

12.2 Mudgee Sports Council AGM minutes 29 October 2019 & Mudgee Sports Council Meeting minutes 29 October 2019

REPORT BY THE MANAGER RECREATION SERVICES

TO 11 DECEMBER 2019 ORDINARY MEETING

GOV400067, A360013

RECOMMENDATION

That Council:

1. **receive the report by the Manager Recreation Services on the Mudgee Sports Council AGM minutes 29 October 2019 & Mudgee Sports Council Meeting minutes 29 October 2019;**
2. **note the minutes of the Mudgee Sports Council AGM and Mudgee Sports Council Meeting held on 29 October 2019; and**
3. **endorse the recommended changes to the Terms of Reference for the Mudgee Sports Council.**

Executive summary

The purpose of this report is to advise Council of the considerations and recommendations of the Mudgee Sports Council meeting and their AGM held on 29 October 2019.

Disclosure of Interest

Nil.

Detailed report

The Mudgee Sports Council receives an updated Works Request and Matters in Progress report together with updated financial details each month prior to their meetings.

At the 2019 Annual General Meeting, the office-bearers were determined for the next 12 months. All office bearers remained the same, with the following positions confirmed:

President – Peter Mitchell
Vice President – Luke Humphreys
Secretary/Treasurer – Geoff Robinson
Minute Secretary – Jenny Johnson

At the meeting, the Mudgee Sports Council also determined to hold meetings every second month.

Community Plan implications

Theme	Looking After Our Community
Goal	Effective and efficient delivery of infrastructure

Strategy Provide infrastructure and services to cater for the current and future needs of our community

Strategic implications

Council Strategies

Not applicable.

Council Policies

Not applicable

Legislation

The Mudgee Sports Council is operating under Section 355 of the Local Government Act (1993), which allows it to exercise a function of Council.

Financial implications

Not applicable.

Associated Risks

Nil

TRACEY KANE
MANAGER RECREATION SERVICES

SIMON JONES
DIRECTOR COMMUNITY

19 November 2019

Attachments:

1. Mudgee Sports Council AGM minutes 29 October 2019.
2. Mudgee Sports Council Meeting minutes 29 October 2019.
3. DRAFT Terms of Reference Mudgee Sports Council - with track changes.
4. DRAFT Terms of Reference - Mudgee Sports Council 2019- without track changes.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Mudgee Sports Council AGM**Mudgee Netball Clubhouse****29-10-2019 1806**

Present: P. Mitchell (Soccer), M. Brydon (Jnr League), K. Bennetts (Little A's), J. O'Neill (MWRC Councillor), T. Kane (MWRC staff), N. Cavanagh (Jnr Cricket), K. Marshall (Netball), N. Richards (Hockey), A. Whale (Jnr Cricket), L. Humphries (Rugby) & J. Johnson.

Apologies: S. Jones (MWRC Rep), G. Robinson, P. Blackwell (MWRC Staff), K. Lang (Touch), R. Smith (Rugby) Moved M. Brydon, seconded L. Humphries.

Minutes read as true and correct. Moved M. Brydon seconded K. Bennetts.

Business arising from previous meeting:

1. The following clubs will not have voting rights for 19/20 due to unpaid fees or sufficient attendance at meetings, Mudgee Softball, Mudgee Dragons Snr, and Mudgee Cricket snr, this will also affect grant applications for the same period. Mudgee Little Athletics will be able to participate in grants as attendance has been met, and are financial. Moved M. Brydon, seconded L. Humphries.

Treasurers Report:

1. \$29,147.82 Auditors still assessing council funds from last financial year, excess funds from last financial year will be reinstated once audit completed.
2. The approximate roll over is \$81000, some fees are still to be paid.

Treasurers report moved P. Mitchell, seconded M. Brydon.

Presidents Report:

Again another successful year in sport has been had, and Thanks again to Council and their staff who have allowed us to have the wonderful venues we have, and in their work in promoting sports with major events such as the Charity Shield, Rugby matches, as well as providing the opportunity to promote our town, through State school sporting events. To the staff that has been successful in accessing grants which have allowed work to commence on the next stages of Glen Willow thank you. Then to the volunteers whose tireless job often goes unrecognised thank you, sport in this area would not run without their support, and finally thank you to the outgoing committee thank you so much for your support this year.

Election of office bearers:

Councillor O'Neill took over to chair the election of office bearers; he also expressed on behalf of MWRC his thanks to the outgoing committee for their efforts.

President: Nomination Peter Mitchell, Nominated by M. Brydon, seconded L. Humphries no other nominations, vote carried.

Vice President: Nominated Luke Humphries, Nominated by M. Brydon, seconded P. Mitchell, no other nominations, vote carried.

Treasurer/ Secretary: Nominated Geoff Robinson, Nominated by M. Brydon, seconded L. Humphries, no other nominations, Geoff accepted nomination via letter in his absence, vote carried.

Minutes Secretary: Nominated Jenny Johnson, Nominated by A. Whale, N. Cavanagh seconded M. Brydon, no other nominations, vote carried.

General Business:

1. Affiliation fees 2019/20, we shall keep fees for affiliation at \$22 inc GST, Moved L. Humphries, seconded M. Brydon.
2. Meetings: can we change the meeting to Bi monthly to possibly encourage more clubs to attend, meetings dates will be **26/11/19, 28/01/20, 31/03/20, 26/05/20, 28/07/20, 29/09/20, AGM 27/10/19.** All clubs **MUST** attend 5 meetings and the AGM to be viable for grants and sports assistance.

Meeting closed 1827

AGM

27/10/ 2020 6PM. Mudgee Netball clubhouse

Mudgee Sports CouncilMudgee Netball Clubhouse29-10-2019 1830

Present: P. Mitchell (Soccer), M. Brydon (Jnr League), K. Bennetts (Little A's), J. O'Neill (MWRC Councillor), T. Kane (MWRC staff), N. Cavanagh (Jnr Cricket), K. Marshall (Netball), N. Richards (Hockey), A. Whale (Jnr Cricket), L. Humphries (Rugby) & J. Johnson.

Apologies: S. Jones (MWRC Rep), G. Robinson, P. Blackwell (MWRC Staff), K. Lang (Touch), R. Smith (Rugby) Moved M. Brydon, seconded L. Humphries.

Minutes read as true and correct. Moved M. Brydon seconded K. Bennetts.

Business arising from previous meeting:

1. Correction of date from previous meeting.

Treasurers Report:

1. \$29,147.82 Auditors still assessing council funds from last financial year, excess funds from last financial year will be reinstated once audit completed.
2. The approximate roll over is \$81000, some fees are still to be paid.

Treasurers report moved P. Mitchell, seconded M. Brydon.

Works request updates:

1. Fence Victoria Park repaired.
2. Asking if Soccer club will pay for range hood at soccer/Touch clubhouse, as the quote cost is \$1600; Soccer will apply for a grant.
3. Lights at Victoria Park ongoing.
4. Boundary fence Jubilee awaiting Graham |Price fencing.
5. Master Plan held over to next month.
6. Bubblers; a trial to take place with one in Lawson Park.
7. Quote from council for new serving area at Soccer/Touch clubhouse of \$7000 to complete with roller door, council cannot pay for installation of serving area due to budget. **MOTION: That Mudgee sports council provide funding to pay for the installation of serving area at soccer/Touch clubhouse,** Moved M. Brydon, seconded L. Humphries carried, will the installation affect Touch, it is hoped the works will be completed in January, Tracey to follow up, and will need to liaise with Touch, the works will need to be completed before Charity Shield 29/02/20.

New Works Requests:

1. Victoria Park, gate falling off hinges Northern end.

2. Victoria Park, Bowlers end of Cricket Nets very slippery.
3. Glen Willow, Cricket Nets need rubber matting, and ground needs to be built up, needs lines marked.
4. West End, does Softball require removal of Rugby goal posts?
5. Glen Willow, Bollards not locked.
6. Glen Willow, Pedestrian gate left open on field closest to road.
7. **Glen Willow Main Stadium, freezer owned by Senior League left in filthy state, have been requested to clean or remove, not attended at time of meeting.**

General Business:

1. Question should Mudgee Sports Council have so much money in the bank, Sports council has assisted council with funds for lights and fencing, Question why are the fees so high, fees are set by council, sports council has no say in fees charged.
2. Glen Willow- works have commenced on League and Rugby areas although still awaiting flood plan re clubhouse installation.
3. Mudgee Hockey asked why and whom attended meeting and why would we want to stay on grass our ultimate goal is a turf pitch, we have already relocated to Victoria Park, and to then ask us to relocate to Glen willow and remain on grass is not our goal. Councillor O'Neill said the meeting was held between NSW Hockey Representatives and council staff, Hockey is also concerned as to whom they would have to share with as they require a grass length of no more than 15mm, suggest that Mudgee Hockey goes back to their affiliation and have discussions with NSW Hockey.
4. Meetings: can we change the meeting to Bi monthly to possibly encourage more clubs to attend, meetings dates will be **26/11/19, 28/01/20, 31/03/20, 26/05/20, 28/07/20, 29/09/20, AGM 27/10/19.** All clubs **MUST** attend 5 meetings and the AGM to be viable for grants and sports assistance.

Meeting closed 1915

Next Meeting

Mudgee Netball Club

26/11/19 6pm.



TERMS OF REFERENCE
Mudgee Sports Council

*A prosperous
and progressive
community*

DATE ADOPTED: 15 NOVEMBER 2017	REVIEW DATE: FEB 2021/2023
MINUTE NUMBER: 352/17	FILE NUMBER: A0360013

Preamble

Mid-Western Regional Council appreciates the advice, voluntary time, interest and dedication demonstrated by members of its Advisory Committees. Council will give serious consideration to recommendations stated in minutes of Advisory Committees. Such recommendations are considered in the context of Council's Operational and Delivery Plan and strategic planning processes.

Responsibilities

- a) The Mudgee Sports Council will:
- Provide advice to Council on priorities for capital works on sporting grounds and facilities.
 - Provide advice on recommended fees and charges for the use of sporting grounds and facilities.
 - Promote participation in sport to the widest possible cross section of the community, including through the running of Sports Awards.
 - Assist Council staff in the allocation of sporting grounds to any sporting organisation or person for any organised sporting activity including practice (Affiliated Mudgee Sports Council members – refer section c below). These groups will be accountable to the Council for their appropriate use of the facilities.
 - Submit proposals for minor ground improvements to the Council for its consideration. Urgent ground improvement works (including building issues) shall be submitted via Council's Works Request System.
 - Set affiliation fee for Sports Council members for confirmation by Council.
 - Facilitate liaison between different sporting groups.
- b) Mid-Western Regional Council will be responsible for:
- Managing the bookings and collecting fees and hire charges from Sports Council members and other users of sporting grounds.
 - Ensuring that the Mudgee Sports Council is informed of all bookings and scheduled maintenance
 - Allocating 50% of fees as well as Sports Council membership fees collected from affiliated Mudgee Sports Council members into the Mudgee Sports Council budget.
 - Regular mowing and watering of the fields.
 - Building maintenance on Council-owned buildings.
 - Any major maintenance or works in respect of the sporting grounds.
 - Maintenance of a key register (for keys supplied by Council).
 - Cleaning and stocking of public amenities.

POLICY: MUDGEES SPORTS COUNCIL TERMS OF REFERENCE

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- c) Affiliated Mudgee Sports Council members will be responsible for:
- Cleaning and maintaining change rooms and canteens and other Council facilities used.
 - Ensuring the security of keys provided to them.
 - The appropriate use of the grounds and associated facilities, ensuring they are not abused in any way and that grounds are left in a clean and tidy state.
 - Provision of toilet paper and paper towels (hand wash) in change rooms.

Composition of Committee

The Committee shall comprise one (1) delegate from each affiliated incorporated sporting group association in Mudgee and one (1) Councillor delegate from Mid-Western Regional Council.

Affiliation Membership

Membership of Mudgee Sports Council includes the requirement to pay the affiliation fee. As at the AGM in October 2017, the affiliation fee is \$22 (including GST).

Membership of Mudgee Sports Council includes the requirement to attend five (5) meetings each year and providing all relevant insurance information to Council.

Any contributions from Sports Council to individual sporting groups is dependent on the affiliation fee being paid and meeting attendance requirements being met.

Meeting Frequency and Quorum

The Committee shall be scheduled to meet ~~bi monthly~~ ~~once per month, except in December,~~ with a minimum of ~~four~~ ~~five~~ meetings per year.

The meeting will be held on the last ~~Monday~~ ~~Tuesday~~ of the month ~~from October to March and the last Tuesday of the month from April to September~~, subject to change as agreed by the Mudgee Sports Council.

The quorum for an ordinary meeting will be five (5). The quorum for an Annual General Meeting will be half of the number of financial members plus one.

Financial Contributions to Clubs, Individuals and Teams

The Mudgee Sports Council may recommend for Council's approval, funding to affiliated Sports Council members to a maximum of \$3,000 per group per year for ground improvements. This amount is to be reviewed at each Annual General Meeting.

The Mudgee Sports Council may recommend for Council's approval, funding to individual sporting representatives from affiliated Sports Council members to a maximum of \$450 per individual as per the criteria on, and through the submission of, the completed application form. This amount is to be reviewed at each Annual General Meeting.

POLICY: MUDGEES SPORTS COUNCILMUDGEES SPORTS COUNCIL | . ERROR! REFERENCE SOURCE NOT FOUND.

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Applications for funding from sporting teams will be considered under the special assistance clause and is to be submitted on the designated application form.

Council Contact and Support

The Director, Community or delegate is the Council contact officer for the Mudgee Sports Council.



TERMS OF REFERENCE Mudgee Sports Council

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Meeting Frequency and Quorum

The Committee shall be scheduled to meet bi monthly, with a minimum of five meetings per year.

The meeting will be held on the last Tuesday of the month, subject to change as agreed by the Mudgee Sports Council.

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