



# Little River Wairewa Community Trust

## Minutes

### Annual General Meeting of the Little River Wairewa Community Trust 1 October 2018

#### Board Members

Robert Burch – Chair  
Mario Downes – Vice Chair  
Craig Roberts – Treasurer  
Alison Evans  
Vanessa Mitchell  
Stuart Wright-Stow  
Donald Matheson

**Secretary:** Barb Gaeth

**Project Coordinator:** Dean Harvey

**Wairewa Runanga Representative:** John Boyles

**Advisors:** Helen Hayes

**BPCB Representative:** Tori Peden

**Members:** Lyn Leslie, Catherine Boyd

**Community Members:** Derek Dean

**Meeting opened: 7.35**

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1. Welcome by Chairperson – 7<sup>th</sup> AGM of LRWCT
2. Apologies – Rob Churcher, Bonnie Schenkel, Glynis Dobson  
***The Trustees move that the apologies be accepted:***  
***Moved: Mario Downes Secoded: Donald Matheson***  
***Carried unanimously***
3. Confirmation of the minutes of the previous AGM  
***The Trustees move that the Minutes of the AGM of 4 September 2017 be accepted***  
***Moved: Mario Downes Secoded: Craig Roberts***  
***Carried Unanimously***
4. Matters Arising – Chair went through the Minutes of the last AGM  
Could the position of the Chair be shared was a question raised last year - however no action has been taken over this. Workload of chair to be discussed at the normal meeting following the AGM

5. Correspondence - None
6. Chairperson's report – please find copy attached

Donald Matheson acknowledged the work that Robert Burch has done.

7. Treasurer's Report and presentation of audited financial statement

Refer to appended copy.

The Audited Financial Reports and Performance Statement were completed by CCA for tonight's meeting. Craig Roberts (Treasurer/Accountant) was thanked by the Chair on behalf of the Trust for implementing the updated and modernised account systems with Xero and Westpac over the past year. This will be of inestimable value to the Trust in future.

Question; concerning the Trap Library Traps as being listed as an asset of the Trust; – this was a result of the Trust purchasing the first lot of traps for the trap library several years ago.

Question; concerning the depreciation of assets:  
they are depreciating however this is not the statement that shows the depreciation of said assets. (Not a requirement of the Charities Commission on Tier 4)

***The Board moved that the accounts as presented be accepted:  
Moved: Mario Downes    Seconded: Vanessa Mitchell  
Carried Unanimously***

8. Nominations for positions of Chairperson, Vice Chairperson and Treasurer  
***Chair – Robert Burch was nominated to remain as Chair for the Trust  
Nominated: Mario Downes    Seconded: Vanessa Mitchell  
Carried Unanimously***

***Robert Burch announced that he will be withdrawing for personal reasons from the Trust after this next 12 months***

***Mario Downes was confirmed as Vice Chair – in the absence of any other nominations.  
Nominated: Craig Roberts    Seconded: Donald Matheson  
Carried Unanimously***

***Craig Roberts was confirmed as Treasurer – in the absence of any other nominations  
Nominated: Mario Downes    Seconded: Alison Evans  
Carried Unanimously***

9. Election of Office Bearers

***Any Trustees who wish to step aside from their position***

Alison Evans has made a decision to step aside now but continue her relationship with the Trust in a different format and carry on with her projects Trap Library/Okuti River

It was requested that this resignation be put in writing to the Secretary

A new Trustee was nominated in place of Alison Evans

**Lyn Leslie was nominated to become a Trustee**  
**Nominated: Alison Evans Seconded: Stuart Wright Stow**  
**Carried Unanimously**

**The Trustees present at the meeting voted to continue as Trustees.**  
**The Trustees who were absent from the meeting are assumed also to be happy to be continuing in their positions. (An email to be sent to confirm this)**

10. Matters of urgency - None

11. General Business –

The question of Civil Defence was raised, and Helen Hayes answered

- CCC had coordinated a meeting with Fire Department, Trust, and other groups in Little River along with a Resilience Coordinator
- It was decided that instead of forming another group in Little River, the Awa Iti Domain Board will have this item on their meeting agenda monthly and members from other groups would attend
- There is discussion going on between the Little River Fire Service and Civil Defence re training
- Resilience Coordinators (area based) will attend meetings with BFlat and other small communities in the area eg Okuti Valley
- These are starting conversations around formulating different responses and self-reliance in adverse situations
- Currently the Little River Fire Brigade are emergency response but are looking at training as a Civil Defence Unit
- CCC are working on an area wide basis for all types of adverse events

12. Date and place of next meeting – 2 September 2019 – Little River Service Centre

13. Close of meeting: 8.30pm

**Certified as a true and correct copy of the Minutes:**

**Signed: \_\_\_\_\_ Robert Burch – Chair**

**Signed: \_\_\_\_\_ Barb Gaeth – Secretary**