

# Minutes

Bicentennial Equestrian Park  
Reference Group Meeting  
Camden Civic Centre

Wednesday 8<sup>th</sup> March 2023



camden  
council

## MEETING DETAILS

**Date:** 8/3/2023

**Location:** Camden Civic Centre

**Time:** 7:00pm

**Meeting opened:** 7:07 pm. Meeting closed 8:34pm

**Chairperson :** Jeff Ferrif

**Minute taker:** Kieran Berryman: Camden Council (ex officio)

**Acknowledgement of Country:** Acknowledgement read by Chairperson

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## ATTENDANCE

### Present:

- Jeff Ferrif, community member
- Warren Death, community member
- Greg McDonald, Camden Harness Club
- Garry Clarke, Eventing Equestriad Australia
- John Kelly, community member
- Greg Glasgow, Sydney Polocrosse Club
- Jason Sharpe, community member
- Kieran Berryman, CCSO, Camden Council (ex officio)

### Apologies and Absences:

- Sandy Davies, Camden Show Society
- Lauren Cranfield, Cobbitty Pony Club
- Norm Flegg, County of Cumberland Campdraft Club
- Shane Rose, Eventing Equestriad Australia
- Councillor Eva Campbell, Camden Council
- John Vallance, community member
- Elysha Sargent, community member
- Hayley Neville, Manager Economic Development and Activation, Camden Council.

### Visitors & Guests:

- nil.

**Motion:** That the apologies be noted and leave of absence granted.

**Moved:** John Kelly, **Seconded:** Greg McDonald

***Motion Carried***

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## CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

No Changes

**Motion:** That with the above changes the minutes are true and accurate reflection of the previous meeting.

**Moved:** Greg McDonald, **Seconded:** Greg Glasgow.

**Motion Carried**

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## BUSINESS ARISING FROM PREVIOUS MEETING (not contained in action log)

NIL

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## CHAIRPERSON REPORT – Jeff Ferrif

- As tabled (attached)

**Motion:** That the Chairperson report be accepted.

**Moved:** Garry Clarke, **Seconded:** Warren Death.

**Motion Carried**

Ref. Grp. members commented on the Chairpersons report regarding the good condition of the BEP grounds.

- Warren Death : Commented that he inspected the grounds recently and noted how well grassed and healthy the surfaces were.
- Greg Glasgow (Polocrosse) : Sydney Polox ran a training day recently and in his opinion the surface condition is the best he has ever seen. Other club members had made same comments.
- Garry Clarke (Equestriad) : Arena preparation and mowing was very good for their event.
- Jason Sharpe (Campdraft) : Current grass surface in the campdraft arena is as good as he has ever seen it and would be ideal for training days.
- Jeff Ferrif (Chairperson) : Great to see all the Eq. areas being properly maintained and mowed to a high standard year round. PoloX arena surface is excellent and safe for horses.

**Motion:** That the BEP reference Group commend Council Parks, Mowing and Precinct teams on the condition of the BEP grounds and the preparations being undertaken for Equestrian and other events.

**Moved :** Warren Death, **Seconded :** Greg Glasgow. **Motion carried.**

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## AGENDA ITEMS

Nil

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## ACTION LOG/PROJECTS

All previous BEP s.355 Projects being reviewed and to be run by Council.

**19-010 BEP-Onslow Fence** : Request for Quotation process complete. Matt Ferrif fencing selected by Council. Works to be completed after Camden Show and prior to end of financial year. KB to meet with CSS reps to finalise Onslow boundary design.

**21-016 Pony Club Fencing** : Request for Quotation process complete. Matt Ferrif fencing selected by Council. Works to be completed after Camden Show and prior to end of financial year.

**22-001 Dogs Working Group** : Signs and Flyers ordered. Comms and installation will commence early March 2023.

**22-004 Fees, Charges and preparation of Campdraft arena.** : KB TL following up fees and maintenance plans for other locations.

**22-005 Camden Rotary memorial.** Council is still considering options for memorial.

**22-006 BEP Main Pavilion lining materials.** Flood repair works underway. TLCP to monitor and report back. WIP.

**22-007 Arena grass cut heights.** TLCP has communicated with mowing teams to maintain arenas at 100mm. will monitor. WIP

**22-008 Horse Yards Weed Spraying.** Spraying of yards complete. Timber yards all cleared. CLOSE

**22-009 XC Jumps Weed Spraying.** Completed. CLOSE

**23-001 Public litter bins** : Precinct team working with waste team to get public bins located and installed. WIP

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## USER GROUP UPDATES

### Camden Show Society

- 2023 Show being held in 2 weeks
- Cautious optimism about the event. Hoping for a bumper year
- Lots of re-learning for everyone.
- 24<sup>th</sup> & 25<sup>th</sup> March 2023
- EEA yards in a pile where showies camp. Warren Death to liaise with EEA to get them moved.

### Eventing Equestrid Australia

- Hunter trials went well. First event for the year.
- Stayed on Pony Club side due to works required and bridge damage.
- Nationals being held over Easter on 8 & 9 April.

### Cobbitty Pony Club

- Nil.

### Sydney Polocrosse Club

- Training day held at BEP 25<sup>th</sup> Feb
- Carnival booked for 1 & 2 April
- 20-25 teams
- Burradoo PoloX carnival this weekend.
- Thanks to Camden Show for their flexibility.

### Cumberland Campdraft Club

- Club AGM to be held 19/4 at Luddenham
- Contacting all past members seeking interest

### Camden Harness Club

- Club going well with regular days at the park.

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### BEP Calendar and Events update : Precinct Team

- Eq. and School bookings done for the year.
  - No Private bookings until pavilions are open.
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**GENERAL BUSINESS**

*Nil*

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**Meeting Closed 8:34pm**

DRAFT

## Camden BEP Chairpersons Report 8<sup>th</sup> March 2023

Hello All,

One more month zooms by and we are having a beautiful season with small amounts of rainfall in the shape of summer storms.

BEP grounds look awesome with grass green and growing well. Some weed spraying is needed and Council is all over it. PoloX arenas being treated currently.

Building renos underway with plenty of activity most days especially with Rec. Riders and Equestrian Events.

- EEA hunter trials
- Pony Club rally days
- Sydney Polox training day
- Camden Jump Club

School XC running season is here too with almost a dozen schools booked in for the next few months.

It's also nearly Show Time and some show type vehicles moving around town.

Thanks to Council Mowing, Parks and Maintenance teams. Things at the BEP look excellent.

Thanks

Jeff Ferrif

BEP Chairperson

0410 585 785



## Current Actions

Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
17-021 2017	CCSO/355 Committee Install steel horse yards	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to coordinate.
18-006 2018	CCSO/355 Committee BEP Entry Signage	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to coordinate.
19-010 2019	CCSO/355 Committee BEP-Onslow fence requires renewal	Kieran Berryman	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to coordinate. 8/2/22 - Request for Quotation process is underway. Works to be completed after Camden Show and prior to end of financial year. 9/2/23 - Request for Quotation process complete. Matt Ferrif fencing selected by Council. Works to be completed after Camden Show and prior to end of financial year. KB to meet with CSS reps to finalise Onslow boundary design.
19-016 2019	CCSO/355 Committee Additional water lines & taps for camping near Southern arenas	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to coordinate.
19-017 2019	CCSO/355 Committee BEP Wash bays	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to coordinate.
19-018 2019	CCSO/355 Committee Southern Pavilion shower privacy screens	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to liaise with Councils Building Maintenance team.
20-004 2020	CCSO/355 Committee Implement irrigation water plan	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Project to be run to complete works by Council Major Projects. CCSO to coordinate.





Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
20-015 2020	CCSO/355 Committee Install new EEA bridge	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Project to be run to complete works by Council Major Projects. CCSO to coordinate. 9/11/22 – Reactivated for action. 14/12/22 – No Action.
20-026 2020	CCSO/355 Committee Replacement of damaged Sheathers Lane entrance & gateway	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to coordinate.
21-005 2021	CCSO/355 Committee Extend formal roadway network.	CCSO	14/7/22 – Task transferred from 355 Committee 10/8/22 – Project to be run to complete works by Council Major Projects. CCSO to coordinate.
21-016 2021	CCSO/355 Committee Pony Club arena fencing	Kieran Berryman	14/7/22 – Task transferred from 355 Committee 10/8/22 – Small project to be run to complete works. CCSO to coordinate. 8/2/23 - Request for Quotation process is underway. Works to be completed after Camden Show and prior to end of financial year. 8/3/23 - Request for Quotation process complete. Matt Ferrif fencing selected by Council. Works to be completed after Camden Show and prior to end of financial year.



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
<p>22-001 10/8/2022</p>	<p>Warren Death Form a Dogs at BEP working group to address concerns of dogs not being properly controlled at BEP</p>	<p>Kieran Berryman</p>	<p>10/8/22 - CCSO to seek self nominations for working group and to coordinate commencement of development of an eq. brief. 14/9/22 - Formed. Jeff Ferrif, Warren Death, Sandy Davies and CCSO. Working Group to meet to develop a scope and risk assessment. 12/10/22 - CCSO to submit Ref. Grp. recommendation for Dogs on BEP to Council for consideration. 9/11/22 - CCSO to progress signs and development of Comms. Plan and report back. 14/12/22 - Draft signs and flyers tabled for review. Communications Plan being developed. New signs, brochures and website content to be rolled out in early 2023. TLCP to progress and report back. WIP 8/2/23 - Final draft of signs, map and flyers developed. Comms plan developed and rollout to commence early March 2023. 9/3/23 - Signs and Flyers ordered. Comms and installation will commence early March 2023.</p>
<p>22-003 10/8/2022</p>	<p>Warren Death Emergency disease outbreak planning at BEP</p>	<p>CCSO &amp; Whole Ref. Grp.</p>	<p>10/8/22 - BEP Ref Grp. members to consider infrastructure requirements or models at other venues for defined isolation areas. 14/9/22 - Propose dedicated room/stable/treatment box at each BEP precinct. 4 in total. CCSO to seek advice from Dr. Tony Mogg for requirements for such rooms. Also propose a float with screens to deal with horse fatality onsite. 12/10/22 - CCSO to seek advice from Dr. Tony Mogg for requirements for such rooms. 9/11/22 - 6x5m shed with stainless steel fittings, HWS, sink, , suitable large door and Personal Access Door. CCSO to distribute base requirements for review. 14/12/22 - Add treatment room to masterplan. ON HOLD</p>



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
22-004 10/8/2022	Norm Flegg Review of fees for usage of Campdraft arena and facilities compared to other Councils.	Kieran Berryman	10/8/22 – Norm Flegg to obtain contact details for Oberon and Braidwood Councils and details on who undertakes ground preparation.  14/9/22 - Norm Flegg to obtain contact details for Oberon and Braidwood Campdrafts/Councils. CCSO to speak to Annette Arany about soil types and options for improved arena surface condition  12/10/22 – No Action  12/10/22 – No action on Fees and contact details. Annette Arany advises soil is high in clay loam and is highly susceptible to “pugging” which results in reduced soil aeration and water movement.  14/12/22 - No action from Campdraft.  8/2/23 – 9/3/23 KB TL to enquire with respective Councils re: fees and maintenance.
22-005 14/9/2022	CCSO Proposal from Camden Rotary to construct a memorial monument adjacent to BEP	Kieran Berryman	14/9/22 - CCSO to distribute the handout material to all Reference Group and for members to take to their respective for consideration at next BEP meeting.  12/10/22 - CCSO to submit Ref. Grp. recommendation for the Rotary Emergency Services memorial to Council for consideration.  9/11/22 – 14/12/22 Recommendation submitted to Council officers. No update  8/2/23 – 9/3/23 Council is considering options for memorial.
22-006 14/9/2022	CCSO Main Pavilion wall lining replacement after flood damage	CCSO & User Groups	14/9/22 - CCSO to contact user groups for feedback on wall lining preferences.  12/10/22 - Recommended that mini/custom orb be used as the lining for the downstairs sections to allow easy removal and cleaning after future floods. CCSO to monitor  9/11/22 – No Update.  14/12/22 – 9/3/23 Flood repair works underway. TLCP to monitor and report back. WIP.
22-007 9/11/2022	Jason Sharpe Mowing Schedule and cut heights 100mm	Kieran Berryman	9/11/22 - CCSO to circulate S355 mowing plan to ref. Grp for review and commentary next meeting.  14/12/22 - 100mm consensus for all groups. TLCP to liaise with Mowing Team to ensure arena heights are cut to 100mm. WIP  8/2/23 9/3/23 Kieran Berryman has communicated with mowing teams to maintain arenas at 100mm. will monitor. WIP



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
23-001 8/2/2022	Lauren Cranfield General litter bins at BEP	Kieran Berryman TL	8/2/22 - KB TL to check with waste team about options for adding bins within the BEP for general litter collection.  8/3/23 - Precinct team working with waste team to get public bins located and installed. WIP

**Closed Actions : Closed actions will be removed (hidden) from the current log active at the subsequent meeting**

Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
22-008 9/11/2022	Warren Death Weed spraying of all horse yards	Kieran Berryman	9/11/22 - CCSO to coordinate spraying out of all horse yards by Council teams ASAP.  14/12/22 - TLCP liaising with Outdoor staff to arrange spraying. WIP  8/2/23 Spraying complete. Mowing teams will brush-cut all steel yards and yards beside PoloX. WIP  8/3/23 - Spraying of yards complete. Timber yards all cleared. CLOSE
22-009 9/11/2022	Garry Clarke Weed spraying of all XC jumps	Kieran Berryman	9/11/22 - CCSO to coordinate onsite meeting between EEA and Council Parks team to review spraying around XC jumps ASAP  14/12/22 – 8/2/23 TLCP liaising with Outdoor staff to arrange spraying and meeting onsite with EEA WIP  8/3/23 - Spraying of jumps complete. CLOSE