



‘To support a connect, sustainable and thriving Community’

## Minutes

Board Meeting 5<sup>th</sup> December 2022 Little River Service Centre 7.30pm

### **Board Members**

Anthony Rimell – Chair  
Vanessa Mitchell – Vice Chair  
Craig Roberts – Treasurer/Account  
Mario Downes  
Bonnie Roberts  
Donald Matheson  
Alex Lee  
Lyn Leslie  
Ryan Bucknell  
Luanne Gordan  
Ben Marsh  
Kelly Barry

**Manager**– Fiona McLean

**Advisors** – Ms Penelope Goldstone/Ms Jane Harrison

**Banks Peninsula Community Board** – Lyn Leslie

**Project Coordinator** – Fiona McLean

**Wairewa Runanga Representative** – John Boyles

**Members**

**Meeting open 7.30pm**

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Call to order, chairman’s address, welcome and introductions.  
Welcome Fiona Waghorn

Declarations of conflict of interest – members are reminded of the need to be vigilant and to stand aside from 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 the 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 Roberts, Ryan Bucknell, Alex Lee, Luanne Gordan, Kelly Barry

**Moved that the apologies be accepted**

**Moved: Mario**

**Seconded: Ben**

**Carried Unanimously: Yes**

**New Members** - None

**Confirmation of the previous minutes and matters arising**

The minutes of the board meeting held 5<sup>th</sup> December 2022 are available

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

**Moved: Vanessa**

**Seconded: Craig**

**Carried Unanimously: Yes**

**Statement of Accounts**

**Moved that the accounts as presented be passed for payment and that the statement of income and expenditure be accepted:**

**Moved: Mario**

**Seconded: Ben**

**Carried Unanimously: Yes**

Please see at the end of the minutes Statement of accounts

**Reports from committees/members**

**Fiona** – Community Breakfast. There were about 130/150 people that attended the event, and everyone that I spoke to enjoyed themselves, and commented how nice to was to get together again after a couple of years. Vanessa and I managed to get to most people with the pump track and ridesharing survey. The drummers were great, there was great community participation, with lots of people having a go. Great start to the morning with everyone turning up at 7.00am and helping to get the breakfast ready. In total we spent \$1103.57. Vanessa and I have written down notes on what we need more of next year and what we don't really need.

**Fiona** - Dog exercise area, Fiona is waiting on Matt to get back to her with a start date. Fiona to re message Matt to find out when. Fiona has collected the signage, Metal sign for on the gate, paper copies of the Have your Say to sit at the Service Centre, from the CCC.

**Kathy** - Flower Power 2022 overview

190 tickets sold, cost \$923.94 for advertising tickets etc, \$350 for cellist. Ticket buyers came from Banks Peninsula, Christchurch, Waimakariri, Selwyn. Benefits included bringing visitors to Little River, fostering community spirit and raising money for the community. Feedback was all positive e.g. "the happiest garden trail" (Laura Jones).

It might be time to look at re naming the event. Possibly making it a Little River Garden and Art Trail, might give it broader appeal and could include visits to artists' studio with ticket at \$20.00.

**Anthony** - Fiona's change in Contract

Fiona has asked to add to her currant contract. She would like to add 4 weeks holiday pay and up to 10 days sick leave. This will be pro rata. Fiona left the meeting for the Trustees to discuss.

Outcome. Change to contract – Rest, Reflection, Recreation up to 6 weeks year, pro rata. 4 weeks plus up to 2 weeks

**Moved: Anthony**

**Seconded: Vanessa**

**Carried Unanimously: Yes**

New title: LRWCT Manager

**Moved: Anthony**

**Seconded: Donald**

**Carried Unanimously: Yes**

**Anthony** – Newsletter Anthony thought it would be nice to send out a newsletter at the end of the year to the community, this would highlight what the LRWCT has done over the past year.

Anthony to write a Chairmans report, Rhonda – Senior Hui, Vanessa – Playground/skate pump track, Fiona – Dog exercise area, easter egg hunt, Community breakfast, Kathy – Flower Power.

Also add what would the community like regarding the Little River Big Ideas document. ‘Have your Say’, Donald – Ridesharing

**Vanessa** – Funding for Pump/skate track

Vanessa has had some costings - Pump track \$100,000 and \$38,000 for the half pipe at the end Limitless quote. This is asphalt turf and grass edging. Park Life was a plastic modular option (also quoted) but we felt it has safety issues if a rider left the track on a corner at speed. We

would like to apply for Lotteries Community Facility Grant, they will pay 2/3 of the funding, we have to secure 1/3 funding before we apply for the Lotteries. Vanessa to get a letter from Jane CCC stating we can use the land for this purpose. We need at least \$44,000.

Karl (Limitless) who came to the community breakfast is bring out a little temporally portable ¼ pipe for the kids to play on over the Christmas break. Look at crowd funding, give a little page if we are short.

Motion: An application be made to Air Rescue Services for \$10,000 to go towards funding of the Bike pump track, half pipe area next to the Little River Playground on CCC land. The **total** cost of the project is \$139,600.

Motion: An application be made to the Mainland Foundation for \$20,000 to go towards funding of the Bike pump track, half pipe area next to the Little River Playground on CCC land. The **total** cost of the project is \$139,600.

Motion: An application be made to the NZCT gaming trust for \$10,000 to go towards funding of the Bike pump track, half pipe area next to the Little River Playground on CCC land. The **total** cost of the project is \$139,600.

Motion: An application be made to the Akaroa Lions for \$10,000 to go towards funding of the Bike pump track, half pipe area next to the Little River Playground on CCC land. The **total** cost of the project is \$139,600.

**Moved: Vanessa Mitchell**

**Seconded: Mario Downes**

**Carried Unanimously: Yes**

**Anthony** – Pillar #5 Policy and Governance - conflict of interest

To have a discussion on weather he want to be more formal or just the person deciding they have a conflict of interest. There is nothing in the handbook stating conflict of interest. We are a small community there will always be some form of conflict of interest, everybody must declare it. With Trustees passion to make things happen in the community e.g., Community Garden, skate park, dog exercise area. The key is that we are making sure we are clear that our role in those things is simply to declare it, participate in the conversation, but you can't vote. We will leave the statement “Conflict of Interest” in the meeting agenda and minutes. Make sure the agenda is accurate as possible, giving Trustees forewarning of possible conflict of interest.

**John** – Little River Sign funding has been acquired. The carver has meet with the original carver’s family and some of it can be rebuilt the rest will be new. The top has been saved, just the side posts to be carved. Timeframe will find out more information in the new year. But this is great news. Look into where is possible could go in Little River in the new year. The LRWCT commitment is to decide where it will go with consultation with Wairewa Runanga and various groups. There are six possible locations.

**Fiona Waghorn – CCC Parks**

On Sunday 4<sup>th</sup> December there was a small working bee to finish moving the mulch behind the Silo’s. Will look at cutting down some dead trees. The bench seat that is outside the Little River Service Centre is being replaced. Looking at a new plaque that could go on it, a name have been discussed. Mario to follow up.

Meeting closed 8.50pm

Date and place of next meeting 13 February 2023 Little River Service Centre

Certified as a true and correct copy of the minutes

Signed \_\_\_\_\_Anthony Rimell

Signed \_\_\_\_\_Fiona McLean Manager