Singleton Bowling Club Co-Operative Limited
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Notice of Annual General Meeting
Monday 9th November 2026 at 6pm

Notice is hereby given that the 114th Annual General Meeting of Singleton Bowling Club Co-operative Limited ('the Club') will be held in the Club's Auditorium at 33 William Street Singleton NSW 2330 on Monday 9th November 2026 commencing at 6pm.

The Business of the Meeting will be as follows.

1. Acknowledgement of Country.

2. Apologies.

3. To observe a minute silence in memory of deceased members.

4. To confirm the minutes of the previous Annual General Meeting.

5. To receive and consider the Chairperson's Report.

6. To receive and consider the General Manager's Report.

7. To receive from the Board, auditor or any officers of the Club, reports upon the transactions of the Club for the financial year ended 30 June 2026 in accordance with the Co-operatives National Law including the financial report, directors' report and auditor's report.

8. To consider and if thought fit, pass the following ordinary resolution:

   That pursuant to the Registered Clubs Act 1976 the members approve and agree to expenditure by the Club not exceeding $5,000 (excluding GST) until the Club's next Annual General Meeting on benefits relating to the following activities of Directors and other members of the Club (in paragraphs (a) to (k)) including the professional development and education of Directors and other members (paragraphs (g) to (k)), and the members acknowledge the benefits are not available to members generally but only to Directors and other members who are involved in the following activities:
   (a) the reasonable cost of a meal and beverage for each Director and committee member during, immediately before or immediately after a Board or committee meeting on the day of that meeting when that meeting corresponds with a normal meal time;
   (b) reasonable expenses incurred by Directors in travelling to and from Board or committee meetings, provided the expenses incurred are approved by the Board before payment is made on production of invoices, receipts or other proper documentary evidence of that expenditure;
   (c) reasonable expenses incurred by Directors in relation to Club-related activities including entertainment of special guests of the Club and dignitaries and other promotional activities performed by Directors, provided the expenses incurred are approved by the Board before payment is made on production of invoices, receipts or other proper documentary evidence of that expenditure;
   (d) the provision of apparel (for example; Club blazer, tie, shirt or blouse, and trousers or skirt) for each newly elected Director and the replacement of apparel for existing Directors as required, for the use of Directors when representing the Club;
   (e) the reasonable cost of Directors, delegates and their respective partners attending an annual dinner and other functions approved by the Board;
   (f) the reservation of three car spaces in the Club's car park for Directors and Officers of the Club;
   (g) the reasonable cost of Directors, delegates, employees approved by the Board, and their partners where appropriate, attending industry-related conferences and meetings including those organised by ClubsNSW, and activities directly associated with those conferences and meetings including lunches and dinners;
   (h) the reasonable cost of Directors, delegates, employees approved by the Board, and their partners where appropriate, attending seminars, lectures, trade displays, organised study tours, fact-finding tours and other similar events, provided those attendances are approved by the Board as being necessary or desirable for the benefit of the Club;
   (i) the reasonable cost of Directors, delegates, employees approved by the Board, and their partners where appropriate, attending other registered clubs, hospitality and gaming venues for the purpose of viewing and assessing their facilities and methods of operation, provided those attendances are approved by the Board as being necessary or desirable for the benefit of the Club;

(j) the reasonable cost of providing Directors with club industry specific training including required training under the Registered Clubs Regulation 2025;
(k) the reasonable cost of providing Directors with membership of the NSW Club Education Institute.

9. To consider and if thought fit, pass the following ordinary resolution:

   That pursuant to the Registered Clubs Act 1976 the members approve the payment of a $1,000 honorarium to the Bowls Co-ordinator in respect of their services as a member of the Singleton Bowling Club Committee until the Singleton Bowling Club's next Annual General Meeting.

10. To consider any business of which the Meeting may approve and of which due notice has not been given.

Explanatory note to ordinary resolution item 8: Under the Registered Clubs Act the Club is required to offer benefits equally to all members unless the members pass a resolution to approve different benefits for certain members. The purpose of this ordinary resolution is to approve expenditure by the Club not exceeding $5,000 (excluding GST) until the next Annual General Meeting on benefits relating to activities of Directors and other members including professional education and development. The 'delegates' referred to in this resolution are any delegates the Board may appoint under Rule 56 of the Club's Rules. The Club's expenditure on professional development and education of Directors (paragraphs (g) to (k)) is intended to help the Board keep up-to-date with trends and developments that could affect how the Club conducts its business in the future. Paragraph (j) includes required training for directors under the Registered Clubs Regulation. The Regulation defines required training as:

(a) the courses entitled "Director Foundation and Management Collaboration" and "Finance for Club Boards" conducted by or on behalf of Clubs NSW, or
(b) the units of competency entitled "Implement Board member responsibilities-BSBGOV401", "Work within organisational structure-BSBGOV402" and "Analyse financial reports and budgets-BSBGOV403" conducted by an NVR registered training organisation (within the meaning of the National Vocational Education and Training Regulator Act 2011 of the Commonwealth) or any units of competency that supersede and are equivalent to those units.

To be passed the resolution must be carried by a majority of members being entitled to vote and who are present and voting.

Explanatory note to ordinary resolution item 9: Under the Registered Clubs Act the Club is required to obtain members' approval before paying an honorarium to any person in respect of his or her services as a member of the Board or of any committee. (Under the Registered Clubs Act an honorarium may only be paid to a member of the Board or of a committee.) An honorarium is a payment in recognition of the recipient's time and effort. To be passed the resolution must be carried by a majority of members being entitled to vote and who are present and voting.

Notes: The Registered Clubs Act 1976 prohibits proxy voting at any General Meeting (including the Annual General Meeting) and at any election of the Board of Directors.

Under Rule 19(b) of the Club's Rules, Life Members and active Senior Members will be entitled to vote at this Meeting. Under Rule 19(d), a member who is an employee of the Club is not entitled to vote at any General Meeting nor at any election of the Board.

As permitted under the Co-operatives National Law, the Club has opted to distribute its Annual Reports (in concise report form) by making them available electronically unless you request that a hard (printed) copy be sent to you. The Annual Report (in concise report form) will be available for members to access and download from the Club's website at **www.clubsingleton.com.au/about-us/financial-info**. You may elect to receive, free of charge, a hard copy of the Annual Report (in concise report or 'full' report form) by contacting the Club's office (either in person or telephone 6572 1455). The Annual Report will also be available for inspection at the Club's office.

Members are requested to submit any question relating to the Club's accounts to the General Manager not less than seven days before the Meeting, to allow time for the Club and the Club's Auditor to give a suitably researched response.

By order of the Board of Directors
Brett Burgess, Secretary
24th August 2026