



Little River Wairewa Community Trust

Minutes

Monday 3 August at 19:30 Little River Service Centre

Board Members

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

Acting Secretary: Fiona McLean Note Taker Narielle A'Court

Advisors: Jane Harrison

Banks Peninsula Community Board: Tori Peden

Project Coordinator:

Wairewa Rununga Representative: John Boyles

Members:

Meeting opened

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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: Tori Peden

Moved that the apologies be accepted:

Moved: Bonnie Seconded: Lyn

Carried Unanimously

4. New Members – Ryan Bucknell – Mario Nominated Ryan

Moved: Bonnie Seconded: Lyn

Carried Unanimously

5. Confirmation of previous Minutes and Matters Arising:

The minutes of the Board meeting held on Monday 15 June 2020

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

Laptops - Fiona is working on getting quotes

Moved: Lyn Seconded: Vanessa

Carried Unanimously

6. Representations from members/Public

Jane Harrison – CCC Report - The Council staff acknowledge how disappointed they are that the playground has been deferred, Jane explained the process behind deferring the project of the playground. They have done a new annual plan to take in account for the Covid -19,

Karin Bos – Akaroa Trap Library - Asked if the she could use the trust bank account for the purpose of fundraising to buy more traps. She is going to go back to Alison to find out if the Akaroa Branch is attached to the Little River Trap Library or if it is independent, but she will work with Craig on this further.

Annelies – Carpooling or small bus service - in 2016 a report was compiled and that there are 2000 cars travelling to Christchurch each day. Asked if we could have an app that helps co-ordinate the transportation of people hitching a ride to Christchurch such as Tai Tapu, Lincoln and Halswell. Getting people to register so they can offer rides and hitch a ride to and from Christchurch. It will be discussed further at the next meeting. Donald and Ryan are going to work with Annelies on this project.

Pam Baird - Senior Hui - No final date as yet but thinks that it may be 18 October or the 1 November, this year it the 10-year anniversary. Pam thinks that maybe have a bit more advertising to encourage the 50 and up age range. Pam asked if anyone be interested in making phone calls to the invitees and advertising. It

was agreed that the trust will help with the advertising and helpers on the day eg: parking and phone calls. A photo slide show of old photo's of Little River in the past. Pam will get some quotes for the advertising.

Tim Norman – Park Run - Which is an international organisation a 5 Kilometre Run which is held on every Saturday and the participants run times are linked to a data base and they can attend any Park Run in the world. Tim has asked for some help with the set-up charge of \$7000 which includes all insurances, training of volunteers, and defibrillation machine and he has asked from the Little River Wairewa Community Trust for \$2,500 to go towards the set-up charges. The weekly event that will be held on the Rail Trail which will attract people to come to Little River and also locals to participate, and it is free to participate. Fiona has sent Tim a project brief to completed and it will be discussed further at the next meeting.

7. Confirmation of Correspondence

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

Moved: Seconded:
Carried unanimously

8. Statement of Accounts LRWCT

Moved: That the accounts as presented be passed for payment and that the statements of income and expenditure be accepted: A Copy of the accounts are attached

Moved: Lyn Seconded: Vanessa
Carried Unanimously

9. Report of committees/Member

Update on:

Walkways - Fiona provided an updated - Sam has sent the Walkway letter to the land owner parties concerned for stage 1 with a map including stage 1 and 2. If the landowners would like to meet and talk about the project they have until 21 August - meeting would be with Sam Sharland and Nick Singleton. No indication as to when the project will commence at this stage.

Penguin – Fiona has sent out the advertising for the Penguin Competition and closes on the 25 August 2020. Stuart and Ange from the Little River Gallery have been asked to judge the artwork for the competition.

Coronation Library - Caught up with an update 8 to 10 months before it will be ready for a lease.

3D speed Humps Craft Station - Road Marking for the Craft station update – Fiona updated - Janet has been working on getting quotes for one rail line and Jazzy speed humps from Spray marks and Fulton Hogan. Janet has spoken to Andrew who thinks that the thermoplastic will be more durable but they only have a small range of colours to

choose from, the quotes has come in around \$4000 per hump. Fiona also advised that the craft station have said that if they had to have one then they would prefer the railway design at the front of the Craft Station, as they want to keep the historical look of the railway station. It was proposed that only 2 of the 3D speed humps will be done at this stage with the view that the third one will be done at a later date to co-inside with the playground development.

Moved: **Mario** **Seconded:** **Bonnie**
Carried Unanimously

Community Hall - The toilets locks in the community hall – have been fixed.

10. General Business

Vanessa – Asked the members - What does the Trustee's want to achieve/work towards for this coming year. Vanessa would like the Trustee's to think about future projects and idea's for the next meeting.

Local Business support - Lyn – media marketing workshops for local businesses, one day time or one evening workshops with no less than 5 people and a maximum of 15, with a \$20 booking fee from the business owners. Lyn is asking for \$675 for one workshop and two workshop \$855. It will be advertised in places like What's on and flyers. Lyn will complete a project brief to submit next month.

Web design update - Lyn has been sorting through the quotes and has been talking to some of the companies. Another meeting will be held so that it can be discussed about what the new website will look like and Lyn will filter out the parts of the quotes that are not required which should cut some of the costs down.

Playground – Vanessa – Is not moving forward due to budget cuts in the Council, So Vanessa has suggested that if the Trust applies for grants and re-designs for a second nature playground adjacent to the planned Council playground that could be built now and will work in with the playground that has been put on hold. Vanessa will be writing grant applications, re-designing a new playground and co-ordinate the project.

Drum Festival – Marcus – Is being held in November , Project Brief has been lodged with a budget of \$5000 with 50 performers. They would like to invite the Little River Community to a concert of worlds music on the Saturday evening on the 23 November at the Okuti Hall. With full funding a workshop and performance on the Friday at the school run by professional music teacher. A request for \$500 for the cost of the concert and \$600 for the workshop at the school for the children to attend. Was decided to support this project brief - Drum Festival for \$1100.

Moved: **Mario** **Seconded:** **Craig**
Carried Unanimously

Community Breakfast – Bonnie and Fiona – Will Be held on the 22 or 29 November further discussions at the next meeting. They would like to also do the Business Expo there as well.

Okuti Hall - Vanessa went along to the AGM of the Okuti Club to find out what they needed, as per the agreement from the profits of the Flower Power Garden tour. They would ideally like to refence the perimeter fencing, as it is old and dangerous in places, but this would cost between \$10,000 and \$15,000 - this quotes is from a Christchurch based contractor, so the club intends to replace the most degraded sections and make the rest safe. They estimate this will be at least \$5,000, The club made the decision to ask the trust for a portion of the total replacement fence (\$10,000) and to leave it up to the trust to decide how much you will donate. As the agreement was the 50% of the profits were to go to the Okuti Club, Fiona to ask Craig how much is available.

Summer in your Neighbourhood - Is a promotion the Christchurch City Council has put together. It is subsidies for neighbourhood small events being held from the 23 October 2020 to 31 March 2021. Applications close on 6 September. Small groups or the Trust can make application for funding. Fiona suggested a movie night and BBQ in the Domain. Fiona and Bonnie will work on it further and complete by email to the members of the trust.

Western valley footpath - Mario has raised that the footpath needs to be re looked at as it not working. Fiona will send a letter to Andrew regarding these concerns.

Phone Book – Mario advised that Jane is working on the updating of the Local phone book.

11. Date and Place of next meeting 7 September 2020
Little River Service Centre.

12. Close of meeting 10.05 pm