



Minutes

Board meeting 4 July 2022
Little River Service Centre 7.30pm

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

1. Call to order, Chairman's Address, welcome and introductions

Richard, Ben, Marcus

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, Anthony, Ryan, Jane, Luanne.**

Moved that the apologies be accepted:

Moved: Vanessa Second: Lyn

Carried Unanimously: Yes

4. **New members** - none

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

The minutes of the Board meeting held on Monday 13 June.

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

Moved: Donald Second: Vanessa

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: Donald

Carried Unanimously: Yes

7. **Reports of Committees/Members**

Fiona Updates: Ecan response to invitation to come to a Trust meeting to discuss the process of the Kaituna Feedlot application.

Thank you for your kind invitation. Unfortunately, and I'm sure you'll appreciate that our Consents staff are under pressure at the moment with COVID and related challenges. You will find all the current information on the applications by Wangan Hills for Kaituna Valley here: Wangan Hills- consent applications for Kaituna Valley/ecan.govt.nz. If you have any questions please don't hesitate to ask and do keep an eye on the website for updates.

Community Garden:

Motion: to agree to the request of the conditions of the Christchurch City Council

1. **No planter beds or sheds within 10m setback area.**
2. **No composting or edible fruits, crops or plants within the lower areas near the stream to discourage rodents in this area.**
3. **No fencing along the stream or at right angles that will restrict the 3 waters team from moving along the esplanade stream bank**

Moved: Craig **Second: Donald**
Carried Unanimously: Yes

Lotteries funding application: Application close 20 July. Fiona to apply.

Motion for Fiona to apply for Lotteries funding 2022/2023 for the amount of \$69714.00

Moved: Vanessa **Second: Craig**

Carried Unanimously: Yes

Donald - Walking Festival more funding needed. As there was 5 walks last year in the Selwyn district, it was decided to apply to the Selwyn District Council Community Fund. This is to help with the cost of running this event. Rod Donald Trust supports this application. Donald is going to apply for this funding.

Motion: Donald to apply to the Selwyn District Council Community Fund for \$4,000 for the Banks Peninsula Walking Festival 2022.

Moved: Vanessa **Second: Lyn**

Carried Unanimously: Yes

Flower Power Garden Tour -

John - Request for funding for the Welcome to Little River Sign - The costing has come in at \$25,000. The LRWCT could make application to funders for this amount. Look at the Arts funders. John to get a figure and then we can support the application. The Runanga will fund some of it. What avenues does the Runanga have to apply for funding? This needs to be a partnership between the LRWCT, Community and Runanga. Also look at install costs. Will have to make the look at where the sign will go along with NZTA. At the start of Little River as it is a Welcome Sign. Kelly Barry is the new manager for the Wairewa Runanga and Jaleesa is the Wairewa Runanga Chair.

Tori - Drainage - The open drain that starts from outside the Little River Service Centre to just passed The One Next Door is going to be covered over. NZTA has put this out for tender, so start date to be advised.

NZTA are also looking at a shared pathway from Coop Town to Little River. More detailed to come.

8. Representations from Members/Public

Marcus - Living Stream Nursery - Marcus gave us a update on what was happening at the nursery - They have a new manager Nicky - Marcus is now doing more project base management role. They have built more shade houses out the back, they have put the demonstration garden on hold at the moment, until further notice. This is due to the walk ways on hold. They are still interested in developing that area. They are still ticking along nicely. With future planting day could the LRWCT help with organising the planting day, advertising it on the residents Facebook pages, LRWCT website. The working bee that happen a few weeks ago organised by Fiona Waghorn to plant at the Heritage park - over 20 people turned up also some of the history of the park was retold. Dog exercise area needs planting - arrange a day to meet and discuss planting options.

Marcus - Camping ground being one of the largest accommodation providers in the area, they are planning to do a couple of events this year. One being the Drum Festival, the other is Birdsong (which they have received some funding) which is all female artist.

With these events Marcus would like to request funding, and for the Trust to offer support, he has in the past but has not always been successful. Marcus inquired about the *Walking Festival and how much it was funded and how little the amount of people attended the walks. Especially walks in Little River, there was only 2 walks last year. The economic benefits holding these music events are far greater, with people staying longer and spending money in the village. Marcus would like to continue and get support from the CCC and LRWCT. It is a Banks Peninsula development group that runs the Drum Festival, it has been going for 13 years. Marcus wanted to know what the LRWCT had been doing in the past two years with events, there didn't seem to be any. Fiona explained that due to COVID restrictions, mandates etc, that most of the events are held in CCC building we found it to different holding events that some people in our community couldn't attend due to CCC rules. We have held the Family Easter Egg hunt in April this year and plan to hold the Community Breakfast, Senior Hui, Flooding Hui later in the year. Fiona to send Marcus project brief to fill out. As the Birdsong is a new event the Trust could help as a start-up event in November. The Trust doesn't have an issue with helping to support, as long as we can see a community benefit. Look at having the Community Breakfast the same weekend as Birdsong and have some female artist at the Community Breakfast singing.
*(Walking Festival gets funding from Strengthening Community Fund)

Marcus - up and coming elections Is the LRWCT putting anyone forward for the community board? No. Marcus though there was a few people in the room that would be ideal to stand.

Richard - Little River Farmers Market. The farmers market is looking to apply for funding from RATA Foundation to purchase a small shipping container to store our equipment onsite. We are applying for a \$4500 grant. The application is to purchase a small container, transport it to the site, purchase tie downs (a requirement as per our lease agreement), if necessary put un a foundation and finally once in place, paint the container with a mural to help it tie in the Farmers Market history and surrounds. Part of the application process requires a letter of support from a local community organisation and we were wondering if the LRWCT would be able to write the Farmers Market a letter of support for our application. Richard to send Fiona the application so she knows what they are applying for.

Motion: Little River Farmer Market, write a letter of support for the purpose of their RATA Foundation funding application.

Moved: Lyn

Second: Craig

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 04.07.2022

Invoices paid since last meeting 13.06.2022

15/06/2022	Peninsula Media Ltd Inv 118	Work 23/5/2022 to 01/06/2022	600.00
15/06/2022	Fiona McLean	Invoice 66 30 May 2022 to 12 June 2022	1,200.00
23/06/2022	Little River Fire Brigade	Donation - from Wood chip sales from Anthony Rimmel trees	1,255.00
30/06/2022	Peninsula Media Ltd Inv 121	Work 07/06/2022 to 15/06/2022	540.00
30/06/2022	Fiona McLean	Invoice 67 13 June 2022 to 26 June 2022	1,200.00
30/06/2022	Little River Badminton	Agreed funding for new Shuttlecock - reimburse S.Fowler	192.00
			<hr/>
			4,987.00

Funds Received

12/04/2022	GST refund	April-May 2022	187.99
20/06/2022	Ecan	Okuti River Project fund #3 - Inv0037 LRWCT	5,750.00
			<hr/>
			5,937.99

Expenses to pass meeting 04.07.2022

04/07/2022	Peninsula Media Ltd Inv 123	work 13/06/22 to 28/6/22	600.00
21/06/2022	Marsh Insurance	I02108336 -Public/Statutory / Material Damage	1,060.98
21/06/2022	Marsh Insurance	I02108332 -trailer	193.42
30/06/2022	Craig Roberts & Associates	Agreed to fee 01/07/2021 to 30/06/2022	2,495.50
	Total		<hr/>
			4,349.90

Cash Summary
Little River Wairewa Community Trust
For the month ended 30 June 2022
Including GST

	Jun 2022	YTD Actual
Income		
Christchurch City Council Grants	\$0.00	\$25,465.50
Little River Brochure Advertising	\$0.00	\$71.88
Lottery Grants	\$0.00	\$46,000.00
Okuti River Project Grants Received	\$5,750.00	\$16,905.00
Sales	\$280.00	\$1,255.00
Trailer Hire Income	\$0.00	\$240.00
Trap Library Grants	\$0.00	\$957.55
GST Refunds	\$187.99	\$1,523.46
Total Income	\$6,217.99	\$92,418.39
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	\$198.97
Computer Costs	\$0.00	\$86.72
Donations to other organisations	\$1,447.00	\$5,715.00
Functions and events	\$0.00	\$1,768.59
Insurance	\$0.00	\$1,227.43
Little River Playground/recreation park	\$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	\$3,600.00	\$25,500.00
Subscriptions	\$53.47	\$635.68
Telephone & Internet	\$0.00	\$287.49
Trailer Costs	\$65.00	\$97.48
Trap Library	\$0.00	\$1,455.45
Volunteer Costs	\$0.00	\$297.36
Website Costs	\$1,620.00	\$14,165.13
GST Payments	\$0.00	\$6,034.63
Rounding	\$0.00	\$0.01
Total Operating Expenses	\$6,802.42	\$63,822.85
Operating Surplus (Deficit)	-\$584.43	\$28,595.54
Plus Non Operating Movements		
Trailer	\$0.00	-\$851.70
Total Non Operating Movements	\$0.00	-\$851.70
Net Cash Movement	-\$584.43	\$27,743.84
Summary		
Opening Balance	\$107,661.41	\$79,333.14
Plus Net Cash Movement	-\$584.43	\$27,743.84
Closing Balance	\$107,076.98	\$107,076.98