

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

Trustees Present: Mac Burch, Bryan Morgan, Vanessa Mitchell, Mario Downes, Stuart Wright-Stow, Jim Mullins,
In attendance: Murray Peden, Marcus Puentener (Sec), Penelope Goldstone, Kathy Bisman, Nick Singleton, Janet Reeves, Fiona Waghorn, Donald Matherson, Vince Burke, Annelies Pekelharing
Apologies: Alison Evans, Hollie Hollander, Tori Peden- Moved Mario, Bryan2nd

	Issue / Topic		Action
1	Matters arising from December and previous meetings.	<ul style="list-style-type: none"> Amendment of date from Feb to Dec minutes .Mac moved, Stuart 2nd. Games trailer- Application to CERA was agreed at emergency meeting Nov 27. Minutes to be presented at March meeting. Red cross funding applied to for Project coordinator – not heard outcome yet. 	Penelope to send minutes to Marcus.
		<ul style="list-style-type: none"> Charities register – Marcus to follow up on Jim’s behalf as he has been moved off list. Latest amendment filed? 	Marcus to follow up.
		<ul style="list-style-type: none"> Previous minutes to be scanned so Trust records are accessible electronically.. Marcus to give Geoff historic boxes from Craig’s time as secretary to scan. 	Marcus and Geoff
		<ul style="list-style-type: none"> LR tennis courts. Under action still with a rumour they may be resurfaced but no formal information received yet. 	Penelope to follow up
		<ul style="list-style-type: none"> Recycling Shed - DEE update? Annelies wants to access her netting but it is buried under a huge pile of household contents which no-one knows anything about. 	Penelope to follow up
		<ul style="list-style-type: none"> Flooding Meeting – Docs to be shared with community via www? DOC to see what LINZ responsibility are. 	Geoff or Stuart to share
		<ul style="list-style-type: none"> Nursery. Still needs auto water system sorted. 	Bryan to sort.
		<ul style="list-style-type: none"> 50 plants for Stuart for heritage site. Trust to consider paying. More plants a possibility. Annelies to do project brief for it. 	Annelies to do project brief
		<ul style="list-style-type: none"> Trap Library- More traps wanted. DOC 200 better value for money. Raise some money for more. Vanessa to look at budget for possible funds. 	Vanessa to look at budget and funding.
2	Okuti Walkway	<ul style="list-style-type: none"> Okuti Track - Nick Singleton Park Ranger- representing Paul Devlin. Has met with all the affected landowners now. Not everyone is 100% positive about it but they’re willing to be part of the consultation process. Geoff Holgate, Regional Field Advisor for Walking Access NZ was consulted. He says it is safe to proceed. Paul Devlin and Kaye Holder from CCC happy to move to the next, technical stage. Challenge is to communicate what is happening so everyone is involved and happy. Main issues are vehicles and health and safety. Paul to ask Barry to remove illegal ‘Private road’ sign on Reserve Road. Time frame and next steps to open the track needed. Letter to Kaye to thank Nick, and ask about the timeline and process. 	Marcus to write to Kaye Holder.
3	Village Plan	<ul style="list-style-type: none"> Urban Planner, Janet Reeves, from Okuti Valley introduced herself and offered her expertise to progress our village plan. We will take her offer to draft a two page ‘village plan update’ from the scoping report for general dispersion. Separate letters to be sent to clubs and schools etc. When it is ready and endorsed we can send out the information. Penelope added that a report to the A/W Community Board will be presented 11 Feb, recommending they endorse the report and set up a working party to progress the findings. The Trust has a vested interest so would like to be integral to this working party and agreed to await Board meeting outcome before sending public update. The Trust supports the forming of a working party, with the trust being represented. Moved Stuart, Mac 2nd. 	Janet to draft up Village Plan update.
4	Treasurers report	<ul style="list-style-type: none"> Penelope has worked with Vanessa to implement a new Excel Cashbook recommended and provided by the auditor. This produces Inc/Exp reports and a grants balance report. All spending can now be allocated to a grant or 	Vanessa to let know when ready for

		<ul style="list-style-type: none"> untagged funds so funds available to spend will always be known. Inc/Exp report to end Jan and grants balances attached COGS unspent funds are to be returned- \$1200 of the \$8700. Invoices to pay - \$30- Fiona Waghorn- Christmas Carols, \$20 CCC photocopying, \$2000 CCC- BF building consent, \$34 Living Streams Nursery trees for Coronation Garden, \$117.50 Christine Peters- Christmas Carol food, \$400 Glynis web Dec/Jan, Bryan \$200 for web training. Moved to accept reports and pay invoices. Geoff, Bryan 2nd Christmas Carol Thank you cards for Jeremy and Jackie Eldridge and Kathy and Mark who donated \$100- LR Hotel (Forsyth Arms)- Mac moves, Stuart 2nd. Bills can be only paid at meetings unless they are regular payments. CERA funding- \$16,570 received. \$3000 for Akaroa Heartlands for 2 events and balance for the Trust for 4 events plus one games trailer and equipment. Red Cross have been asked to help with costs for wages and in the meantime the Trust will cover Marcus for event coordination. Agreed to have a mid month meeting for Trustees to do budget planning once Vanessa is up to date with all grant balances etc. 	financial meeting.
5	Village signs	<ul style="list-style-type: none"> Little River Sign- Opus want to know how many metres from the road the sign would be. New owners of land not known yet. Agreed that would seek Opus approval first and then if approved go to new owners. Signs for water upgrade need removal and speed limit sign needs repair. 	Who is measuring distance? Marcus to follow up?
6	Living Streams Nursery	<ul style="list-style-type: none"> Pa Road plantings. George Skipper has had cows in again! Annelies needs to visit him to discuss. Lack of watering is a summer issue – Annelies had idea for water bottles at Pa Rd site. To cost this and consider most efficient way to water. Domain riverside site- discussed again. Annelies has an hourly quote from Steven Frame -\$30/hr/person to spray the riverside. Does this include spray? Annelies asked to get a quote for a programme of spraying over a year or so. 	Annelies to visit George Annelies to provide costs Annelies to get quote
7	Events	<ul style="list-style-type: none"> Summer of Fun community events. 4 local events in planning. Help needed. Valentines Day celebration- Love Little River- \$1500 from CERA funds. - Vanessa moves, Jim 2nd. To get invoice from Heartlands for their \$3k share of CERA funding. Agreed to pay Marcus's wages from other Trust funds for events. Birdlings Flat Rocks- tbc after stakeholder consultation. Still to confirm jet boats. Eden Skipper to be asked for BF help and buy in. Birdlings Flat Rocks- \$1000. Bryan moved, Mac 2nd. More may be needed. Updated- needs to be organised by the community or trust. 	Marcus to implement. Penelope to follow up with Heartlands,
8	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. 	Donald to implement.
9	Games trailer	<ul style="list-style-type: none"> To be purchased by Bryan- \$5150 from Canterbury Fabrication Ltd. Moved ? , ? 2nd. Marcus to look at supplying \$500 for toys. To ask school for kids ideas. Has hired some but now no opportunity to try. 	Bryan to buy trailer. Marcus to get toys
10	New Arrival	Tori and Murray have had a 10.5 pound baby boy, Ryan. Congratulations from the trust and community.	