



Yorke Peninsula Council

Minutes of the Meeting of the Access Advisory Working Party

Held on Friday 2 February 2024
In the Council Chambers
57 Main Street Minlaton commencing at 1.30pm
(Subject to confirmation)

ITEM 1

1.1 WELCOME BY CHAIRPERSON

Chairperson Cr Richard Carruthers welcomed everyone to the meeting and declared the meeting open at 1.30pm.

1.2 PRESENT

John Franke (Yorketown Progress Assoc.), Bruce Cook (Minlaton Progress Assoc.), John Edwards (Edithburgh Progress Assoc.), Perry Woodward (Port Julia Progress Assoc), Heather Shepley (Corny Point Progress Assoc.), Jane Lavery (Warooka Progress Assoc.), Cr Richard Carruthers (Chairperson), Cr Alan Headon.

IN ATTENDANCE

Dustin Guthberg	Director Development Services
Nick Hoskin	Operations Coordinator
Maddy Pulling	Minute Secretary

1.3 APOLOGIES

Nil

1.4 MINUTES OF THE PREVIOUS MEETING

John Franke moved Alan Headon seconded

That the minutes of the Access Advisory Working Party meeting held on 27 October 2023 as circulated, be confirmed as a true record.

CARRIED

1.5 MATTERS ARISING FROM MINUTES

1. Individual updates on projects allocated funding

1.1 Minlaton Town Hall proposed access ramp.

Dustin Guthberg advised that the plans have been received by Council and have now been issued to contractors to provide quotes. The quotes are expected to be presented at the April meeting for the Working Parties consideration.

2. Other Matters Arising

2.1 Nick Hoskin to provide the contractors (design) quote of \$7,920 (including GST) to Minlaton Progress Association (MPA) 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 the loss of five carpark spaces.

Nick Hoskin advised that the quote has been forwarded to MPA and that he will follow up and have further discussions with MPA.

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). 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 are requesting a \$1,550 (including GST) financial contribution from the Working Party. At the 27 October 2023 meeting the Working Party gave in principle support to the project providing the pump track project obtained insurance. Dustin Guthberg advised that Council endorsed to accept the pump track as a free of charge asset at the 8 November 2023 Council meeting and therefore the project is adequately insured.

John Edwards moved John Franke seconded

It is recommended that Council commit \$1,550 (including GST) to the Ardrossan Progress Association for the purchase of a disability accessible table and chair setting to be installed at the Ardrossan pump track located on Second Street, Ardrossan and accept the in kind contribution for the installation of the setting.

CARRIED

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 entrance double timber doors on the SYP Community Hub building. A quote of \$6,278 (including GST) was presented at the 27 October 2023 Working Party meeting, whereby it was determined that a second quote be sought by the SYP Community Hub and include removing the raised lip in the doorway.

Chairperson Cr Carruthers advised the Working Party that Council staff have recently become aware that the SYP Community Hub engaged the contractor and had the new door installed without any endorsed funding from the Working Party. Discussion ensued regarding the due

process for committing funds and concerns about setting a precedent for committing funds retrospectively towards projects. It was agreed to lay the matter on the table pending further communication with SYP Community Hub.

Alan Headon moved seconded John Edwards seconded

It is recommended that Council staff send correspondence to the SYP Community Hub and advise them of the due process for obtaining financial assistance from the Access Advisory Working Party and seek their response to the matter.

CARRIED

2.3 Correspondence (23/108909) dated 5 December 2023 from Minlaton Progress Association (MPA) 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 raised concerns with the poor state of the footpath on the corner of North and West Terrace, Minlaton, adjacent the school.

Nick Hoskin met MPA on site to inspect the issues and the lack of accessibility in the precinct. Nick suggested the installation of two ramps on the north west and north east footpath corners of North Terrace and Main Street and had obtained a contractors quote of \$3,800 (including GST) for the proposed works.

John Edwards moved Alan Headon seconded

It is recommended that Council commit \$3,800 (including GST) for two ramps to be installed on the north west and north east footpath corners of North Terrace and Main Street, Minlaton.

CARRIED

2.4 Correspondence (23/116161) dated 5 December 2023, from Ardrossan Progress Association (APA) 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.

Late correspondence dated 2 February 2024 was presented to the Working Party from the APA who have requested additional works for the Memorial Garden to include an access ramp from street level to the entrance.

Alan Headon moved John Edwards seconded

That the late correspondence from Ardrossan Progress Association dated 2 February 2024 be received.

CARRIED

Discussion ensued and it was agreed that Nick Hoskin obtain quotes for the installation of an access ramp, leveling the pathway and modifying the step to the entrance of the Memorial Garden and report back to the next meeting with the costings.

ITEM 3 GENERAL BUSINESS

Nil

ITEM 4 NEXT MEETING

The Working Party were in agreement to schedule the next meeting for Friday, 19 April 2024.

Chairperson Cr Carruthers proposed changing the day of the week for future meetings from the fourth Friday of the month to the fourth Monday of the month. Further confirmation of changes to the meeting schedule will be provided at the April meeting.

ITEM 5 CLOSURE

The meeting closed at 2.10pm.

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Chairperson Cr Richard Carruthers

Friday, 19 April 2024