



Minutes

Monday 2 November at 19:30 Little River Service Centre

Board Members

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

Acting Secretary: Fiona McLean

Advisors: Ms Penelope Goldstone / Ms Jane Harrison

Banks Peninsula Community Board: Ms Tori Peden

Project Co-ordinator:

Wairewa Rununga Representatives: John Boyles

Members:

Meeting opened 7.55 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 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

Tori Peden,

Moved that the apologies be accepted.

Moved: Bonnie

Seconded: Craig

Carried Unanimously Yes

4. New Members

5. Confirmation of Previous Minutes and Matters Arising

The minutes of the Board meeting held on Monday 5 October 2020 are attached.
The Board members are asked confirm that these minutes are a true and accurate record of the meeting.

Moved: Donald

Seconded: Vanessa

Carried Unanimously Yes

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

Moved: Bonnie

Seconded: Donald

Carried unanimously Yes

6. Statement of Accounts

Please see attachments -

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

Moved: Bonnie

Seconded: Ryan

Carried Unanimously Yes

7. Report Vanessa - Playground meeting

Vanessa and staff from the CCC playground went to a Community Board meeting to table the design plan for the new Little River Playground - so they can get the "Have your Say" document out to the public - this will be available online, at the Little River Service Centre and they will be at the Community Breakfast with the plan, this will give everyone time to submit on the playground design. The timeline is still construction spring 2021 pending the long term plan funding. Also waiting on the decision with the board walk over the swale and the proposed bike track so we can get this approved for the land use and then the trust can move forward with applying for grants to fund the bike track. Everyone was very supportive at the board meeting. The submissions are open to Tuesday 8 December so can you all please support it by going online to the CCC "Have your Say" website and filling in the form.

Jane also mentioned that because there has been community consolation at last year's community breakfast this is to say to everyone "look we have your ideas we have put them together and what do you think" this is what we can afford in this space. It will then go to the Community board for funding and get approved in the long term plan.

Report Lyn - web site

Lyn showed us the mock-up of the web site design - Lyn showed on the large screen what the mock-up look like. Lyn wanted everyone to have a look at the lay out and how it looks. The picture, font etc haven't been agreed on yet. Lyn to continue with the 'What's on in Little River' monthly newsletter. The next step is to get all the data information up to date and is correct. Before it goes live Lyn will bring it back to a meeting for everyone to have a look at and discuss how it looks. Lyn can use both littleriver.org and littleriver.co.nz

Lyn to also have Te Reo Maori - Lyn to check that the spelling is correct. Lyn noticed on the current web site there is a Job Vacancy area and wanted to know if it was still needed. After discussion it was decided to remove this from the web site but still advertising in the monthly newsletter.

Report Pam - Senior Hui

The senior Hui was 1st November - It was a really good day with about 100 people attending, it was the 10th anniversary so lots of people attended. They have a slide show of past little River, a photo board, and a cake to cut, also Little River School Kapaka Haka attended. It was very lively this year which was a nice change, there was people who haven't attended before. Pam was wondering maybe this might be the last year! There are a number of people keen to keep it going so it will continue as long as there is something to keep it lively eg more photo displays, someone telling stories. Pam requested that Playcentre maybe receive \$1200 for the catering - with food prices going up. They have been paid \$1000 for the past 10 years. There was \$435.00 from the gate takings.

Final accounts were \$54.76 for the cake, Flyers \$75.00, postage \$34.50 total \$164.26
Akaora Mail account still to come \$160.00 Bay Harbour News \$198.00.

Motion

Agreement to pay \$1200 for the catering to Little River Playcentre.

Moved: Lyn **Second:** Alex

Carried Unanimously Yes

Report John - Welcome to Little River sign

Unfortunately the wooden sign can't be repaired - it has dry rot. It would be too expensive to repair.

As the trust is supporting of the idea to reinstate the Welcome to Little River sign, what would the process be? John said they could remake the old one, but some people were not sure on the wording on it. It has a name on it that some people use for the area, and others say it's not the right name for the area. John to go back to the Rununga and see if they could make a different sign, and then report back to the trust.

Community Breakfast - Bonnie

Bonnie offered to do the shopping for the breakfast - \$1200 for the food, \$400 for Ponies2go. Fiona to arrange a Suggestion Box for 'what events do you want in Little River '.

Motion

To spend \$1200n on food for the community breakfast and \$400 for ponies2go.

Moved: Vanessa **Second:** Lynn

Carried Unanimously: Yes

Website contract agreement

Job description has been finalised by Lyn it was mostly the same at the previous Website job description but Lyn had added Facebook - Lyn to work up to 10 hours a week if there is more hours needed the trust will look at applying for more funding.

Motion

To contract Lyn Leslie as per the job description for the contract of website/Facebook manager to the max of 10 hours per week, to be reviewed on 1 February 2021. Start date 9 November 2020.

Moved: Vanessa **Second:** Craig

Carried Unanimously: Yes

Laptop - Fiona

Motion

Fiona to get new laptop from Noel Leeming - Lenovo 14" ideapad 5 cost \$1759.00

Moved: Bonnie **Second:** Lyn

Carried Unanimously: Yes

8. Representations from members / Public

Jane Harrison

Birdlings Flat Lease - Once Birdling Flat committee got themselves established, the lease would be transferred, Jane is investigating on how this happens, The Trust is to put forward a motion to transfer the lease, and then the trust and Birdlings Flat committee co-write a letter to the CCC leasing team - Kathy Jarden requesting that the lease be transferred. Then Birdlings flat committee

would have to provide information, documentation to satisfy the CCC that they are capable to run the centre, it would then go to the Community Board for final approval. Then it would be transferred over.

Motion

To transfer the lease to Te Whare Tapere O Te Mata Hapuku Society Incorporated, we will co-write a letter with Te Whare Tapere O Te Mata Hapuku Society Incorporated to request the transfer of the lease into their name.

Moved: Vanessa **Second:** Craig

Carried Unanimously: Yes

Land behind the Vets Craft station CCC Leased - The grazing land up behind the playground has come up for lease again for renewal - there are a couple of people interested in different pieces of this land. The LRWCT has having some to have a bike track/field to play in, Doran from the vets is looking at a petting zoo. There will be a call for expressions of interest in February 2021. The land that the LRWCT would like will be excluded from the leased area.

With the development of the Farmers Market, Ponies 2go, Petting Zoo, Jane has been requested to ask is it time to bring the Little River Village Plan working group back together, to update what already is in place, and the CCC staff having only one contact person to keep them informed.

As Doran & Ponies2go are private business, they are not under the Trust umbrella - the Farmer Market, Community Garden we are happy to get involved with them as they are not-for-profit community support. The petting zoo etc are out of our field. The dog park is still in the long term 10 year plan, but we have no funding for the fencing.

With the penguin coming to the Heritage Park, this area could be developed more -Nick Singleton CCC park ranger is keen to develop this area, could the Trust bring the LRVP group together and work on this?

Vanessa to talk to Doran/Karen to invite them to talk to the Trust about their plain.

Coronation Library - 14 months away. The LRWCT have been excepted as the community users of the building and the building will be restored up to "be fit for purpose" It is active now, Tony Asher the architect is working on it. Next time Tony is out in Little River can he please advise Mario & Donald as they would like to meet him and discuss the plan. As Tony is not a CCC employee, so when he come out he has a charge out rate, there is a funding group we can apply for to pay his fees, Shape your Place Funding.

Trap Library - Rouke

Not much activity, the only person to visit was Eugenie Sage last month, there has been not traps returned. The trap library had a BBQ get together, quite a few local's turned up. Craig asked what the funding was like? They had a donation of \$20.00 last month. They are receiving \$1000 from the Banks Peninsula Conservation Trust.

Fiona to send a Project Brief for Rouke to fill out for the cost of the BBQ \$200.00.

Rouke to have a stand at the Community Breakfast.

Annalies - Car pooling

Annalies just wanted to refresh everyone's memory on the car pooling idea, not much is happening at the moment. She is concern about the currant carbon omission going up in NZ and one way to help this is to set up a car pooling system in Little River, There is over 2000 car going from Akaroa to Christchurch a day. There is someone interested in running a shuttle bus in the area also hoping to have support with Ecan.

9. Close of meeting 9.15pm

10. Time and Place of next Meeting: 7 December 2020 Little River Service Centre

Certified as a true and correct copy of the Minutes:

Signed: _____ **Mario Downes - Chair**

Signed: _____ **Fiona McLean - Secretary**