

Minutes

Bicentennial Equestrian Park
Reference Group Meeting
Camden Bicentennial Equestrian

Wednesday 8th November 2023



MEETING DETAILS

Date: 8/11/2023

Location: Camden BEP

Time: 7:00pm

Meeting opened:

7:22 pm. Meeting closed 8:23pm

Chairperson :

Jeff Ferrif

Minute taker:

Kieran Berryman: Camden Council (ex officio)

Acknowledgement of Country:

Acknowledgement read by Chairperson

ATTENDANCE

Present:

- Jeff Ferrif, community member
- John Vallance, community member
- John Kelly, community member
- Garry Clarke, Eventing Equestriad Australia
- James Mathers, Sydney Polocrosse Club
- Sandy Davies, Camden Show Society
- Tori Swan, Cobbitty Pony Club
- Norm Flegg, County of Cumberland Campdraft Club
- Greg McDonald, Camden Harness Club
- Jason Sharpe, community member
- Kieran Berryman, CCSO, Camden Council (ex officio)

Apologies and Absences:

- Councillor Eva Campbell, Camden Council
- Warren Death, community member
- Elysha Sargent, community member
- Shane Rose, Eventing Equestriad Australia
- Hayley Neville, Mgr. Economic Development and Activation, Camden Council. (ex officio)

Visitors & Guests:

- Nil

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

Moved: Norm Flegg, **Seconded:** Greg McDonald

Motion Carried

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: John Vallance, **Seconded:** Garry Clarke

Motion Carried

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

NIL

CHAIRPERSON REPORT – Jeff Ferrif

- As tabled (attached)

Motion: That the Chairpersons report be accepted.

Moved: Jason Sharpe, **Seconded:** Garry Clarke

Motion Carried

AGENDA ITEMS

Nil

ACTION LOG/PROJECTS

17-021 – Steel horse yards : Shale Pads completed. Daytime working bee good. Afternoon working bee failed. More will be planned over next few months.

18-006 – BEP Entry Signage : Kieran Berryman meeting with sign designers onsite.

19-016 – Southern Arenas water lines and taps : On Hold pending budget confirmation and completion of yards

19-017 – Wash bays : On Hold pending budget confirmation.

19-018 – Southern Pavilion : Completed. Closed.

20-004 – BEP Irrigation On Hold. Will be included in overall masterplan consultation.

20-026 – Sheathers Lane gateway repairs. : Request for quotes currently underway. Completion in early 2024.

22-004 Fees, Charges and preparation of Campdraft arena. : Precinct team have reached out to other Campdraft clubs for info on maintenance, fees, agreements etc. TL will compile.

23-001, General Litter Bins at BEP. Slabs and stands on order.

23-003 Annual Equestrian Muster : On Hold til early 2024

23-004 XC Jumps & Course Fees : Kieran Berryman to meet with EEA re options for charging for use of grounds and fee.

23-006 Rec Rider saddle tags : Tags obtained and being distributed. TL to monitor.

Councillor Update

- Nil
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USER GROUP UPDATES

Cobbitty Pony Club

- State Show jumping held at BEP. Very successful
- Club now holding adult riding days.
- Kieran Berryman : *Adult days may not be in the spirit of the CPC agreement which was developed for junior members. Will need to look into this.*
- Club has requested a pest treatment for mice/rats etc.

New Action : (23-007): TL Kieran Berryman to arrange pest treatment for 3 pavilions using horse & dog safe means.

County of Cumberland Campdraft Club

- Working bees being planned.
- SWMS with Council for review and approval
- Breast Cancer Draft planned for 8-10/3/2024. Thanks to Camden Show for flexibility.

EEA

- Nil

Sydney Polocrosse Club

- Nil

Camden Show Society

- Planning underway for 15 & 16/3/2024

Camden Harness Club

- Melbourne Cup breakfast planned at BEP
-

BEP Calendar and Events update : Precinct Team

- Approx 110 Rec. Riders now registered. Following up on members who have no re-registered this fin yr.
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GENERAL BUSINESS

Warren Death : need to put together an annual park management plan for all maintenance, preparation and schedule improvements

New Action : (23-008): TL Kieran Berryman to arrange meeting of interested people.

Meeting Closed 8:23pm

DRAFT

Camden BEP Chairpersons Report 8th November 2023

Hello All,

Thanks for everyone's support by attending last months masterplan workshop meeting. It was good to see that everyone's (and my own) enthusiasm was electric and I'm sure Council and Staff were impressed by everyone's input and engagement.

The circus is in town and crowds are good. Lots of lights.

Pony Club State jumping championships were run and went off well.

The grounds are a picture at the moment with recent small amounts of rain and still a chance of follow-up with the weather models saying more in November.

Good work all, let's keep it up.

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. 10/5/23 - <i>Reactivated</i> . Request for quotations for earthworks being issued this month. 14/6/23 - Request for quotations issued for yard pads. Update next month. 9/8/23 - TRN selected. Works starting in next week. 8/11/23 - Shale Pads completed. Daytime working bee good. Afternoon working bee failed. More will be planned over next few months.
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. 10/5/23 - <i>Reactivated</i> . Precinct team working with Design team for Entry and Building signage now that facilities are opening. 14/6/23 – 9/8/23 Project for renewal will start in new financial year. 8/11/2023 - Kieran Berryman meeting with sign designers onsite.
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. 10/5/23 - <i>Reactivated</i> . Precinct team will commence works in new financial year. 14/6/23 -9/8/23 - Precinct team will commence works in new financial year. 8/11/23 - On Hold pending budget confirmation and completion of yards
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. 10/5/23 - <i>Reactivated</i> . Precinct team will commence works in new financial year. 14/6/23 – 9/8/23 Precinct team will commence works in new financial year. 8/11/23 - On Hold pending budget confirmation.



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
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. 10/5/23 – 14/6/23 - <i>Reactivated</i> : TL to reactivate and raise with Council for works to commence. 9/8/23 - Will be included in overall masterplan consultation. On Hold
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. 10/5/23 - <i>Reactivated</i> : Precinct team will commence works in new financial year. 14/6/23 - Precinct team will commence works in new financial year. 9/8/23 - Awaiting completion of external walkway and removal of compound in vicinity of Sheathers Lane gateway. 8/11/23 - Request for quotes currently underway. Completion in early 2024.
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.



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
22-003 10/8/2022	Warren Death Emergency disease outbreak planning at BEP	CCSO & Whole Ref. Grp.	<p>10/8/22 - BEP Ref Grp. members to consider infrastructure requirements or models at other venues for defined isolation areas.</p> <p>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.</p> <p>12/10/22 - CCSO to seek advice from Dr. Tony Mogg for requirements for such rooms.</p> <p>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.</p> <p>14/12/22 - Add treatment room to masterplan. ON HOLD</p>
22-004 10/8/2022	Norm Flegg Review of fees for usage of Campdraft arena and facilities compared to other Councils.	Kieran Berryman	<p>10/8/22 – Norm Flegg to obtain contact details for Oberon and Braidwood Councils and details on who undertakes ground preparation.</p> <p>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</p> <p>12/10/22 – No Action</p> <p>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.</p> <p>14/12/22 - No action from Campdraft.</p> <p>8/2/23 – 12/4/23 KB TL to enquire with respective Councils re: fees and maintenance.</p> <p>10/5/23 – 8/11/23 Precinct team have reached out to other Campdraft clubs for info on maintenance, fees, agreements etc. Will compile.</p>
22-005 14/9/2022	CCSO Proposal from Camden Rotary to construct a memorial monument adjacent to BEP	Kieran Berryman	<p>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.</p> <p>12/10/22 - CCSO to submit Ref. Grp. recommendation for the Rotary Emergency Services memorial to Council for consideration.</p> <p>9/11/22 – 14/12/22 Recommendation submitted to Council officers. No update</p> <p>8/2/23 – 12/4/23 Council is considering options for memorial.</p> <p>10/5/23 – No Update ON HOLD</p>



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
23-001 8/2/2023	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 – 12/4/23 Precinct team working with waste team to get public bins located and installed. WIP 10/5/23 – 14/6/23 Precinct team working with Waste Team to get public bins located and installed 9/8/23 – 8/11/23 Slabs and stands on order
23-003 12/4/2023	Kieran Berryman TL BEP Annual Equestrian Muster event	Kieran Berryman TL	12/4/23 – 9/8/23 TL Kieran Berryman to compile more details of potential annual muster event to be held at the BEP. 8/11/23 – On Hold
23-004 10/5/2023	Garry Clarke EEA XC jumps and XC course fees	Kieran Berryman TL	10/5/23 – 14/6/23 TL Kieran Berryman to recirculate previous modelling completed for effect of changing from current fees structure to proposed fee structure. 9/8/23 - Fee modelling distributed. Not enough attendees for discussion. 8/11/23 - Kieran Berryman to meet with EEA re options for charging for use of grounds and fee.
23-006 14/6/23	Jason Sharpe Rec Rider saddle tags	Kieran Berryman TL	14/6/23 - TL Kieran Berryman to investigate procurement of branded cattle tags for new financial year. 9/8/23 – 8/11/23 Tags obtained and being distributed. TL to monitor.
23-007 8/11/23	Tori Swan Pest treatment for buildings	Kieran Berryman TL	8/11/2023 - TL Kieran Berryman to arrange pest treatment for 3 pavilions using horse & dog safe means.
23-008 8/11/23	Warren Death Annual Park Management Plan/Schedule	Kieran Berryman TL	8/11/23 -): TL Kieran Berryman to arrange meeting of interested people.



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
21-016 2021	CCSO/355 Committee Pony Club arena fencing	Kieran Berryman	<p>14/7/22 – Task transferred from 355 Committee</p> <p>10/8/22 – Small project to be run to complete works. CCSO to coordinate.</p> <p>8/2/23 - Request for Quotation process is underway. Works to be completed after Camden Show and prior to end of financial year.</p> <p>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.</p> <p>12/4/23 - Contractor selected. Layout and gate locations finalised with further consultation from CPC and CSS. Works to be completed after Camden Show and prior to end of financial year.</p> <p>10/5/23 – 14/6/23 Contractor selected. Works will commence mid-June.</p> <p>9/8/23 – Completed – CLOSE</p>
19-018 2019	CCSO/355 Committee Southern Pavilion shower privacy screens	CCSO	<p>14/7/22 – Task transferred from 355 Committee</p> <p>10/8/22 – Small project to be run to complete works. CCSO to liaise with Councils Building Maintenance team.</p> <p>10/5/23 - <i>Reactivated</i>. Sydney PoloX. Club to coordinate installation of screens.</p> <p>14/6/23 - . Sydney PoloX. Club to coordinate installation of screens</p> <p>9/8/23 – No Update</p> <p>8/11/23 – Completed CLOSED</p>



Action # & Start Date	Initiator & Action/Project Description	Who Actioning	Action/Project Log & Status
<p>22-006 14/9/2022</p>	<p>CCSO Main Pavilion wall lining replacement after flood damage</p>	<p>CCSO & User Groups</p>	<p>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. 12/4/23 - Flood repair works well underway. Likely completion end of April/Mid May 2023. TLCP to monitor and report back. WIP. 10/5/23 - Flood repair works well underway. Likely completion End of May. 14/6/23 - Construction work complete. Appliances and Furniture being ordered. 8/11/23 - Closed</p>