

**Minutes for the Little River Wairewa Community Trust Meeting  
Monday 1 December 2014, 7pm  
Little River Service Centre**

**Present:** Mac Burch, Bryan Morgan, Annelies Pekelharing, Tori Peden, Marcus Puentener, Geoff Mark, Penelope Goldstone, Vanessa Mitchell

**Apologies:** Stuart Wright-Stow, Pam Baird, Kathy Bisman, Mario Downes, Jim Mullins, Hollie Hollander, Fiona Waghorn, Moved Bryan, Mac2<sup>nd</sup>

	Issue / Topic		Action
1	<b>Matters arising from November meeting</b>	<ul style="list-style-type: none"> <li>Penelope added apology to November minutes</li> <li>Mini meeting. Minutes to be added to these minutes.</li> <li>Games trailer- Applied to CERA. Red cross funding applied to also for someone to run it. Sponsorship being looked at also.</li> </ul>	Moved Geoff Mac 2 <sup>nd</sup> Bryan to send
2	<b>Treasurers report</b>	<ul style="list-style-type: none"> <li>Attached. Audits.</li> </ul>	Moved Geoff, Bryan 2 <sup>nd</sup>
3	<b>Accountability and Admin</b>	<ul style="list-style-type: none"> <li>Project brief- Template presented by Penelope for use of upcoming projects. Seen as a better way to be accountable and reference needs and outcomes. To be used for project ideas- to present to trust and for accountability reports. See attached template to be used by all wanting projects considered by the LRWCT.</li> <li>CCC Representation Review- CCC process just starting. Population based so will become a significant issue with only 8500 residents on BP. Mac hoped to attend the Akaroa meeting.</li> <li>Significance and Engagement Policy 2014 See attached policy.</li> <li>Charities register – Marcus to follow up on Jim’s behalf. Latest amendment filed?</li> <li>Previous minutes to be scanned. Marcus to give Geoff historic boxes from Craig’s time as secretary.</li> </ul>	Marcus to follow up.
4	<b>Community Centre</b>	<ul style="list-style-type: none"> <li>Birdlings Flat Community Facility- being priced as a complete build. Still waiting for 2 responses from neighbours. Planning on going for the notified resource consent more expensive but can not wait on residents reply.</li> </ul>	
5	<b>Tennis Courts</b>	<ul style="list-style-type: none"> <li>Under action still. Had not been noted by council.</li> </ul>	
6	<b>Flood</b>	<ul style="list-style-type: none"> <li>Flooding Meeting – Docs to be shared with community via www? DOC to see what LINZ responsibility are as rivers and banks are crown owned.</li> </ul>	Geoff & Bryan to investigate if we can have links etc to lr.org.nz.
7	<b>Events</b>	<ul style="list-style-type: none"> <li>Games Trailer – See attached doc. Good progress.</li> <li>Summer of Fun community events. Is one organised for Banks Peninsula? Who is the recreation community advisor of BP? Anna Sheen. 6 events for \$14,000 including trailer.</li> </ul>	
8	<b>Environment</b>	<ul style="list-style-type: none"> <li>Domain site- Convolvulus needs to be sprayed. Rod Donlad Trust could fund? Professional quote needed. Then ask Rununga for funding once price known.</li> <li>Craig to ask contractor for quote for spraying. Annelies to follow up.</li> <li>50 plants for Stuart for heritage site. Trust to consider paying. More plants a possibility.</li> <li>Steven Gray has been asked if fence can be removed.</li> <li>Kanuka been sprayed on private land to be investigated.</li> </ul>	Watering can needed for plants over summer.

9	<b>Funding</b>	<ul style="list-style-type: none"> <li>Funding- Community Lottery feedback. Is now on line and ready for our application. Who'd like to help me with this task? Needs to be in by 17 December so urgent matter if you have a project that needs funding.</li> <li>COGS accountability report- Marcus to meet with Vanessa re budget and unspent funds to be returned.</li> </ul>	COGS accountability report due. Marcus to write. Trustees to apply for new funds?
10	<b>Walking festival</b>	<ul style="list-style-type: none"> <li>Walking Festival. 6 in LR. Manaia walks had only 10 people over 2 walks but positive feedback. Teo Oka Walk a success.</li> <li>Hilltop Walk progress. Paul Devlin is working on this and asked if we are meeting before Christmas. Him and Nick had a good meeting with Geoff Holgate from walking Access NZ and discussed reserve road and his 'global view' of how to progress these sorts of problems. Report for community board 17 Dec meeting.</li> </ul>	
11	<b>Marketing</b>	<ul style="list-style-type: none"> <li>Website update. Scoping report on there and will be as a download...soon. Need logos from funders. Script to be looked at to shorten home page? Drop down for youth events under community. Calendar of events. Wish list of what we'd like to need or use.</li> <li>Facebook links. ie Republic of Peninsula.</li> </ul>	Bryan and Glynis to have web session.
12	<b>Trap Library</b>	<ul style="list-style-type: none"> <li>Trap Library- More traps wanted. DOC 200 better value for money. Raise some money for more. Vanessa to look at budget for possible funds.</li> </ul>	Vanessa to look at budget and funding.
13	<b>Vanessa Mitchell</b>	Proud mother of Georgia Rose born on Thursday 13 <sup>th</sup> November. 3.02kgs. Congratulations to all. We were blessed with her presence at the meeting.	

Next meeting. Monday 2 February 2015. 7pm, Little River Service Centre.

Potential trustee emergency meeting to discuss funding from COGS- application closes on 17<sup>th</sup> December and also to forward position of coordinator for games trailer and events over summer. (see minutes attached)