
**NARROMINE SHIRE COUNCIL
ORDINARY MEETING BUSINESS PAPER – 13 JULY 2022
REPORTS OF COMMITTEES**

1. REPORT OF NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE

The report to and minutes of the Narromine Showground and Racecourse Advisory Committee Meeting held on 23 June 2022 at the Narromine Council Chambers are attached (**See Attachment No. 1**).

RECOMMENDATION

That the report of the Narromine Showground and Racecourse Advisory Committee and the recommendations from the minutes of the Meeting held on 23 June 2022 be adopted.

2. REPORT OF THE NARROMINE AERODROME COMMITTEE

The minutes of the Narromine Aerodrome Committee Meeting held on 21 June 2022 at the Narromine Council Chambers is attached (**See Attachment No. 2**).

RECOMMENDATION

That the recommendations from the minutes of the Narromine Aerodrome Committee Meeting held on 21 June 2022 be adopted.

**MINUTES OF THE NARROMINE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE
MEETING HELD IN COUNCIL'S CHAMBERS ON THURSDAY 23 JUNE 2022**

PRESENT: Cr Dawn Collins (Chair), Cr Dianne Beaumont, Sally Packham (Narromine Pony Club), Bill Gibbs (Narromine Show Society), Robert Handsaker (Narromine Turf Club), Shelli Hazzard (Narromine Turf Club) Phil Johnston (Director Community and Economic Development) and Alison Attwater (Minute Taker)

1. WELCOME

The Chair welcomed those present and declared the meeting open at 3.05 pm.

2. APOLOGIES

RECOMMENDED Cr Beaumont/Robert Handsaker that the apologies of Nick Powell (Narromine Turf Club) and Clare Gill (Narromine Pony Club) be accepted.

3. DECLARATION/CONFLICT OF INTEREST

Nil

4. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

RECOMMENDED Robert Handsaker/Shelli Hazzard that the minutes of the previous meeting held on 17 February 2022 be accepted as a true and accurate record of the meeting.

5. BUSINESS ARISING FROM THE MINUTES

Nil

6. REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE

1) Follow up Items

a) Discussion took place on the pooling water near the dining room. Council to investigate how to rectify the issue.

Action: Council to investigate options to rectify pooling water.

RECOMMENDED: Cr Beaumont/Bill Gibbs that the information be noted.

**MINUTES OF THE NARROMINE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE
MEETING HELD IN COUNCIL'S CHAMBERS ON THURSDAY 23 JUNE 2022**

**REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE
Cont'd.**

2) Work Health and Safety

The roller doors on the bar area were reported as difficult to open and required maintenance to do so.

Action: Council to investigate roller doors maintenance.

RECOMMENDED: Robert Handsaker/Cr Beaumont that the information be noted.

3) Bookings

Nil

RECOMMENDED: Sally Packham /Shelli Hazzard that the information be noted.

4) Financial Report

The electricity account was questioned and asked if this was based on a user pays system. Director of Community and Economic Development advised that the user pays system is currently in place and will bring further details to the next meeting.

Action: Council to advise committee on terms of individual user groups agreements regarding electricity account.

RECOMMENDED: Bill Gibbs/Robert Handsaker that the Financial Report as presented be accepted.

5) Directors Report

It was advised that the structural engineers report has been received for the grandstand and jockeys' room at the showground. Director of Community and Economic Development advised that he would discuss the content of this report with Council's engineering department. Details and outcomes will be presented at the next meeting.

Action: Discussion with Council's engineering department on structural engineers report.

RECOMMENDED: Robert Handsaker/Sally Packham that the Director's Report as presented be accepted.

**MINUTES OF THE NARROMINE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE
MEETING HELD IN COUNCIL'S CHAMBERS ON THURSDAY 23 JUNE 2022**

**REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE
Cont'd.**

6) GENERAL BUSINESS

Narromine Turf Club advised that the race callers tower had begun early stage construction. It was noted that the addition of flood lights needed to be considered. Following discussion, it was decided that Shelli Hazzard will obtain quotes and that if the quoted amount was less than two thousand dollars that the flood lighting addition should go ahead.

RECOMMENDED: Robert Handsaker/Bill Gibbs that quotes be obtained and work commence if quotes are under two thousand dollars for flood lighting additional to the race callers tower.

Action: Shelli Hazzard to obtain quotes for flood lights on the race callers tower.

Discussion took place on the bar and dining area at the showground. It was decided that this area needed upgrading and that a design consultant be engaged to draft plans for future funding opportunities.

RECOMMENDED: Robert Handsaker/Bill Gibbs that a design consultant be engaged for potential upgrades to the bar and dining area at the showground.

Action: Council to contact a design consultant to engage with users and Council to discuss design options and future plans.

7) NEXT MEETING

The next meeting of the Narromine Showground and Racecourse Advisory Committee will be held on 21 October 2022, commencing at 3.00 pm at the Council Chambers.

There being no further business, the meeting closed at 3.55 pm.

The minutes (pages 1-3) were confirmed on _____ 2022 and are a true and accurate record of proceedings of the meeting held on 23 June 2022.

CHAIR

REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE MEETING TO BE HELD AT COUNCIL'S CHAMBERS THURSDAY 23 JUNE2022

1. FOLLOW UP ITEMS

TORCC Caravan Group	Caravan group wishes to camp at the Narromine Showground for approx. one week in 2023. Narromine Turf Club requires all caravan to have grey water capacity	<p>ACTION: Council to notify TORCC that all vans must have grey water capacity on all participating caravans</p> <p>OUTCOME: TORCC have been notified and have advised that fifty percent of vans have grey water tanks and will make other arrangements for disposal of the remaining fifty percent</p>
Water Booster System	Discussion to take place with Manager Utilities to discuss new water booster system on the southern side on Narromine for the possibility of extra access points to be added to the Showground	<p>ACTION: Council to investigate possibility of extra water access points to the Narromine Showground</p> <p>OUTCOME: Director Community & Economic Development has discussed with Manager Utilities plan has been finalised for south side of town taking showground into consideration</p>
Arena slashing and Tree Inspection	Arena to be slashed and the cedar trees between the pavilion and the toilet block on Dappo Road needed inspecting	<p>ACTION: CRM to be logged for both of these activities to be carried out</p> <p>OUTCOME: Area slashed and inspection complete</p>
Hedge Re-shaping	The hedge that runs from the birdcage to the bar area requires re-shaping due to excess growth. This will need to be done by a professional landscaper.	<p>Action: Narromine Turf Club to obtain a quote for this and report back</p> <p>OUTCOME: Complete</p>
Pepper Tree Removal	Due to upcoming renovations on the race callers tower the pepper tree that is directly beside the caller's tower need removing	<p>Action: CRM to be logged for removal of the pepper tree</p> <p>OUTCOME: Complete</p>

REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE MEETING TO BE HELD AT COUNCIL'S CHAMBERS THURSDAY 23 JUNE 2022

Gutters on Dining room	Council staff to check condition of gutters	<p>Action: Council staff to report of conditions of gutters</p> <p>Outcome: Council staff reported that the gutters were replaced four years ago and the issue seems to be with leaves blocking the gutter not structure, leaves will be cleared</p>
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RECOMMENDATION

That the information be noted.

2. WORK HEALTH AND SAFETY ISSUES

Have any other Work Health and Safety Issues arisen for further consideration?

Nil

RECOMMENDATION

That the information be noted.

3. BOOKINGS

Since the last meeting in February 2022, there has been one (2) function at the Narromine showground. There are seven (7) forward booking for the next eight months up to February 2023

Name		Event Date
Private Function		22 April 2022
Private Function		14 May 2022
Narromine Turf Club		14 August 2022
Narromine Show		3 September 2022
Narromine Turf Club		15 September 2022
Private Function		1 October 2022
Private Function		15 October 2022
Private Function		22 October 2022
Narromine Turf Club		24 November 2022

RECOMMENDATION

REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE MEETING TO BE HELD AT COUNCIL'S CHAMBERS THURSDAY 23 JUNE 2022

That the information be noted.

4. FINANCIAL REPORT

The Narromine Showground and Racecourse Advisory Committee Financial Report is reflected in **Attachment No. 1**.

RECOMMENDATION

That the Financial Report as presented be adopted.

5. Directors Report

Welcome to the 2022 half way point, unfortunately rain played havoc with the first race meeting for 2022 and was postponed. We now turn our heads towards events the second half of the year and hope that the Narromine Show scheduled for September will go through unscathed.

A structural report was complete on the grandstand the outcome of this report will be submitted to Council in the near future, no immediate danger was reported at the time of inspection.

All the best to all user groups in the second half of 2022 and remember to use the CRM system or give us a call to assist with any showground matters.

RECOMMENDATION

That the information be noted.

6. Next Meeting

The next Narromine Showground and Advisory Committee meeting will be held on Thursday, 16 February 2023 at 3pm at the Council Chambers

RECOMMENDATION

That the information be noted.

Phil Johnston
Director, Community and Economic Development

NSRAC												
2021-2022		INCOME	USER CHARGES									
			FEES			CONTRIBUTIONS						
DATE	DETAILS	REC	COTTAGE RENT	OTHER FACILITIES	STABLES	NME TURF CLUB	NME SHOW SOCIETY	NME SHIRE	SUNDRIES	OTHER INCOME	INTEREST	TOTAL INCOME
1/07/2021	Cottage Rent		485.60									485.60
1/07/2021	Narromine Shire Council - Annual Contribution							9,960.00				9,960.00
23/07/2021	- Lease Horse Stables				279.70							279.70
23/07/2021	- Lease Cattle Pavilion				187.12							187.12
23/07/2021	- Lease Horse Stables				187.12							187.12
23/07/2021	- 15/08/2021					1,263.64						1,263.64
23/07/2021	- 19/07/2021					1,263.64						1,263.64
23/07/2021					187.12							187.12
23/07/2021					187.12							187.12
27/07/2021	Refund Showground Hire - [REDACTED]			(340.91)								(340.91)
2/08/2021	Cottage Rent		495.60									495.60
4/08/2021	Refund Showground Hire - [REDACTED]			(340.91)								(340.91)
24/08/2021	- Lease Horse Stables				279.70							279.70
24/08/2021	- Lease Cattle Pavilion				187.12							187.12
24/08/2021	- Lease Horse Stables				187.12							187.12
24/08/2021					187.12							187.12
24/08/2021					187.12							187.12
1/09/2021	Cottage Rent		495.60									495.60
24/09/2021	- Lease Horse Stables				279.70							279.70
24/09/2021	- Lease Cattle Pavilion				187.12							187.12
24/09/2021	- Lease Horse Stables				187.12							187.12
24/09/2021					187.12							187.12
24/09/2021					187.12							187.12
24/09/2021	- 16/09/2021					1,263.64						1,263.64
24/09/2021	- 16/10/2021					1,263.64						1,263.64
1/10/2021	Cottage Rent		405.60									405.60
29/10/2021	- Lease Horse Stables				279.70							279.70
29/10/2021	- Lease Cattle Pavilion				187.12							187.12
29/10/2021	- Lease Horse Stables				187.12							187.12
29/10/2021					187.12							187.12
29/10/2021					187.12							187.12
29/10/2021	- 25/11/2021					1,263.64						1,263.64
1/11/2021	Cottage Rent		475.60									475.60
5/11/2021	Hire of Showground - [REDACTED]			350.00								350.00
19/11/2021	Hire of Showground - [REDACTED]			350.00								350.00
23/11/2021	- Lease Horse Stables				279.70							279.70
23/11/2021	- Lease Cattle Pavilion				187.12							187.12
23/11/2021	- Lease Horse Stables				187.12							187.12
23/11/2021					187.12							187.12
23/11/2021					187.12							187.12
1/12/2021	Cottage Rent		475.60									475.60
1/12/2021	Refund Showground Hire - [REDACTED]			(350.00)								(350.00)
16/12/2021	Narromine Shire Council - Show Entry Contribution							7,500.00				7,500.00
21/12/2021	- Lease Horse Stables				279.70							279.70
21/12/2021	- Lease Cattle Pavilion				187.12							187.12
21/12/2021	- Lease Horse Stables				187.12							187.12

**Narromine Showground and Racecourse
Advisory Committee
Statement of Working Funds
As at 02/06/2022**

Balance Brought Forward as at 01/07/21	111,359.05
Add Receipts	41,859.27
Less Payments	<u>(22,617.99)</u>
Balance of Working Funds 02/06/2022	<u>130,600.33</u>
Security Bonds Held	<u>3,188.00</u>
Reconciled Balance	<u>133,788.33</u>
Check:	0.00

Balance Sheet Check:

Reconciled Bank Balance 1 July 2021	111,359.05
Profit Year to Date	<u>19,241.28</u>
Reconciled Working Funds Balance 02/06/2022	<u>130,600.33</u>
Plus Security Bonds Held	3,188.00
Reconciled Balance (from GL)	133,788.33
Check:	-

Narromine Showground and Racecourse Advisory Committee

Statement of Income & Expenditure Period Ending 02/06/2022

INCOME

Contributions		
Narromine Turf Club	7,581.84	
Narromine Show Society	-	
Narromine Shire	17,460.00	
Sundry	-	
		25,041.84
Fees		
Cottage Rent	5,139.27	
Other Facilities	368.18	
Stables	11,309.98	
		16,817.43
Other Income		
Grant - Amentities Building	-	
Loan - Amentities Building	-	
Interest		
	-	-
		41,859.27

EXPENDITURE


Vandalism Repairs		-
Cleaning		-
Electricity		5,438.34
Insurance - Excess		-
Insurance		-
Repairs & Maintenance		
Buildings / Fixtures	6,951.70	
Grounds	6,815.23	
Plant	-	
Turf	-	
House Repairs	-	
Toilets	-	13,766.93
Rates & Water		1,389.21
Wages & Security		2,023.51
Sundry		-
		22,617.99
PROFIT/(LOSS) YEAR TO DATE		19,241.28
ADJUSTED PROFIT/(LOSS) YEAR TO DATE		19,241.28

Balance Authority

	Job Number or GL Number		
BBF Authority 2020-2021	GL 69010		
Authority Balance 2021-2022	GL 69010	\$	133,788.33
	Balance	\$	133,788.33

Bonds Held Balance 2020-2021	GL 69230.8595.2040	\$	-
Bonds Held Balance 2021-2022	GL 69230.8595.2040	\$	3,188.00
	Total	\$	3,188.00

Bonds Outstanding

	14/06/2019	-	526.00
	10/11/2020	-	554.00
	19/01/2021	-	554.00
	22/03/2021	-	554.00
	12/05/2022	-	500.00
	6/05/2022	-	500.00
	Total	-	3,188.00
	Difference	\$	-

**MINUTES OF THE NARROMINE AERODROME COMMITTEE MEETING HELD IN COUNCIL'S
CHAMBERS ON THURSDAY 21 JUNE 2022**

PRESENT: Jane Redden (General Manager) Cr Dianne Beaumont, Cr Ewen Jones, Stewart Hignett (Narromine Aero Club) Beryl Hartley (Narromine Gliding Club), Phil Johnston (Director Community and Economic Development) Andre Pretorius (Director Infrastructure and Engineering Services) and Alison Attwater (Minute Taker)

1. WELCOME

The General Manager welcomed those present and declared the meeting open at 4.35pm. The Narromine Aerodrome Committee charter was read to those present by the General Manager.

2. ELECTION OF CHAIR

Cr Jones was nominated Beryl Hartley seconded Stewart Hignett for Chair and was elected unopposed.

3. APOLOGIES

RECOMMENDED Beryl Hartley /Stewart Hignett that the apologies of Paul McCallum (Sky Park Residents) and Murray Feddersen (Aerodrome Business Operators) be accepted.

4. DECLARATION/CONFLICT OF INTEREST

Nil

5. AGENDA ITEMS

a) Events

Beryl Hartley gave an outline on upcoming events at the aerodrome and advised of dates. Director of Infrastructure and Engineering Services advised that all events required risk assessment documentation to be submitted to Council.

b) Lighting

Director of Infrastructure and Engineering Services advised that the flush mount lighting has been ordered and that work will be finalised as soon as possible.

c) Hangar

It was reported that the Bellman hangar door rails need inspecting. External water access also requires inspection on the Bellman and hangar fifteen.

Action: Council to place a CRM to inspect door rails and water access.

MINUTES OF THE NARROMINE AERODROME COMMITTEE MEETING HELD IN COUNCIL'S CHAMBERS ON THURSDAY 21 JUNE 2022

d) New Hangars

Director of Infrastructure and Engineering reported that the concrete slab is finished and that framework for the new hangars will commence by 30 June 2022. Beryl Hartley questioned the booking process for the new hangars. Director of Community and Economic Development advised that the intent of the hangar is not for hire but for sale and long-term lease, with terms to be set at a future Council meeting.

e) Control Tower

Beryl reported that a scissor lift was hired for the Aus-Fly air show and that a more permanent fixture was required. The General Manager advised that this structure would be required to be engineered professionally to standard. Director of Community and Economic Development added that a permanent structure by comparison to a yearly hire fee may not be feasible. It was decided that further investigation take place into the costing of a permanent tower.

Action: Beryl Hartley to liaise with Murray Feddersen and Council to obtain quotes for permanent tower.

f) New Taxiway

Stewart Hignett asked the location of the new taxiway. Director of Community and Economic Development provided the committee with a map of the new taxiway location. Discussion took place and it was asked what wires would be removed to accommodate the runway. Director of Community and Economic Development advised that this question would be taken on notice and the committee would be notified.

Action: Director of Community and Economic Development to makes enquires regarding wires.

g) Grants

Beryl Hartley advised that she, with Council assistance intends on meeting with Dugald Saunders and Stuart Ayres to discuss future funding opportunities.

h) Accommodation

Director of Community and Economic Development advised that new operators will commence 1 July 2022 at the Narromine Tourist Park.

6. GENERAL BUSINESS

Beryl Hartley advised that the volunteer numbers at the Narromine Aviation Museum are declining rapidly. Discussion took place on this and the General

**MINUTES OF THE NARROMINE AERODROME COMMITTEE MEETING HELD IN COUNCIL'S
CHAMBERS ON THURSDAY 21 JUNE 2022**

Manager advised that the Narromine Aviation Committee formally document their concerns to Council by way of written letter.

7. NEXT MEETING

The next meeting of the Narromine Aerodrome Committee will be held on 22 November 2022, commencing at 4.30pm at the Council Chambers.

There being no further business, the meeting closed at 5.45 pm.

The minutes (pages 1-3) were confirmed on _____ 2022 and are a true and accurate record of proceedings of the meeting held on 21 June 2022.

CHAIR