



# Lithgow Flash Gift Committee Meeting 13 November 2013 4pm

Name of Committee	
Item Number	Agenda
1	Welcome/present/ apologies
2	Confirmation of minutes
3	Business Arising
4	Budget Report
5	Report from NSW Athletic League
6	Confirmation of the agreement between LCC and NSW Athletics League
7	Report from Lithgow Little A's
8	Lithgow Triathlon
9	Volunteers required for the event
10	General Business
11	Next Meeting

**ITEM: 1 PRESENT AND APOLOGIES**

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**PRESENT:** Cr Ray Thompson, Mr Danny Witty, Mr Ray Stoneley, Mrs Fiona Van Der Velden, Mr Ken English

**APOLOGIES:** Cr Wayne Mc Andrew, Mr Sean Greenhill, Ms Melanie Parry, Mrs Michelle Blackley

**OFFICERS:** Mrs Juli-Ann Brozek, Ms Kellie Barrow, Mr Robbie Park

**DECLARATION OF INTERESTS:**

**ITEM: 2 CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETING 22 AUGUST 2013**

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The minutes were endorsed by two members of the Committee being:

Mr. Danny Witty  
Mr. Sean Greenhill

The minutes were presented to the Council on 9 September 2013

**ACTION**

**THAT** the minutes of the meeting of 22 August be taken as read and confirmed.

**MOVED:** Mr Ray Stoneley

**SECONDED:** Mr Danny Whitty

**ITEM: 3 BUSINESS ARISING FROM PREVIOUS MINUTES**

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**SUMMARY**

- A quotation for the paint line marker has been received by Council's Recreation Manager, the cost of the machine including 30 litres of paint is \$3,395 including GST
- The Sports Advisory Committee Meeting held on Tuesday 27 August invited other sporting bodies to contribute to the cost of the line marking machine to be used on LCC Sports fields.
- The line marker has been purchased by LCC

**ACTION**

**THAT** the Committee notes the information provided

**MOVED:** Mr Ray Stoneley

**SECONDED:** Mrs Fiona Van Der Velden

**ITEM: 4 BUDGET REPORT****SUMMARY**

The following budget report provides a summary of the proposed expenditure and income from sponsorship to stage the 2013 Lithgow Flash Carnival. Maritime Mining and Power Credit Union and GHD have confirmed their sponsorship for the 2013 Lithgow Flash Gift.

<b>November 2013 LFG P&amp;L</b>		Inclusive of GST
Watsford Oval		\$ 214.00
Tony Luchetti Sports Ground		\$ 1,335.00
Marque set-up and preparation of seating	Operations	\$ 1,000.00
Marque dismantle and Valley Challenge marshals	Operations	\$ 1,000.00
<b>Lithgow Council Fees and Charges</b>		<b>\$ 3,549.00</b>
Watsford Oval deposit		\$ 269.00
Tony Luchetti Sports Ground deposit		\$ 372.00
<b>Expenses</b>		
Flight for Sandy		\$ 137.00
Car Hire for Sandy		\$ 300.00
Accommodation for Sandy		\$ 337.00
First Aid	St Johns	\$ 430.00
Program	CW Printing	\$ 308.00
Mesh banner presentation	Banner Shop	\$ 334.92
5 M Banner x three	Banner Shop	\$ 508.00
Finish line strip	Patrick	
Two 1/2 page colour ads	Lithgow	\$ 1,586.00
Regional News papers	Western Adv	\$ 793.10
Regional News papers	Maitland Merc	\$ 1,393.21
Regional News papers	BM Gazette	\$ 1,152.50
Posters	CW Printing	\$ 187.00
DL Flyers	CW Printing	\$ 528.00
Artwork for above	CW Printing	\$ 616.00
Radio ads	2LT Move	\$ 726.00
Sports Voucher	Sports power	\$ 100.00
Valley Challenge Bibs	Industrial	
Trophies	David	
Commentator	NSWAL	\$ 300.00
Sashes	Stewart	\$ 160.00
Junior Athletics Clinic/Donation	Little Athelics	\$ 1,000.00
<b>Total does not include refundable deposit or LCC Fees and Charges</b>		<b>\$ 10,896.73</b>

Budget continued over page

Budget Continued

<b>Prize Money</b>		<b>Inclusive of GST</b>
Womens, LFG		\$ 11,000.00
Mens, LFG		\$ 10,000.00
Open 70m		\$ 1,000.00
120m Novice -Vets		\$ 1,000.00
300m Open Handicap		\$ 1,000.00
Mixed Back-markers		\$ 1,000.00
ZIG ZAG		\$ 1,000.00
Valley Challenge		\$ 2,000.00
		<b>\$ 28,000.00</b>

<b>Sponsors</b>		<b>Inclusive of GST</b>
Centennial Coal		\$ 12,100.00
Lithgow City Council		
Coal Services		\$ 6,000.00
Energy Australia		\$ 2,750.00
Maritime Mining & Power Credit		\$ 1,650.00
GHD		\$ 1,200.00
Henry Plant & Equipment Hire		\$ 1,200.00
Regency Jewellers		\$ 150.00
C & W Printing		\$ 150.00
<b>Total Current Sponsorship</b>		<b>\$ 25,200.00</b>

<b>Remaining from 2012 LFG</b>	\$ 4,526.20
<b>Sponsorship</b>	\$ 25,200.00
<b>LCC Sponsorship after fees and charges</b>	\$ 11,451.00
<b>Expenses</b>	\$ 10,896.73
<b>Prize Money</b>	\$ 28,000.00
	<b>\$ 2,280.47</b>

**ACTION**

**THAT** the Committee notes the information provided

**MOVED:** Mr Danny Witty

**SECONDED:** Mr Ken English

**ITEM: 5      REPORT FROM NSW ATHLETIC LEAGUE**

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**SUMMARY**

A report from NSW Athletic League was presented at the meeting including an update on the registrations for the Lithgow Flash Carnival.

Although entries for this year's Lithgow Flash Carnival are still trickling in, it appears as though there will be about 100 runners competing. With about 40 women entered for the Women's Gift which is the most we have had for this race and close to 50 for the Men's Gift.

This compares very well with the "cancelled" meet earlier this year and is a good result although NSWAL would have liked some of the elite female runners from Canberra to have entered.

**ACTION**

**THAT** the Committee notes the information provided

**MOVED:** Mr Ray Stoneley

**SECONDED:** Mrs Fiona Van Der Velden

**ITEM: 6      MEMORANDUM OF UNDERSTANDING BETWEEN LITHGOW CITY COUNCIL AND NSW ATHLETIC LEAGUE**

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**SUMMARY**

This report advises the Committee a draft memorandum of understanding has been drafted and forward to NSW Athletic League to provide comments and feedback.

Council is anticipating the final memorandum will be presented to the next committee meetings for endorsement

**ACTION**

**THAT** the Committee notes the information provided and that further consultation with NSW Athletic League and Lithgow City Council will take place to finalise the MOU and to be introduced for the 2014 Lithgow Flash Carnival.

**MOVED:** Cr Ray Thompson

**SECONDED:** Mr Danny Witty

**ITEM 7:      LITHGOW LITTLE ATHLETICS REPORT**

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**SUMMARY**

A report from Lithgow Little Athletics was presented at the meeting.

The junior events will commence at 10.00am and finish before senior events start at 12.00pm.

Council's Event Co-ordinator will follow up outdoor staff to ensure the markup the track will be under control prior to the event.

#### **ACTION**

**THAT** the Committee notes the information provided

**MOVED:** Mr Ken English

**SECONDED:** Mrs Fiona Van Der Velden

#### **ITEM 8: LITHGOW TRIATHLON REPORT**

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##### **SUMMARY**

A report from Mountain Sports was emailed for the committee meeting regarding the Lithgow Triathlon.

Mountain Sports don't feel that the Triathlon fits well on the same weekend as the Gift, as local sponsors are nearly all locked in to support the Lithgow Flash Gift months in advance. It makes it tough for the Triathlon to get local commercial support.

Mountains Sports will consider another date for 2014.

#### **ACTION**

**THAT** the Committee notes the information provided

**MOVED:** Cr Ray Thompson

**SECONDED:** Mr Danny Witty

#### **ITEM 9: VOLUNTEERS REQUIRED FOR THE RUNNING OF THE LFG**

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##### **SUMMARY**

All Tourism Staff have been allocated tasks for the running of the event on the day (this includes the operation of the Visitor Information Centre)

Volunteers are required for other jobs on the day to run the event are:

- Manning the gate and ticketing
- Six marshals required for the running of the 5K Valley Challenge.

Cr Ray Thompson will try to source 4-5 marshals to assist with the 5km Valley Challenge and tourism staff to source community groups to assist with manning the gates.

#### **ACTION**

**THAT** the Committee notes the information provided

**MOVED:** Mr Danny Witty

**SECONDED:** Mr Ray Stoneley

**ITEM 10: GENERAL BUSINESS**

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- Mr Ken English will speak with Melissa Breen to establish if she is available to Little Athletics training on the Friday afternoon and compete in the Lithgow Flash Gift. The committee agreed if Ms Breen was to attend both the Little A's training on the Friday afternoon and compete in the Lithgow Flash Carnival and appearance fee would be paid of \$500 from the Flash Gift Committee and \$500 from NSWAL.

**ACTION**

**THAT** the Committee notes the information provided

**MOVED:** Cr Ray Thompson

**SECONDED:** Mr Ray Stoneley

**ITEM 11: NEXT MEETING:**

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**Next Meeting:** TIME/DATE  
LOCATION OF MEETING (TBC)

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**There being no further business the meeting closed at 5.00pm**