

# SOUTH WAIRARAPA DISTRICT COUNCIL

26 OCTOBER 2016

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## AGENDA ITEM B1

### REPORTS/MINUTES OF COUNCIL COMMITTEES AND COMMUNITY BOARDS

#### **Purpose of Report**

To present Council with reports and minutes of Council committees and community boards.

#### **Recommendations**

Officers recommend that the Council:

1. *Receive the information.*
2. *Receive the minutes of the Policy and Finance Committee 21 September 2016.*
3. *Receive the minutes of the Martinborough Community Board 29 August 2016.*
4. *Receive the minutes of the Featherston Community Board 30 August 2016.*
5. *Receive the minutes of the Greytown Community Board 31 August 2016.*

#### **1. Executive Summary**

Minutes of recent meetings are presented to Council for information. Her Worship the Mayor may ask for comment on the content, but no comment can be received in this forum with regards to the accuracy of the minutes.

#### **2. Appendices**

Appendix 1 - Policy and Finance Committee Minutes 10 August 2016

Appendix 2 - Martinborough Community Board Minutes 29 August 2016  
Featherston Community Board Minutes 30 August 2016  
Greytown Community Board Minutes 31 August 2016

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

**Appendix 1 – Policy and  
Finance Committee Minutes  
21 September 2016**



# POLICY AND FINANCE COMMITTEE MEETING MINUTES

21 September 2016

- Present:** Mayor Adrienne Staples (Chair), Councillors Margaret Craig, Dean Davies, Brian Jephson, David Montgomerie, Viv Napier, Colin Olds, Julie Riddell, Solitaire Robertson and Max Stevens.
- In Attendance:** Paul Crimp (Chief Executive), Mark Allingham (Infrastructure and Services Group Manager), Michael Roera (Maori Standing Committee) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in the South Wairarapa District Council Chambers at 19 Kitchener Street, Martinborough and was conducted in public between 12:00pm and 12:17pm.

## A Preliminary Matters

### A1. Apologies

There were no apologies.

### A2. Conflicts of Interest

No conflicts of interest were declared.

### A3. Public Participation

There was no public participation.

### A4. Policy & Finance Committee Minutes 10 August 2016

*P&F RESOLVED (P&F2016/28)* that the minutes of the Policy and Finance Committee meeting held on 10 August 2016 be received and confirmed as a true and correct record.

*(Moved Cr Olds/Seconded Cr Jephson)*

Carried

### A5. Policy and Finance Committee Action Items

*P&F RESOLVED (P&F2016/29)* to receive the action items report.

*(Moved Cr Montgomerie/Seconded Cr Riddell)*

Carried

### A6. Audit and Risk Minutes 18 August 2016

*P&F RESOLVED (P&F2016/30)* to receive the Audit and Risk Working Party Minutes of 18 August 2016.

*(Moved Cr Napier/Seconded Cr Craig)*

Carried

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## **B Policies and Reports**

### **B1. Community Safety and Resilience Working Party – Proposed Change of Terms of Reference**

*P&F RESOLVED (P&F2016/31):*

1. To receive the information.
2. To approve the revised terms of reference for the Community Safety and Resilience Working Party subject to changes as discussed.

*(Moved Cr Robertson/Seconded Cr Napier)*

Carried

3. Action 603: Remove ‘Parks and Reserves contractor representative’ and ‘Amenities Manager or Amenities Administrator’ from Memberships and add ‘South Wairarapa Community Trust’ and Maori Standing Committee or appointed representative’ from Community Safety and Resilience Working Party terms of reference; M Allingham
4. Action 604: Correct the name of the Working Party in clause 5.1 of the Community Safety and Resilience Working Party terms of reference ; M Allingham
5. Action 605: Amend clause 7.1.1. of the Community Safety and Resilience Working Party terms of reference to ‘Meetings will be held on a 6-weekly cycle’; M Allingham

### **B2. Creative Communities Scheme Assessment Group Terms of Reference**

*P&F RESOLVED (P&F2016/32):*

1. To receive the information.
2. To approve the terms of reference for the Creative Communities Assessment Group.

*(Moved Cr Robertson/Seconded Cr Davies)*

Carried

3. Action 606: Organise a Creative Communities Scheme forum for the Wairarapa to include an agenda item to discuss ways to ensure that applicants that apply to all three schemes do not receive more funds than they otherwise should; P Crimp

### **B3. Investment Policy**

Councillors noted that the Investment Policy included in Appendix 1 did not have the recommended change incorporated.

*P&F RESOLVED (P&F2016/33):*

1. To receive the information.
2. To approve the following change to section 2 of the Investment Policy:
  - a. Insert “occasional and short term exceedences of the 30% rule are allowed, such exceedences are to be reported to the Audit and Risk Working Party”.

*(Moved Cr Napier/Seconded Cr Olds)*

Carried

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**C Finances**

Mr Crimp reported that the Audit and Risk Working Party had reviewed the draft Annual Report and that it would be circulated to councillors prior to having a councillors workshop to review accounts. Mr Crimp discussed key variances with councillors.

**Confirmed as a true and correct record**

.....(Chief Executive)

.....(Mayor)

.....(Date)

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## **Appendix 2 –**

**Martinborough Community Board  
Minutes 29 August 2016**

**Featherston Community Board  
Minutes 30 August 2016**

**Greytown Community Board  
Minutes 31 August 2016**



## Martinborough Community Board

### Minutes – 29 August 2016

- Present:** Lisa Cornelissen (Chair), Pam Colenso, Vicky Read, Cr Julie Riddell and Cr Max Stevens.
- In Attendance:** Mayor Adrienne Staples, Paul Crimp (Chief Executive) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the Council Chambers, 19 Kitchener Street, Martinborough on the 29 August 2016 between 6:30pm and 8:10pm.
- Also in Attendance:** Ian Grigor and John Bushell (South Wairarapa Rotary).

#### **PUBLIC BUSINESS**

##### **1. APOLOGIES**

*MCB RESOLVED (MCB 2016/58) to receive apologies from Fiona Beattie.  
(Moved Colenso/Seconded Cr Riddell)*

Carried

##### **2. CONFLICTS OF INTEREST**

Cr Stevens declared a conflict of interest with the application for financial assistance from the Martinborough Mens Shed as he was a member.

##### **3. PUBLIC PARTICIPATION**

- 3.1 Ian Grigor and John Bushell, South Wairarapa Rotary  
Mr Grigor and Mr Bushell, convenors of the Martinborough Fair for the next three years, were seeking to build relationships with the local community to ensure the Fair ran smoothly with as little impact as possible.

##### **4. COMMUNITY BOARD MINUTES/EXPENDITURE**

- 4.1 Martinborough Community Board Minutes – 18 July 2016  
*MCB RESOLVED (MCB 2016/59) that the minutes of the Martinborough Community Board meeting held on 18 July 2016 be received and confirmed as true and correct.  
(Moved Cr Stevens/Seconded Colenso)*

Carried

- 4.2 Action Items from Previous Meeting  
Members discussed the action items and provided updates.

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*MCB RESOLVED (MCB 2016/60):*

1. To unallocate funds from the Rural South Wairarapa Sports Inc. Astro turf project and place them back in the general fund.  
*(Moved Cr Riddell/Seconded Read)* Carried
2. Action 515: Write to the Rural South Wairarapa Sports Inc. and advise them that funds have been withdrawn, but invite them to reapply when land has been secured and a plan for moving forward has been developed; P Crimp
3. Action 516: Gain clarity on Martinborough flag hanging invoice charges and advise the MCB; P Crimp

4.3 Income and Expenditure Statement to 31 July 2016

*MCB RESOLVED (MCB 2016/61) to receive the Income and Expenditure Statement to 31 July 2016.  
(Moved Cr Riddell/Seconded Cornelissen)* Carried

4.4 Pain Farm Statement to 30 June 2016

*RESOLVED (MCB 2016/62):*

1. To receive the Pain Farm Financial Statement to 30 June 2016.  
*(Moved Cr Riddell/Seconded Colenso)* Carried
2. Action 517: Provide a revised Pain Farm Financial Statement to the November 2016 MCB meeting which includes all funds committed to the Waihinga Centre; P Crimp

**5. OPERATIONAL REPORTS – COUNCIL OFFICERS**

5.1 Officers Report

*MCB RESOLVED (MCB 2016/63) to receive the Officers' Report.  
(Moved Cornelissen/Seconded Read)* Carried

5.2 Martinborough Christmas Parade Funding Request

*MCB RESOLVED (MCB 2016/64):*

1. To receive the Officers' Report.
2. To agree to contribute up to \$650 towards the organisation of the Martinborough Christmas Parade, via way payment to the brass band, DJ, and the jazz band.  
*(Moved Read/Seconded Cr Riddell)* Carried

5.3 Pain Farm Report for the Quarter to 30 June 2016.

*MCB RESOLVED (MCB 2016/65):*

1. To receive the information.
2. To agree to the removal of pine trees as proposed in the report.

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3. To request, as part of the next Pain Farm report, a report on the status of the other shelter belts and the likely work and future costs of maintaining the shelter belts over the next 10 years.

*(Moved Cornelissen/Seconded Read)*

Carried

4. Action 518: Arrange for Council's farm adviser to discuss the terms of the Pain Farm lease with the current leaseholder with a view to rolling over the current leaseholder; M Allingham

#### 5.4 Salvage and Re-use of Shelter from Playground

*MCB RESOLVED (MCB 2016/66):*

1. To receive the information.
2. To approve the salvage of the shelter and picnic tables from Martinborough Playground for future re-use at another Martinborough site.
3. To request from Council officers a recommendation for relocation including a landscape plan and associated costs.

*(Moved Colenso/Seconded Cr Stevens)*

Carried

4. Action 519: Provide Vicky Read with the Martinborough Pool plans showing available space for a pergola so Vicky can modify to include the pergola; M Allingham

#### 5.5 Community Board Grant Summary

*MCB RESOLVED (MCB 2016/67) to receive the information.*

*(Moved Cr Riddell/Seconded Colenso)*

Carried

#### 5.6 SWDC Fraud Policy Review Report

*MCB RESOLVED (MCB 2016/68):*

1. To receive the information.
2. Action 520: Correct the numbering reference in clause 4.2.2.2 of the proposed SWDC Fraud Policy; P Crimp

*(Moved Cr Stevens/Seconded Cornelissen)*

Carried

#### 5.7 Directional Sign Policy for Accommodation, Information and Tourist Attractions

Members discussed the report and the blue signage application and provided feedback on the proposed policy. Wording on new signs needed to be generic and non-business specific.

*MCB RESOLVED (MCB 2016/69):*

1. To receive the information.
2. That the policy should be amended so that no more than seven blue signs are permitted on any one stand, except pre-existing stands which are to follow a sinking lid policy.
3. That the costs of new signs are met by business owners, including erecting of supporting posts if necessary.

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4. That the process is run by Council officers with applications going to the Community Board for approval.

*(Moved Cr Riddell/Seconded Cornelissen)*

Carried

5. Action 521: Write to Ruakokoputuna Olives declining their application for a blue sign on the intersection of White Rock Road and Jellicoe Streets; P Crimp

## **6. COMMUNITY BOARD/COUNCILLORS REPORTS**

### **6.1 Chair Report**

*MCB RESOLVED (MCB 2016/70):*

1. To receive the chair's report.
2. To underwrite the cost of the Waihinga Centre turf turning event to a maximum of \$1,000.

*(Moved Cr Stevens/Seconded Colenso)*

Carried

3. To agree to Mitre 10 storing and managing the loan/hire of fairy lights.
4. To agree that only community groups could use the lights on a no charge per use basis, but that liability for breakage would apply.
5. That Lisa Cornelissen should design a fairy lights hire request form, liaise with Mitre 10 to confirm the loans process and arrange for the form to be made available on Council's website.

*(Moved Cr Stevens/Seconded Colenso)*

Carried

### **6.2 Martinborough Town Hall Signage**

Ms Read had received a request for the Town Hall to have a sign placed on the outside wall. The Community Board agreed that as the building was entering a construction phase it wasn't appropriate to attach signage, but that a request would be made to Council for signage once the project had been completed.

### **6.3 Waihinga Centre Update**

Ms Read gave a verbal update from a construction team meeting. Quotes were being sought for essential landscaping, security fencing would be erected shortly with demolition of the kitchen to follow. Council had granted permission for stage 2 fundraising to commence.

### **6.4 Regional Economic Development Conference**

Ms Read spoke to the report included in the agenda and encouraged collaboration and a focus on digital connectivity.

### **6.5 Lack of Residential Land Available for Sale in Martinborough**

Cr Stevens discussed the lack of residential sections available for sale due to subdivision and town boundary restrictions imposed by the District Plan with members.

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*MCB RESOLVED (MCB 2016/71)* to recommend to Council to give consideration and make budget provision in the 2017/2018 Annual Plan to undertake a plan change to review zoning and town boundaries in Martinborough.

*(Moved Cr Stevens/Seconded Read)*

Carried

6.6 Council Report: Community Safety and Resilience Working Party

*MCB RESOLVED (MCB 2016/72)* to receive the report.

*(Moved Cornelissen/Seconded Read)*

Carried

Mrs Cornelissen thanked Mayor Staples, Mrs Colenso, Cr Riddell and Cr Stevens, for their work and input into the Community Board over the years.

## **7. CORRESPONDENCE**

### 7.1 Inwards

From Victim Support to Martinborough Community Board dated 4 August 2016

From David Kershaw to Lisa Cornelissen, Martinborough Community Board, received 22 August 2016

*MCB RESOLVED (MCB 2016/73)* to receive the inwards correspondence.

*(Moved Cr Stevens/Seconded Cr Riddell)*

Carried

## **8. FINANCIAL ASSISTANCE**

### 8.1 Martinborough Mens Shed

*MCB RESOLVED (MCB 2016/74)* to grant the Martinborough Mens Shed \$1,540 to assist with the costs of repairing the main switchboard to achieve compliance and to install overhead electrical cables in the machine room.

*(Moved Cornelissen/Seconded Cr Riddell)*

Carried

### 8.2 Wairarapa Citizen's Advice Bureau

*MCB RESOLVED (MCB 2016/75):*

1. To grant the Wairarapa Citizen's Advice Bureau \$350 to assist with the running costs of the Bureau.
2. To encourage the Citizen's Advice Bureau to continue to collect data to show how many South Wairarapa people they are assisting.

*(Moved Cornelissen/Seconded Cr Riddell)*

Carried

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8.3 Wairarapa SPCA

The application from the Wairarapa SPCA was declined and referred to Council as members believed this was a district wide issue rather than a Martinborough Community Board issue.

8.4 Greytown Scouts

*MCB RESOLVED (MCB 2016/76):*

1. To grant the Greytown Scouts \$250 to assist with the costs of attending jamboree.
2. To invite Lilly McMahon to attend the Board meeting in February to let the Board know how Jamboree went.

*(Moved Cornelissen/Seconded Cr Riddell)*

Carried

**Confirmed as a true and correct record**

.....Chairperson

.....Date

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## Featherston Community Board

### Minutes – 30 August 2016

- Present:** Lee Carter (Chair), Katie Beattie, Cr Dean Davies, Peter Jackson, Cr Solitaire Robertson and Garry Thomas.
- In Attendance:** Mayor Adrienne Staples, Paul Crimp (Chief Executive) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in Kiwi Hall, 62 Bell Street, Featherston. The meeting was conducted in public between 7:00pm and 8:40pm.
- Also in Attendance:** Roz Harding and Trevor Benton (Cross Creek Railway Society), Robyn Ramsden, Amy Sutich and Brenda West (Featherston Emergency Response Plan Workshop Group) and Andrew Bos and Diane Livingston (Wellington Free Ambulance).

#### **PUBLIC BUSINESS**

##### **1. APOLOGIES**

There were no apologies.

##### **2. CONFLICTS OF INTEREST**

Cr Robertson declared a conflict of interest with agenda item '7.2 Anzac Hall Landscaping' as she was President of the Featherston Anzac Club.

##### **3. PUBLIC PARTICIPATION**

###### **3.1 Roz Harding and Trevor Benton, Cross Creek Railway Society**

Ms Harding with support from Mr Benton, tabled a project description (stages 1-4) of the Cross Creek Railway Society project and requested the Community Board approve stages two, three and four of the Mini Fell Complex to achieve a continuous development flow. Ms Harding reported that stage one was complete with the exception of a new pedestrian crossing and street light repositioning and the goal was for the remaining stages to be completed by 17 September 2016 prior to grants expiring in October.

##### **4. PRESENTATIONS**

###### **4.1 Andrew Bos and Diane Livingston, Wellington Free Ambulance**

Mr Bos with support from Ms Livingstone outlined how the Wellington Free Ambulance call centre and ambulance allocation operated. Nurses in the call centre screened calls and determined patient risk. Up to 7% of calls were resolved on the phone with the remainder of patients receiving a call back within 30 minutes in order to arrange ambulance

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dispatch. A Fire Service appliance was dispatched at the same time as an ambulance and could arrive prior to the ambulance. Communications material was tabled.

4.2 Featherston Emergency Response Plan Workshop Group

Mrs Ramsden, Mrs West and Ms Sutich reported on the first Featherston Emergency Response Planning workshop which was attended by 20 people. Promotion was being undertaken to encourage attendance at workshops scheduled for the 18 October and 12 November 2016. It was hoped that local interest would be high enough to support a Featherston based training session.

**5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATION**

5.1 Cross Creek Railway Society

Discussion deferred until agenda item 7.5.

5.2 Wellington Free Ambulance

The Community Board undertook to place the completed brochure on their Facebook page.

5.3 Featherston Emergency Response Plan Workshop Group

Mrs Carter thanked the Group and passed on a workshop compliment from the WREMO coordinator.

**6. COMMUNITY BOARD MINUTES/EXPENDITURE**

6.1 Featherston Community Board Minutes – 19 July 2016

*FCB RESOLVED (FCB 2016/58)* that the minutes of the Featherston Community Board meeting held on 19 July 2016 be confirmed as a true and correct record subject to the removal of Katie Beattie from those present and the addition of Garry Thomas to those present.

*(Moved Carter/Seconded Jackson)*

Carried

6.2 Action items from previous meeting

Members discussed the action items and updates were provided.

6.3 Income and Expenditure Statement

*FCB RESOLVED (FCB 2016/59)* that the Income and Expenditure Statement to 31 July 2016 be received.

*(Moved Thomas/Seconded Carter)*

Carried

**7. OPERATIONAL REPORTS – COUNCIL OFFICERS**

7.1 Officers' Report to Community Boards

Members discussed processing of resource consents by consultants in order to manage workload peaks.

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*FCB RESOLVED (FCB2016/60) to receive the information.  
(Moved Jackson/Seconded Beattie)* Carried

7.2 Anzac Hall Landscaping  
*FCB RESOLVED (FCB 2016/61) to receive the information.  
(Moved Carter/Seconded Jackson)* Carried

7.3 Community Board Grants Summary  
*FCB RESOLVED (FCB 2016/62) to receive the information.  
(Moved Thomas/Seconded Carter)* Carried

7.4 SWDC Fraud Policy Review  
*FCB RESOLVED (FCB 2016/63):*  
1. To receive the information.  
*(Moved Carter/Seconded Jackson)* Carried

2. Action 537: Clarify and add context to clauses 4.1.4 and 4.1.5 of the Fraud Policy; P Crimp

7.5 Cross Creek Railway – Further Developments in Clifford Square  
*FCB RESOLVED (FCB 2016/64):*  
1. To receive the information.  
*(Moved Carter/Seconded Beattie)* Carried

2. To approve the proposed extension of the Cross Creek Railway engine shed.  
*(Moved Jackson/Seconded Carter)* Carried

3. To approve the proposed alterations to the tunnel and bridge track features on the Village Green.  
*(Moved Jackson/Seconded Carter)* Carried

## **8. COMMUNITY BOARD – COUNCILLORS REPORTS**

8.1 Chair's report  
*FCB RESOLVED (FCB2016/65) to receive the report.  
(Moved Jackson/Seconded Beattie)* Carried

8.2 Featherston Website Draft Design Brief  
Mr Jackson discussed the report with members. It was noted that the incoming Board would need to commit to the website both financially and administratively. Mr Jackson undertook to liaise with the incoming Board.  
*FCB RESOLVED (FCB 2016/66):*  
1. To receive the information.  
2. To approve the first draft of the website design brief with a view to the brief being further developed to final draft stage.

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3. To recommend that the incoming Featherston Community Board consider allocating \$3,000 to the Featherston website project.  
(*Moved Carter/Seconded Thomas*)

Carried

### 8.3 Featherston Community Response Plan Update

*FCB RESOLVED (FCB 2016/67):*

1. To receive the information.
2. To agree to future public meetings/workshops.
3. To recommend that this initiative be continued by the incoming Featherston Community Board.
4. To recommend that this report be placed on the agenda of the first meeting of the triennium of the Featherston Community Board.

(*Moved Carter/Seconded Thomas*)

Carried

### 8.4 Council Report: Community Safety and Resilience working Party

*FCB RESOLVED (FCB 2016/68) to receive the information.*

(*Moved Cr Robertson/Seconded Jackson*)

Carried

### 8.5 Featherston Footpath Journey in a Wheelchair

Mrs Carter discussed the report with members including pedestrian crossings on State Highway 2 and associated gradients to the road. Mrs Carter undertook to follow-up the report and the Community Board footpath priorities with the Infrastructure and Services Group Manager.

*FCB RESOLVED (FCB 2016/69):*

1. To receive the information.
2. To support the need for continuous improvement of our footpaths for people who are in wheelchairs and mobility scooters.
3. To support early attention to wheelchair access to the Featherston Library, upgrade of the gradient to the crossing on State Highway 2, and footpath access on the corner of Fox and Daniel Streets.
4. To recommend that Council officers address footpath concerns as addressed in the 'Featherston Footpath Journey in a Wheelchair Report' and present a report to the incoming Board in November 2016.

(*Moved Carter/Seconded Beattie*)

Carried

## 9. CORRESPONDENCE

### 9.1 Inwards

From Victim Support, to Featherston Community Board, dated 4 August 2016

*FCB RESOLVED (FCB 2016/70) to receive the inwards correspondence.*

(*Moved Cr Robertson/Seconded Beattie*)

Carried

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**10. FINANCIAL ASSISTANCE**

10.1 Wairarapa Citizens Advice Bureau

*FCB RESOLVED (FCB 2016/71) to grant the Wairarapa Citizens Advice Bureau \$350 to assist with the running costs of the Bureau.*

*(Moved Carter/Seconded Thomas)*

Carried

10.2 Featherston Football Club

Members noted that Council had agreed to apply the Concessions for Charitable and Like Community Organisations and Groups Policy.

*FCB RESOLVED (FCB 2016/72) to decline the application from the Featherston Football Club as it did not meet the criteria.*

*(Moved Carter/Seconded Beattie)*

Carried

**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

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## Greytown Community Board

### Minutes – 31 August 2016

- Present:** Shane Atkinson (Chair), Cr Margaret Craig, Cr Viv Napier, Leigh Hay, Christine Stevenson (from 7:01pm) and AJ Southey.
- In Attendance:** Mayor Adrienne Staples, Paul Crimp (Chief Executive) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 31 August 2016 between 7:00pm and 8:10pm.
- Also in Attendance:** Geoff Clark, Alisoun Werry and Stan Mangin (Greytown Community Response Team).

#### **PUBLIC BUSINESS**

##### **1. APOLOGIES**

*GCB RESOLVED (GCB 2016/50) to receive apologies from Ian Farley.  
(Moved Hay/Seconded Cr Craig)*

Carried

##### **2. CONFLICTS OF INTEREST**

Shane Atkinson and Cr Viv Napier declared a conflict of interest with the application for financial assistance from the Greytown Trails Trust as they were members of the Trust.

##### **3. PUBLIC PARTICIPATION**

###### **3.1 Geoff Clark**

Mr Clark spoke on Greytown Community Board under expenditure for the years 2014, 2015 and 2016 and queried why the Board hadn't spent its allocated budget. Mr Clark recommended the Board adopt a budget and then spend all allocated funds wisely.

###### **3.2 Alisoun Werry**

Mrs Werry thanked Mr Crimp for forwarding the uncovered Ombudsman's decision on the walkway between West and Cotter Streets and resubmitted comments made previously to the Board that Mr Hugh Cotter wanted Greytown to have the use of the land as a walkway and for Council to facilitate getting the gate unlocked.

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#### **4. PRESENTATIONS:**

##### **4.1 Katie Abbott, Tree Advisory Group**

Ms Abbott updated the Board on the status of Council's planned annual pruning and the status of the Progressive Foods development consent particularly in relation to the protection of the copper beech tree. The Tree Advisory Group would like a copy of the arborists report on the tree and suggested an independent arborist is engaged, and that in conjunction with the Community Board a petition is started to save the tree.

##### **4.2 Stan Mangin, Greytown Community Response Team**

Mr Mangin submitted attendance apologies from Mr Gray, tabled a report on Youth in Emergency Services (YES), and spoke about the programme.

#### **5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS**

##### **5.1 Geoff Clark**

Mr Atkinson was comfortable with the existing budgetary arrangements which allowed funds to be carried over to the following year and allowed the Board to carry out larger projects.

##### **5.2 Greytown Emergency Response Team**

*GCB RESOLVED (GCB 2016/51)* to make community response planning a permanent agenda item.

*(Moved Cr Craig/Seconded Hay)*

Carried

##### **5.3 Alisoun Werry**

Mr Crimp advised that the sale process of the land between West and Cotter Streets had been halted as the walkway had become a designated road in 1949. The locked gates would be reviewed and a report presented to the new Council early 2017.

##### **5.4 Tree Advisory Group**

Mrs Hay undertook to provide Freshchoice with the Farley's Oak report and contact details of an independent arborist.

#### **6. COMMUNITY BOARD MINUTES/EXPENDITURE**

##### **6.1 Greytown Community Board Minutes – 20 July 2016**

*GCB RESOLVED (GCB 2016/52)* that the minutes of the Greytown Community Board meeting held on 20 July 2016 be confirmed as a true and correct record.

*(Moved Cr Craig/Seconded Hay)*

Carried

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- 6.2 Action Items from Previous Meeting  
Members discussed the action items and updates were provided.
- 6.3 Income and Expenditure Statement to 31 July 2016  
*GCB RESOLVED (GCB 2016/53):*
1. To receive the Income and Expenditure Statement to 31 July 2016
  2. To note that salaries were to 30 June 2017 not 30 June 2016 as stated.  
*(Moved Stevenson/Seconded Cr Napier)*
- Carried

## **7. OPERATIONAL REPORTS – COUNCIL OFFICERS**

- 7.1 Officers Report  
*GCB RESOLVED (GCB 2016/54)* to receive the Officers’ Report.  
*(Moved Hay/Seconded Stevenson)*
- Carried
- 7.2 Community Board Grants Summary  
*GCB RESOLVED (GCB 2016/55)* to receive the information.  
*(Moved Hay/Seconded Cr Craig)*
- Carried
- 7.3 Naming of New Road, Pinehaven Orchards Subdivision  
*GCB RESOLVED (GCB 2016/56):*
1. To receive the information.
  2. To support the name “James Kidd Place”.  
*(Moved Cr Napier/Seconded Stevenson)*
- Carried
- 7.4 SWDC Fraud Policy Review Report  
Members suggested a reference to the prevention methods used during the recruitment process in clause 4.2.3.  
*GCB RESOLVED (GCB 2016/57)* to receive the information.  
*(Moved Cr Craig/Seconded Stevenson)*
- Carried
- 7.5 Gray Memorial Seat, Greytown  
Members noted that the seat had not been repaired and painted. Mrs Hay reported that the Cobblestones Trustees would accept the Gray memorial seat.  
*GCB RESOLVED (GCB 2016/58):*
1. To receive the information.
  2. To give approval to the proposal to offer the seat to Cobblestones Museum for relocation there.
  3. That if the Greytown Menz Shed agree, to uplift the seat and arrange for the Menz Shed to repair and paint the seat.
  4. That Council should reimburse the Menz Shed \$150 for services.  
*(Moved Hay/Seconded Cr Napier)*
- Carried

### **DISCLAIMER**

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## 8. COMMUNITY BOARD/COUNCILLOR REPORTS

- 8.1 Greytown Community Response Planning  
Discussed under item 5.2.
- 8.2 Greytown Youth Park Update  
Cr Napier gave a verbal update from a recent meeting of the Steering Group. In addition to concept plans, the Group was looking to prepare a trust deed and a communications strategy. Cr Napier advised the incoming Community Board to create a strategic plan for the south end of Greytown due to growth and development in the area.  
*GCB RESOLVED (GCB 2016/59)* that up to \$3,000 from the money granted in the 15/25 LTP be released to the Greytown Wheels Park Steering Group so concept plans for a Greytown youth park can be pursued.  
*(Moved Cr Napier/Seconded Hay)* Carried
- 8.3 Greytown Flag Hanging Schedule/Template  
*GCB RESOLVED (GCB 2016/60)* to adopt the Greytown flag hanging schedule.  
*(Moved Hay/Seconded Stevenson)* Carried
- 8.4 Draft Annual Spending Plan  
*GCB RESOLVED (GCB 2016/61)* to adopt the Draft Annual Spending Plan.  
*(Moved Hay/Seconded Stevenson)* Carried
- 8.5 Chairman's Report 22 August 2016, Arbor House  
*GCB RESOLVED (GCB 2016/62)* to receive the report.  
*(Moved Cr Craig/Seconded Cr Napier)* Carried
- 8.6 Council Report: Community Safety and Resilience Working Party  
*GCB RESOLVED (GCB 2016/63)* to receive the report.  
*(Moved Cr Craig/Seconded Cr Napier)* Carried
- 8.7 General  
Mrs Stevenson had attended a Greytown wastewater treatment plant meeting.  
Mayor Staples thanked Board members for the work undertaken in Greytown for the benefit of the community. Cr Napier thanked Mr Atkinson and Mr Farley who were not standing for re-election.

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**9. CORRESPONDENCE**

9.1 Inwards

From Rhonda Ashworth, Arbor House, to Chairperson, Greytown Community Board, dated 25 July 2016

From Kevin Tso, Victim Support, to Chairperson, Greytown Community Board, dated 4 August 2016

9.2 Outwards

To Graeme Gray, Cobblestones Museum, from Committee Secretary, on behalf of Greytown Community Board, dated 28 July 2016

*GCB RESOLVED (GCB 2016/64) to receive the inwards and outwards correspondence.*

*(Moved Stevenson/Seconded Cr Napier)*

Carried

**10. FINANCIAL ASSISTANCE**

10.1 Greytown Trails Trust

*GCB RESOLVED (GCB 2016/65) to grant Greytown Trails Trust \$1,000 to assist with the maintenance costs of the Greytown Rail Trail.*

*(Moved Cr Craig/Seconded Stevenson)*

Carried

10.2 Greytown Scouts

*GCB RESOLVED (GCB 2016/66) to grant the Greytown Scouts \$500 to assist with the costs associated with attending Jamboree.*

*(Moved Cr Napier/Seconded Stevenson)*

Carried

**Confirmed as a true and correct record**

.....Chairperson

.....Date

**DISCLAIMER**

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