

# NOTICE OF MEETING

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

## **Adelaide Plains Council Historical Committee Meeting**



will be held in

**Mallala Museum  
1 Dublin Road, Mallala**

on

**Thursday 5 October 2023 at 11.00am**



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 MINUTES**

- 3.1 Confirmation of Minutes - Adelaide Plains Council Historical Committee Meeting - 7 September 2023

# MINUTES

of the

## Adelaide Plains Council Historical Committee Meeting



Held, pursuant to the provisions of the  
*Local Government Act 1999, in the*

**Mallalla Museum  
1 Dublin Road  
Mallala**

on

**Thursday 7 September 2023 at 11.00am**

The Chairperson formally declared the meeting open at: 11.09 am.

## **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**

**PRESENT:** Cr Marcus Strudwicke (Deputy Mayor)  
Mr P Angus  
Mr R Bevan  
Mr V Chenoweth  
Mr J Franks

**IN ATTENDANCE:** Manager Library and Community Ms A Sawtell

**APOLOGIES:** Ms L Parsons  
Mr G Tucker  
Ms C Young

## **3 MINUTES**

### **3.1 CONFIRMATION OF MINUTES - ADELAIDE PLAINS COUNCIL HISTORICAL COMMITTEE MEETING - 3 AUGUST 2023**

#### **COMMITTEE RESOLUTION 2023/45**

Moved: Mr R Bevan

Seconded: Mr P Angus

that the minutes of Adelaide Plains Council Historical Committee Meeting held on 3 August 2023 be confirmed."

**CARRIED**

## **4 BUSINESS ARISING**

Nil

## **5 DECLARATION OF MEMBERS' INTEREST**

Nil

## **6 REPORTS FOR DECISION**

Nil

**7 REPORTS FOR INFORMATION****7.1 MONTHLY FINANCIAL REPORT - AUGUST 2023****COMMITTEE RESOLUTION 2023/46**

Moved: Mr V Chenoweth

Seconded: Mr J Franks

“that Council, having considered Item 6.1 – *Monthly Financial Report - August 2023*, dated 7 September 2023, receives and notes the report.”

CARRIED

**7.2 RESOLUTIONS ACTION REPORT - AUGUST 2023****COMMITTEE RESOLUTION 2023/47**

Moved: Mr P Angus

Seconded: Mr V Chenoweth

“that Council, having considered Item 6.2 – *Resolutions Action Report - August 2023*, dated 7 September 2023, receives and notes the report.”

CARRIED

**7.3 MONTHLY CORRESPONDENCE, SCHOOL AND GROUP VISITS REPORT - AUGUST 2023****COMMITTEE RESOLUTION 2023/48**

Moved: Mr V Chenoweth

Seconded: Mr R Bevan

“that Council, having considered Item 6.3 – *Monthly Correspondence, School and Group Visits Report - August 2023*, dated 7 September 2023, receives and notes the report.”

CARRIED

**7.4 MUSEUMS AND COLLECTIONS 2023-2024 PROJECT GRANTS****COMMITTEE RESOLUTION 2023/49**

Moved: Mr P Angus

Seconded: Mr J Franks

“that Council, having considered Item 6.4 – *Museums and Collections 2023-2024 Project Grants*, dated 7 September 2023, receives and notes the report.”

CARRIED

**8 QUESTIONS WITHOUT NOTICE**

Nil

**9 MOTIONS WITHOUT NOTICE****9.1 PHOTOCOPY REQUEST – PLAN OF MALLALA SOUTH SUBDIVISION****COMMITTEE RESOLUTION 2023/50**

Moved: Cr M Strudwicke

Seconded: Mr J Franks

That the Committee asks Council administration to provide two A2 photocopies of Deposit Plan 286 of the Mallala South Subdivision, subject to Council charges.

**CARRIED**

**9.2 DISPOSAL OF MUSEUM SCHOOL ROOM SURPLUS CROCKERY****COMMITTEE RESOLUTION 2023/51**

Moved: Mr R Bevan

Seconded: Mr J Franks

That Mr B Bevan and Mrs C Young are authorised to dispose of the Museum's School Room surplus crockery and make arrangements to donate to a worthy cause.

**CARRIED**

**9.3 ADELADIE PLAINS COUNCIL HISTORIAL COMMITTEE (APCHC) MEMBESHIP****COMMITTEE RESOLUTION 2023/52**

Moved: Mr J Franks

Seconded: Mr P Angus

That Mr Roger Davies and Mr Greg Sonntag are requested to complete an Expression of Interest Committee Membership Form for Council to consider their applications, and potential appointment to the APCHC.

**CARRIED**

**10 URGENT BUSINESS**

Nil

**11 NEXT MEETING**

Thursday 5 October 2023

**11 CLOSURE**

There being no further business, the Chairperson declared the meeting closed at 11.58 am.

Confirmed as a true record.

Chairperson:.....

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

Subject to Confirmation



**4 BUSINESS ARISING**

**5 DECLARATION OF MEMBERS' INTEREST**

## 6 REPORTS FOR INFORMATION

### 6.1 MONTHLY FINANCIAL REPORT - SEPTEMBER 2023

**Record Number:** D23/43141

**Author:** Manager Library and Community

**Authoriser:** Group Manager - Development and Community

**Attachments:** 1. Financial Statement - September 2023

### RECOMMENDATION

**“that Council, having considered Item 6.1 – *Monthly Financial Report - September 2023*, dated 5 October 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, provided for Members’ information and monitoring- refer to **Attachment 1**.

### Discussion

The APCHC Income and expenditure statement is summarised below.

Income from Door Money (Museum entry fees) totalled \$440.

Expenditure for the months of July to September 2023 totalled \$9,825 – the payment of the Museum’s fabric awnings to enclose the Agricultural Shed cost \$9,409 (GST exclusive).

### Conclusion

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

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### References

#### Legislation

*Local Government Act (SA) 1999*

#### Council Policies/Plans

*Nil*

21/09/2023				
<b>INCOME AND EXPENSES STATEMENT</b>				
Details	Budget (Net of GST)	Gross \$	GST \$	Net \$
<b>Income</b>				
Door Money	800 -	484 -	44 -	440
Sundry Sales	200	-	-	-
Interest from Bank	2	-	-	-
<b>Total Income</b>	<b>1,002 -</b>	<b>484 -</b>	<b>44 -</b>	<b>440</b>
<b>Expenditure</b>				
Service Contracts (AMA security/Flick)	3,350	125	11	114
Advertising	600	-	-	-
Fuel (REO Fuel)	100	-	-	-
Electricity (Origin)	5,600	-	-	-
Consumables & Hardware (Petty Cash)	500	-	-	-
Stationery	300	-	-	-
Materials	1,600	10,473	952	9,520
NBN Internet	680	180	16	164
Equipment & Furniture	1,300	-	-	-
History Council Membership	-	30	3	27
Rego	479	-	-	-
Postage	-	-	-	-
Assets Insurance	4,200	-	-	-
CWMS Service Charges	-	-	-	-
Other Expenditure	4,500	-	-	-
<b>Total Expenditure</b>	<b>23,209</b>	<b>10,808</b>	<b>983</b>	<b>9,825</b>
<b>Net Income</b>	<b>(22,207)</b>	<b>(11,292)</b>	<b>(1,027)</b>	<b>9,386</b>

<b>SUMMARY OF BUDGET AGAINST ACTUAL</b>	
Actual Income (Net of GST)	(439.73)
Budgeted Income (Net of GST)	1,002
<b>Over/(Under) Income Budget for 2022/2023</b>	<b>(562)</b>
Actual Expenditure (Net of GST)	9,825
Budgeted Expenditure (Net of GST)	23,209
<b>Available Expenditure Budget for 2022/2023</b>	<b>13,384</b>
<b>Non Budgeted Expenditure 2022/2023</b>	<b>0</b>

<b>SUMMARY OF THE BANK ACCOUNT TRANSACTIONS</b>	
Opening Bank Balance as at 01/07/2022	40,448.27
Income Received (incl GST)	
- Door income from 2023 financial year - see reports for 30/6/2023	500.01
- Door income July 2023	172.00
- Cheque	340.00
Less : Expenses	- 10,350.00
<b>Closing Bank Balance as at 17/08/2023</b>	<b>31,110.27</b>

**6.2 MONTHLY CORRESPONDENCE, SCHOOL AND GROUP VISITS REPORT - SEPTEMBER 2023****Record Number:** D23/43217**Author:** Manager Library and Community**Authoriser:** Group Manager - Development and Community**Attachments:** 1. Correspondence, School and Group Visits Report - September 2023**RECOMMENDATION**

**“that Council, having considered Item 6.2 – *Monthly Correspondence, School and Group Visits Report - September 2023*, dated 5 October 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, as well as notification regarding forthcoming school and scheduled group visits.

**Background**

This report is presented as a standing monthly Agenda item for Members’ information – refer to **Attachment 1** to this report.

There are three groups booked into tour the Museum in October 2023, with two groups requiring morning tea. Members need to discuss their availability to assist with opening up the Museum as well as the catering provisions at the October 2023 meeting.

**Conclusion**

APCHC Secretary Ms Laura Parsons provides monthly updates regards the Museum’s correspondence and future bookings.

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**References**Legislation

*Local Government Act (SA) 1999*

Council Policies/Plans

*Nil*

**Mallala Museum Correspondence Report**

Thursday 11 October, 2023, 11am

Museum Schoolroom

**Incoming Mail**

J

**Incoming Email**

Aug 30<sup>th</sup> History Trust Talking History "Wonder Women"  
Sept 14<sup>th</sup> MaC projects round 7 is open  
Sept 15<sup>th</sup> Mandy Wild Nuriootpa Primary School re school visit on Oct 23<sup>rd</sup>. I told her I would get back to her.

Sept 18<sup>th</sup> Irene Filsell nee Verner re her mother's "loaned items"  
Irene phoned me to inquire about some items which her mother Helen Verner "loaned" to the Museum back in the 60s. As her mother has now passed away, Irene is looking to have the items returned to her to "finalise her mother's estate". I asked which items they were, and she wasn't exactly sure. She thought they might be some bowls and jugs. I said I would take photos and send them to her. I photographed the collection of bowls and jugs which are on the window sills upstairs and sent the photos to Irene without any further information. I wanted to see if she recognized any of them. I also checked the provenance of each of them and which family donated them and whether we had donation forms for them. All but one had donation forms. Irene pointed out a bowl which she said was in their kitchen and her mother used for potatoes, however I was able to tell her that that item was donated by another family.

She also identified a pink set of an Art Deco jug and vase (MM250b & c). I could not find any donation forms for these items, so I have not responded to Irene about them and will leave it until she asks again. None of these items are in very good condition. Most are damaged and I doubt if they have much monetary value. They may of course, have sentimental value.

TBH I was a bit surprised that anyone would even remember which items their mother had "loaned" to a Museum back in the 60s.

Sept 19<sup>th</sup> HCSA newsletter  
Sept 20<sup>th</sup> Marie Whyte re Monday 25<sup>th</sup> visit  
Sept 22<sup>nd</sup> Mid North Community Passenger Network  
Sept 25<sup>th</sup> HCSA AGM reminder  
Sept 25<sup>th</sup> Monash School Centenary event  
Sept 26<sup>th</sup> HCSA fellowships

**Facebook messages**

y

**Outgoing Mail and Email**

Responses to above

### **Recent donations**

R

### **Upcoming Visits**

#### **OCTOBER**

Monday 23<sup>rd</sup> Nuriootpa Primary TBC

Thursday 26<sup>th</sup> – Salisbury group TBC  
Have asked for morning tea quoted \$12 ea

Friday 27<sup>th</sup> 10am  
15 – 20 people no morning tea required  
Encounter Church

A discussion needs to take place regarding visits.  
There is no point in booking groups if nobody is available to open up or provide morning tea.  
It is inconvenient and embarrassing when a group turns up and nobody is there to welcome them.  
We are also losing income and its bad for our reputation.

Also school visits – are we able to do them?

### **Virtual Meetings**

**6.3 RESOLUTIONS ACTION REPORT - SEPTEMBER 2023****Record Number: D23/43312****Author: Manager Library and Community****Authoriser: Group Manager - Development and Community****Attachments: 1. Resolutions Register - September 2023****RECOMMENDATION**

**“that Council, having considered Item 6.3 – *Resolutions Action Report - September 2023*, dated 5 October 2023, receives and notes the report.”**

**Purpose**

The purpose of this report is to provide Members 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 for Members’ information and monitoring. Provided as **Attachment 1** to this Report is the Resolutions Action 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 Resolutions Action Report are also included and marked as ‘Completed’.

**Conclusion**

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

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**References**Legislation

*Local Government Act (SA) 1999*

Council Policies/Plans

*Nil*

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 has followed up again 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	Kay Boon has provided Marcus Strudwicke with transcript. Marcus to review.
7-Sep-23	3.1	Confirmation of Minutes	"that the minutes of Adelaide Plains Council Historical Committee meeting held on Thursday 3 August 2023 (MB Folio 230 to 234 inclusive), be accepted as read and confirmed."	2023/45	Completed
7-Sep-23	7.2	Monthly Financial Report - August 2023	"that the Committee, having considered Item 7.2 – Monthly Financial Report – August 2023, dated 7 September 2023, receives and notes the report."	2023/46	Completed
7-Sep-23	7.1	Resolutions Action Report - August 2023	"that the Committee, having considered Item 7.1 – Resolutions Action Report – August 2023, dated 7 September 2023, receives and notes the report."	2023/47	Completed
7-Sep-23	7.3	Monthly Correspondence, School & Group Visits Report – August 2023	"that the Committee, having considered Item 7.3 – Monthly Correspondence, School and Group Visits Report – August 2023, dated 7 September 2023, receives and notes the report."	2023/48	Completed
7-Sep-23	7.4	Museums and Collections 2023 - 2024 Project Grants	"that Council, having considered Item 6.4 - Museums and Collections 2023-2024 Project Grants, dated 7 September 2023, received and notes the report."	2023/49	Completed
7-Sep-23	9.1	Committee Resolution	"that the Committee asks Council administration to provide two A2 photocopies of Deposit Plan 286 of the Mallala Subdivision, subject to Council charges"	2023/50	Completed
7-Sep-23	9.2	Committee Resolution	"that Mr B Bevan and Mrs C Young are authorised to dispose of the Museum's School Room surplus crockery and make arrangements to donate to a worthy cause."	2023/51	?
7-Sep-23	9.3	Committee Resolution	"that Mr Roger Davies and Mr Greg Sonntag are requested to complete and Expression of Interest Committee Membership Form for Council to consider their applications, and potential appointment to the APCHC."	2023/52	EOIs have not been submitted yet.



**7 QUESTIONS WITHOUT NOTICE**

**8 MOTIONS WITHOUT NOTICE**

**9 URGENT BUSINESS**

**10 NEXT MEETING**

**11 CLOSURE**