

Agenda of the Little River Wairewa Community Trust Meeting

Monday 4th April 2016, 7:30pm

Little River Service Centre

Meeting open: 7:30pm

Present: Mac Burch, Jill Tini, Jonathon Palmer, Donald Matheson, Mario Downes, Jan Poynter, Bonnie Schenkel, Vanessa Mitchell, Pam Baird, Murray Peden, Stuart Wright-stow, Kathy Bisman

Apologies: Glynis Dobson, Annelies Pikelharing, Geoff Marks, Fiona Nicol

Previous Minutes: accepted Mac, Pam

Matters Arising:

- ❖ **Birdlings Flat Hall** – a meeting has been recently held with Schenk Ltd, CCC and LRWCT. Concerns were discussed and extra information received. Please view attached minutes from this meeting. A contract will now be prepared, then once the additional documentation that was requested from Schenk Ltd has been received, we will be ready to sign it.
- ❖ **Living Streams Nursery** – I have contacted the plumber Nick Gill Plumbing and left messages as to where the process is at, unfortunately I have received no reply. Mario is now back in 'charge' of organising the water issues. [Mario Downes as meeting with Nick Gill Tuesday 5th April.](#)
- ❖ **Ecan** – This letter has not yet been drafted due to pressure of workload. [Meeting of the rating district. Meeting here on 20th April 7pm. New Ecan representative. All spending has been used this year so the meeting will be about next years' funding and the next phase of where this work will be. New owners now on board and have granted access to land. Rating District group only for attendance. Celebration of getting some major work done prior to winter. Priorities to be discussed for work next funding year. It was mentioned that locals are wanting to know when the burning will happen as they are wanting the ash for their gardens. Letter no longer necessary due to recent ECAN activity.](#)

Correspondence;

- Inward:

- ❖ **Lotteries** – Lotteries have decided not to fund events for this funding round. They have covered \$10,000 towards wages, admin, insurance and general running costs of the LRWCT
- ❖ **Rātā Foundation** – Have changed the way they are offering funding. I have received an email to links for discovering their new funding applications. I have not yet had chance to thoroughly read through these yet.
- ❖ **Funding Workshop** – CCC have organised a funding workshop in LR Tuesday 5th April 2016 1-3pm.
- ❖ **Glynis Dobson** – Has accepted her invitation to become a Trustee
[Motion: Glynis Dobson, Donald Matheson and Bonnie Schenkel be accepted as Trustees on the board of LRWCT – Mac Burch/ Vanessa Mitchell 2nd, Accepted](#)
- ❖ **Rātā Foundation – Louise Edwards** – Tier3 and Tier4 funding report requirements workshop Wednesday 13th April 2016 8am – 10am Harewood. [Mac Burch and Jill Tini to attend. Vanessa Mitchell/Mario Downes 2nd](#)

- Outward:

- ❖ **CFO Irving + Matt Ledgerwood** – Power of Delegation
- ❖ **Schenk Ltd** – minutes of the contractor meeting between CCC, LRWCT and Schenk Ltd. Schenk to sign
- ❖ **Michael de Hamel** – Akaroa Mail event advertising
- ❖ **Summer of Fun** – Rafting Regatta report
- ❖ **Fiona Waghorn** – written request for Birdlings Flat Hall Committee meeting minutes

❖ **Lotteries return**

Correspondance – Pam Baird would like to see all correspondence cc all Trustees.

Motion: Correspondence sent out from the Trust should be cc to the Trustees or hard copy tabled at the meeting Pam Baird/Mario Downes 2nd, Carried.

Accounts;

- Payments Received:

- Expenditure: Glynis Dobson – wages Feb/March \$400.00, Squire Landscaping Ltd – Rafting Regatta \$150.90, Matt Ledgerwood – Rafting Regatta \$650.22, Vanessa Mitchell – Easter Event(food+eggs) \$574.52, Jill Tini – Easter Event (decorations) \$111.82, WillowBank - \$749.50, Jill Tini – wages \$2325.00, IRD \$2879.00, IRD \$29,393.00, Willow Bank \$749.50

- Balance: \$433094.00

Mac Burch to purchase new battery for the LRWCT Mac Burch/Vanessa Mitchell 2nd, Carried

Accounts be accepted Mac Burch /Pam Baird 2nd moved

Reports:

- ❖ **180 Degrees** – Secretary has met with the Team who have been allocated to LRWCT for the Oscar after school care feasibility study. Our report will be presented to us on May 26th at Canterbury University. Our team is **Consulting Director:** Neeraj Patel, **Team leader:** Phillippa Childs, **Team members:** Theo Foley-Clarke, Raymond Lee, Nanami Higashitani

- ❖ **Events –**

Rafting Regatta – This was a fun and very successful event. Special thanks to the Cadets and their leaders for organising this. There were 15 rafts entered and around 80 people in attendance. Rafts were themed. Congratulations to Pam Baird who won 2 trophy cups on the day!

Easter Egg Hunt – This event was extremely busy. Lots to improve upon for next year to help it flow more easily next time. We put out over 130 packets of eggs for the Hunt. A very special Thank you to Chook Manor for donating the plastic eggs for decorating and to Pam Roffey for helping me on the day. Thanks to Vanessa Mitchell for ordering and purchasing the food and eggs ☺The Camp Ground was a fantastic venue and I have received amazing feedback. It was great to see Camp Ground guests jump in and help out throughout the afternoon with supervising on the tracks and cooking the BBQ. Picking the best decorated eggs for prizes. Thank you to Marcus and Megan for allowing us the use of your ‘home’ for this event.

VCA – Shane Whitfield delivered a very informed evening on the Vulnerable Children’s Act and how it affects all groups and individuals/employers who are involved with Children. Shane agreed with Fiona Nicol that a core group of community representatives might be formed to develop one community Policy. The initial core group may consist of LRWCT, Community Advisor, Police, Rununga, Sports group, Fire Brigade reps. Shane Whitfield has offered to help and support any core group with this.

Well discussed. LRWCT to meet with Fiona to organise core group for community VCA

Cadet Community Orienteering – Unfortunately I was unable to attend this event due to previous commitments. I have heard good feedback from it. Trustees have received an attached report which has been completed by Bianca McKinnon-Gee (organiser). As the Cadets have come in under allocated budget for this event, they would appreciate a donation to be given to Little River Camp Ground for hosting this event – Trustees to decide.

Little River Wairewa Community Trust

General Business:

- ❖ **Funding** – COGS + CCC. Lotteries did not fund events for this funding round. We need to apply for more funds for Admin and Wages as well as events. Mac would like to also apply for further Feasibility Study funding for appropriate sewage scheme.
Motion LRWCT apply to CCC for events/admin/wages as decided via Trustee email after the attendance at the CCC Funding workshop Vanessa Mitchell moved, Mario Downes 2nd COGS to be brought back to May meeting
- ❖ **Community water Supply** – Mac Burch to address the meeting.
Mac Burch to contact CCC to request update as to where the community water is at.

Special Items: (Members input/ideas)

- ❖ **Fire Brigade** – Mario Downes to address meeting on recent issues
Mario Downes spoke about the issue which the Board considered carefully. A motion was put and passed that a letter was to be written to the brigade notifying them of Community concerns

*Motion **That a letter to be written to the brigade members from the LRWCT outlining the communities concerns. Donald to draft letter.** Mario Downes/Donald Matheson 2nd motion accepted.*
- ❖ **Environmental** – Mac Burch to address meeting
Not relevant at this point.
Jonathon Palmer gave advanced notification to the Trust that he would be approaching the Trust on matters concerning the domain board and its interest in asking the Trust to assist with Funding.
- ❖ **Project Brief** – Senior movie – approved for organising Moved Mac Burch/Mario Downes 2nd, Carried

Date/Time of next meeting: May 2nd 2016

Meeting closed: 9:35pm