the Adelaide Plains Council Historical Committee, will next meet on Thursday 4 May 2023 at 11 am..”

CARRIED

13. URGENT BUSINESS

Nil

14. CONFIDENTIAL ITEMS

Nil

15. NEXT MEETING

Thursday 4 May 2023


16. CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 11.56 am.

Confirmed as a true record.

Presiding Member:

Date: ____/____/____

 Adelaide Plains Council	7.1	Resolution Actions Report – April 2023
	Department: Report Author:	Development and Community Manager Library and Community
Date: 4 May 2023	Document Ref:	D23/17300

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 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.

At each Committee meeting, Chairperson Strudwicke will continue to review the progress of all ongoing Committee decisions.

RECOMMENDATION

“that the Adelaide Plains Historical Committee, having considered Item 7.1 – *Resolution Actions Report – April 2023, 4 May 2023*, 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	11.4	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	M Strudwicke confirmed dimensions, Manager Library and Community has organised quote
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	J Franks to follow up with Keith Earl
04-Oct-22	11.1	History Month - May 2023	"that the Adelaide Plains Council Historical Committee, supports being involved in the state wide History Month 2023 and that the theme's focus is on the Transport Gallery which includes the official opening of this latest exhibition site during May 2023."	2021/043	Ongoing
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
07-Mar-23	7.5	Loan of Mallala Museum's Red Pillar Box Report	"that the Adelaide Plains Council Historical Committee, having considered Item 7.5 – Loan of Mallala Museum's Red Pillar Box Report, dated 7 March 2023, agrees to loan to the Gawler Cultural Heritage Centre (GCHC) the red pillar box with the following conditions that it needs to be preserved in its original state and the GCHC pays for all associated costs including insurance."	2023/11	Manager Library and Community has written to Gawler Cultural Heritage Centre - waiting for reponse. GCHC have advised not to loan red telephone box.
04-Apr-23	3.1	Confirmation of Minutes	"that the minutes of Adelaide Plains Council Historical Committee meeting held on Tuesday 7 March 2023 (MB Folio 200 to 205 Inclusive), be accepted as read and confirmed."	2023/14	Completed
04-Apr-23	7.1	Resolutions Actions Report – March 2023	"that the Adelaide Plains Historical Committee, having considered Item 7.1 – Resolution Actions Report – March 2023, 4 April 2023, receives and notes the report."	2023/15	Completed

04-Apr-23	7.2	Monthly Financial Report – March 2023	“that the Adelaide Plains Council Historical Committee, having considered Item 7.2 – Monthly Financial Report – March 2023, dated 4 April 2023, receives and notes the report.”	2023/16	Completed
04-Apr-23	7.3	Monthly Correspondence, School & Group Visits Report – March 2023	“that the Adelaide Plains Council Historical Committee, having considered Item 6.3 – Monthly Correspondence, School and Group Visits Report – March 2023, dated 4 April 2023, receives and notes the report.”	2023/17	Completed
04-Apr-23	7.4	Transport Gallery – Official Opening – April 2023 Update Report	“that the Adelaide Plains Council Historical Committee, having considered Item 7.4 – Transport Gallery Official Opening – April 2023 Update Report, dated 4 April 2023, receives and notes the report.”	2023/18	Refer to 7.4 report May 2023 agenda
04-Apr-23	12.1	Adelaide Plains Council Historical Committee – revised May 2023 meeting date	“that the Adelaide Plains Council Historical Committee, will next meet on Thursday 4 May 2023 at 11 am..”	2023/19	Notice of motion to be raised at May 2023 meeting

 Adelaide Plains Council	7.2	Monthly Financial Report – April 2023	
	Department: Report Author:	Development and Community Manager Library and Community	
Date: 4 May 2023	Document Ref:	D23/17382	

OVERVIEW

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

Income banked from admission charges totalled \$1,348.91 (no money has been banked in the last three months). Donations total \$2,100.

Expenditure (for the months of July 2022 to April 2023) totalled \$13,151.42.

The Presiding Member or the Manager Library and Community can respond to Members queries regards financial matters at the April *APCHC* meeting.

RECOMMENDATION

“that the Adelaide Plains Council Historical Committee, having considered Item 7.2 – *Monthly Financial Report – April 2023*, dated 4 May 2023, receives and notes the report.”

Attachment

1. Financial Statement – prepared by Council's Accountant

References

Legislation

Local Government Act (SA) 1999


20/04/2023				
INCOME AND EXPENSES STATEMENT FOR THE PERIOD 01 JULY 2022 TO 20 April 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	-	2,100	-	2,100.00
Total Income	1,002		134.89	3,448.91
Expenditure				
Service Contracts (AMA security/Flick)	2,000	487	44.27	442.63
Advertisement	500	38	-	38.18
Fuel (REO Fuel)	100	-	-	-
Electricity (Origin)	2,771	694	63.11	631.04
Consumables & Hardware (Petty Cash)	500	-	-	-
Stationery	300	-	-	-
Materials	1,800	1,657	-	1,657.00
NBN Internet	680	535	43.60	490.95
Equipment & Furniture	1,300	-	-	-
History Council Membership	-	-	-	-
Transport Gallery project	-	3,300	300.00	3,000.00
Museum Fire Truck Rego	479	493	-	493.24
Assets Insurance	4,200	4,365	396.88	3,967.68
CWMS Service Charges	-	692	-	692.00
Other Expenditure	5,352	1,909	170.06	1,738.70
Total Expenditure	19,982		1,017.92	13,151.42
Net Income/(Expenses)	(18,980)			(9,702.51)

SUMMARY OF BUDGET AGAINST ACTUAL

Actual Income (Net of GST)	3,448.9
Budgeted Income (Net of GST)	1,002.00
Over/(Under) Income Budget for 2022/23	(4,450.91)
Actual Expenditure (Net of GST)	13,151.42
Budgeted Expenditure (Net of GST)	19,982.00
Available Expenditure Budget for 2022/2023	6,831
Non Budgeted Expenditure 2022/2023	0.00

SUMMARY OF THE BANK ACCOUNT TRANSACTIONS

Opening Bank Balance as at 1/11/2022	24,708.27
Income Received (incl GST)	500.00
Income Received (incl GST) - not yet recorded in Authority	2,640.00
Closing Bank Balance as at 23/03/2023	27,848.27

 Adelaide Plains Council	7.3	Monthly Correspondence, School and Group Visits Report – April 2023	
	Department:	Development and Community	
	Report Author:	Manager Library and Community	
Date:	4 May 2023	Document Ref:	D23/17226

OVERVIEW

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

Members of the Riley Car Club will be visiting the Mallala Museum on Sunday 28 May 2023 (the same afternoon the Transport Gallery will be officially open).

The Manager Library and Community received an email on 20 April 2023 from the Coordinator of the Town of Gawler's Cultural Heritage Centre regarding the temporary loan of the Mallala Museum's red phone box. The 'Centre' have decided, due to its building's physical restraints, that it would be extremely difficult to relocate the Museum's phone booth for its communication exhibition.

RECOMMENDATION

"that the Adelaide Plains Council Historical Committee, having considered Item 7.3 – *Monthly Correspondence, School and Group Visits Report – April 2023*, dated 4 May 2023, receives and notes the report."

Attachment

1. Correspondence, School and Group Visits Report – April 2023

References

Legislation

Local Government Act (SA) 1999

Mallala Museum Correspondence Report

Tuesday 3rd May, 2023, 11am
Museum Schoolroom

Incoming Mail

J

Incoming Email

4th April History SA – History Festival Program will be available from 14th
April
13th April HCSA newsletter
14th April Invitation to Festival launch on 18th April at the Migration
Museum
17th April Dublin Dispatch deadline for next issue is Wed 26th
19th April Kayla from The Bunyip requesting information on transport
gallery opening
20th April History Trust re Talking History ten year anniversary
20th April APC re Community and Civic Hub Investigation

Facebook messages

Enquiry re opening hours

Outgoing Mail and Email

Responses to above


Recent donations

N

Upcoming Visits

Riley Car Club May 28th open day – 10-15 TBC

Virtual Meetings

 Adelaide Plains Council	7.4	Transport Gallery – Official Opening – May 2023 Update Report	
	Department:	Development and Community	
	Report Author:	Manager Library and Community	
Date:	4 May 2023	Document Ref:	D23/17427

OVERVIEW

A date for the official opening of the Mallala Museum’s Transport Gallery was set at the February 2023 *APCHC* meeting, namely Sunday afternoon, 28 May 2023 with official proceedings starting at 2.00 pm, followed by afternoon tea.

This will be the last official meeting before the Gallery celebrations; and arrangements need to be finalised. Since the April 2023 *APCHC* meeting the Manager Library and Community has heard from Mr Glen Dix who is happy to have a small role on the day. Committee member Mr Jim Franks has agreed to be the Master of Ceremonies. Approximately 20 people have replied to the official invitation, although the RSVP date is not until Monday 22 May 2023. Various housekeeping matters need to be factored into May’s weekly working bees to ensure that the Museum and its surrounding grounds look their ‘best’ on the day. Also, the Museum’s portable sound system needs to be checked to ensure it is working properly. The Manager Library and Community is waiting for confirmation from the Mallala Primary School whether pupils will be performing their version of “*Welcome to Country*” on the day. Also, the Committee may need to call upon the Mallala Primary School to ‘loan’ some chairs. A guest speaker also needs to be confirmed.

It is suggested that the Manager Library and Community attends the Museum’s working bee on Tuesday 23 May 2023 to discuss catering logistics.

RECOMMENDATION

“that the Adelaide Plains Council Historical Committee, having considered Item 7.4 – *Transport Gallery Official Opening – May 2023 Update Report*, dated 4 May 2023, receives and notes the report.”

Attachment

Nil

References

Legislation

Local Government Act (SA) 1999

11. MOTIONS ON NOTICE

11.1 Motion on Notice – Adelaide Plains Council Historical Committee - revised meeting date

Submitted by Mr Bevan

PROPOSED MOTION

That the Adelaide Plains Council Historical Committee monthly meetings are held on the first Thursday of the month, instead of the first Tuesday of the month, commencing at 11 am as from 1 June 2023.