



Minutes

Monday 13 September 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
4. New Members
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

Anthony Rimell attended meeting.

It was decided to postpone the AGM till 4 October due to Covid 19.

Re advertise in the Akaora Mail the new date.

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: Craig, Tori**

Moved that the apologies be accepted:

Moved: Bonnie **Second:** Vanessa

Carried Unanimously: Yes

4. **New members - Anthony Rimell**

Moved: Bonnie **Second:** Lyn

Carried Unanimously: Yes

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

The minutes of the Board meeting held on Monday 2 August 2021 were emailed. Copies available.

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

Moved: Vanessa **Second:** Donald

Carried Unanimously: Yes

6. **Statement of Account LRWCT**

please see at the end of the minutes

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

Moved: Vanessa **Second:** Ryan

Carried Unanimously: Yes

7. **Report of committees/Members**

Donald - Walking Festival

The walking festival is already set to go for November. Under level 2 it still can go ahead.

There is some advice on some walks that will only go head in level 1. Quail Island is one of them.

There are 28 walks - 8 have sold out in the first week. Emails were sent to past walkers.

(80% repeat rate) It look like it is going to be another great year. Donald to send Lyn some details of the walks that are a bit slow to fill up and put on the social media pages etc. Closer to the time.

Promotion with Selwyn District Council, CCC also.

There are 4/5 walks in the Little River area, a number in Lyttleton, and Akaroa.

Donald - Car pooling Survey Transport

At the last meeting we agreed to apply to the Discretionary Response Fund. This fund isn't available for some time. It was decided to apply for the Sustainability Fund. Annelise organized a community meeting with people that was interested in carpooling, car sharing. This was mostly an ideas meeting. At the Community Breakfast have information on signing up and link people up, also at the Senior Hui. The fund would be used to employ someone to co-ordinate to link people up to car sharing, or to do some of the other suggestions that have been raised. If this take off we could look at the next stage looking for more funding for a van or small bus. We would then look at approaching Ecan. The CCC Sustainability Fund - how can we reduce carbon emissions. Ryan attend the meeting some of the ideas was using the French connections bus. Separate bus from the car-pooling as these are two different ideas and separate things. Just waiting on the Community Breakfast to share these idea and get some input from the community. The Trust is being asked to be an umbrella for the people that are interested in car-pooling.

Mario to sign the Strengthening Community Fund paperwork.

Vanessa - Playground delay

We received an email from CCC regarding the playground that was to start construction in October. Please see email below. Vanessa would like to write a letter asking that they start as soon as possible, and not delay till after the Christmas break. There is only one baby swing and one small slide. Over the Christmas break there is the natural play area available for people to use.

I have had a call from Marcy McCullum with an update on the Little River Playground renewal

Everything necessary is completed on this project prior to construction beginning and the play equipment has been ordered. There have been two issues that have cause a delay to the beginning of the construction work:

- The water table is still very high in Little River after a wet winter, so contractors will have to wait for it to dry out more before they begin. This will avoid further delays and money being spent on stabilising the land rather than on the above ground playground equipment. There is a strong commitment from the Council team working on this project to ensure that the allocated budget goes towards a vibrant play environment rather than on expensive and unnecessary ground works.
- The factory in Auckland that supplies the play equipment has had to close during the level 4 lockdown, which is ongoing in Auckland at this point. This has created a delay of at least several weeks in the expected delivery time of the equipment. **The delivery time is around 16 weeks from the order being made, so this brings the new delivery date very close to the Christmas period.**

For these reasons it is not expected that construction of the playground will be able to begin in 2021. Parks staff do not want the existing playground to be closed over the busy summer holiday period, and will begin once schools go back in late January 2022. Construction will be completed before the end of June 2022.

Dog Exercise area. The BP Community Board are looking at dog exercise area in the area, as there seems to be a demand. But at the moment there is no funding. Fiona to contact Kerri about the land that is coming up for leasing and see about mowing this area. Vanessa to send Fiona contact details for the fencing to get quotes. We have a couple of volunteers working on this as well. Tori Peden & Luanne Gordan. Fiona & Luanne to go and have a look at other dog exercise area around Christchurch to take photos of gates etc. Follow up on the land leasing area and if it can be divided into smaller parts, we don't necessary need all of the area.

Little River Big Ideas Newsletter - with all the changes and postponements that are happening, Janet and I think we put the newsletter on hold until further notice. The flooding Hui has been postponed, Playground has been delayed to next year, the land for lease hasn't been put out to the community yet

for consultation. Everyone agreed to delay the newsletter. Fiona acknowledged the amount of work Janet has put into the newsletter.

Community breakfast -

We have set the date for Sunday 21 November. Will look closer to the time regarding covid levels, to see if we can still have the event. We don't spend the money till the last minute with buying the food on the Friday/Saturday. Fiona has applied for \$350 from the Summertime with your Neighbours to go towards the entertainment - maybe a bouncy castle or a disco dome. Fiona to check with Craig about Insurance. If a problem maybe look at face painting. This is something for the little kids to do so that their parents can enjoy a hot breakfast and catch up with people. Lyn to send out "Save the Date" on our social media pages.

Senior Hui -

Bonnie is helping Pam with the event this year.

Flooding Hui -

Anthony heard back from Tori that **the Hui has been postponed until November.**

Project brief from Marus -Drum Festival

Marus has requested support for the Drum Festival 2021. Fiona to get more information for October meeting.

Donald informed the Trust that Kevin Blogg passed away during lockdown. Everyone was very sadden to hear this. Fiona to send a card on behalf of the Trust.

Certified as a true and correct copy of the Minutes:

Signed: _____ **Mario Downes - Chair**

Signed: _____ **Fiona McLean - Secretary**

Cash Summary
Little River Wairewa Community Trust
For the month ended 31 August 2021
Including GST

	Aug 2021	YTD Actual
Income		
GST Refunds	\$619.04	\$619.04
Total Income	\$619.04	\$619.04
Less Operating Expenses		
Bank Fees	\$15.95	\$31.90
Computer Costs	\$32.77	\$32.77
Donations to other organisations	\$500.00	\$500.00
Insurance	\$0.00	\$1,227.43
Secretary fees	\$2,400.00	\$4,200.00
Subscriptions	\$51.75	\$103.50
Telephone & Internet	\$63.58	\$127.27
Website Costs	\$1,835.13	\$2,930.13
Total Operating Expenses	\$4,899.18	\$9,153.00
Operating Surplus (Deficit)	-\$4,280.14	-\$8,533.96
Net Cash Movement	-\$4,280.14	-\$8,533.96
Summary		
Opening Balance	\$75,079.32	\$79,333.14
Plus Net Cash Movement	-\$4,280.14	-\$8,533.96
Closing Balance	\$70,799.18	\$70,799.18

Expenses to pass meeting 13.09.2021

<u>Invoices paid since last meeting 02.08.2021</u>			
09/08/2021	Reimburse Rouke Bakker	Little River Trap Library Costs paid by Rouke	1,029.42
09/08/2021	Peninsula Media Ltd Inv79	Lyn Leslie Website work 02.08.2021	600.00
09/08/2021	Fiona McLean	18 July - 1 Aug 2021 inv47	1,200.00
09/08/2021	Spark	Birdlings Flat Phone	63.58
09/08/2021	The Design Co	Web Hosting and Set up for new website	710.13
19/08/2021	Frankie Bakker	agreed support for Mural Costs at Little River Tennis Courts	500.00
19/08/2021	Peninsula Media Ltd Inv80	Lyn Leslie Website work 16.08.2021	525.00
19/08/2021	Fiona McLean	Aug 2021 inv48	1,200.00
19/08/2021	Fiona McLean	reimburse for Domain name costs paid by Fiona	32.77
			<hr/>
			5,860.90
<u>Funds Received</u>			
30/08/2021	GST refund	For the period June/July 2021	619.04
06/08/2021	Pest free Banks Peninsula	For Trap Costs Trap Library Little River	1,029.42
			<hr/>
			1,648.46
<u>Expenses to pass meeting 13.09.2021</u>			
02/08/2021	Peninsula Media Ltd Inv81	Lyn Leslie Website work 13.09.2021	615.00
	Total		<hr/>
			615.00