



## Minutes

Monday 7 December 2020 at 19:30 Little River Service Centre

### Board Members

- Mario Downes- Chair
- Vanessa Mitchell – Vice Chair
- Craig Roberts – Trust Treasurer/Accountant
- Bonnie Schenkel
- Donald Matheson
- Lyn Leslie
- Alex Lee
- Ryan Bucknell

**Secretary:** Fiona McLean **Note Taker:** Fiona McLean

**Advisors:** Jane Harrison

**Banks Peninsula Community Board:** Tori Peden

**Project Coordinator:**

**Wairewa Rununga Representative:** John Boyles

**Members:**

**Meeting opened – 7.30 pm**

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**1. Call to order, Chairman's Address, welcome and introductions**

- 2. Declarations of Conflict of Interest – Members are reminded of the need to be vigilant and to stand aside from the decision making when a conflict arises between their role as a Trustee and any private or other external interest they might have. The person who has any conflict should recuse from the meeting prior to the discussion concerning their matter of involvement, only returning once any proposal or vote has been completed.**

**3. Apologies:** Bonnie, Donald, Alex

**Moved that the apologies be accepted:**

**Moved:** Vanessa                      **Seconded:** Ryan

**Carried Unanimously:** Yes

**4. New Members - None**

**5. Confirmation of previous Minutes and Matters Arising:**

The minutes of the Board meeting held on Monday 2 November 2020

The Board members are asked confirm that these minutes are a true and accurate record of the meeting. Fiona to correct name in the minutes.

**Moved:** Lyn                      **Seconded:** Mario

**Carried Unanimously:** Yes

**6. Representations from members/Public - None**

**7. Confirmation of Correspondence**

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

Fiona to write a draft letter to Birdlings Flat Hall Committee, this is to advise the CCC that both parties agree to assign the lease over to Te Whare Tapere O Te Mata Hapuku Society Incorporated.

Mario to view/edit then sign.

Lyn had her contract signed by Mario/Vanessa for the position of Website Manager  
start date was 9 November 2020

**Moved:** Vanessa                      **Seconded:** Craig

**Carried unanimously:** Yes

**7. Statement of Accounts      LRWCT**

Detailed Financials are attached

**Moved: That the accounts as presented be passed for payment and that the statements of income and expenditure be accepted:**

**Moved:** Vanessa

**Seconded:** Mario

**Carried Unanimously:** Yes

## **8. Report of committees/Member**

Lyn attended a meeting with John Stroh, John has started a Tourism website for the Banks Peninsula area. Lyn represented the LRWCT at the meeting. John is offering a 12 month free place on this website, the website is mainly for accommodation, services, restaurants.

Lyn to go ahead with the sign up to the John Stroh Tourism Website for 1 year.

### **Fatweb**

The website is going well but slowly - Lyn is hoping that at the February meeting she will have the final draft of the website for everyone to view/comment/proof read and agree on the layout.

Lyn also attended a Greater Christchurch meeting, she found it very interesting and found herself sitting beside Garry Moore X Christchurch Mayor and Malcom Lyall deputy Mayor of Selwyn district. They talked about the future of the greater Christchurch area and what we want to see going forward. Planning for the next 50 years.

### **Green space – Vanessa**

Vanessa has confirmation for the CCC that we can move the fence out 30 x 30 metres beside the playground towards the vets, the council has given us permission to occupy for community use. To move the fence – Bruce Cameron can do it for \$1200 plus GST before Christmas. Vanessa had the map and showed everyone the plan of where the fencing would go, Paddy from Parks have agreed to put this area on their mowing schedule. This will be a community green space and if the Farmers Market grows this could be a great space for them.

### **Motion**

Vanessa to engage the fencing contractor, Bruce Cameron to move the fence using the Little River Village Planning group ex CCC regeneration fund. Cost is \$1200 plus GST

**Moved:** Ryan

**Second:** Mario

**Carried Unanimously:** Yes

## **9. General Business**

Fiona to get login details form Glynis and thank her for all time and effort she put into the "What's on in Little River" newsletter and helping Lyn with the hand over.

November/December newsletter will be the last one from Glynis. Lyn to update anything urgent on the website.

Ryan has been speaking to Katie Russell from CCC parks and gardens – she can give us guidance and would be happy to talk to us at the next meeting.

Lyn took a photo's of Frankie with her colourful penguin and put it on the Trust's Facebook page, it was really good engagement. The Pop up Penguin trail has started so expect lots of people looking at the Penguin. Fiona to be the custodian of the penguin, look at it once a week and report any damage/concerns to Claire Cowles Wildinart event producer.

**Community Breakfast** was held on 29 November – it was a great success with over 200 people attending Lots of hot food and fresh fruit etc. We had Ponies2go, the Fire Bridge had 3 fire trucks, The LWRCT games trailer was used, The Business Expo had 6 businesses with stands, Tim Norman had the Little River Park run details and had quite a few people signing up for the first park run starting in February 2021. Civil defence was also there with new mapping and tsunami zone information for the BP area. CCC Play ground staff had the design for the new playground and asking people to submit on “Have your Say” website.

**Budget 2021** Vanessa and Fiona have started on a budget for 2021, so that we can start looking at applying for more funding in the new year – February meeting. Vanessa/Fiona to work on this over the xmas break. On the agenda for next year is to get funding for the bike pump track, maybe dog park, community garden, Website manager fees, Secretary/Project coordinator fees. Fiona to send to Craig so he can add to it. Fiona to send out in the new year the paper work that was collected at the end of the Strategic and Planning workshop for everyone to refresh on what the Trust's aim is. Long term plan for 2021.

**10. Representation from members/Public - none**

**11. Date and Place of next meeting 1 February 2021**

**12. Close of meeting – 9.30 pm**