



## Minutes

Monday 11 October 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 Rimell

**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, 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: Bonnie, Lyn**

**Moved that the apologies be accepted:**

**Moved: Vanessa                      Second: Alex**

**Carried Unanimously: Yes**

4. **New members - Luanne Gordan**

**Moved: Mario                      Second: Anthony**

**Carried Unanimously: Yes**

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

The minutes of the Board meeting held on 13 September 2021 emailed to Trustees.

Copies available.

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

**Moved: Donald**

**Second: Craig**

**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: Alex**

**Carried unanimously: Yes**

7. **Report of committees/Members**

Jane introduced herself to the Luanne & Anthony to let them know what her role is. Jane congratulated the Trust on receiving the SC grant. \$14000 for operational cost and \$3000 for the Banks Peninsula Walking festival.

Jane explained the complex issues around some of the projects that the Trust is working on, some of the projects that the Trust is working on, especially the land that is for lease behind the village centre. The Trust and other people around the community have wanted to come together to formulate a plan to run different types of activities. Jane is still working on the process and

working with council staff to work out the issues, especially as some of the land is to be used for commercial purposes. but unfortunately the trust projects, which are not commercial is tied up with the whole issue. The dog exercise area which is a recent project, has come up due to one of parties pulling out. Jane is working with parks staff how this would work due to the land use. In the past there has been no dog exercise area provided a lease on parks land. Vanessa asked "What would the land have been zone for?" Tori explained there are different entities that have to be consulted and give authority for changes to use of land. We have to get a change in purpose. Staff in town are working on the process. Vanessa ask "Is it easier if the LRWCT doesn't take on the lease?" if the council just did the dog exercise area in the space and the LRWCT pays for the fencing etc. Jane explained that as it is a large area of land to be leased and it is being dealt with as one parcel of land, and this is just one project. An expression of interest process will have to happen for all the leased land. This is sitting with the team leader at the moment. Donald asked "Would it help if the LRWCT put together a plan with an end result and send to council asking them to work with us on timeframes for the process of expression of interest, filling in the forms etc?" this may help the council staff in town with decision making and knowing the end result." Jane explained as the land is a whole parcel of land, it has to go through a process. Donald would like to have a heads of agreement between the community and council about Lets get projects done ! Jane let the LRWCT know that there is lots of willingness and keenness from council staff to get these project underway.

**Drainage** is set to start, just wanting on a final resource consent. Jane to follow up. Jane just wanted to be clear, that the drainage work will only elevate the flooding and help with the flow of water, but once there is too much water these works will not change what happens. There is ongoing discussions with NZTA to cost share to cover the open drains on the main street.

**Skate Park** - the area that we wanted has been turned down by environment health team because it breaks the regulations around how close you can be to both residential and commercial area. Vanessa is still getting a planner to look at the regulations, and waiting information from the Sumner group on what there regulations where. Also the decibel rating. There is only one residential flat that is in the 40m zone. It is going to cost a lot of money to put the skate ramp on the green space, where having it on the proposed site that is hard fill would suit better and it is only 7m short of the 40m regulation zone. The Trust could apply for resource consent but Jane feels that the Trust wouldn't get one and it is a risk. We are asking for the skate ramp to be put temporary on the site

**Flooding Hui** - With the covid restrictions on gatherings we need to arrange a meeting with the LRWCT, Rununga and Community Board about if we want to hold a meeting with face masks on etc or do we wait until we are able to hold meetings again, or have an outside meeting. Or do we do a zoom meeting with people for the different organisation and some strong community groups and talk though some ideas and possibilities, costings etc. Anthony feels that the emotion is still high in Little River over the constant flooding issues, and the community want to be meet, talk about ideas, solutions and plan. And hear from technical people. Ecan, NZTA, Zone committee, Rural Rating District, Local Rununga. Jane to follow up with the key people.

**Coronation Library** - The scope of work has been carried out. They know who is going to do the repairs. As soon as Jane get a confirmed date she will let us know. The Coronation Library did get broken into but there was minimal damage. Window broken.

**Community Gardens** - Jane is going to follow up with Megan to come and have a look at the site and see what we have to do to get the ball rolling. Janet, Anthony and Fiona are going to discuss and plan what it could look like, and Janet will draw something up. This is just a starting point to give the community something to look at, but we would like more input from the community on what they would like.

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

**Project Brief** - Drama Workshop Luanne Gordan was meant to be presented at the 4 October meeting, but as the meeting was postponed till 11 October.

Luanne is running a short film workshop from 4-8 October, this came about from the interest she saw in her students wanting to experience performing in front of the camera and collaborating on a script. This is an ongoing short film workshop for the Little River youth during school holidays when activities for youth are needed. A chance to see themselves on screen and have the satisfaction of collaborating together and telling their own stories. A screening for the local community - maybe at the community breakfast. Local kids bonding and working together to create something for their community. There are 5 students all from Little River that have signed up for the workshop. Luanne would like to ask if the LRWCT would help by contributing to the Okuti Hall hire @ \$300

**Motion: That the LRWCT contribute \$300 to pay for the Okuti Hall hire for the Little River Drama Workshop.**

**Moved: Anthony**

**Seconded: Donald**

**Carried Unanimously: Yes**

**Project Brief** - Drum Festival Marcus Puentener

The Drum Festival is being held in Little River area over the weekend of 19 - 21 November, it will be limited to 100 people in an outdoor setting with Covid rules applying. It is a family festival of rhythm and dance, with performance and workshops over 2 evenings and 2 days. It is suitable for anyone. The drum festival has been an annual event in Little River for 10 years. It has been supported by many locals as well as people from outside Canterbury. We have over 50 performers and 10 tutors over the weekend.

Marcus would like to ask if the LRWCT would once again contribute to the Drum Festival - \$1000.

The Trust would like some more information from Marcus. And to clarify what the money is to be used for. School Concert \$800 Community Breakfast drumming \$200 ?

**Little River Gumboot Day** - Kaitlyn Pike

Unfortunately the Gumboot day has been postponed to February 2022 due to Covid 19.

Kaitlyn just wanted to ask that any money that has been deposited into the Trust account that we hold onto this until further notice. Craig said no money was being held at this stage. Fiona to go back to Kaitlyn and check if there should be deposits.

**Welcome to Little River Sign** - John Boyles

John had an update on the sign - John went and visited the carver and he is happy to start the work as soon as he gets instructions. John has rang his office and they have sent the carver an email so

hopefully they have instructed him to start. John informed us that we will need consent from NZTA to put it up. Email was date 2018. John gave Fiona the details to follow up.

**Volunteer Thank you** Fiona requested that we purchase a \$50.00 voucher for Janet, as a thank you for all her time and hard work that she has done over the past year, with the newsletters and planning/drawings for project in the community.

**Motion: To purchase a \$50.00 Little River Cafe voucher as a Thank You for Janet.**

**Moved: Vanessa                      Seconded: Alex**

**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
			<hr/> 2,031.02
 <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
			<hr/> 200.00
 <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		<hr/> 4,553.28

**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 ;	\$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 Movement:</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