

Minutes

Monday 1 November 2021 Birdlings Flat Hall

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

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

Call to order, Chairman's Address, welcome and introductions
 Craig Roberts chaired the meeting due to both Mario & Vanessa being away.
 Nicola Clark &
 Dan

- 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: Mario, Vanessa, Bonnie, Fiona, Tori,

Moved that the apologies be accepted:

Moved: Lyn Second: Ryan

Carried Unanimously: Yes

4. New members

5. Confirmation of previous minutes and matters arising:

The minutes of the Board meeting held on Monday 11 October 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: Craig Second: Luanne

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: Anthony Second: Ryan

Carried Unanimously: Yes

7. Report of committees/Members

Luanne - Dog Exercise area - Luanne gave a brief outline on the proposed Dog Exercise Area - Two areas, a smaller dog area and a larger area for larger dogs, Fiona sent through the site map with the dog exercise area we would like. just wating on the response from the council.

Working alongside the playground that is to be upgraded early 2022.

Lyn - Media Workshop Report

In September Lyn held two media workshops with support and funding from LRWCT.

The two workshop where for social media workshops for the Little River business area community.

Who wanted to learn more about social media and how to use it for their individual purposes, especially in this tough time. 13 People attend the two workshops. Also talked about strategy planning and marketing. Everyone received a great base to work from. Feedback form - most people found it extremely helpful. More and more people are going online with their business and need the help on making this work. Good for networking within the business's that attended. Getting business together and working with one another. This was set at beginner level setting up Facebook page etc. Learn how to schedule posts. Lyn was very thankful for the support from LRWCT.

Maybe look at more for next year.

Drum Festival

Last month we had a request for funding for the Drum Festival - the Trustees want some more information. Especially the community benefit.

The response from Marcus was - We can invite locals to the two evening concerts for free if we get the support from the Trust. These are two great bands - Yurt Party and Rhombiod, playing the Friday and Saturday night evenings 8.00pm -10pm. There may well be a silent disco after the Saturday evening event. The school performances have never panned out as the school has a sports on the Friday, but I can ask again and get back to you.

This is limited to 100 people due to Covid 19.

Ryan to contact Marcus - What is the Community Benefit ? how many local's will benefit. Especially with the limit of 100 people at this event.

Lyn - Direction for 2022

Leave to the next meeting due to several Trust members away.

Lyn gave a quick run-down on this. Lyn & Fiona talked about the direction for 2022 and what do we want the funding to go towards, what funders Fiona needs to apply too. Application due date etc.

What are our/community goals for 2022.

Anthony - buy more gazebos so we can hold events outside

Environmental projects

Coronation Library

Walkways, Dog exercise area

Support business - workshop/expo

Working with the Rununga - making the lake healthier

Anthony - Community Garden

Janet has drawn a mock up of the proposed garden design for the community garden. This is just for some ideas on what the garden could look like. We were use this as a starting point. Please see attached. Behind 91 Western Valley Road. There is a unformed legal road that you can access.

Anthony lives in front of the proposed site. We are having a meeting with council staff next week to find out if this site is available, and what the next steps are. There is already a tunnel house that can be used and water to the site.

Little River Community Breakfast -

The Little River Community Breakfast is pencilled in for 21st November, with not having clear guide lines on holding events with over 100 people and keeping everyone safe it is recommend that we postponed this event. Bonnie is the main event organiser for this event, especially the food and breakfast set up on the morning. As a Trust we need to decide if we are happy with going ahead with this event or not.

Anthony went to an event last weekend in a park, that had 1800 people, everyone had to wear a mask and there were three entrances and several QR codes to scan. Volunteers reminded people to wear their masks etc while the event was on. This event was all outside. Anthony feels this is very similar to what we are wanting to do with the community breakfast. The difference with the Little River Community Breakfast is that the food is prepared and served inside and people ae seated inside with some tables outside. This is a weather depend event. At the moment there isn't a lot of free events in the community, but also when events are on there are small numbers attending.

Motion - To postpone the Little River Community Breakfast until February 2022.

Moved: Lyn Seconded: Craig

Carried Unanimously: Yes except Ryan he would like it to go ahead

Have a talk to Bonnie at the next meeting about reinventing the breakfast in Covid times.

8. Representations from Members/Public

Printing-

Niki Somerville talked about their new business of printing logos onto t-shirts, hats etc.

They are buying in bulk so can pass on these discount to the Little River Community. They are working with I Am Hope - and will give 10% of the profit to this Charity. They would like the Trust to help with the promotion, with posts on the LRWCT Facebook page, Website, and LR Residents page. Lyn will liaison with this.

9. Date and Time of next meeting

6th December at 7.30pm Birdlings Flat Community Hall.

10. Close of meeting. 9.13pm

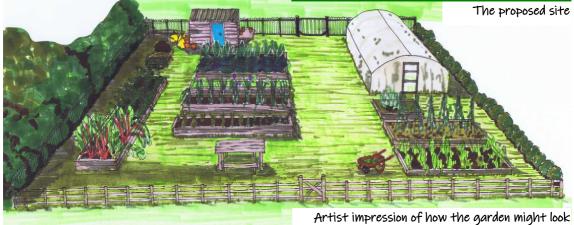
Certified as a true and correct copy of the Minutes:				
Signed:	Mario Downes - Chair			
Signed:	Fiona McLean - Secretary			





Some text in here





Expenses to pass meeting 01.11.2021

	Invoices paid since last meeting 11.10.2	<u>2021</u>	
18/10/2021	Peninsula Media Ltd Inv86	Lyn Leslie Website work 09.10.2021	600.00
18/10/2021	Peninsula Media Ltd Inv85	Lyn Leslie Social Media course Costs for community	1,452.00
18/10/2021	Spark	Birdlings Flat Phone	63.54
18/10/2021	Goodnature Limited	CO2 cannisters for traps (Trap Library)	172.07
18/10/2021	Fiona McLean	Invoice 51 27/9/21- 10/10/21	1,200.00
			3,487.61
	Funds Received		
20/10/2021	Lotteries NZ Grant		46,000.00
22/10/2021	Trailer Income	banked in cash from Donald	150.00
			46,150.00
	Expenses to pass meeting 01.11.2021		
26/10/2021	Peninsula Media Ltd Inv87	Lyn Leslie Website work 09.10.2021	570.00
01/11/2021	Fiona McLean	Invoice 52 11 -31 Oct 2021	1,200.00
	Fiona McLean	Reimburse for printer toner	79.99
25/10/2021	Spark	Birdlings Flat Phone	63.58
22/10/2021	Birdlings Flat Community Centre	Fee for meetings use of premises as agreed	90.00
	Total		2,003.57

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

	Oct 2021	YTD Actual
Income		
Christchurch City Council Grant	\$0.00	\$17,000.00
Lottery Grants	\$46,000.00	\$46,000.00
Trailer Hire Income	\$150.00	\$150.00
GST Refunds	\$0.00	\$619.04
Total Income	\$46,150.00	\$63,769.04
Less Operating Expenses		
Accountancy /Treasurer	\$2,498.18	\$2,498.18
Bank Fees	\$15.95	
Computer Costs	\$0.00	\$32.77
Donations to other organisations	\$0.00	\$500.00
Insurance	\$0.00	\$1,227.43
Little River Playground/recreation	\$0.00	\$402.50
Secretary fees	\$2,400.00	\$7,553.95
Subscriptions	\$52.67	\$207.92
Telephone & Internet	\$63.54	\$254.50
Trap Library	\$172.07	\$172.07
Website Costs	\$2,562.00	\$6,107.13
Total Operating Expenses	\$7,764.41	\$19,020.25
Operating Surplus (Deficit)	\$38,385.59	\$44,748.79
Net Cash Movement	\$38,385.59	\$44,748.79
Summary		
Opening Balance	\$85,696.34	\$79,333.14
Plus Net Cash Movement	\$38,385.59	
Closing Balance	\$124,081.93	