

BALLINA TOUCH ASSOCIATION INC.



ABN 85 397 162 442

PO BOX 505
BALLINA NSW 2478

Email: admin@ballinatouch.com.au

MINUTES – BALLINA TOUCH ASSOCIATION MONTHLY MEETING

DATE – 21 October 2025

MEETING OPENED – 6.30pm (Chaired by Scott Turner)

ATTENDANCE:

Name	Present	Apology	Absent
Executive			
Scott Turner	X		
Secretary - vacant			
Paul Bradford	X		
Mike Kelly	X		
Norm Headford	X		
Directors and Appointed Positions			
Ben Robinson		X	
Jamie Black	X		
Ben Baum			X
Mark Cribb	X		
Ben Franklin	X		
Karen Wilson		X	
Sports Club			
Tony Webb		X	
Blake Donovan	X		
General Committee Members			
Ken Jones	X		
Lincoln Raudonikis	X		

Present for consideration of request to use Saunders Oval for 6-a-side soccer competition on Monday nights - Jared Smeal, Mitch Oak, Quentin Leturgie.

APOLOGIES – Karen Wilson, Ben Robinson, Tony Webb

Moved – Mike Kelly, 2nd – Ben Franklin - That the apologies be accepted – Carried.

PROPOSED 6-A-SIDE SOCCER COMPETITION

Jared Smeal outlined the proposal and took questions from the committee.

Motion – The committee agreed to support a 12 month trial of the proposal on the basis that fields be rotated, a contribution be made to the costs of electricity and line marking, agreement be reached with the Sports Club on profit share from canteen and hire of the clubhouse to be organised through sports club.

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Moved Blake Donovan, 2nd Lincoln Raudonikis. Carried

MINUTES FROM PREVIOUS MEETING –

Minutes of the meeting from 23 September 2025 were moved to be adopted.

Moved – Ben Franklin, 2nd – Mark Cribb - Carried.

DECLARATIONS OF INTEREST

Nil.

CORRESPONDENCE IN –

- NSW Touch Various correspondence including proposed governance changes, newsletter, annual awards, appointment of new CEO, regular newsletter and updates for upcoming Country Championships and State Cup.
- Further replies from Council to e-mail regarding ground availability and preparations for upcoming season.
- NSW Northern Eagles various correspondence regarding proposed senior championships and junior championships. Also minutes of the AGM held 20 October.
- Jared Smeal various regarding proposed 6-a-side soccer competition at Saunders Oval.

CORRESPONDENCE OUT

- E-mails to Council regarding ground issues and upcoming season and follow up e-mail.
- Responses to Jared Smeal regarding proposed 6-a-side soccer competition at Saunders Oval.
- Nomination of president to attend special general meeting of NSW Touch to consider changes to constitution – governance model review.
- Request to NSW Touch to confirm alternate uniform design for U20's womens second team for State Cup.

Moved – Ben Franklin, 2nd Norm Headford - That Inwards and Outwards correspondence be accepted.
Carried.

BUSINESS ARISING FROM PREVIOUS MINUTES

Nil – all covered in reports below.

REPORTS

PRESIDENT – Scott Turner:

Last Month.

1. Continuing discussions with Council regarding ground renovations and ongoing relationship issues.

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2. Engagement with proponents of proposed 6 a side competition at Saunders Oval.
3. Reviewing proposal from NSW Touch to change constitution including attendance at online forum.
4. Attended Northern Eagles AGM.

Next Month

1. Attend NSW Touch Special General Meeting to change constitution.
2. Continue to engage with Council on ground issues and general relationship with the club.
3. Reconsider approach to Auditor - no progress with this as yet.

Recommendation.

That the report be received and noted.

VICE PRESIDENT SENIOR- Paul Bradford (JP):

- Good start to summer competitions.
- Ball delivery was late but due next week.

Recommendation:

1. That the report be received and noted.

VICE PRESIDENT JUNIOR - Michael Kelly:

- All representative teams now have coaches with Candance Wiggins taking 10 girls and Matt Wiggins 12 boys. They will be supported by Dave, Jamie, Scott and myself.
- Accommodation available at Dubbo through Atlas Motel and Amaroo Hotel. Families at Atlas with referees and coaches at Amaroo. Still have 8 queen rooms at Atlas and 7 queen rooms at Amaroo. Atlas will contract families direct re payment while club will pay Amaroo and users pay into rep account.
- Junior club captains from the 18s boys and girls teams to be appointed and their roles and responsibilities to be outlined to them. Looking to make them active participants in the lead up to events.
- Friday night junior competition commenced. Thank you to Ben R, Mackenzie and all the helpers for getting things underway. Player numbers are down from last year. Perhaps a discussion on where we were lower will give insight into why decrease occurred.

Recommendations. That the report be received and noted.

TREASURER- Norm Headford:

Financial Reports:

The following Financial Reports were attached to Norm's report to the committee for information and adoption. Note that only the Profit and loss statement is attached to these minutes:

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Profit and Loss Account 2025-26 which had a Net Operating Profit of \$49,505.67 as at 30 September 2025.
Summary Coding Report for September 2025
Detailed Coding Report for September 2025

Note: The above Financial Reports do not include any transactions related to the Rep Bank Account.

NAB Bank Balances as at 15 October 2025 (Screen Shot)

Auspost Prepaid Debit Card – 22 August to 21 September 2025 Transactions (Screen Shot)

Bank Balances as at 15 October 2025

The Club has an overall credit balance of \$424,339.34 with \$318,533.88 of it on TD

Sponsorship Invoices for 2025-26

Invoices were issued on 2 September 2025 to:

CNW Electrical Wholesale \$2,200 – **Unpaid as at 19 October 2025**

Valli Private Wealth \$2,200 - **Paid 18 September**

Rob Ward Electrical \$2,200 - **Unpaid as at 19 October 2025**

Cherry Street Sports \$2,750 – **Paid 25 September**

Dewbrook P/L – McDonald's \$2,750 – **Paid 15 September**

Total \$12,100 (incl GST)

Total \$11,000 (Excl GST)

NSW NE and JSC Championships – Rep Bank Account

A spreadsheet is attached that shows that the Rep Bank Account had an effective balance of \$17,667.74 as at 19 October 2025

Recommendation:

THAT the Treasurer's report for September 2025 be noted and adopted.

COMPETITIONS DIRECTOR – Ben Robinson:

Apology – no report.

TECHNICAL DIRECTOR – Jamie Black:

- Working with coaches.
- Organising games for rep sides in lead up to state cup.
- Upcoming coach course.

Recommendation: That the report be received and noted.

REPRESENTATIVE DIRECTOR – Mike Kelly:

- All rooms at Northpoint allocated to teams. Teams to finalise their payments into rep account by November 21st
- Senior State Cup team lists being correlated for submission to NSWTA
- Through Ben F and Mark gear orders placed for Senior State Cup

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- Mark and Lincoln have been sourcing training equipment and manager's first aid kits through Intersport.

Recommendation: That the report be received and noted.

ENGAGEMENT DIRECTOR: Mark Cribb:

Last Month

- Managers meeting this Sunday to give out raffle tickets and INTERSPORT Vouchers
- Senior Uniform Order completed and sent
- In process of doing Juniors Order
- Jackson from Cherry St Sports would like to come on a Wednesday Night to do a video for club promotional purposes
- Roster gone out to managers for Friday 100 Club and Cherry St Raffles
- 16B & 16G having a night @ Virtual Golf on Saturday 1st November
- Discussed with Brett @ KENTRO HEALTH about setting up a tent @ Ballina Junior Challenge - promote his business plus players can see him if they have any injuries leading up to JSC
- Discussed with Mike about having a basic first aid kit with every manager in the box @ every event.

Next Month

- Update on raffles
- Update on Juniors Uniform Order

Recommendation – that the report be received and noted.

JUDICIARY CHAIR – Paul Bradford: Nil

CANTEEN OPERATIONS – Canteen has commenced.

BALLINA SPORTS CLUB REPORT – Tony Webb/Blake Donovan:

- Cleaners. Club happy to continue with them – yes.
- Power Bills. Still working on these. A new smart meter is to be installed which will allow better information to apportion the account.

Recommendation:

1. That the report be received and noted.

LIQUOR LICENSEE – Tony Webb: No report – apology.

PUBLIC OFFICER: Tony Webb: No report – apology.

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GRANT APPLICATION OFFICER- Norm Headford:

Nil

ADOPTION OF ALL COMMITTEE MEMBER REPORTS AND RECOMMENDATIONS

Moved – Paul Bradford, 2nd Mike Kelly - That all reports be accepted and recommendations adopted.
Carried.

GENERAL BUSINESS

- Lincoln advised Rob Berry wishes to donate a defibrillator.
- NEJC dates set as 7 and 8 Feb. Need to engage with affiliates to check viability of dates for our gala day – 1 Feb, or 18 Jan.
- Need to consider whether/how to run the Friday night comp before state cup as we will have no volunteers and much fewer refs to run it.
- Blake raised that we still have players looking for teams in the junior competition. It was acknowledged that we have found teams for quite a few but need to try and accommodate those that still don't have a team. There have been some issues with the Mysideline software regarding printing of team sheets so we should not gauge team numbers from printed team sheets. We will keep trying to find teams for those that don't yet have a side.
- JP suggested we do a survey for reasons why people haven't joined up this year? To be considered as part of end of season review.

MEETING CLOSED - 8.08pm

NEXT MEETING – Tuesday 21 October 2025 – 6.30pm @ Clubhouse

ITEMS TO BE ACTIONED:

***Please advise secretary when completed*

<u>Item</u>	<u>Person to Action</u>	<u>Timeframe</u>	<u>Due Date</u>	<u>Ongoing or Completed</u>
Framed uniform sponsor gift	Linc	3 months	June	
Policy/Procedure re – Undesired Guests on grounds	Committee	Before next season	Sept 2024	
Merchandise Proposal	Ben F/Cribby		Ongoing	Chairs and umbrellas presented to meeting of 19 August. Ongoing as required.

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Ken and JP life membership fb post	Ben F	Over coming month		
Sale of Old Trailer	Scott/ Ben F	Over next month	September	

Attachment – Treasurer’s Report

Profit and loss report

Cash mode - 01 Apr 2025 - 30 Sep 2025

Total Income

246-1 Interest - Term Deposit	9,810.04
255 Registration Fees	84,784.70
260 Sponsorship	7,000.00
279 Other Income	44.28
92 Canteen Outsourced	2,000.00
94 Bar Sales	1,331.97
Total Income	104,970.99

Cost Of Sales

112 Merchandise Purchases	3,998.44
113 Bar Purchases	1,370.16
Total Cost Of Sales	5,368.60

Gross Profit

99,602.39

Expenses

285 Affiliation & Insurance	4,145.45
306 Cleaning	818.18
307 Clubhouse Expenses	77.51
321 Development/Courses	580.00
330 Electricity & Gas	2,157.29
333 Equipment	1,327.36
347 General competition expenses	3,047.22
400 Office Expenses	29.91
412 Printing & Stationery	17.71
413 Prizes, Trophies & Banners	5,613.64
423 Referees Fees - Senior	540.00
426 Linemarking and Field Expenses	220.64
450 Sponsorship Expenses	500.00
462 Software Subscriptions	966.76
463 Subscriptions & Memberships	272.73
470 Telephone & Internet	725.58
473 Junior State Cup Expenses	1,803.09
474 Subsidies - State Cup Champs	24,500.00
475-1 Coaches and Managers Support	1,157.20
490 Web Hosting	364.00

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6-1540 Insurance Expenses

6-1550 Insurance

1,220.00

Total Insurance Expenses

1,220.00

6-1640 Merchant Fees

12.45

Total Expenses

50,096.72

Operating Profit

49,505.67

Other Income

0.00

Other Expenses

0.00

Net Profit

49,505.67