

## LITTLE RIVER WAIREWA COMMUNITY TRUST MEETING

Monday 5 September 2016 7.15pm in the Meeting Room at the Little River Service Centre.

### MINUTES

**PRESENT:** Pam Baird, Kevin Blogg, Mac Burch (Chair), Mario Downes (Vice Chair) Fiona Nicol (Community Advisor), Glynis Dobson (Minutes), Geoff Marks, Vanessa Mitchell (Treasurer - left 8.00pm), Stuart Wright-stow, Donald Matheson, Bonnie Schenkel, Murray Peden, Annelise Pekelharing

**APOLOGIES:** Allison Evans, Jill Tini

**6. ACCOUNTS:** Vanessa Mitchell (Treasurer) presented the following accounts for payment

\$6.80 Photocopying at Service Centre, \$30.00 Rugby Club Room Hire, \$2156.00 Jill's wages. Bank Balance \$414,920-00. Grants received from CCC \$12,500.00 and \$7,000.00.

**ACCOUNTS ACCEPTED FOR PAYMENT** – Proposed Mario/Geoff/ Passed

**EVENTS** – Vanessa went through the proposed events Jill had in planning for the Trust as below.

**Community Mad Hatters Party** – 10 September – this Saturday is still to proceed. Jill has organised The Community Hall Hire, The Brooms Band, catering by Ali Walker and Lisa for a supper to be served between 9 – 10pm. Decorations – **Bonnie/Mario**, Prizes – **Vanessa**. Changes to poster, Flyers photocopied and to Teone for delivery, update Website and Facebook Page and do an email out. Posters to be put up – **Glynis**. Residents Facebook Page – **Mario/Donald**

**Community Breakfast** – Sunday 30 October – Invites to Community Groups - **Bonnie**. - purchasing food - **Vanessa**. Hall has been hired. (**Fiona Nicol** to help see Working Party Draft Page 3)

**Seniors Hui** – 6 November at Little River Marae. **Pam** to organise Poster and get to Glynis for website. Playcentre catering \$1200 budget. Pam Baird Coordinating.

**Hot Chocolate evening** - new Secretary to choose date. **Roller Disco** in Community Centre for School Holidays – **Bonnie**. Xmas Party/New Year's Party to decide.

**AGM** Date needs to be set.

**2. CONFIRMATION OF PREVIOUS MINUTES – AUGUST 2016 - Moved** - Mario **Seconded** - Donald

#### **Matters Arising from Minutes**

- **Living Streams** – Annelise – Deed nearly ready. Two hours' work has been completed with Community worker through Probation Department and another two scheduled.
- **Events** – Pam – Would like the Trust to allocate 6 events per annum to Events Calendar. **Motion** – The Trust plan up to six events per year with a meeting to take place in January to review. Pam/Kevin/ Passed.

- **Trailer Logos** – Vanessa has organised, cost \$709.00. **Mac** to drop off and pick up trailer. Warrant/Registration current.
- **Oscar Replies to Applicants** - **Mac and Bonnie** to check whether replies have been sent. They need to open Jill's Computer to do this.
- **Walking Festival** –5 – 27 November. Donald – 7 Walks have been organised for the Little River area. 38 Walks in total across Banks Peninsula. Grant for \$2,970.00 ready. Document to uplift funding to be signed. Done. Trust to look after funds. Approx. 2000 Flyers will be printed and Donald will distribute these to Information Station and other local business. BP Walking Festival is organised by Project Lyttleton, Rod Donald Trust, Akaroa District Promotions and LRWCT.
- **Okana Track** – Anneliese – to bring a budget for Weeding and Maintenance of the Okana Track and Pa Road to next meeting for planning by Trust. Suggested she could administer with a Trust Member signing off. Pa Road Planting. – Three families have withdrawn from caring for their 20 trees. Weeding will need to be done again by Working Bees. John Stroh to be reimbursed (\$180.00) 5 hours' work weeding and digging holes as part of the Perma Biodiversity Programme at Little River School 15 Children have planted 35 Trees.
- **Te Mata Progress** – Site Meeting set for Saturday 10/09/16 at 10am. **Mario, Mac, Bonnie and Geoff and Callum** to attend. **Agenda- Geoff.**  
Chorus to be contacted for installation of Phone Lines into site Office – **Mac.** Any Complaints re Te Mata Build to be sent to the Chair LRWCT in writing. **Fiona Nicol** offered to help with Open Day if needed.

## 5. CORRESPONDENCE – Outwards

1. Hon Simon Bridges
2. Hon Amy Adams
3. LTSA
4. Akaroa/ Wairewa Community Board
5. Rail Trail Trust – Acknowledgment to be written to Craig Mason re his plans for the RailTrail – Mac
6. Wasps to AWCB – Advice has been sent to **Allison** to make presentation to Community Board.
7. Secretary Acknowledgment – Sent
8. Akaroa Mail Advertisement - Cost \$90.00.
9. Nine Acknowledgment letters have gone out to requests for Job Description for Secretary position. **(Mac)**

## 6. CORRESPONDENCE – Inwards.

1. Office of Hon Simon Bridges
2. LTSA – replied looking forward to addressing issues.
3. Akaroa Wairewa Community Board.

4. CCC Completion of Rail Trail to Little River
5. Minutes of Te Mata Committee – Ask Mac if you would like Minutes sent to you.
6. Wasps AWCB
7. Secretary Resignation – replied to
8. **Minutes** meeting informal meeting – Mario needs a copy – **Mac**
9. **Applications** for the position of Secretary/Coordinator – seven received.
10. **Dr Oliver Setchell** – Dr Setchell be invited to next Trust meeting to meet us. The Runanga to be asked if one of their members would become a member of the LRWCT Board - **Mac**. **Geoff** to talk informally with Dr Oliver and Runanga re medical centre and Gail Polanski's Report.
11. **John Stroh** – Maori Land Court. Jeff Holgate enquiring about the status of Paper Roads. Mac to reply – Letter has been tabled – timing not right at present – needs better structure.
12. **Working Party Draft** – Everyone encouraged to look at this document. Final Plan to new Banks Peninsula Community Board in September. Four-page summary out mid-October. Community Breakfast in October to be used to promote and sign up people to take on a project. Fiona to work with Breakfast Working Party to help. Meeting 13/9/16 Tuesday 9.30am Meeting Room, Service Centre. **Fiona** to Book. **Mac, Bonnie, Mario, Tori, Kevin, Fiona** attending. Working Group Funding can go towards breakfast. Runanga to be invited to Breakfast.

**CONFIRMATION OF CORRESPONDENCE** – The Members of the Board are requested that the Inward Correspondence be accepted and the outward endorsed.

Moved Bonnie/Stuart/ passed

**7. CLOSURE DATE FOR APPLICATIONS FOR THE POSITION OF SECRETARY/COORDINATOR** set at 12/09/16. Appointments panel **Stuart Wright-Stow, Allison Evans, Mario Downes and Mac Burch**. Agreed to seek Council help with mentoring/review of the new employee.

## **8. GENERAL BUSINESS**

**MEMBERSHIP OF THE TRUST** – Pam Baird – Raised question of Community participation in the Trust. We need to be as open and transparent as we can and try to get Community input on what people want from us. One way is to formalise membership with a \$5.00 cost. We could ask the Community to come to a meeting with no obligation to see what we do. AGM could be a suitable venue, guest speaker, supper/ different venue. Tabled for later meeting.

**TOILET FACILITIES TUMBLEDOWN AND MAGNET BAY.** Glynis. In light of the increasing number of locals and visitors visiting these lovely beaches serviced facilities needed to be provided to keep the area tidy. Pricing of Toilets with Holding Tanks ranged from approx. \$5,000 to \$18,000. Extra would be needed for transport and installation and servicing. The Government may have funding for projects such as this. **Stuart** to talk informally to Rod Donald Trust who were looking at a similar project and are in consultation with the Runanga.

**LITTLE RIVER RAILWAY STATION TRUST** – Kevin Blogg. A Party is planned at the “Station” to celebrate the finishing of the Christchurch to Little River Rail Trail at the Railway Station in November. The “Station” is also 130 years old this year. Finger Food and Drinks are to be served. Kevin asked if the Trust would support with budget for catering. **Glynis** to see if she can find out when work will be

completed on bringing the Rail Trail into Little River and give to Kevin. **Mac** to ask Vanessa if there is funding available.

**RATING DISTRICT** – Geoff. Held over to October Meeting.

9. **MEETING CLOSED** at 9.30pm

10. **NEXT MEETING.** Monday 3 October 2016 at 7.30pm at the Little River Service Centre Meeting Room.