



Yorke Peninsula Council

Access Advisory Working Party

NOTICE OF MEETING

Notice is hereby given that the next ordinary meeting of the
Access Advisory Working Party
will be held on 2 February 2024 in
in the Council Chambers,
57 Main Street, Minlaton commencing at 1.30pm.

Roger Brooks
DIRECTOR DEVELOPMENT SERVICES

A G E N D A

ITEM 1 Yorke Peninsula Council Access Advisory Working Party

- 1.1 Welcome by Chairperson
- 1.2 Present – Attendance sheet to be completed
- 1.3 Apologies
- 1.4 Minutes of previous meeting – for confirmation

Access Advisory Working Party meeting held on 27 October 2023.

1.5 MATTERS ARISING FROM MINUTES

1. Individual updates on projects allocated funding

1.1 Minlaton Town Hall Proposed Access Ramp

\$750 was committed for plans for an access ramp at the rear entrance of the Minlaton Town Hall.

Update Dustin Guthberg

2. Other Matters Arising

Nick Hoskin to provide the contractor's (design) quote of \$7,920 (including GST) to Minlaton Progress Association for the design of a proposed crossover from Gum Flat rest area to the Uniting Church, Minlaton. The Working Party agreed that consultation should be undertaken prior to any funds being committed to this project. It is to be noted that the project would potentially result in a loss of five carpark spaces. Council to be in contact with Minlaton Progress Association to discuss consultation.

Update Nick Hoskin

1.6 MATTERS REFERRED BY COUNCIL

Nil

1.7 PRESIDING MEMBER'S REPORT

Nil

ITEM 2 CORRESPONDENCE

2.1 Correspondence (23/88669) dated 15 September 2023, from Ardrossan Progress Association (APA) requesting financial assistance for a disability accessible table and chair setting to be located at the new pump track, Second Street, Ardrossan (on the old tennis court). At the 27 October 2023 Access Advisory Working Party meeting the Working Party indicated in principle support pending the outcome of insurance being obtained for the pump track. The quote provided for the table setting is \$1,750 (including GST). The APA are offering a \$200 contribution and in kind support by way of installing the setting, therefore the APA is requesting a financial contribution of \$1,550 (including GST).

Update Dustin Guthberg

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2.2 Correspondence (23/91145) dated 21 September 2023 from the Yorketown Progress Association (YPA) on behalf of the SYP Community Hub, Yorketown, requesting financial assistance for the replacement of the front double timber doors on the SYP Community Hub building. A quote of \$6,278 (including GST) was presented at the 27 October 2023 Access Advisory Working Party meeting and it was determined that a second quote be sought for the proposed project, which should include removing the raised lip in the doorway. YPA to advise if they will make a financial contribution towards the proposed project.

2.3 Correspondence (23/108909) dated 5 December 2023 from Minlaton Progress Association raising concerns about the lack of a pedestrian crossing on the northern end of the main street between the dental surgery and the service station. They also raise concerns with the poor state of the footpath on the corner of North and West terrace, Minlaton adjacent the school.

2.4 Correspondence (23/116161) dated 5 December 2023, from Ardrossan Progress Association requesting the raised step to the entrance of the Memorial Garden on Second Street be modified and that the gravel footpath entrance to the Pump Track be improved for accessibility.

ITEM 3 GENERAL BUSINESS

ITEM 4 NEXT MEETING

The next meeting is scheduled for Friday, 26 April 2023 at 1.30pm – this is to be confirmed due to a public holiday (ANZAC) falling the day prior.

ITEM 5 CLOSURE

Maddy Pulling

From: progress@ardrossan.sa.au
Sent: Friday, 15 September 2023 1:52 PM
To: Maddy Pulling
Subject: RE: Felton Industries Product Proposal - 132046
Attachments: Map for Ardrossan Old Tennis Courts.pdf; Ardrossan Old Tennis Courts.JPG

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Hi Maddy

I have attached a map and a picture of the location we would like to get the picnic table for in Ardrossan.

I have spoken to the committee and the committee feel they are able to install the table for Council as in-kind contribution towards the project and Progress will put \$200.00 towards the table.

Regards
Margie

From: Maddy Pulling <Maddy.Pulling@yorke.sa.gov.au>
Sent: Monday, 4 September 2023 11:30 AM
To: Ardrossan Progress Association <progress@ardrossan.sa.au>
Cc: Dustin Guthberg <Dustin.Guthberg@yorke.sa.gov.au>; Kelly Galley <Kelly.Galley@yorke.sa.gov.au>
Subject: FW: Felton Industries Product Proposal - 132046

Hi Margie

Thanks for your email. If you could please provide the following:

- Map and photo of the proposed location for the setting
- Who will undertake the installation of the setting
- How much is Progress willing to contribute towards the setting

Once I have all that additional information then we can put it on the October Access Advisory Working Party Agenda for their consideration.

Many thanks and let me know if you have any further questions.

Maddy Pulling | Executive Assistant to Director Development Services

Yorke Peninsula Council | Principal Office - Maitland

Ph: 08 – 8832 0000 | F: 08-8853 2494

E: maddy.pulling@yorke.sa.gov.au | W: www.yorke.sa.gov.au



From: progress@ardrossan.sa.au <progress@ardrossan.sa.au>

Sent: Friday, 1 September 2023 9:28 AM

To: Maddy Pulling <Maddy.Pulling@yorke.sa.gov.au>

Subject: FW: Felton Industries Product Proposal - 132046

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Good Morning Maddy

The Ardrossan Progress Association would like to make application for an Access wheelchair table for the area near the new pump track on the old tennis courts in Ardrossan. The Progress Association would like to have a couple of picnic tables here and a couple of benches to enable people to come and sit and have a family friendly area where they can get together and relax while the children play.

Do you need me to provide you with a map?

Regards
Margie

From: Kevin Shi <KevinS@felton.net.au>
Sent: Monday, 28 August 2023 2:51 PM
To: progress@ardrossan.sa.au
Subject: RE: Felton Industries Product Proposal - 132046

Good afternoon Margie,

Please see updated quote to reflect the wheelchair accessibility.

Let me know if you need more information.

Kind Regards,

Kevin Shi
Territory Sales Manager



P 1800 22 00 55
E kevins@felton.net.au
felton.net.au

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From: progress@ardrossan.sa.au <progress@ardrossan.sa.au>
Sent: Monday, August 28, 2023 3:16 PM
To: Kevin Shi <KevinS@felton.net.au>
Subject: RE: Felton Industries Product Proposal - 132046

Hi Kevin

Thank you for the quotation, please could it state somewhere on the quotation the table is wheelchair friendly as the funding I am applying for is disabled funding.

Regards
Margie

Margie Gaisford

Support Services Manager

Phone: 08 8837 4195

Mobile: 0491 171 438

Email:
progress@ardrossan.sa.au

Address:
14-16 Fifth Street, Ardrossan, S.A.
5571

www.ardrossan.sa.au



From: Kevin Shi <KevinS@felton.net.au>
Sent: Monday, 28 August 2023 2:15 PM
To: progress@ardrossan.sa.au
Subject: Felton Industries Product Proposal - 132046

Good afternoon Margie,

Thank you for reaching out to Felton Industries,

Please see attached quote for supply and delivery.

Let me know if you need more information.

Kind Regards,

Kevin Shi
Territory Sales Manager

P 1800 22 00 55
E kevins@felton.net.au
felton.net.au

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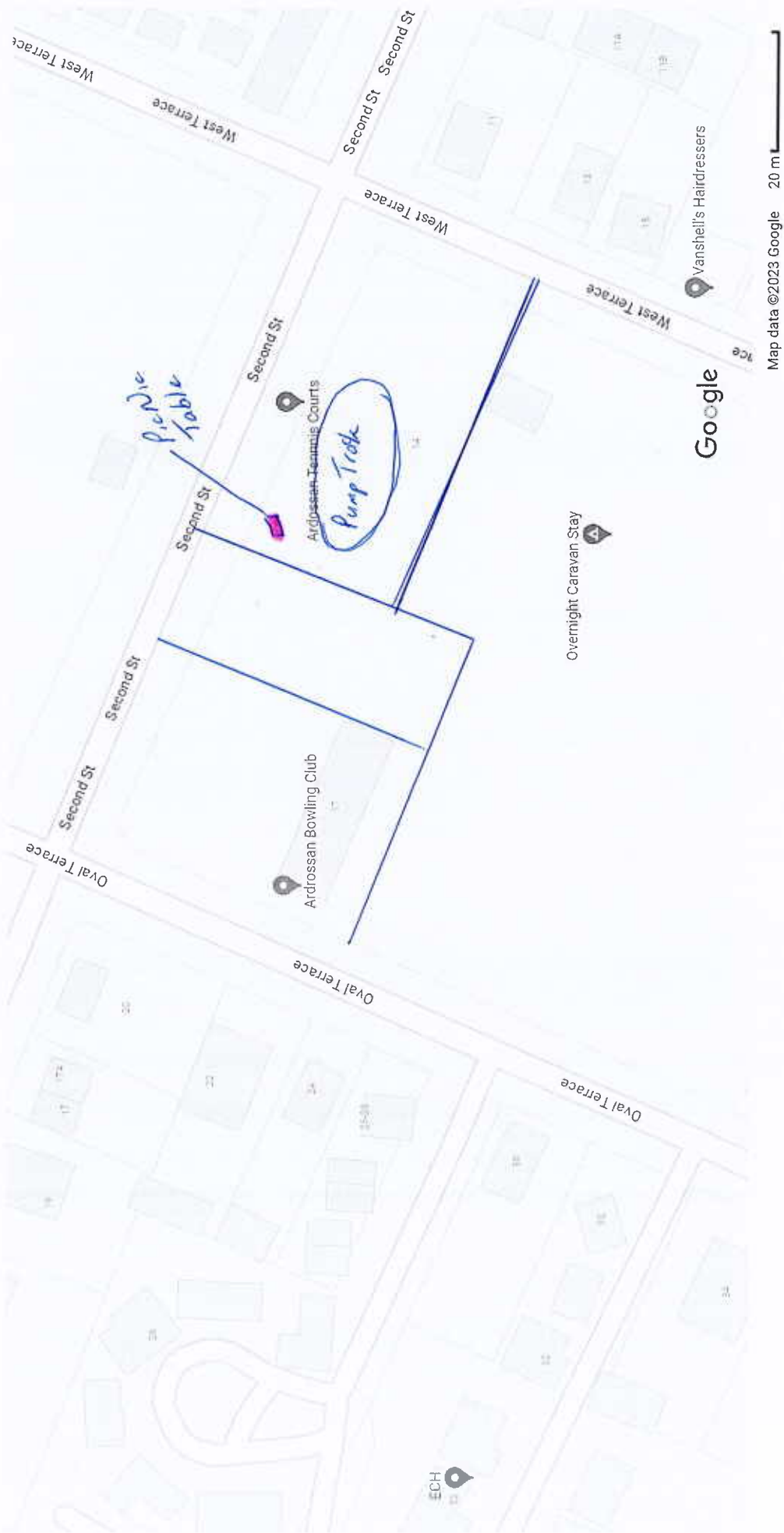


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Google Maps Ardrossan Hotel Motel



28/8/2023

Quote Number 00132046
 Account Name Ardrossan Museum and Information Centre
 Contact Name Margie Gaisford
 Mobile 0888374195
 Email progress@ardrossan.sa.au
 Ship To 14-16 Fifth Street
 Ardrossan SA 5571
 Australia

Dear Margie
 We are pleased to submit the following proposal for your consideration.
 To Supply and Deliver;

Quantity	Code	Product Description	Unit Price
1	FELPS	PARK SETTING ALUMINIUM 2 SIDED * Product is wheelchair accessible Seats up to 8 Adults - 4 Each Side Table Dimensions: 1808mm L x 774mm W x 730mm H Seat Dimensions: 1808mm L x 385mm W x 418mm H Overall Dimensions: 1808mm L x 1840mm W x 730mm H Free Standing with provision for Dyna Bolting Finish: All Planks Marine Grade Anodised Frames: Plain Aluminium 7 year warranty on workmanship and materials	1,440.00
1	DELIVERY	DELIVERY COST	150.00

Total Cost (Excl. GST) 1,590.00

This proposal is valid for 30 days & is subject to standard terms and conditions.

***UNLOADING: Please Note** - Unloading will be required to get the goods off the truck at your agreed delivery point (as detailed on your order confirmation). Unloading is the responsibility of the client at your agreed delivery point (standard delivery trucks do not have unloading facilities). If Felton International Group Pty Ltd arranges for the freight company to unload your order at site unloading fees will be applied at the expense of the client. (Please request an unloading quote to be included in the above proposal if you do not have unloading equipment available)

PROPOSAL 00132046 ACCEPTANCE:

To order, please complete and return via Fax: 1800 05 91 58 or Email: kevins@felton.net.au

Full Name: _____ Position: _____

Signature: _____ Date: _____

Kind regards,

Kevin Shi

kevins@felton.net.au | Phone: 1800 22 00 55



P O Box 208
Yorketown
SA 5576

Email: yorketownprogressassoc@hotmail.com

22 January 2024

Attention: Access Committee Working Party

To whom it may concern,

We write on behalf of the SYP Community Hub, who are working to improve the accessibility of their services.

The SYP Community Hub is based at the old Yorketown School building, 33 Stansbury Rd Yorketown. The building is YP Council owned, with the SYP Community Hub operations and employees supported by a voluntary committee. The SYP Community Hub provides many essential services to the community. These include Centrelink and Service SA agent support, outreach programs operate from the Hub, printing and laminating, digital technology assistance, computer classes, Salt Lakes gallery and Tourist Information Centre, various workshops, community resilience and youth worker programs. The SYP Community Hub is community-led, taking an active role in supporting individuals to access the services they require and responding to community need wherever possible.

While the building retains many features that were part of the original build, the heavy and cumbersome front entrance doors have been identified as a priority for improvement. The doorway consists of two narrow (600mm) doors. One door remains bolted shut the majority of the time, with the second door acting as the front entrance to the Hub. There are also screen doors in the same formation on the outside of the heavy wooden doors.

Staff and volunteers at the SYP Community Hub often need to unbolt both the second screen door and second heavy wooden door to allow access to any clients requiring a wheelchair, walker or prams etc. This can be a tedious process, particularly as some staff cannot reach the latches and bolts. We feel this causes unnecessary embarrassment and frustration for both clients wishing to utilise our services, as well as staff. This is exacerbated when clients are left waiting in bad weather for a staff member to see they are struggling to enter the centre. Staff are concerned the lack of accessibility may prevent some community members from feeling welcome and accessing our services.

We have obtained quotes to replace the existing wooden and screen doors with a singular glass and aluminium frame door that is easy for both clients and staff to open (with the added feature of hold open and limit stop functions to improve accessibility). The glass doorway will also improve safety for staff as they can easily see who is entering the building and improve the natural light entering the space making our entrance feel warm, welcoming and inviting.

The SYP Community Hub requests \$6,278.00 to complete the refurbishment of the front entrance with accessibility of our most vulnerable community members front of mind. We thank the Access Committee Working Party for their time and consideration of the SYP Community Hub's proposal to improve access of the front doorway entrance.

Warm regards,

Katie Hughes

Maddy Pulling

From: bcook15@bigpond.com
Sent: Thursday, 5 October 2023 2:02 PM
To: Maddy Pulling
Cc: Charlotte Germaine; Deb Sullivan; Graham Cook; Greg and Cheryl Carmichael; Harvest Corner; Kim MvWaters; Michael Babbage; Gum Flat Gazette (Minlaton Newsletter); minlaton.progress@gmail.com; Minlaton Caravan Park; Rhani Newbold; Rick & Michelle Hawthorne; Samuel McWaters; Sarah Preedy
Subject: Agenda items for October meeting

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Dear Maddy

The Minlaton and District Progress Association would like to raise two issues for discussion at the October meeting of the Access Advisory Committee.

The first is the lack of a crossing on the North end of Minlaton's Main Street between the Dental Surgery and the Service Station.

The second being the poor state of the footpath on the corner of North and West Terrace adjacent the School crossing. The footpath is very uneven and hence unsafe for the many users; being pedestrian, cyclists and parents with prams or pushers.

The first issue may need discussion on-site between Council and Progress personnel and perhaps the adjacent business. The second may be able to be fixed within the maintenance budget.

Regards

B.L. Cook

Bruce Cook *Secretary*
0408 858 147

 **MINLATON and DISTRICT**
PROGRESS ASSOCIATION INCORPORATED

Maddy Pulling

From: Ardrossan Progress Association
Sent: Tuesday, 5 December 2023 9:23 AM
To: Maddy Pulling
Cc: parkinsoncorporation@gmail.com
Subject: FW: Send data from MFP13592696 05/12/2023 08:44
Attachments: DOC051223.pdf; Memoral Gaqrden Gate.jpg; Memorial Garden step.jpg; Pump Track Gate (1).jpg; Pump Track Gate Step.jpg

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Good Morning Maddy

The Ardrossan Progress Association has two items they would like to request the Access committee add to the agenda of their next meeting.

1 - At the entrance to the World war one memorial garden there is a 3cm step up into the garden. We noticed at the recent memorial service that this step caused difficulties for those with walking frames. Wheel chairs and gophers as they couldn't get up the step without assistance and in some cases couldn't get up at all.

2 - At the gate to the Pump track the gravel pathway is soft and not compactable. This loose gravel is making a hollow area near the concrete across the gate. Theis loose gravel and the resulting hollow area makes it difficult for wheeled chairs and gophers to get through this gateway.

I have attached pictures and a map for your reference

Regards
Margie

-----Original Message-----

From: Ardrossan Progress Scanner <ardrossanprogress@gmail.com>
Sent: Tuesday, 5 December 2023 8:45 AM
To: progress@ardrossan.sa.au
Subject: Send data from MFP13592696 05/12/2023 08:44

Scanned from MFP13592696
Date:05/12/2023 08:44

Pages:1
Resolution:300x300 DPI

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Memorial Garden Step

