
**NARROMINE SHIRE COUNCIL
ORDINARY MEETING BUSINESS PAPER – 8 NOVEMBER 2023
REPORTS OF COMMITTEES**

1. REPORT OF THE NARROMINE AERODROME COMMITTEE

The minutes of the Narromine Aerodrome Committee Meeting held on 10 October 2023 at the Narromine Aerodrome are attached (**See Attachment No. 1**).

RECOMMENDATION

That the recommendations from the minutes of the Narromine Aerodrome Committee Meeting held on 10 October 2023 be adopted.

2. REPORT OF THE NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE

The report to and minutes of the Narromine Showground and Racecourse Advisory Committee Meeting held on 19 October 2023 at the Narromine Shire Council Chambers are attached (**See Attachment No. 2**).

RECOMMENDATION

That the report of the Narromine Showground and Racecourse Advisory Committee and the recommendations from the minutes of the Meeting held on 19 October 2023 be adopted.

**MINUTES OF THE NARROMINE AERODROME COMMITTEE MEETING HELD AT THE NARROMINE
AERODROME ON TUESDAY 10 OCTOBER 2023**

PRESENT: Cr Ewen Jones (Chair), Jane Redden (General Manager), Beryl Hartley (Narromine Gliding Club), Phil Johnston (Director Community and Economic Development), Anthony Everett (Manager Community Facilities), Cr Diane Beaumont, Paul McCallum (Sky Park Resident), Murray Feddersen (Aerodrome Business Operators) and Alison Attwater (Minute Taker)

1. WELCOME

The Chair welcomed those present and declared the meeting open at 4:03 p.m.

2. ELECTION OF CHAIR

The General Manager assumed the role of Chair.

RECOMMENDED Cr Beaumont/Murray Feddersen, that Cr Jones be nominated for the position of Chair.

Cr Jones accepted the nomination and assumed the role of Chair.

3. APOLOGIES

RECOMMENDED Cr Jones/Beryl Hartley that the apologies of Stewart Hignett (Narromine Aero Club) be accepted.

4. DECLARATION/CONFLICT OF INTEREST

Nil

5. CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETING

RECOMMENDED Cr Beaumont/Beryl Hartley that the minutes of the previous meeting held on 11 July 2023 be accepted as a true and accurate record of the meeting.

6. BUSINESS ARISING FROM THE MINUTES

Nil

7. REPORT TO NARROMINE AERODROME COMMITTEE

1) Follow-up Items

Nil

**MINUTES OF THE NARROMINE AERODROME COMMITTEE MEETING HELD AT THE NARROMINE
AERODROME ON TUESDAY 10 OCTOBER 2023**

2) Work Health Safety

Nil

8. GENERAL BUSINESS

It was reported that the entry ramp into the western side of the Gliding Club was rotting. It was noted this has been scheduled for repair.

In preparation for the World Gliding championships, it was requested that all Council property be removed from Hangar No 15 and that the cracks in the floor be repaired. It was noted that this is scheduled for next week and skip bins would be provided.

9. NEXT MEETING

The next meeting of the Narromine Aerodrome Committee will be held on 27 February 2024, commencing at 4:00 p.m. at the Narromine Aerodrome.

There being no further business, the meeting closed at 4.30 p.m.

The minutes (pages 1-2) were confirmed on _____ 2024 and are a true and accurate record of proceedings of the meeting held on 10 October 2023.

CHAIR

**MINUTES OF THE NARROMINE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE
MEETING HELD IN COUNCIL CHAMBERS ON THURSDAY 19 OCTOBER 2023**

PRESENT: Cr Dianne Beaumont (Chair), Sally Packham (Narromine Pony Club), Phil Johnston (Director Community and Economic Development), Clare Gill (Narromine Pony Club), Robert Handsaker (Narromine Turf Club), Bill Gibbs (Narromine Show Society), Nick Powell (Narromine Show Society), Tristan Penson (Narromine Turf Club), Anthony Everett (Manager Waste and Community Facilities), and Alison Attwater (Minute Taker).

1. WELCOME AND ELECTION OF CHAIR

The Director of Community and Economic Development assumed the role of Chair, welcomed those present and declared the meeting open at 3.03 p.m.

2. ELECTION OF CHAIR

RECOMMENDED Robert Handsaker/Nick Powell, that Cr Beaumont, be nominated for the position of chair.

Cr Beaumont accepted the nomination and assumed the role of Chair.

3. APOLOGIES

Nil

4. DECLARATION/CONFLICT OF INTEREST

Nil

5. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

RECOMMENDED Sally Packham/Robert Handsaker that the minutes of the previous meeting held on 16 February 2023 be accepted as a true and accurate record of the meeting.

6. BUSINESS ARISING FROM THE MINUTES

Nil

7. REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE

1) Follow-up Items

The bar and dining room costing was discussed, and it was decided that the Narromine Turf Club would investigate less expensive options to upgrade the bar and dining room facilities.

Action: Narromine Turf Club to investigate upgrade options for the bar and dining room area.

**MINUTES OF THE NARROMINE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE
MEETING HELD IN COUNCIL CHAMBERS ON THURSDAY 19 OCTOBER 2023**

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

RECOMMENDED: Nick Powell/Sally Packham that the information be noted.

2) Work Health and Safety

An enquiry was made on the location of the defibrillator at the Narromine Showground. Council advised that it was in the dining room area. Further discussion took place, and it was asked if a defibrillator could be placed externally on the bar and dining room area.

Action: Council to investigate the possibility of an external defibrillation unit being installed.

It was advised that there were dead trees near the entry of the racecourse. Council advised that this was scheduled for inspection.

RECOMMENDED: Nick Powell/Sally Packham that the information be noted.

3) Bookings

Nil

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

4) Financial Report

Nil

RECOMMENDED: Sally Packham/Nick Powell that the Financial Report as presented is accepted.

5) Director's Report

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

8. GENERAL BUSINESS

Narromine Pony Club wishes to acknowledge the passing of long-time committee member Alice Oates and recognise her contributions to their committee and the Narromine Showground and Racecourse Advisory Committee over many years.

**MINUTES OF THE NARROMINE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE
MEETING HELD IN COUNCIL CHAMBERS ON THURSDAY 19 OCTOBER 2023**

8. GENERAL BUSINESS (Cont'd)

Narromine Turf Club advised that Racing NSW require them to replace the existing fencing from the winning post to the dining room and bar area with PVC fencing at the minimum standard height to meet Racing NSW standards.

Narromine Turf Club advised that Racing NSW will require them, in the future, to replace the outside steel running rail from the 600m mark to the trainer's stables to meet with the existing PVC mounting yard fencing and any other steel running rail that does not meet the minimum standards. A due date for this project has not yet been given.

Narromine Show Society advised that the public address system requires replacement at the showground. Discussion took place, and it was decided that the Narromine Show Society would investigate the best option for a new public address system and obtain quotes to be presented to the committee for consideration.

Action: Narromine Show Society to obtain quotes for the new PA system.

9. NEXT MEETING

The next meeting of the Narromine Showground and Racecourse Advisory Committee will be held on 22 February 2024, commencing at 3:00 p.m. at the Council Chambers.

There being no further business, the meeting closed at 3.40 p.m.

The minutes (pages 1-3) were confirmed on _____ 2024 and are a true and accurate record of proceedings of the meeting held on 19 October 2023.

CHAIR

REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE MEETING TO BE HELD AT COUNCIL'S CHAMBERS THURSDAY 19 OCTOBER 2023

1. FOLLOW-UP UP ITEMS

Bar and Dining room plan changes		<p>ACTION: Notify Andrew Peacock of changes required to plans for the renovation of the Narromine Showground dining and bar area</p> <p>OUTCOME: The second draft plan has been distributed to the committee for consideration. An estimated quote has been received.</p>
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RECOMMENDATION

That the information is 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 2023, there have been Seven (7) functions at the Narromine showground. There are three (3) forward bookings for the next four months up to 22 February 2024.

Name	Event Date
Narromine Turf Club	18 March 2023
Narromine Turf Club	20 April 2023
Private Function	1-10 May 2023
Narromine Turf Club	12 May 2023
Narromine Turf Club	20 August 2023
Narromine Show	1-2 September 2023
Narromine Turf Club	21 October 2023

REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE MEETING TO BE HELD AT COUNCIL'S CHAMBERS THURSDAY 19 OCTOBER 2023

Narromine Turf Club		5 December 2023
Private Function		31 December 2023
Private Function		24 February 2024

RECOMMENDATION

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 spring. It's hard to believe we are three-quarters the way through 2023. There has been plenty of activity at the showground, many fantastic community events have taken place, and without you, the volunteers, this would not be achievable. Well done to all involved.

RECOMMENDATION

That the information be noted.

6. Next Meeting

The next Narromine Showground and Advisory Committee meeting will be held on Thursday, 22 February 2024, at 3 p.m. at the Council Chambers.

RECOMMENDATION

That the information be noted.

Phil Johnston

Director, Community, and Economic Development

2022-2023		INCOME								OTHER	INTEREST	TOTAL
DATE	DETAILS	REC	FEES			CONTRIBUTIONS				INCOME		INCOME
			COTTAGE RENT	OTHER FACILITIES	STABLES	NME TURF CLUB	NME SHOW SOCIETY	NME SHIRE	SUNDRIES			
1/07/2022			725.60									725.60
18/07/2022							1,295.45					1,295.45
19/07/2022				107.27								107.27
19/07/2022					675.61							675.61
21/07/2022					675.61							675.61
21/07/2022					193.03							193.03
21/07/2022					193.03							193.03
26/07/2022	Hire of Showground -			359.09								359.09
1/08/2022	Narromine Shire Council - Annual Contribution								10,200.00			10,200.00
1/08/2022			355.60									355.60
23/08/2022					675.61							675.61
23/08/2022					193.03							193.03
23/08/2022					193.03							193.03
24/08/2022	Hire of Showground -			359.09								359.09
26/08/2022							1,295.45					1,295.45
1/09/2022			605.60									605.60
8/09/2022							(1,295.45)					(1,295.45)
8/09/2022	Hire of Showground -			359.09								359.09
20/09/2022					675.61							675.61
20/09/2022					193.03							193.03
20/09/2022					193.03							193.03
23/09/2022	Hire of Showground -			359.09								359.09
29/09/2022	Hire of Showground -			359.09								359.09
30/09/2022			395.60									395.60
13/10/2022	Refund -			(340.91)								(340.91)
31/10/2022					675.61							675.61
31/10/2022					193.03							193.03
31/10/2022					193.03							193.03
16/11/2022					193.03							193.03
16/11/2022					193.03							193.03
16/11/2022					675.61							675.61
22/11/2022							1,295.45					1,295.45
1/12/2022			181.20									181.20
9/12/2022	Hire of Showground -			359.09								359.09
14/12/2022					193.03							193.03
14/12/2022					193.03							193.03
14/12/2022					675.61							675.61
23/12/2022			295.60									295.60
16/01/2023					193.03							193.03
16/01/2023					193.03							193.03
16/01/2023					675.61							675.61
02/02/2023				595.60								595.60
08/02/2023							675.61					675.61
08/02/2023					193.03							193.03
08/02/2023					193.03							193.03
08/02/2023				359.09								359.09

Attachment No. 2

01/03/2023			30.00									30.00	
01/03/2023			565.60									565.60	
02/03/2023						1,295.45						1,295.45	
03/03/2023				165.91								165.91	
03/03/2023			(359.09)									(359.09)	
07/03/2023						1,295.45						1,295.45	
07/03/2023						1,295.45						1,295.45	
07/03/2023						1,295.45						1,295.45	
10/03/2023			675.61									675.61	
10/03/2023					193.03							193.03	
10/03/2023					193.03							193.03	
16/03/2023			359.09									359.09	
21/03/2023						1,295.45						1,295.45	
04/04/2023			895.60									895.60	
06/04/2023			(359.09)									(359.09)	
11/04/2023			(359.09)									(359.09)	
12/04/2023				3,417.27								3,417.27	
19/04/2023			895.60									895.60	
30/04/2023			675.61									675.61	
30/04/2023					193.03							193.03	
30/04/2023					193.03							193.03	
11/05/2023			359.09									359.09	
16/05/2023						(1,295.45)						(1,295.45)	
16/05/2023						(1,295.45)						(1,295.45)	
30/05/2023			(359.09)									(359.09)	
31/05/2023			675.61									675.61	
31/05/2023					193.03							193.03	
31/05/2023					193.03							193.03	
01/06/2023			30.00									30.00	
01/06/2023			565.60									565.60	
22/06/2023				110.91								110.91	
22/06/2023				703.18								703.18	
22/06/2023					110.91							110.91	
22/06/2023					200.91							200.91	
22/06/2023					200.91							200.91	
TOTAL			5,541.60	8,581.51	10,164.27	5,857.41	1,295.45	10,200.00	0.00	0.00	0.00	0.00	41,640.24
NB - Do not include Bonds Income as it is refundable													
95000007													
Account													
Description													
Amount													
4600.200.142 Rental/Lease \$ 31,440.24													
4600.200.249 Other Sundry Income \$ -													
4600.200.270 Contributions Received \$ 10,200.00													
\$ 41,640.24													
Difference \$ -													

NSRAC		EXPENDITURE										REPAIRS & MAINT						
2022-2023																		
DATE	FOR	CHQ	ELECTRICITY	INSURANCE	VANDILISM REPAIRS	CLEANING	RATES & WATER	WAGES & PLANT	SUNDRY	GROUNDS	PLANT	Insurance Excess	BUILDINGS / FIXTURES	TURF	HOUSE	TOILETS	TOTAL	
1/07/2022								71.74									71.74	
1/07/2022	Narromine Shire Council - Rates						1,227.52										1,227.52	
2/08/2022			452.23														452.23	
2/08/2022			15.75														15.75	
31/08/2022								1,042.65									1,042.65	
2/09/2022			593.87														593.87	
2/09/2022			15.76														15.76	
2/09/2022								61.91									61.91	
21/09/2022	Narromine Shire Council - Water						200.20										200.20	
21/09/2022	Narromine Shire Council - Water						6.60										6.60	
28/09/2022													11.26				11.26	
30/09/2022								57.58									57.58	
4/10/2022			15.29														15.29	
6/10/2022								910.22									910.22	
21/10/2022								431.94									431.94	
19/10/2022													22.68				22.68	
2/11/2022			15.80														15.80	
2/11/2022			522.08														522.08	
10/11/2022													24,026.13				24,026.13	
17/11/2022								173.84									173.84	
30/11/2022								1,534.46									1,534.46	
2/12/2022			24.48														24.48	
2/12/2022			545.66														545.66	
8/12/2022	Narromine Shire Council - Water						194.09										194.09	
8/12/2022	Narromine Shire Council - Water						38.00										38.00	
8/12/2022	Narromine Shire Council - Water						70.00										70.00	
4/01/2023			473.55														473.55	
4/01/2023			45.82														45.82	
3/02/2023			461.01														461.01	
15/02/2023	Council Wages & Plant							348.02									348.02	
17/02/2023	Council Wages & Plant							274.37									274.37	
21/02/2023	Council Wages & Plant							164.62									164.62	
2/03/2023			437.36														437.36	
8/03/2023													1,093.15				1,093.15	
8/03/2023								206.38									206.38	
9/03/2023								144.47									144.47	
15/03/2023								95.98									95.98	
16/03/2023	Narromine Shire Council - Water						316.20										316.20	
4/04/2023	Shell Energy		508.26														508.26	
18/04/2023								60.12									60.12	
27/04/2023								194.65									194.65	
1/05/2023								40.07									40.07	
2/05/2023								60.12									60.12	
2/05/2023			463.99														463.99	
5/05/2023								172.98									172.98	
10/05/2023								60.12									60.12	
1/06/2023			855.58														855.58	
16/06/2023	Narromine Shire Council - Water						697.80										697.80	
30/06/2023													4,740.00				4,740.00	
30/06/2023			502.22														502.22	
			5,948.71	-	-	-	2,750.41	6,106.24	-	-	-	-	29,893.22	-	-	-	44,698.58	
													Account	Description			Amount	
													4600.100.300	Salaries & Wages			6,106.24	
													4600.100.301	Overtime			-	
													4600.100.400	Contractors			5,833.15	
													4600.100.440	Electricity			5,948.71	
													4600.100.442	Rates			1,227.52	
													4600.100.443	Water			1,522.89	
													4600.100.445	Telephone Charges			-	
													4600.100.499	Other Expenses			-	
													4600.100.500	Materials Purchased			24,060.07	
													4600.100.505	Inventory			-	
													4600.100.532	Stationery & Office Consumables			-	
													4600.100.555	Gravel Costs			-	
													4600.100.970	Plant Hire - Internal Usage			-	
																	44,698.58	
																Difference	-	

**Narromine Showground and Racecourse
Advisory Committee
Statement of Working Funds
As at 30/06/2023**

Balance Brought Forward as at 01/07/22	124,452.03
Add Receipts	41,640.24
Less Payments	<u>(44,698.58)</u>
Balance of Working Funds 30/06/2023	<u>121,393.69</u>
Security Bonds Held	<u>3,132.00</u>
Reconciled Balance	<u>124,525.69</u>
Check:	- 0.00

Balance Sheet Check:

Reconciled Bank Balance 1 July 2023	124,525.69
Profit Year to Date	<u>(3,058.34)</u>
Reconciled Working Funds Balance 30/06/2023	<u>121,467.35</u>
Plus Security Bonds Held	3,132.00
Reconciled Balance (from GL)	124,599.35
Check:	-

Narromine Showground and Racecourse Advisory Committee

Statement of Income & Expenditure Period Ending 30/06/2023

INCOME

Contributions		
Narromine Turf Club	5,857.41	
Narromine Show Society	1,295.45	
Narromine Shire	10,200.00	
Sundry	-	
		17,352.86
Fees		
Cottage Rent	5,541.60	
Other Facilities	8,581.51	
Stables	10,164.27	
		24,287.38
Other Income		-
Grant - Amentities Building	-	
Loan - Amentities Building	-	
Interest		-
		-
TOTAL INCOME		41,640.24

EXPENDITURE


Vandalism Repairs		-
Cleaning		-
Electricity		5,948.71
Insurance - Excess		-
Insurance		-
Repairs & Maintenance		
Buildings / Fixtures	29,893.22	
Grounds	-	
Plant	-	
Turf	-	
House Repairs	-	
Toilets	-	29,893.22
Rates & Water		2,750.41
Wages & Security		6,106.24
Sundry		-
		44,698.58
TOTAL EXPENDITURE		44,698.58
PROFIT/(LOSS) YEAR TO DATE	-	3,058.34
ADJUSTED PROFIT/(LOSS) YEAR TO DATE	-	3,058.34

Balance Authority

	Job Number or GL Number		
BBF Authority 2021-2022	GL 69010	\$	-
Authority Balance 2022-2023	GL 69010	\$	124,525.69
	Balance	\$	124,525.69

Bonds Held Balance 2021-2022	GL 69230.8595.2040	\$	-
Bonds Held Balance 2022-2023	GL 69230.8595.2040	\$	3,132.00
	Total	\$	3,132.00

Bonds Outstanding

	14/06/2019	-	526.00
	10/11/2020	-	554.00
	8/09/2022	-	513.00
	29/09/2022	-	513.00
	26/07/2022	-	513.00
	16/03/2023	-	513.00
	Total	-	3,132.00
	Difference	\$	-