



## Minutes

Monday 14 June 2021 Birdlings Flat Hall

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

**Advisors:** Ms Penelope Goldstone / Ms Jane Harrison

**Banks Peninsula Community Board:** Ms Tori Peden

**Project Co-ordinator:** Fiona McLean

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

**Wairewa Rununga Representatives:** John Boyles

**Members:**

**Meeting opened:** 7.30pm

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1. Call to order, welcome and introductions
2. Declarations of Conflict of Interest
3. Apologies
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5. Confirmation of the previous minutes and matters arising
6. Accounts
7. Reports of Committees/Members
8. Representations from the members/public
9. Date and time of next meeting
10. Close of meeting

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

Pam, Alex, Norma, Rob attended this meeting

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:** Vanessa, Jane

**Moved that the apologies be accepted:**

**Moved:** Ryan                      **Second:** Lyn

**Carried Unanimously:** Yes

4. **New members** - none

5. **Confirmation of previous minutes and matters arising:**

The minutes of the Board meeting held on Monday 10 May 2021

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

**Moved:** Craig                      **Second:** Lyn

**Carried Unanimously:** Yes

6. **Statement of Account LRWCT**

please see at the end of the minutes

7. **Report of committees/Members**

Lotteries 2021 first round of grants opening 16 June closes 14 July

**Motion:** Fiona to apply for \$35,000 from Lotteries Community fund

**Moved:** Donald                      **Second:** Alex

**Carried Unanimously:** Yes

**3d Speed Humps**

Fiona got a response from Andrew Hensley regarding the 3D speed humps that have lifted outside the craft station due to the flooding. Fulton Hogan had a look and are going to replace/repair them in the spring/summer at no cost to us.

Fiona to follow up on Dog Park and Community garden with Nick Singleton.

### **Jui Jitsu mats**

Lyn tabled the quote from Tool of the Adventure - 36 mat cases for the Jui Jitsu club. PVC floor mat cases no foam supplies, Velcro joiners along sides and ends of mats 1830 x 910 x 50mm blue \$5220.00. They would be a community asset - look at the cost for getting the LRWCT logo printed on them.

As there has been a refund of the DEFIB that was going to be used for the Little River Park run which has now been cancelled (refund of \$2200) this could go towards this.

Fiona to look at outside funders CCC sports, Lotteries. Also look at the CCC DRF. LRWCT to apply for the funding on behalf of the Jui Jitsu Club.

### **Launch date for website**

Lyn had information about hosting from different companies and what they can provide. Fatweb are hosting our website at the moment - they are doing an ok job. Our website is 800GB

Fatweb 4 to 5 GB @ \$621 yearly fee

Chris Brown 2 GB @ \$270 yearly fee as well as C panel & FTP access

Jason from Aotearoa wanted access to our website - passwords etc Lyn wasn't too comfortable with that until she checked with everyone. Lyn to let Jason have a look and then just change passwords.

Open host @ \$151.00 but very slow. Their yearly fee has just come up to renew. Fiona to email them to terminate the account.

Catchlight 10 GB @ \$828.00 plus care package

Simple Stuff 6 GB @ \$450.00 yearly fee

Lyn and Ryan to get together to look at Chris Brown website who he hosts etc

If Lyn & Ryan find this reasonable with their research go with them or if not stay with Fatweb. Compare speed and pinging.

Lyn to email their recommendation to the Trustees.

### **Planting beside the tennis court:**

Vanessa went to the Domain board's meeting last week - the Domain Board are all in agreement for planting by the tennis club and have offered to help if needed. Vanessa is waiting to hear back from Jane to see if the CCC can supply mulch for the area before she buys the plants.

### **Skate Ramp:**

Vanessa has a quote back from John Hastie Builders so can apply for the two grants that were approved at the last meeting.

### **Tennis Court mural:**

Frankie has nearly finished the back wall of the mural, now the weather is getting too cold to paint. She is going to finish the other side in the spring. She would like to have an opening of the first mural at the end of this month - she has to talk to Tara from Little River School on the date.

Fiona to get a quote from Little River Playcentre to provide morning /afternoon tea. Fiona to email everyone with the quote. This is a whole community event. Lyn to know the date asap so she can put it on the website and Facebook site.

### **Community Transport:**

Donald would like us to get to a point where there is an option for people to go into town either car-pooling, car sharing, or community van. There are a few reasons why, cost of petrol for many people, not having so many cars on the road, older people not driving so no longer live out here - there is research by ECAN that if there is a community van available they stay in the area longer. To get towards this goal, is to get some surveys done. There are apps that are available, Dunedin city council used ride shark, ( not that good) look at other solutions for free apps - Regional council funds about 14 community vehicles trust - they fund an coordinator of a

community trust to fund maintenance etc. They get around \$10,000 a year. Then the trust applies to Rata, Lotteries to buy the vehicle. Rangiora has a fleet of about 12 community vehicles. A survey needs to be done to show that there is an interest in having a community vehicle trust in Little River. The first step is to get a survey done including Akaroa and surrounding areas. Ecan said they wouldn't look at it for only Little River. Donald has a project brief detailing the cost of getting someone to run the survey ( \$3,300.00 ). Donald to look at the CCC DRF for funding.

**Motion: To apply to the CCC discretionary response fund for \$3300 for the survey that Ecan wants of Little River & Akaroa transport needs and potential solutions.**

**Moved:** Donald **Second:** Lyn

**Carried Unanimously:** Yes

## **8. Representations from Members/Public**

**Flooding in Little River** - There was a meeting held in the Little River Community hall on Friday 11 June, this was attended by concerned residents of Little River.

**Lake opening** - Mario wanted to know whoever opens the lake, they had 3 days' notice of the bad weather coming - why didn't the lake get opened. According to Tim Ears the forecast for the Peninsula wasn't as bad as other areas, then on Saturday the forecast changed, the rain was going to be heavier than they expected. The lake level was sitting at 2.3 m. The zone where they require two day notification is between 2.1m & 2.7m, if they deem something an emergency, then they can open it straight away. On Sunday they came to open the lake but it was too late - the ocean had closed the opening. It was opened Monday afternoon/Tuesday morning. The last time there was a big flood in Little River Village the lake level was at 1.6m. (2014). After this flooding the willow trees were cut. Alex Lee for the garage had photos of the petrol station flooded again, after feedback from residents plus insurance company not going to cover the damage, Rob Churcher and residents affected by the flooding had decided that it is time that the Little River village residents get some answers and some action from CCC, along with the help of the LRWCT. In summary what came out of the meeting was - using local knowledge, River Big Ideas - CCC pumping money into Little River infrastructure, drainage, and opening the lake sooner. Rob would like to work alongside the LRWCT to try and get something happening. There is a scope of works for a damaged pipe that runs from Council reserve & Christchurch Akaroa Road between house number 4213. (behind the recycling shed) This pipe is going to be fixed and made larger and repair the box culverts outside and service centre. Another option is to raise the Kinloch bridge. After lots of discussion about the flooding, it is a combination of a lot of factors.

There needs to be a community meeting with CCC, Ecan, DOC, NZTA to discuss all the options. Mario read out the timeframe that the CCC sent out. (please see below) Fiona to email Tori asking if either herself or someone from the BPCB could come to the next meeting.

**Motion:** To start the urgent review of the criteria for opening the lake and accelerate the Little River drainage plan.

**Moved:** Donald **Second:** Ryan

**Carried Unanimously:** Yes

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

**Signed:** \_\_\_\_\_ **Mario Downes - Chair**

**Signed:** \_\_\_\_\_ **Fiona McLean - Secretary**

**Expenses to pass meeting 03.05.2021**

| <b><u>Invoices paid since last meeting 12.04.2021</u></b> |                           |  |                 |
|---|---------------------------|--|-----------------|
| 06/04/2021  | Spark                     | Birdlings Flat Phone to 25/03/2021                       | 63.54           |
| 06/04/2021  | Peninsula Media Ltd Inv66 | Lyn Leslie Website work                                  | 390.00          |
| 16/04/2021  | Craig Roberts             | Reimburse Games Trailer rego costs                       | 32.48           |
| 16/04/2021  | Fiona McLean              | 22March 2021-4April 2021                                 | 1,200.00        |
| 16/04/2021  | Peninsula Media Ltd Inv68 | Lyn Leslie Website work                                  | 345.00          |
|   |                           |  | <u>2,031.02</u> |
| <br>  |                           |  |                 |
| <b><u>Funds Received</u></b>                              |                           |  |                 |
| 21/04/2021  | CCC                       | Summertime in your neighbourhood fund                    | 176.04          |
| 12/04/2021  | Fiona McLean              | refund excess funds for Summer fun in your neighbourhood | 23.96           |
|   |                           |  | <u>200.00</u>   |
| <br>  |                           |  |                 |
| <b><u>Expenses to pass meeting 03.05.2021</u></b>         |                           |  |                 |
| 25/03/2021  | Spark                     | Birdlings Flat Phone to 25/04/2021                       | 63.69           |
| 23/04/2021  | Fiona McLean              | 5 April 2021-23 April 2021 inv40                         | 1,200.00        |
| 06/05/2021  | Peninsula Media Ltd Inv70 | Lyn Leslie Website work                                  | 435.00          |
| 21/04/2021  | Keystone Ecology          | Okuti River Project                                      | 2,854.59        |
|   | Total                     |  | <u>4,553.28</u> |

**Cash Summary**  
**Little River Wairewa Community Trust**  
**For the month ended 30 April 2021**  
**Including GST**

|                                      | Apr 2021           | YTD Actual          |
|--------------------------------------|--------------------|---------------------|
| <b>Income</b>                        |                    |                     |
| Christchurch City Council Grants     | \$176.04           | \$18,176.04         |
| COGS                                 | \$0.00             | \$6,900.00          |
| Donations                            | \$0.00             | \$59.80             |
| Okuti River Project Grants Receiv    | \$0.00             | \$11,500.00         |
| Reimbursement for Spark Costs        | \$0.00             | \$276.29            |
| Seniors Hui                          | \$0.00             | \$1,230.00          |
| Trailer Hire Income                  | \$0.00             | \$20.00             |
| <b>Total Income</b>                  | <b>\$176.04</b>    | <b>\$38,162.13</b>  |
| <b>Less Operating Expenses</b>       |                    |                     |
| Accountancy /Treasurer               | \$0.00             | \$2,500.39          |
| Administration Costs                 | \$0.00             | \$579.11            |
| Advertising                          | \$0.00             | \$175.00            |
| Audit fees                           | \$0.00             | \$422.05            |
| Bank Fees                            | \$15.95            | \$161.40            |
| Community Breakfast                  | \$0.00             | \$1,600.00          |
| Donations to other organisations     | \$0.00             | \$7,894.41          |
| Flower Power                         | \$0.00             | \$2,711.00          |
| Functions and events                 | -\$23.96           | \$1,972.80          |
| General Expenses                     | \$0.00             | \$150.00            |
| Insurance                            | \$0.00             | \$1,122.15          |
| Little River Plan / Big Ideas        | \$0.00             | \$11,146.00         |
| Little River Playground/recreation p | \$0.00             | \$2,596.96          |
| Okuti River Project                  | \$2,854.59         | \$8,062.19          |
| Pumpkin Festival Costs               | \$0.00             | \$85.00             |
| Repairs and Maintenance              | \$0.00             | \$126.60            |
| Secretary fees                       | \$2,400.00         | \$20,115.50         |
| Subscriptions                        | \$51.75            | \$517.50            |
| Telephone & Internet                 | \$127.23           | \$699.32            |
| Trailer Costs                        | \$32.48            | \$32.48             |
| Volunteer Costs                      | \$0.00             | \$1,640.93          |
| Website Costs                        | \$1,170.00         | \$8,319.98          |
| GST Payments                         | \$0.00             | \$547.60            |
| Funds Held on Behalf                 | \$0.00             | -\$20.00            |
| GST Refunds                          | \$0.00             | -\$3,991.52         |
| <b>Total Operating Expenses</b>      | <b>\$6,628.04</b>  | <b>\$69,166.85</b>  |
| <b>Operating Surplus (Deficit)</b>   | <b>-\$6,452.00</b> | <b>-\$31,004.72</b> |
| <b>Plus Non Operating Movements</b>  |                    |                     |
| New lenovo Lap top for Secretary     | \$0.00             | -\$1,749.00         |
| New Website                          | \$0.00             | -\$9,429.99         |
| <b>Total Non Operating Movements</b> | <b>\$0.00</b>      | <b>-\$11,178.99</b> |
| <b>Net Cash Movement</b>             | <b>-\$6,452.00</b> | <b>-\$42,183.71</b> |
| <b>Summary</b>                       |                    |                     |
| Opening Balance                      | \$89,881.97        | \$125,613.68        |
| Plus Net Cash Movement               | -\$6,452.00        | -\$42,183.71        |
| Closing Balance                      | \$83,429.97        | \$83,429.97         |