

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 – 23 September 2025

MEETING OPENED – 6.28pm (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		

Al Kirchen was present for the discussion of the matter of viability of the Mens 50's side.

Ben Robinson arrived at the meeting at 6.50pm.

APOLOGIES – Karen Wilson, Mike Kelly, Jamie Black

Moved – Mark Cribb, 2nd – Ben Franklin - That the apologies be accepted – Carried.

MINUTES FROM PREVIOUS MEETING –

Minutes of the meeting from 19 August 2025 were moved to be adopted.

Moved - Paul Bradford 2nd – Mark Cribb - Carried.

DECLARATIONS OF INTEREST

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- Scott Turner declared an interest in one part of the Representative Director's report – Mens 50's team viability for State Cup. Scott has put in an EOI to play in that team and left the room and did not participate in the discussion thereon. Paul Bradford chaired the meeting for that part of the report.

CORRESPONDENCE IN –

- NSW Touch Various correspondence including JSC Review, Wonder Women in Touch, Proposed governance changes, appointment of new CEO, regular newsletter and updates for upcoming competitions e.g. Vawdon Cup, Country Championships and State Cup.
- NSW Northern Eagles Notice of AGM and annual reports etc.
- Various e-mails from Inferno regarding uniforms for the upcoming representative season.
- Reply from Council to e-mail regarding ground availability and preparations for upcoming season.

CORRESPONDENCE OUT

- E-mail to Northern Eagles nominating President as delegate to AGM.
- E-mail to Council regarding ground issues and upcoming season and follow up e-mail.
- Various e-mails to Inferno regarding uniform orders for the coming rep season.

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. Attended NSW Touch Teams Meeting on Changes to Constitution 2. Attended Northern Eagles AGM.
3. Documents section now available on website. Constitution and Rep Policy are there - other documents to come - meeting minutes etc.
4. Followed up Council on grounds issues for coming season. Response only received yesterday. For discussion at the meeting.
5. Assisting Rep Director and Engagement Director with planning for rep season - player levies, uniform order process changes etc.

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6. Attended meeting at Tamara Smith's Office to discuss potential for joint clubhouse between Saunders Oval and Fripp Oval. Separate account of that meeting sent to the committee by e-mail on 26 August 2025.

7. Received verbal advice from Victor Baptista in regard to NSW Touch referees awards that nominations are made by the Regional Director. Need to follow up there if required regarding direct/personal notification to nominees.

Next Month

1. Progressively load more documents to website.
2. Continue with support for rep program.
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):

- Still had cancellations due to wet weather. Issues with Council and grounds availability for summer.
- Working with Ken regarding proposed line marking for summer. Need Council matters resolved first.

Recommendation:

1. That the report be received and noted.

VICE PRESIDENT JUNIOR - Michael Kelly:

Last Month

- We will have junior teams in all divisions from 10s to 18s. This is a result of strong work being done over past couple of years by our coaches in these areas.
- Still needing coaches in the 10 girls and 12 boys however there are some options with parents there. Will need a coaching course to cover this.
- Junior coaches were supplied with training kits consisting of balls and domes.
- Acknowledgement of the work Ben Robinson is doing to administer our junior competition for Friday nights.
- Senior State Cup teams presently is Mens Open, Womens Open, Mens 20, 2x Womens 20, Mens 40
- No Mens 60 this year
- Mens 50 have 10 players – discussion needed on viability of this team. Consideration needs to be given as to whether we support this team particularly in regards to accommodating our

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Ballina teams with 2 x Womens U20's teams and a Mens U20 team going to State Cup this year.

Upcoming

- Rooming allocations for Senior State Cup
- Gear fitting for Senior and Junior State Cup
- Start of Junior Competition
- Establish a committee for organising Ballina Junior Challenge

Scott Turner left the meeting for discussion of this matter – see declaration of interest.

After discussion it was moved by Lincoln Raudonikis, 2nd T Webb that the Men's 50's team be supported to attend State Cup with 1 room provided from the club accommodation.

Recommendations

- 1) That the report be received and noted.
- 2) The Men's 50's team be supported to attend State Cup and 1 room be provided from the club accommodation.

TREASURER- Norm Headford:

Financial Reports: The following Financial Reports are attached for information of committee members and adoption:

Profit and Loss Account 2025-26 to 31 August 2025

Summary Coding Report for August 2025

Detailed Coding Report for August 2025

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

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

Bank Balances as at 15 September 2025

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

Profit and Loss Account for 2025-26 as at 31 August 2025

The Club had a small Net Operating Profit of \$3,232.51 as at 31 August 2025.

Sponsorship Invoices for 2025-26

Invoices were issued on 2 September 2025 to:

CNW Electrical Wholesale \$2,200

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

Rob Ward Electrical \$2,200

Cherry Street Sports \$2,750

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

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Total \$12,100 (incl GST)
Total \$11,000 (Excl GST)

Subsidy to NSW NEJC and JSC Championships

Each year the Club subsidises portion of the costs associated with players participating in the NSW Northern Eagles Championships and the NSW JSC Northern Conference Championships. The estimated subsidies for this season are \$5,700 and \$18,800 respectively.

In addition, the Sponsorship money (\$6,500 excl GST) from CSS, Valli Private Wealth and Rob Ward Electrical goes towards partly subsidising the cost of the representative players' uniforms. Payments by players and others towards attendance at the above Championships are paid into the Club's Representative Bank Account. Payments by the Club for various costs associated with these Championships should therefore be made from that Bank Account.

In the initial stages, the costs that need to be incurred, i.e., accommodation deposits and uniforms are greater than the money in the Representative Bank Account (RBA). In these instances, payment has in the past been made from the Club's Main Bank Account and reimbursement made as the balance in the RBA increases.

To avoid this double handling and ensure correct application of GST requirements, approval is therefore sought to transfer \$31,000 (\$24,500 + \$6,500) from the Club's Main Bank Account to the Representative Bank Account in order to pay Championship costs from the latter as they become due and payable.

Recommended

THAT the transfer of \$31,000 from the Club's Main Bank Account to the Representative Bank Account in order to pay Championship costs from the latter as they become due and payable be approved.

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

COMPETITIONS DIRECTOR – Ben Robinson:

Last Month

- Organising Refs Course for coming season – Lynda Scott to run them.
- Summer comp nominations so far – 42 senior teams, 92 junior teams. More publicity needed.
- Junior Comp starts 17th October

Next Month

- Getting comp ready to go.
- Getting Makenzi Raudonikis up to speed with Mysideline, ref allocations etc.

Recommendations:

Report be received and noted.

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TECHNICAL DIRECTOR – Jamie Black:

Apology – no report.

Ben Baum as Referee Coach advised he had put together 2 proposals to pay referees for the coming season based on the new referee badge system. Has consulted other affiliates to see what they do and gauge how we compare.

Option 1

- Affiliate - \$15
- Rep - \$23
- State – \$30
- National - \$35

Option 2

- Affiliate – 1st year \$10 (juniors only). \$15 thereafter.
- Rep – 1st year \$20, year 2 and above \$25
- State – \$30
- National - \$35

After discussion the committee agreed on option 2 plus for the senior competition only, any referee that has to ref matches on their own is to receive an extra \$15.

Ben also advised that he was resigning his position as he will be moving to Sydney for work. He will continue to ref for our club at NSW Touch events etc.

The committee offered their thanks to Ben for his service to the club and wished him good luck for the move and his new job.

Recommendation:

1. The report be received and noted.
2. Option 2 be adopted as the payment rates for referees for the coming season including the additional \$15 for refs doing senior competition matches on their own.

REPRESENTATIVE DIRECTOR – Mike Kelly:

See Junior Vice-President's Report

ENGAGEMENT DIRECTOR: Mark Cribb:

Last Month

- Prizes all sorted for raffles
- Raffle tickets ordered we will give to managers once all teams are picked
- \$5800 in prizes

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- Question for Norm - would you like us to get bank details off all players to refund their \$\$\$
- Raffle same as last year , 80% back to players and 20% to club.
- Once teams are sorted we will arrange roster for Cherry St Sports Raffles, Lincoln has arranged roster for Friday Night 100 Club
- Umbrellas have been ordered and are on the way
- Uniform orders for Seniors to be done ASAP

Next Month

- Invitational Game will be sorted once uniform orders have been completed, we can run this game whenever we want, maybe closer to Xmas and invite sponsors for drinks and nibbles afterwards - need approval from committee on what we can spend \$\$\$.
- Request that Club Captains be appointed as soon as possible so we can sue them in club based activities.

Recommendation – that the report be received and noted.

JUDICIARY CHAIR – Paul Bradford: Nil

CANTEEN OPERATIONS – Nil. Kelly Bond will be back for summer junior competition. JP is liaising with Kelly. Request committee members to express their appreciation to Kelly and team for supporting our competition.

BALLINA SPORTS CLUB REPORT – Tony Webb/Blake Donovan:

- Sports Club met 22 September. Some new members from Soccer.
- Changes to arrangements for signs. Clubs pay for space and then on-sell it to sponsors.
- Footage from CCTV only to be looked at by nominated people from the Sports Club. This is to comply with Council requirements and the law in relation to privacy and CCTV systems.
- Power bills – we only get one bill and have to work out how to split it up. Trying to get a better understanding of usage patterns between seasons and what the clubhouse costs. Breakdown of power bills to be requested when they come. Going to do some trials so we can a better idea of costs and how they should be apportioned between Soccer, Sports Club and Touch. Also will assist with setting rates for casual hirers.

Recommendation:

1. That the report be received and noted.

LIQUOR LICENSEE – Tony Webb: Bar/BBQ takings from Winter comp so far - \$703 banked last week.

PUBLIC OFFICER: Tony Webb: Nil

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GRANT APPLICATION OFFICER- Norm Headford:

Local Sports Grant Program - 2026 - NSW Office of Sport - I provided Committee members with details of the grant program by email on 20 August 2025. Applications for 2026 will open on 30 June 2026 and close six weeks later.

There are several areas where the Club could apply for a grant. For example, Coach Accreditation Course; engaging a specialist skills coach for a one-off event; promotional material; the cost of equipment required for training and/or playing sport.

These and others are outlined on page 6 of the Program Guidelines.

Identification of suggested projects for consideration would be appreciated. Bear in mind that only \$50K is allocated to each electorate.

The link to the Program's 2025 Guidelines is set out below. The 2026 Guidelines will be forwarded when they become available. However, it can be assumed they will be similar to 2025.

[Local Sport Grant Program 2025](#)

Recommendation: THAT the report be noted

ADOPTION OF ALL COMMITTEE MEMBER REPORTS AND RECOMMENDATIONS

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

GENERAL BUSINESS

- Ken Jones advised that the line marker has had a repair – some rewiring required.
- Ken Jones asked what happens to junior players that do not make representative sides. It was advised that there won't be a huge number of players that miss out this year once shadows are selected. Certainly won't be enough for development sides.
- Ken advised that he will be moving onto other things in the near future and unavailable to continue his role on the committee and line marking. Ken will keep us informed.
- Norm requested approval to pay an invoice for \$5260 from Inferno for new caps and visors. Scott and Ben Franklin authorised.
- Lincoln raised the issue of keys for toilets when coaches are here training. System with the key box to be advised to coaches.
- Mark Cribb asked about purchase of a generator to power the new ice baths. Agreed we could purchase. Cribby and Ben looking into options. Kings have a good one for approx. \$400.
- Ben Franklin advised of new online process for payment of player levies and off field gear.
- Blake Donovan advised that accommodation is available at the Atlas Motel – 30 rooms. Would the club pay for it. Agreed that yes we would – we would easily fill these rooms. Also the Amaroo Hotel has changed management and we need to check if our booking from last year will be honoured. Blake will follow up with Mike and rooms to be offered to teams.
- Matter of registration fees for junior players in the senior competition was raised. For discussion at next meeting to confirm but club practice in the past has been that juniors – eligible and playing in a junior team on a Friday night but also playing in the senior competition are eligible for a 50% discount.

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MEETING CLOSED - 8.14pm

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.
Ken and JP life membership fb post	Ben F	Over coming month		
Sale of Old Trailer	Scott/ Ben F	Over next month	September	
Write to Northern Eagles and NSW Touch	Scott	4 weeks	Next Meeting	Completed – response received as outlined in report.
Submission to Council on various matters before summer season starts	Scott	2 weeks		Complete – including follow up. Reply received 22 September.

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Attachment – Treasurer's Report

Profit and loss report

Cash mode 01 Apr 2025 - 31 Aug 2025

Total Income

246-1 Interest - Term Deposit	9,810.04
255 Registration Fees	16,010.82
279 Other Income	44.28
92 Canteen Outsourced	2,000.00
94 Bar Sales	710.15
Total Income	28,575.29

Cost Of Sales

112 Merchandise Purchases	3,245.45
113 Bar Purchases	1,164.36
Total Cost Of Sales	4,409.81
Gross Profit	24,165.48

Expenses

285 Affiliation & Insurance	4,145.45
306 Cleaning	818.18
307 Clubhouse Expenses	77.51
330 Electricity & Gas	2,157.29
333 Equipment	1,130.09
347 General competition expenses	1,401.77
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	193.37
450 Sponsorship Expenses	500.00
462 Software Subscriptions	889.85
463 Subscriptions & Memberships	272.73
470 Telephone & Internet	597.83
473 Junior State Cup Expenses	963.64
490 Web Hosting	364.00
6-1540 Insurance Expenses	
6-1550 Insurance	1,220.00
Total Insurance Expenses	1,220.00
Total Expenses	20,932.97
Operating Profit	3,232.51
Other Income	0.00
Other Expenses	0.00
Net Profit	3,232.51