

**Minutes for the Little River Wairewa Community Trust Meeting
Monday 2 March 2015, 7pm
Little River Service Centre**

Present: Mac Burch, Bryan Morgan, Annelies Pikelharing, Pam Baird, Tori Peden, Marcus Puentener, Geoff Mark, Penelope Goldstone, Vanessa Mitchell, Mario Downes, Stuart Wright-Stow, Janet Reeves, Alison Evans
Apologies: Hollie Hollander, Jim Mullins, Fiona Waghorn and Christine Wade. Moved Mario, Bryan 2nd

	Issue / Topic		Action
1	Matters arising Feb meeting	<ul style="list-style-type: none"> No Red Cross funding. Charity commission paperwork to be dealt with. 	Moved Mac Mario 2 nd
2	Treasurers report	<ul style="list-style-type: none"> Invoices to be categorised into various funds Invoices- Heartlands- \$3000, Akaroa Mail -\$248.40, Inovo- \$5323.75 Annual accounts for 2014 ratified as true and correct. Moved Tori, 2nd Bryan. Funding application completed for BF building to Lotteries. Many thanks to Bryan and Maria. 	Moved Geoff, Bryan 2 nd
3	Accountability and Admin	<ul style="list-style-type: none"> Charities register – Marcus to follow up on Jim’s behalf. Latest amendment filed? Previous minutes to be scanned. Marcus to give Geoff historic boxes from Craig’s time as secretary. 	Marcus to follow up.
4	Facilities Community Centre Trust roles CERA summer of Fun events	<ul style="list-style-type: none"> Recycling Shed - DEE update. Underway! Birdlings Flat Community Facility- consent payment being made Tuesday 3 Feb. Flooding Meeting – Docs to be shared with community via www? DOC to see what LINZ responsibility are. No meeting this month. Stuart believes things will happen as they are open to what we as a community suggests. Local perspective to be shared with the group so the community knows what has been going on ‘behind the scenes’. Price for Birdlings Flat is quoted from Farrell Construction is \$400k+. Maria has drafted a letter to the Rununga. Trust governance roles- Job description for positions of Secretary, Treasurer, Chair. Motion- That the chairperson, secretary and treasurer positions of the trust may be remunerated by honorarium that shall be subject to review and set at the trusts AGM. Moved Mac, Alison 2nd. Ad for secretary position for Akaroa Mail community notices- to read- Secretary sought for Little River Wairewa Community Trust. Generous honorarium available. Call Bryan 325 1277. Could also be given to school to advertise. LR Speed limit sign needs fixing. Marcus spoken with Mark Newsome from NZTA. New poles to be erected. Signs for water upgrade can stay up to a year after the project according. Could be used for a community sign. Raft race funding for free BBQ. \$600. Needs trust logos for all promotional material. Car rally- \$600 Toys - \$1500. Bryan to send out list. Birdlings Flat to organise an event. Maria and Fiona to coordinate? 	Bryan Morgan Marcus sent ad to Michael at Akaroa Mail. Bryan to send list.
5	Environment	50 plants for Stuart for heritage site. Trust to consider paying. More plants a possibility. He would like to keep expanding the natives along the back road. This is a trust project so needs the project form needs to be filled in.	Stuart

6	Events Marcus's update	<ul style="list-style-type: none"> Love Little River- Cancelled due to bad weather. Still bills to pay include Marcus's time, repayment for toy hire and \$200 for band cancellation fee. Sorry that he can not proceed with the organisation of the other events. 	Marcus to follow up.
	Village Plan	<ul style="list-style-type: none"> Janet has drawn a summary that has been presented to the trust for comment. Birdlings Flats issues need to be in the report. Board are happy to establish a working party. Penelope has written a terms of reference for the group. Want to appoint the members- 3 from community and 3 from community board, and one from rununga at their next meeting on Wednesday 11 March. Tori and Janet have volunteered from the trust. Moved Bryan, Mac 2nd. Wording- Needs Wairewa in the title. Tori's name to be contact. 325 1982. Te-One can deliver for \$40. Costs for 400 copies. Up to \$200. Bryan moved, Tori 2nd. 	Tori and Janet to progress?
7	Marketing	<ul style="list-style-type: none"> Donald's social media student project. Plan to have students help set up a social media page. He will send a half page brief to the trust with details. Students available April or June. 	Trust
8	Games trailer	<ul style="list-style-type: none"> Parked up at Bryan's. Toys - \$1500. Bryan to send out list and members to suggest what they like. 	
9	CCC	<ul style="list-style-type: none"> Penelope- new community governance officer for Banks Peninsula. Congrats. Strengthening community advisor role on hold. 	

Next meeting- due to Easter is Monday 16th April, 7pm at LR Service Centre. All the best.