



Minutes

Monday 2 May 2022 Birdlings Flat Hall 7.30pm

Board Members

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

Acting Secretary: Fiona McLean **Note Taker** Fiona McLean

Advisors: Jane Harrison

Banks Peninsula Community Board: Tori Peden

Project Coordinator: Fiona McLean

Wairewa Rununga Representative: John Boyles

Members:

Meeting opened 7.30pm

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Call to order, welcome and introductions
Declarations of Conflict of Interest
Apologies
New Members
Confirmation of the previous minutes and Matters arising
Accounts
Reports of Committees/Members
Representations from Members/Public
Date and place of next meeting
Close of meeting

1. Call to order, Chairman's Address, welcome and introductions Fiona Waghorn, Rouke Bakker and Sebastien Mathieu

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.

Apologies: Bonnie, Luanne

Moved that the apologies be accepted:

Moved: Vanessa Seconded: Ryan

Carried Unanimously: Yes

New Members - None

5. Confirmation of previous Minutes and Matters Arising:

The minutes of the Board meeting held on Monday 11th April 2022

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

Moved: Vanessa Seconded: Lyn

Carried Unanimously: Yes

6. Statement of accounts: 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: Donald Second: Lyn

Carried Unanimously: Yes

7. Report of committees/Member

Anthony - Community Garden

If it is too difficult to continue with the community garden on the proposed site on Western Valley Road, Anthony has been approached by someone in the community, that has offered a piece of their land to create a community garden. We would look further into this if Western Valley Road site didn't work out. Look at issues that may arise being on private land.

Mulch - Some money has arrived from the sale of the mulch - money to be donated to the Little River Fire bridge. Some people needed help with trailers and cars with towbars, Anthony said yes that they would find someone to deliver it. There was 120 cube metres of mulch. If there is any left over Anthony will advertise on the LR Facebook page for people to collect it themselves and leave a honesty box for payment. There is still the large logs to deal with, maybe over the winter for people to bring their chainsaws (Trust event) and cut up, and then sell and donate the money to a community groups. Or just sell the long logs for people to cut up themselves. This would be easier and not so much H&S. Lyn to advertise in a couple of months.

Fiona - The SCF has been sent to CCC now waiting on the outcome that will happen in July/August. Fiona went over the tagged funds on hand -which is about \$80,000. This is all tagged money for umbrella groups, e.g. Little River Gym, Okuti River project, Little River Trap Library. Will have to look at how long we have had some of these funds for and when they need to be spent, if there is one.

Dog exercise area - still on-going waiting to have a meeting with the new CCC staff that has taken over from Megan. Hoping to have more information at the next meeting. Fiona to meet Luanne next week to have a look at a timeline.

Confirmed Events for 2022 Flower Power 2022, Senior Hui, Community Breakfast, Easter 2023, Little River A&P show 2023

Fiona to look at prices for the new LRWCT logo to be put on corflute for when we have Events and promotions.

Vanessa - Skate Ramp pump track

Vanessa has been approached by Gabriel from Birdlings Flat regarding the Skate ramp - he would like to get involved with this project To help with the design and to get it off the ground. Vanessa has had no reply from Damion Doyles - so look at approaching other pump track tracks in CHCH and find out who designed them and built them. Look at the click together plastic pump tracks. These are about \$100,00. To look at lotteries fund in the future. The boardwalk over the swale - Vanessa getting a quote from John Hastie, Danny Bulman Fiona to get one from Duane Barnes. Bring to next meeting.

Donald - Wants to carry on with the strategic and planning meeting and get what was discussed at the last meeting started. For the next meeting with a plan, timeline or spread sheet on what is to be achieved. More details. Projects from the Little River Big Ideas document.

Lyn - Website

Lyn has noticed that the website on your phone isn't as good as it was at the start, not fitting the phone size. Not fully phone comparable There are things that need to be improved. Mario asked Lyn to go back to Fatweb with her concerns and see if they can fix them. Sebastien offered to talk to Lyn about the website as he is experienced in this.

8. Representations from the members/public

Rouke - Little River Trap Library

Rouke gave us an update on how the trap library is going. At present he has about \$2,000 in funds to buy more traps but he could always do with more funding to buy more traps. He also has to buy the bait for the traps. There is still have traps available to use. If there is any left-over someone comes and takes them for the month. They try and not have any left in the trap library - more trap that are out the more trapping will be done. Lyn to look at motivating people to continue or start trapping. Education and promotion. Lyn to put link on the Facebook page about the Seven Sharp story with Lucy Butterfield and Karen Bos, Lucy has set about making Banks Peninsula predator free, using advise and traps from Akaroa Library.

9. Date and Place of next meeting. 13 June Little River Service Centre Little River

10. Close of meeting 9.30pm

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 30 April 2022
Including GST

	Apr 2022	YTD Actual
Income		
Christchurch City Council Grant	\$0.00	\$25,267.00
Little River Brochure Advertising	\$0.00	\$71.88
Lottery Grants	\$0.00	\$46,000.00
Okuti River Project Grants Rece	\$0.00	\$11,155.00
Sales	\$100.00	\$100.00
Trailer Hire Income	\$0.00	\$240.00
Trap Library Grants	\$0.00	\$957.55
GST Refunds	\$611.66	\$1,335.47
Total Income	\$711.66	\$85,126.90
Less Operating Expenses		
Accountancy /Treasurer	\$0.00	\$3,998.16
Administration Costs	\$0.00	\$51.11
Audit fees	\$0.00	\$424.35
Bank Fees	\$16.95	\$165.07
Computer Costs	\$0.00	\$86.72
Donations to other organisations	\$0.00	\$4,268.00
Functions and events	\$0.00	\$1,570.09
Insurance	\$0.00	\$1,227.43
Little River Playground/recreatio	\$0.00	\$529.30
Okuti River Project	\$0.00	\$850.00
Printing & Stationery	\$0.00	\$79.99
Rent & Venue Hire	\$0.00	\$420.00
Secretary fees	\$2,400.00	\$19,500.00
Subscriptions	\$53.47	\$528.74
Telephone & Internet	\$0.00	\$287.49
Trap Library	\$91.61	\$1,490.24
Volunteer Costs	\$0.00	\$297.36
Website Costs	\$1,080.00	\$11,405.13
GST Payments	\$0.00	\$6,034.63
Rounding	\$0.00	\$0.01
Total Operating Expenses	\$3,642.03	\$53,213.82
Operating Surplus (Deficit)	-\$2,930.37	\$31,913.08
Plus Non Operating Movements		
Trailer	\$0.00	-\$851.70
Total Non Operating Moveme	\$0.00	-\$851.70
Net Cash Movement	-\$2,930.37	\$31,061.38
Summary		
Opening Balance	\$113,324.89	\$79,333.14
Plus Net Cash Movement	-\$2,930.37	\$31,061.38
Closing Balance	\$110,394.52	\$110,394.52

Expenses to pass meeting 02.05.2022

Invoices paid since last meeting 11.04.2022

12/04/2022	Bunnings Ltd	Trap Library Materials	91.61
12/04/2022	Peninsula Media Ltd Inv 109	Work 29-3 to 8/4 2022	480.00
12/04/2022	Peninsula Media Ltd Inv 107	Lyn Leslie Website work 28.03.2022	600.00
27/04/2022	Fiona McLean	Invoice 62 04/04/2022 -17/04/2022	1,200.00
			<u>2,371.61</u>

Funds Received

12/04/2022	GST refund	Feb- March 2022	611.66
29/04/2022	Wood Chip Income		100.00
			<u>711.66</u>

Expenses to pass meeting 02.05.2022

26/04/2022	Peninsula Media Ltd Inv 112	Work 11/4/2022 to 19/04/2022	540.00
01/05/2022	Fiona McLean	Reimburse Easter Egg hunt costs	198.50
01/05/2022	Fiona McLean	Invoice 63 18/04/2022 to 1 May 2022	1,200.00
30/04/2022	Craig Roberts	Reimburse for Trailer Rego	32.48
	Total		<u>1,970.98</u>

