



Little River Wairewa Community Trust

Minutes

Monday 5th December 2016 at 20:35 Little River Service Centre

Board Members

Robert Burch. Chair
Kevin Blogg
Mario Downes. Vice Chair
Glynis Dobson
Geoff Marks

Vanessa Mitchell Treasurer
Alison Evans
Donald Matheson
Bonnie Schenkel
Stuart Wright-Stow

Secretary Barb Gaeth

Advisors Penelope Goldstone

Members: Pam Baird

Community Representation:

Tara Sutherland and Christine Kieltyka – re After School Programme

Meeting opened – 7.35pm

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1. Apologies

Alison Evans
Geoff Marks
Matthew Brosnahan
Annelies Pikelharing

Accepted - Yes

2. Confirmation of Previous Minutes– November 2016

The minutes of the Board meeting held on Monday 6 November are attached. The Board members are asked confirm that these minutes are a true and accurate record of the meeting.

Proposed: Bonnie Schenkel

Seconded: Donald Matheson

3. Matters Arising

Previous Minutes – correspondence for November was tabled but not yet approved.

Motion – That the correspondence for November 2016 Minutes be accepted.

Approved: Vanessa Mitchell

Seconded: Bonnie Schenkel

Coronation Garden Funding – tabled at last meeting due to no quorum

Motion: That the Trust apply to Rata for funding \$1000.00 to assist Bruce King with the Coronation Garden in consultation with Bruce.

Moved: Vanessa Mitchell Seconded: Stuart Wright-Stow

4. Representations from Members/Public

Tara Sutherland and Christine Kieltyka introduced themselves and talked about their shared passion around Environmental education.

- They have met with Christian the Principal of Little River School
- There is a questionnaire online (Survey Monkey) going out to see what mornings and afternoons are the most wanted for next year.
- Still looking for a building – school is not available
- School house is not an option as a couple of rooms are already rented
- Will approach Playcentre once they know what days the After School programme might run
- Putting feelers out to see what demand is currently – what parents want
- Their aim to start after Christmas holidays – Week one Term one
- Possibly run holiday programmes at the school if there is an interest
- Survey results should be collected online before Christmas

The Chair asked questions re their status as registered Teachers and also if they held current clearance as per VCA. The both affirmed that they do.

The Chair asked if they had an idea of costs at this time for what The Trust could assist with. They will come back to us when they have these sorted.

The Chair encouraged them to come back to meetings to report on where the programme is at.

Tara and Christine will keep in regular contact with the Secretary

5. Correspondence

Outwards

Inwards

Confirmation of Correspondence

Motion: The members of the Board are requested to confirm that the inward correspondence be accepted and the outward endorsed.

Moved: Bonnie Schenkel

Seconded Mario Downes

6. Accounts

Balance: \$341,257.63

Money In: \$750.00 (for Little River Gymnastics to be held for New Year) Accepted

Cheques Out:

Barb – Wages	\$1500.00
CCC service centre photocopying	\$142.00
CHCH Community Accounting	\$600.30
Powell Fenwick Birdlings Flat	\$695.75
Bonnie Catering	\$100.00
Bonnie breakfast costs	\$212.88
Venue hire for breakfast	\$75.00
Pam costs for Hui	\$17.00
Glynis – Wages	\$480.00
Phone line for build at Birdlings Flat Build	\$1810.70
(Barb) Printer	\$280.49
**Powell Fenwick	\$695.00 (Not paid yet)
Mac – Mouse	\$
GST	\$

** There was discussion around whether this cost is too high and was decided not to pay until Mario Downes has talked with Callum, Geoff and Powell Fenwick

Donald queried about whether we had a Project Manager for the Birdlings Flat build – Yes - Geoff Marks

Motion: That the Trust accept and pay the accounts.

Moved: Glynis Dobson

Seconded: Stuart Wright Stow

7. Reports

Update on Birdlings Flat

Mario Downes reported that the building is going ahead. There has been some small delays but the framing for the walls is up and the rafters for the roof are to go on this week.

The issues with Chorus and the phone line have been resolved.

8. Matters of Urgency - The Board of Trustees thanked Pam Baird for all the work that she has done on behalf of the Board since the inception of the Trust. A presentation was made to Pam in acknowledgement and appreciation.

9. General Business

- **Ratify Annual Audited Accounts**

Motion: That the annual audited accounts be accepted as read by Trustees

Moved Donald Matheson Seconded: Bonnie Schenkel

- **Events** – Brief discussion about the events for the coming year.
- Confirmed that we will run Community Breakfast, Community Christmas, Easter Egg Hunt, Volunteers Thank you, Senior Hui
- Any other events that may be proposed will be considered

- **Drop In Morning – Tuesday mornings from 10 – 12**
- The Chair and Secretary to work in the Service Centre and have an open door to allow members of the community to come and find out more about the Trust, ask questions, give feedback
- Mario Downes and Pam Baird suggested that an evening might work better as most people are working during the day
- Mario Downes stated that he didn't think anyone would come going on past experience
- It was decided that with good advertising a trial would commence and it will be monitored

- **Alison Evans – Wasp Eradication**
Alison Evans was unable to attend the meeting to report on this project. She had sent information around to the Trustees to read. The Chair **suggested** the following motion:

“The LRWCT is supportive of Alison’s application for funds to develop a wasp control program for high value biodiversity areas and recreational areas on Banks Peninsula and will supply such documentation as is required to achieve this.”

This was discussed and the motion was withdrawn at the Boards recommendation. An alternative was proposed;

“The LRWCT is supportive of Alison’s application for funds to develop a wasp control program for high value biodiversity areas and ~~recreational areas on Banks Peninsula~~ and will supply such documentation as is required to ~~achieve~~ support this.”
- Stuart Wright Stow put forward an addendum and amendment to the above with the following wording as there was concern we would be funding the whole of the peninsula:
“Within the Little River Wairewa Basin and possibly further afield”
- As this is time sensitive Vanessa Mitchell suggested that we put some questions to Alison Evans by email and then pass a new motion around to the Trustees who will undertake to respond to that either for or against.

- Stuart asked for a phone call not an email
- Questions:
 - Is this for funding the whole of Banks Peninsula or just for you
 - Is there a request that we act as an umbrella organisation for this project
- Kevin Blogg reiterated that more discussion and more time was needed as it had only come up in this meeting. He also stated that we might need legal engagement to ensure that the Trust is doing the right thing.
- Penelope Goldstone advised that the Trust would be liable as the applicant so it would be up to the Trust to know that the money is being spent where it should be and that we needed to include a statement about due process
- Donald Matheson reminded the Trust that the subject had been brought to the Board Meeting held three months ago and was tabled at this time.
- Donald Matheson suggested that a document be produced that had a Bullet point process for applications such as this

Conclusion:

A motion was put forward:

- ***“In principle the Trust supports Alison’s application subject to the Trust’s approval of the final funding application”.***

Moved: Mario Downes Seconded: Stuart Wright Stow

Voted for – Majority agreed - One abstain “nem con”- non against

Annelise Pekelharing – Project Brief Okana Track – Annelies has provided a Project Brief to obtain funding for this project.

- Pam Baird had received some information from AP about this and spoke briefly to it.
- There was concern that the figures/budget were not complete
- There was discussion as to how this had been funded in the past. Since the Trust now has full audit requirements there needed to be a complete Project Brief along with a breakdown in figures of exactly how much would be needed to be able to make a Funding Application together with appropriate invoicing
- There was praise for Annelies and the hard work that she has put in to get this Track suitable for use
- The project brief mentioned riparian planting, gambion placement along the fence line to prevent flooding, barb wire removal, a sign to be erected and a seat placed half way along the track
- It was suggested that some of these might fall under City Council work, the Flood mitigation Committee and the Domain Board

- It was also suggested that as Living Streams Nursery is in the process of becoming either an incorporated society or Charitable Trust then it may be able to provide some funding on AP's behalf.

Conclusion:

It was suggested by the Board that a letter be written to Annelies suggesting that she coordinate with the other groups involved in these areas (as mentioned above)

Donald Matheson talked briefly about the **Banks Peninsula Walking Festival** run by the Rod Donald Trust

- The numbers are down from the previous year and the Rod Donald Trust no longer want to run it.
- Donald Matheson is very keen to continue to be involved and proposed that the Trust stay involved with it also.

Donald Matheson also brought up the question of other proposals that had been tabled in previous meetings for example:

- Doctor
- Extension of cycle way by helicopter
- Speed Limit
- Little River Big Ideas
- Okana Walkway
- The Little River sign - \$2000 has been allocated to this

Donald Matheson suggested that we have a meeting in the New Year to look at these and discuss which we need to follow up with.

Conclusion:

The Chair answered that there are plans for a special strategic meeting in March to consider the possible selection of a Flagship project that the Trust would like to develop, ideally selected from the Working Party Plan. The above items suggested by Donald will also be covered in that meeting.

10. Closure of Meeting - 9.15

An informal supper was enjoyed by attendees to acknowledge their hard work throughout the year.

11. Date and place of next meeting Monday 9th January 2017 provisionally