



## **GREYTOWN COMMUNITY BOARD**

### **Agenda**

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#### **NOTICE OF MEETING**

An ordinary meeting will be held in the Green Room, Greytown Town Centre, 89 Main Street, Greytown on Thursday 2 May 2019 at 7:00pm.

#### **MEMBERSHIP OF THE COMMUNITY BOARD**

Leigh Hay (Chair), Ann Rainford, Christine Stevenson, Cr Colin Wright and Cr Mike Gray.

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#### **PUBLIC BUSINESS**

##### **HEALTH AND SAFETY BRIEF**

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

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

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

- 3.1 Shane Atkinson, speaking about the St Luke's Eucalypt tree.
- 3.2 Brian Baxter, Cobblestones Museum, speaking about Greytown Trust Lands Trust change to a long-standing funding arrangement with Cobblestones and the likely impact to the museum.

##### **4. ACTIONS FROM PUBLIC PARTICIPATION:**

*As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.*

##### **5. REPORT FROM COMMITTEES:**

- 5.1 Tree Advisory Group

##### **6. COMMUNITY BOARD MINUTES:**

- 6.1 Minutes for Approval: Greytown Community Board Minutes of 13 March 2019

**Proposed Resolution:** *That the minutes of the Greytown Community Board meeting held on 13 March 2019 be confirmed as a true and correct record.*

## **7. CHIEF EXECUTIVE AND STAFF REPORTS:**

- |     |                                      |                    |
|-----|--------------------------------------|--------------------|
| 7.1 | Committee Minutes Report             | <b>Pages 6-14</b>  |
| 7.2 | Action Items Report                  | <b>Pages 15-20</b> |
| 7.3 | Income and Expenditure Report        | <b>Pages 21-27</b> |
| 7.4 | Financial Assistance                 | <b>Pages 28-29</b> |
| 7.5 | Extraordinary Vacancy (to be tabled) |                    |

## **8. NOTICES OF MOTION:**

- 8.1 None advised

## **9. CHAIRPERSON'S REPORT:**

- |        |  |                    |
|--------|--|--------------------|
| 9.1    | Chair's Report                                   | <b>Pages 30-41</b> |
| 9.1.1. | Clock for Swimming Pool                          |                    |
| 9.1.2. | Payment for Banner for Community Event           |                    |
| 9.1.3. | Greytown After 5 (GA5)                           |                    |
| 9.1.4. | Annual Plan Submission                           |                    |
| 9.1.5. | Wow Flags on Main Street, Greytown               |                    |
| 9.1.6. | Flowers for Margaret Craig                       |                    |
| 9.1.7. | New Signs in Greytown – Beautification Programme |                    |
| 9.1.8. | LGNZ Conference Programme                        |                    |
| 9.1.9. | Civic Awards                                     |                    |
| 9.2    | Chair's Report                                   | <b>Pages 42-45</b> |

## **10. MEMBER REPORTS (INFORMATION):**

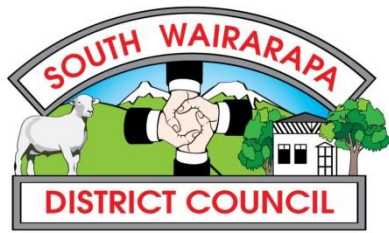
*Proposed Resolution: That members reports be received.*

- 10.1 IT Update; Ann Rainford
- 10.2 Community Clinics Update; Ann Rainford/Cr Mike Gray
- 10.3 Civil Defence; Cr Mike Gray
- 10.4 Verbal update on LGNZ conference; Ann Rainford/Leigh Hay
- 10.5 Verbal update on Community Event; Ann Rainford
- 10.6 Greytown Cemetery Planting/GCB Beautification Plan

## **11. CORRESPONDENCE**

*Proposed Resolution: To receive the inwards correspondence and approve the outwards correspondence.*

- |      |   |                    |
|------|---|--------------------|
| 11.1 | Outwards  |                    |
|      | To Masjid al Noor Wairarapa, from Leigh Hay, Greytown Community Board | <b>Page 46</b>     |
| 11.2 | Inwards   |                    |
|      | To Greytown Community Board from Victim Support, autumn 2019          | <b>Pages 47-51</b> |



## Greytown Community Board

Minutes – 13 March 2019

- Present:** Leigh Hay (Chair), Ann Rainford (Deputy Chair), Mike Gray, Christine Stevenson, Cr Margaret Craig and Cr Wright.
- In Attendance:** Mayor Viv Napier, Mark Allingham (Group Manager Infrastructure and Services), Suzanne Clark (Committee Secretary) and for part only Jo Dean (Zero Waste Co-ordinator) and Bryce Neems (Amenities Manager).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 13 March 2019 between 7:00pm and 8:55pm.
- Also In Attendance:** Jez Partridge (Tree Advisory Group).

### PUBLIC BUSINESS

Mrs Hay acknowledged Cr Craig for her contribution to Greytown Community Board and Council over four terms.

Mrs Hay congratulated Mike Gray who has been appointed as councillor for the Greytown Ward. Mr Gray would be sworn in on the 18 March 2019.

Mrs Hay acknowledged Paul Crimp, outgoing Chief Executive, and welcomed Bryce Neems, Council's Amenities Manager. All acknowledgements were tabled.

Mrs Hay advised that a report on a proposed art exhibition and the Greytown After 5 event would be made under '10 Members' Reports'.

#### 1. APOLOGIES

No apologies were received.

#### 2. CONFLICTS OF INTEREST

There were no conflicts of interest.

#### 3. PUBLIC PARTICIPATION

There was no public participation.

#### 4. TREE ADVISORY GROUP

Mr Partridge updated members on the St Luke's Church gum tree and the proposal to put in a bracing system.

Mr Neems had ordered a second arborists report for Colliers Reserve and would be undertaking a two-year maintenance plan of trees in the Reserve. Farley's Oak would be assessed for safety and viability next time it was

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reviewed and an arborists report was being prepared for a tree in Stella Bull Park.

## 5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS

There were no actions from public participation.

## 6. COMMUNITY BOARD MINUTES

### 6.1 Greytown Community Board Minutes – 30 January 2019

*GCB RESOLVED (GCB 2019/10)* that the minutes of the Greytown Community Board meeting held on 30 January 2019 be confirmed as a true and correct record.

*(Moved Hay/Seconded Gray)*

Carried

## 7. CHIEF EXECUTIVE AND STAFF REPORTS

### 7.1 Officer's Report

Jo Dean provided an update on Long Term Plan waste initiatives as well as other zero waste initiatives.

Bryce Neems introduced himself, outlined amenities tasks being undertaken in Greytown. Amenities requests for action were to be funnelled through the Chair.

*GCB RESOLVED (GCB 2019/11)* to receive the Officer's Report.

*(Moved Cr Craig/Seconded Stevenson)*

Carried

### 7.2 Action Items Report

*GCB RESOLVED (GCB 2019/12):*

1. To receive the Action Items Report.

*(Moved Hay/Seconded Gray)*

Carried

2. Action 115: Provide advice to Leigh Hay on health and safety considerations and whether permission can be granted to a community group wanting to paint the picket fence at the entrance to Greytown; M Allingham

3. Action 116: Request new Greytown speed data from NZTA, distribute to the GCB for members to review and determine any next steps; M Allingham

4. Action 117: Advise the GCB what options are available for controlling wild rabbits in the vicinity of Udy Street; R O'Leary

### 7.3 Income and Expenditure Report

*GCB RESOLVED (GCB 2019/13)* to receive the Income and Expenditure Statement for the period 1 July 2018 – 31 January 2019.

*(Moved Hay/Seconded Rainford)*

Carried

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#### 7.4 Applications for Financial Assistance

*GCB RESOLVED (GCB 2019/14):*

1. To receive the Applications for Financial Assistance Report and consider the grant applications.  
(*Moved Hay/Seconded Rainford*) Carried
2. To grant Wairarapa Rape and Sexual Abuse Collective \$200 to assist with the costs of providing a ‘Say no to Rape’ education programme.  
(*Moved Hay/Seconded Stevenson*) Carried
3. To grant the Wharekaka Trust Board \$500 to assist with meals on wheels service provision to Greytown residents.  
(*Moved Hay/Seconded Rainford*) Carried

#### 7.5 SWDC Logo and Branding Working Party

Mayor Napier thanked Mrs Hay for doing a thorough and professional job.

*GCB RESOLVED (GCB 2019/15)* to receive the SWDC Logo and Branding Working Party Report.

(*Moved Hay/Seconded Gray*) Carried

### 8. NOTICES OF MOTION

There were no notices of motion.

### 9. CHAIRPERSONS REPORT

#### 9.1 Chairperson’s Report

Mrs Hay discussed items as presented in the Chair’s Report.

Mr Gray provided an update on the LGNZ symposium on localism he attended with Mrs Rainford and Mayor Napier.

Cr Craig reported that 28 nominations for Civic Awards had been received and a ceremony would be held on the 1 April 2019.

Mrs Rainford updated members on the cross over between Digital Seniors and the Kuranui IT programme.

*GCB RESOLVED (GCB 2019/16):*

1. To receive the Chairperson’s Report.  
(*Moved Hay/Seconded Cr Craig*) Carried
2. To approve a cost of \$157 for payment of flyers to promote the IT programme, and an additional \$400 to be used for the payment of promoting the IT programme over the next 3 months.  
(*Moved Hay/Seconded Gray*) Carried
3. To approve a cost of \$675 plus GST for payment of “pick up after your dog” signs.  
(*Moved Hay/Seconded Stevenson*) Carried

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4. To approve a cost of \$500 plus GST for payment of flyers to promote a community event.  
(*Moved Hay/Seconded Cr Craig*) Carried

## **10. MEMBERS REPORTS (INFORMATION)**

### 10.1 Mayors Report

*GCB RESOLVED (GCB 2019/17)* to receive the Governance Review, Council Committees and Working Parties Structure Report.  
(*Moved Cr Craig/Seconded Rainford*) Carried

### 10.2 Annual Plan Community Input

Mr Gray gave an update from a second annual plan meeting held so the community could provide input to the community board for consideration and incorporation into the Community Board submission to Council.

### 10.3 Civil Defence Emergency Management

Mr Gray reported that South Wairarapa Neighbourhood Support had held a public meeting with only one member of the public in attendance and that instigating a community patrol had stalled.  
Fortnightly radio tests with WREMO had been reinstated.

### 10.4 Art Exhibition

Mrs Rainford wanted to see the Greytown Town Centre used for more functions and outlined a proposal to have a community arts day.

### 10.5 Greytown After 5 (GA5)

Mrs Stevenson sought Community Board agreement to be part of the next GA5 and for it to be held at the Greytown Town Centre. The Community Board agreed in principle to assist with the April/May event.

## **11. CORRESPONDENCE**

### 11.1 Outwards

To Hugh Townend, South Wairarapa Bridge Club, from Leigh Hay, chair of Greytown Community Board, dated 5 February 2019

To Laclan O'Connell, from Leigh Hay, Chair of Greytown Community board, dated 5 March 2019

To NZ Lottery Grants Board, from Leigh Hay, Chair of Greytown Community Board, dated 5 March 2019

### 11.2 Inwards

From Carmel Ferguson, Greytown Heritage Trust, to Greytown Community Board, dated 28 January 2019

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*GCB RESOLVED (GCB 2019/18) to receive the inwards correspondence and approve the outwards correspondence.*

*(Moved Gray/Seconded Stevenson)*

Carried

**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

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# GREYTOWN COMMUNITY BOARD

2 MAY 2019

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## AGENDA ITEM 7.1

### COMMITTEE MINUTES REPORT

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#### **Purpose of Report**

To present community boards and the Māori Standing Committee with minutes from Council committees.

#### **Recommendations**

Officers recommend that the Community Board/Committee:

1. *Receive the Committee Minutes Report*

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

Minutes from the Assets and Services Committee, Planning and Regulatory Committee and the Finance, Audit and Risk Committee are presented to the community boards and Māori Standing Committee for information.

Reporting processes for the new committee structure have been streamlined. Group manager reports will no longer be presented to Council and then distributed to community boards and the Māori Standing Committee.

The Infrastructure and Services Report will go to the Assets and Services Committee and the Planning and Environment Report will go to the Planning and Regulatory Committee. Sections of the CEO Report will now go to the Finance, Audit and Risk Committee.

The minutes of these committee meetings will be provided to community boards and the Māori Standing Committee for information. All original group reports to committees will be available on Council's website.

#### **2. Appendices**

- Appendix 1 - Assets and Services Committee minutes 20 March 2019
- Planning and Regulatory Committee minutes 20 March 2019
- Finance, Audit and Risk Committee minutes 27 March 2019

Contact Officer: Suzanne Clark, Committee Advisor

Reviewed By: Jennie Mitchell, Acting Chief Executive



# **Appendix 1**

- **Assets and Services Committee minutes 20 March 2019**
- **Planning and Regulatory Committee minutes 20 March 2019**
- **Finance, Audit and Risk Committee minutes 27 March 2019**

# ASSETS AND SERVICES COMMITTEE

## Minutes 20 March 2019

- Present:** Councillors Brian Jephson (Chair), Pam Colenso, Colin Olds, Colin Wright, Mike Gray, Lisa Cornelissen, Robyn Ramsden and Mayor Viv Napier.
- In Attendance:** Mark Allingham (Group Manager Infrastructure and Services) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 11:00am and 12:30pm.
- Also in Attendance:** Councillor Ross Vickery.

### Open Section

**A1. Apologies**

*ASSETS AND SERVICES RESOLVED (AS2019/01)* to accept apologies from Cr Lee Carter, Cr Pip Maynard, Leigh Hay and Raihania Tipoki.

*(Moved Ramsden/Seconded Cr Jephson)*

Carried

**A2. Conflicts of Interest**

There were no conflicts of interest declared.

**A3. Public Participation**

There was no public participation.

**A4. Actions from Public Participation**

There were no actions from public participation.

**A5. Extraordinary Business**

Members discussed the new committee structure, flow of requests for decision, and use of Standing Orders.

Members noted that community boards could be working with officers to prioritise amenities works according to development plans (where they were in place) and budget.

*ASSETS AND SERVICES NOTED:*

1. Action 168: Draft an email to community boards to show the flow of requests to community boards/committees/Council according to terms of reference delegation; including requests for public participation; P Crimp

**A6. Notices of Motion**

There were no notices of motion.

**B Council Committee and Community Board Minutes**

**B1. Interim Infrastructure and Services Report**

Mr Allingham discussed the report and answered members' questions.

Members noted that the 20 March date in the first paragraph of the report should be 20 February 2019.

Mayor Napier advised that the purpose of the 28 March 2019 workshop with Greater Wellington Regional Council elected and senior staff was to get clarity from regulatory staff and to see if issues could be worked through. Members agreed to await the outcome of the workshop before determining next steps in the wastewater process.

*ASSETS AND SERVICES RESOLVED (AS2019/02)* to receive the tabled Interim Infrastructure and Services Report.

*(Moved Cr Wright/Seconded Cornelissen)*

Carried

**B2. Amenities Contract 17A Review Report**

Members requested that Council officers consider the options as suggested in the report, but also look at other delivery options, specifically some form of hybrid option for in-house delivery and procurement of services, equipment and expertise via agreement with Carterton District Council. Due to time constraints members understood that the existing contract would need to be rolled over for a further year.

*ASSETS AND SERVICES RESOLVED (AS2019/03)* to receive the tabled Amenities Contract 17A Review Report.

*(Moved Cr Colenso/Seconded Cr Jephson)*

Carried

**B3. Transport Services Delivery Review**

Mr Allingham presented the report and answered members' questions.

*ASSETS AND SERVICES RESOLVED (AS2019/04)* to receive the Transport Services Delivery Report.

*(Moved Cr Jephson/Seconded Cr Colenso)*

Carried

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)

# PLANNING AND REGULATORY COMMITTEE

**20 March 2019**

- Present:** Councillor Colin Olds (Chair), Brian Jephson, Ross Vickery, Colin Wright, Lisa Cornelissen and Robyn Ramsden.
- In Attendance:** Russell O’Leary (Group Manager Planning and Environment) and Russell Hooper (Planning Manager) and Suzanne Clark (Committee Secretary)
- Conduct of Business:** The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 1:30pm and 2:30pm.
- Also in Attendance:** Councillor Mike Gray and Pam Colenso.

## Open Section

Members discussed the new committee structure, flow of requests for decision and use of Standing Orders.

**A1. Apologies**

*PLANNING AND REGULATORY RESOLVED (PR2019/01)* to accept apologies from Cr Lee Carter, Cr Pip Maynard, Leigh Hay and Raihania Tipoki.

*(Moved Ramsden/Seconded Cr Jephson)*

Carried

**A2. Conflicts of Interest**

There were no conflicts of interest declared.

**A3. Public Participation**

There was no public participation.

**A4. Actions from Public Participation**

There were no actions from public participation.

**A5. Extraordinary Business**

There was no extraordinary business.

**A6. Notices of motion**

There were no notices of motion.

**B Information and Verbal Reports from Planning and Environment Group Manager and Staff**

**B1. Planning and Environment Group Project Verbal Update**

Mr O’Leary tabled a planning projects summary and briefed members on the status of each item. Mr O’Leary with assistance from Mr Hooper answered questions on the listed projects as they were raised.

Mr O’Leary noted that work volume was high across all departments.

Cr Olds undertook to start a review of the Terms of Reference for this Committee.

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)

# FINANCE, AUDIT AND RISK COMMITTEE

**27 March 2019**

**Members' Present:** Deputy Mayor Brian Jephson (Chair), Councillors Pam Colenso, Colin Wright, Ross Vickery and Mayor Viv Napier.

**In Attendance:** Jennie Mitchell (Group Manager Corporate Support), Katrina Neems (Finance Manager) and Suzanne Clark (Committee Secretary).

**Conduct of Business:** The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 11:30am and 1:30pm.

**Also in attendance:** Councillor Mike Gray and Andrew Michl (Local Government Funding Authority (LGFA)).

## Open Section

**A1. Apologies**

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/01)* to accept apologies from Mr Paul Crimp.

*(Moved Mayor Napier/Seconded Cr Colenso)*

Carried

**A2. Conflicts of Interest**

There were no conflicts of interest declared.

**A3. Public Participation**

There was no public participation.

**A4. Actions from Public Participation**

There were no actions from public participation.

**A5. Extraordinary Business**

Standing Orders will be used if needed.

**A6. Minutes for Receipt**

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/02)* that the notes from the Risk and Audit Working Party meeting held 29 January 2019 be received.

*(Moved Cr Jephson/Seconded Cr Wright)*

Carried

## **A7. Notices of Motion**

There were no notices of motion.

## **B Decision Reports from Chief Executive and Staff**

### **B1. Feedback, Compliments and Complaints and Policy N800**

Members agreed to change the title of the policy to place more emphasis on receiving compliments and complaints and altered the next review date to allow for one year's trial of the policy.

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/03)*

1. To receive the Feedback Compliments and Complaints Policy N800 Report.  
(*Moved Mayor Napier/Seconded Cr Vickery*) Carried
2. To recommend that Council approves the Compliments, Complaints and Feedback Policy N800.
3. To recommend that Council agree that the next review date should be April 2020.  
(*Moved Jephson/Seconded Cr Colenso*) Carried

### **B2. Local Government Funding Authority (LGFA) Guarantor Proposal**

Mr Michl outlined the governance structure and operations of the LGFA. Members discussed benefits, risks, public disclosure requirements, shareholder reporting, and legal joining fees with Mr Michl and Ms Mitchell.

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/04)*

1. To receive the Becoming a Guarantor Borrower with LGFA Report.  
(*Moved Cr Colenso/Seconded Cr Vickery*) Carried
2. To recommend to Council to become a guarantor member of the Local Government Funding Agency.  
(*Moved Mayor Napier/Seconded Cr Wright*) Carried

### **B3. Data Security and Risk Register**

Members deemed recommendation two was not required as recommendations three and four covered all necessary points with the recommended changes shown as tracked changes in the policy. Members agreed that the policy needed to be widened to include everyone that had access to confidential information.

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/05):*

1. To receive the Data Security and Risk Register Report.  
(*Moved Cr Colenso/Seconded Cr Jephson*) Carried
2. To recommend to Council to approve the changes to the Information and Technology (IT) Policy N600.
3. To recommend to Council that the review date of the policy is April 2020.
4. To agree to add the issue of data security on mobile devices to the Risk register.  
(*Moved Cr Wright/Seconded Cr Jephson*) Carried

**C Decision Reports from Chief Executive and Staff**

**C1. Financial Report**

Ms Mitchell discussed the report and answered members' questions on miscellaneous income, solid waste management, rates arrears, a potential rates remission, quarterly capital expenditure forecast and borrower notes.

Members noted that the working capital as outlined in 'Section 3 Statement of Financial Position' of the Financial Report should be \$14,324k, not \$14k.

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/06)* to receive the Financial Report.

*(Moved Cr Vickery/Seconded Cr Jephson)*

Carried

**C2. NZTA Report**

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/07)* to receive the NZTA Audit Report.

*(Moved Mayor Napier/Seconded Cr Colenso)*

Carried

**C3. Project Update Summary**

Ms Mitchell discussed the report with members and agreed to add the Martinborough water incident and Featherston flood remedial works to the schedule.

*FINANCE, AUDIT AND RISK RESOLVED (FAR2019/08)* to receive the Project Summary Report.

*(Moved Cr Colenso/Seconded Mayor Napier)*

Carried

**C4. Verbal Update on Interim Audit**

Ms Mitchell reported that the outcome from the interim audit review was good and outlined findings.

**C5. Verbal Update on Potential Insurance Claim**

Ms Mitchell outlined a situation resulting from an incorrect LIM being issued to a prospective purchaser advising that Council were actively working to correct the mistake with the property owner but there would be a cost to Council.

Internal process changes have been made to ensure a similar situation cannot occur again.

**Confirmed as a true and correct record**

.....(Mayor)

.....(Date)



# GREYTOWN COMMUNITY BOARD

2 MAY 2019

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## AGENDA ITEM 7.2

### ACTION ITEMS REPORT

#### **Purpose of Report**

To present the Community Board with updates on actions and resolutions.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

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

Action items from recent meetings are presented to the Community Board for information. The Chair may ask Council officers for comment and all members may ask Council officers for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will remain in a master register but no longer reported on.

#### **2. Appendices**

Appendix 1 - Action Items to 2 May 2019

Contact Officer: Suzanne Clark, Committee Advisor

Reviewed By: Jennie Mitchell, Acting Chief Executive

# **Appendix 1 – Action Items to 2 May 2019**

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
223	26-Apr-17	Resolution	Christine Stevenson	GCB RESOLVED (GCB 2017/31): 1. To receive the Poppy Road Signs Project. 2. To identify possible locations for remembrance as part of the Poppy Road Signs Project. (Moved Hay/Seconded Rainford) Carried	Open	6/6/17: GCB supporting the project and to identify suitable locations 22/11/17: Christine to speak to RSA to see if they were interested in moving the project forward. 22/6/18: RSA suggested Humphries, Udy, Jellicoe, Christine to liaise with Claire Bleakley on next steps. 29/08/18: Ian Farley researched streets and Jellicoe St fits criteria. Council to prepare a road sign for Jellicoe Street, but hold off installing until RSA have been consulted 27/11/18 Christine undertaken research on Jellicoe and it is ready to go to poppy places. Will approach Greytown school and see if they can do some research on other streets. 30/1/19: Gtn School approached and they would like to do project, Christine to followup.
706	22-Nov-17	Action	Leigh Hay	Liaise with the Menz Shed to see if they are able to build a 'peace seat' for Kowhai Reserve	Open	27/11/18: Menz Shed can build a bench or picnic table for kowhai reserve for \$300. 30/1/19: There are 2 picnic tables already in the reserve, another table likely not needed.
172	14-Mar-18	Action	Student representative	Put forward ideas for making the Greytown Memorial Pool more appealing to users (e.g. murals on the fences)	Open	Lachlan had spoken to Maree Patten, Acting Principal, and would follow-up with the arts department and arts students to see what they think and report back. 29/08/18: Students are busy with exams, suggest the project be done for summer 19/20 with students designing the art to a theme and professional artists contracted to paint. GCB to approve designs. Potentially to be placed in the grassy corner area of the pool.

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
						13/3/19: Project information from Lachlan was received
378	6-Jun-18	Action	Leigh Hay	Consider options for relocating amenity signs located on Cotter Street to alternative locations; including impact and any consultation required	Open	
439	18-Jul-18	Action	Leigh Hay	Order a replacement plant for the Greytown Main Street barrels, thrip spray and fertiliser; to be paid from the funds committed for Greytown barrels and plants	Open	added note to I&E (Susan) 27/11/18: Leigh getting price from Citycare for watering contract 30/1/19: quote received, other options being considered
443	18-Jul-18	Action	Mark	Provide clarification about determining risk category as Greytown Heritage Trust have identified improvements that they would like to undertake around Greytown	Open	
667	10-Oct-18	Resolution	Mark	GCB RESOLVED (GCB 2018/66) that an update on the Greytown Town Centre oak tree grid placements be provided. (Moved Hay/Seconded Cr Craig) Carried	Open	5/3/19 Work in progress
676	10-Oct-18	Action	Mark	Work with Mike Gray about the possibility of installing a small emergency water tank at the Greytown Town Centre, determine what would be required to install a generator plug and liaise with CDEM regarding the emergency preparedness upgrades	Open	8/3/19 In discussion with Mike Gray
678	10-Oct-18	Action	Mark	Provide information to the Greytown Community Board on options for painting a solid line down/centre line down West Street, Greytown	Open	7/2/19: Work in progress
768	21-Nov-18	Action	Mark	Investigate the proposal from the Udy Street contingent for pedestrians and cyclists to enter and leave the Lions Walkway via Council's road reserve (to the right of the existing seal)	Actioned	(supply information to presenters and to the GCB chair). 7/2/18 A report to Council on sealing of Udy Street will be done.
769	21-Nov-18	Action	Mark	Amend the existing sign on the Udy Street sealed section of paper road to say 'Watch for children'	Actioned	7/2/19: Signs ordered.
22	30-Jan-19	Resolution	Jennie	GCB RESOLVED (GCB 2019/07): 1. To receive the Chairperson's Report.	Actioned	Flag commitments in I&E report - SM

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				2. To approve a cost of \$850 plus GST for flags and \$400 plus GST for installation and the associated traffic plan and \$150 plus GST for flag artwork. (Moved Hay/Seconded Rainford) Carried 3. That Ann Rainford (to be paid for by the GCB) and Leigh Hay (to be paid for by Council) should attend the Community Board Conference 2019 as delegates. (Moved Gray/Seconded Stevenson) Carried		
27	30-Jan-19	Action	Ann Rainford	Contact Kuranui College about appointment of a replacement student representative	Open	
28	30-Jan-19	Action	Russell	Write/advise Sandra Baird letting her know if a permit was required/obtained for their Kuratawhiti Street neighbours to fire a large rocket and if firing the rocket was against the law	Open	
29	30-Jan-19	Action	Mark	Arrange for NZTA to undertake follow-up speed checks on SH2, as offered by Mark Owen, six months after the installation of the Greytown speed signs	Open	14/3/19 Rooding Manager meeting with NZTA 15/3/19. 20/3/19 Data has been requested.
31	30-Jan-19	Action	Leigh Hay	Invite Mark Owen, NZTA, to a future Greytown Community Board meeting	Open	
110	13-Mar-19	Resolution	Jennie	GCB RESOLVED (GCB 2019/14): 1. To receive the Applications for Financial Assistance Report and consider the grant applications. (Moved Hay/Seconded Rainford) Carried 2. To grant Wairarapa Rape and Sexual Abuse Collective \$200 to assist with the costs of providing a 'Say no to Rape' education programme. (Moved Hay/Seconded Stevenson) Carried 3. To grant the Wharekaka Trust Board \$500 to assist with meals on wheels service provision to Greytown residents. (Moved Hay/Seconded Rainford) Carried	Actioned	All advised. Added to commitments

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
112	13-Mar-19	Resolution	Jennie	GCB RESOLVED (GCB 2019/16): 1. To receive the Chairperson's Report. (Moved Hay/Seconded Cr Craig) Carried 2. To approve a cost of \$157 for payment of flyers to promote the IT programme, and an additional \$400 to be used for the payment of promoting the IT programme over the next 3 months. (Moved Hay/Seconded Gray) Carried 3. To approve a cost of \$675 plus GST for payment of "pick up after your dog" signs. (Moved Hay/Seconded Stevenson) Carried 4. To approve a cost of \$500 plus GST for payment of flyers to promote a community event. (Moved Hay/Seconded Cr Craig) Carried	Actioned	2 Actioned. Commitments added -SM
115	13-Mar-19	Resolution	Mark	Provide advice to Leigh Hay on health and safety considerations and whether permission can be granted to a community group wanting to paint the picket fence at the entrance to Greytown	Open	
116	13-Mar-19	Resolution	Mark	Request new Greytown speed data from NZTA, distribute to the GCB for members to review and determine any next steps	Open	
117	13-Mar-19	Resolution	Russell	Advise the GCB what options are available for controlling wild rabbits in the vicinity of Udy Street	Actioned	The enquiry should be made to GWRC

# GREYTOWN COMMUNITY BOARD

2 MAY 2019

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## AGENDA ITEM 7.3

### INCOME AND EXPENDITURE STATEMENTS

#### **Purpose of Report**

To present the Community Board with the most recent Income and Expenditure Statement for the 18/19 year.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period 1 July 2018 – 31 March 2019.*

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

The Income and Expenditure Statement for 1 July 2018 – 30 June 2018 is attached in Appendix 1. The Income and Expenditure Statement for 1 July 2018 – 31 March 2019 is attached in Appendix 2.

The beautification budget at year end 30 June 2018 will continue to be provided for reference as the beautification income and expenditure statement will only be prepared for the current year.

The Chair may ask Council officers for comment and all members may ask the Council officers for clarification and information through the Chair.

#### **2. Appendices**

Appendix 1 - Income and Expenditure Statement for the period 1 July 2017 – 30 June 2018

Appendix 2 - Income and Expenditure Statement for the period 1 July 2017 – 31 March 2019

Contact Officer: Suzanne Clark, Committee Advisor

Approved By: Jennie Mitchell, Acting Chief Executive

**Appendix 1 – Income and  
Expenditure Statement for  
the period 1 July 2017 – 30  
June 2018**



<b>Greytown Community Board</b>	
<b>Income &amp; Expenditure For the year ended 30 June 2018</b>	
<b>INCOME</b>	
Balance 1 July 2017	12,245.47
Annual Plan 2017/18	26,868.00
Greytown trust lands trust - water slide	652.17
SW Rotary Water slide	652.17
<b>TOTAL INCOME</b>	<b>40,417.81</b>
<b>EXPENDITURE</b>	
Members' Salaries	15,764.22
Mileage reimbursements	1,483.38
<b>Total Personnel Costs</b>	<b>15,764.22</b>
AP Local Governmen Annual CBD levy 2017/18	216.67
AP OfficeMax New Z Stationery etc	19.2
AP OfficeMax New Z Stationery etc	4.34
Most Beautiful Town - L Hay	292.54
AP Greytown Early Barrels - Gtn Oct-Dec 2017	510
AP Power Services Erect flags in Greytown main street	252
correct coding credit water barrels city care	-205.76
AP New Zealand Red Psychological First Aid GCB group x 20	665.22
AP Lamb-Peters Pri Feb Grapevine advertising	360
purchase inflatable slide from mba com board	2000
AP Lamb-Peters Pri A5 flyers - disaster simulation	254
AP Lamb-Peters Pri 2 x footpath signs - GCB clinic	556
AP Greytown Early Mtc of barrels Jan-March 2018	510
exp x wages APR	93.24
exp x wages MAY	50
AP Lamb-Peters Pri Gtn Com Board flip chart papers	32
Corn GCB expenses L Hay Printer inks corr coding	154.99
exp x wages JUN	139.12
rain water tank CD raffle prize	91.3
EXP x Wages elected JUN YE	50
AP Grand Illusions Putting up Xmas Decorations Nov 2017	75
<b>Total General Expenses</b>	<b>6,119.86</b>
AP Greytown Trails Grant-maintain Gtn rail trail/promotion	1,000.00
AP Wairarapa U13 b GCB grant-attending Hockey tournament in	500.00
AP Greytown Netbal Grant to assist with balls & bibs purcha	483.00
AP Wairarapa Rate Operational support GCB 2018	200.00
AP Maths Wairarapa GCB grant asst running schools maths com	300.00
<b>Total Grants</b>	<b>2,483.00</b>
<b>TOTAL EXPENDITURE</b>	<b>24,367.08</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>16,050.73</b>
<b>BALANCE TO CARRY FORWARD</b>	<b>16,050.73</b>

<b>Greytown Community Board</b>		
<b>Income &amp; Expenditure to 30 JUNE 2018</b>		
<b>Greytown Beautification budget</b>		
<b>Budget</b>		
2013/2014		10,300.00
2014/2015		10,000.00
2015/2016		10,220.00
2016/2017		10,460.00
2017/2018		10,710.00
<b>Total Budget</b>		<b>51,690.00</b>
<b>17/18 expenditure</b>		
12/11/2017	AP Design Warehouse GCB - 2 & 3 seater bench seats (outdoor)	1,207.13
11/11/2017	AP Farmlands Tui potting mix GCB	83.83
13/11/2017	AP Farmlands Tui potting mix GCB	- 41.91
12/11/2017	AP Lansdowne Nurse Herbs-singles	30.00
31/10/2017	AP Leafland Prunus lusitanica x 4	432.00
30/11/2017	AP The Sign Factor Banner PVC, banner mesh & corefluet sign	833.99
30/11/2017	AP Lamb-Peters Pri 2000 DL rack cards-Most Beautiful Town	329.00
30/11/2017	AP Lamb-Peters Pri Window/bus labels - Most Beautiful Town	359.00
30/11/2017	AP Lamb-Peters Pri Posters-Most Beautiful Town	70.00
19/12/2017	AP The Sign Factor Most Beautiful Town sign installation	415.00
2/12/2017	AP The Village Art Frame certificate-Most beautiful place	142.45
31/01/2018	AP Lamb-Peters Pri 'Most Beautiful small town' poster	40.00
7/06/2018	Greytown Menz Shed Beautify West St	1,840.00
8/06/2018	AP Greytown Anglic Grant for cable bracing gum tree	750.00
<b>16/17 expenditure</b>		
	Flag makers GTN branded flags	1,498.54
	Leafland plants for wine barrels	1,836.00
	Power services	595.00
	Farmlands	252.00
	Lamb-Peters wine barrel stencils etc.	287.00
	Lansdown nursery - herb plants	105.00
<b>15/16 expenditure</b>		
	Marks signs	380.00
<b>14/15 expenditure</b>		
	City care - entrance way project	8,716.72
	City care - entrance way project	1,953.83
<b>13/14 expenditure</b>		
	City care	1,106.80
<b>Total Expenditure</b>		<b>23,221.38</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>		<b>28,468.62</b>

**Appendix 2 - Income and  
Expenditure Statements for  
the period 1 July 2017 – 31  
March 2019**

**Greytown Community Board**  
**Income & Expenditure For the Period Ended 31 MARCH 2019**

	<b>INCOME</b>	
	Balance 1 July 2018	16,050.73
	Annual Plan 2018/19	27,639.00
	<b>TOTAL INCOME</b>	<b>43,689.73</b>
	<b>EXPENDITURE</b>	
	Members' Salaries	11,961.63
	Mileage reimbursements	686.46
	<b>Total Personnel Costs</b>	<b>12,648.09</b>
30/06/2018	AP Lamb-Peters Pri GCB 500 x A5 flyers IT support Kuranui	157.00
23/08/2018	AP Local Governmen CBEC levy for 2018/19	216.66
	Student Representative	250.00
	Computer Consumables	100.00
24/10/2018	AP OfficeMax New Z Stationery and supplies	7.76
18/12/2018	Comm Board GL corrections gtn barrels Apr-Jun	510.00
18/12/2018	Comm Board GL corrections Gtn barrels Jul-Sept	510.00
29/12/2018	AP Grand Illusions Xmas decorations new lights	410.00
16/01/2019	AP Greytown Early Barrels Oct, Nov & Dec 2018	510.00
27/12/2018	AP Lamb-Peters Pri Stickers for dog bag poles	86.00
31/01/2019	AP Lamb-Peters Pri GCB 1600xKuranui IT Flyers - A4 1 side	315.00
31/01/2019	AP NZ Community Bo CB conference 2019 A Rainford	656.52
28/02/2019	AP Satellite Desig Greytown Flag artwork	120.00
28/02/2019	AP OneSource Limit GCB Street flags	843.00
25/03/2019	GL Correction PA neilson deliver IT pamphlets Corr	55.00
	<b>Total General Expenses</b>	<b>4,746.94</b>
25/07/2018	AP Greytown Trails - promoting Rail Trail 2018	1,000.00
25/07/2018	AP Greytown Lions - Trishaw cycle/equip 2018	500.00
30/07/2018	AP Greytown Menz Shed	500.00
30/08/2018	AP Life Education Trust - Deliver life skills to schools in region	500.00
30/08/2018	AP Citizens Advice Recognition of good service in Gtn ward	200.00
31/08/2018	AP Greytown Rugby - First aid Kit	380.00
7/09/2018	AP Arbor House - to assist chest freezer moving costs	500.00
26/10/2018	AP Madcaps MCB grant - Brass Band expenses Christmas Parade 2018	250.00
27/11/2018	AP Scout Associati GCB grant Gtn resident - Illuminate	250.00
28/11/2018	AP Greytown Early GCB grant purchase construction & story	500.00
20/12/2018	AP South Wairarapa Xmas parade grant GCB	1,000.00
18/01/2019	Returned Grant - Scouts	-250.00
31/01/2019	AP Friends of Cobb Grant-costs of running carols at Cobbles	500.00
0/01/1900	AP Cobblestone Tru GCB grant to assist operating costs Muse	1,000.00
13/02/2019	AP Richmond Funera Grey Town Com Board Bronze plaque-Jan Ea	310.87
22/02/2019	AP Greytown Lawn T Resolution GCB 2018/68 - paint for Volle	169.00
12/03/2019	AP Greytown Plunke GCB grant assist childres even day March	200.00
	<b>Total Grants</b>	<b>7,509.87</b>
	<b>TOTAL EXPENDITURE</b>	<b>24,904.90</b>

<b>Greytown Community Board</b>	
<b>Income &amp; Expenditure For the Period Ended 31 MARCH 2019</b>	
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>18,784.83</b>
<b>LESS: COMMITMENTS</b>	
Salaries to 30 June 2019	4,223.37
Mileage to 30 June 2019	-186.46
Members computing consumables 2018 & 2019	200.00
Remove old welcome to Greytown signs	1,000.00
Promotion and support of the hub and civil defence initiatives to promote public awareness	906.76
Printing and distribution of leaflets - Kuranui IT project \$250+\$400	438.00
Featherston Phoenix 1 advertisement Kuranui IT Programme	80.00
Four Stickers for Dog Bag Poles	14.00
Conference accommodation, food, petrol costs up to	1,000.00
Advertising for meetings December/January for Public consultations for AP submissions	800.00
Flags	7.00
Installation/Traffic Mgmt of Flags	400.00
Flag Artwork	30.00
Wairarapa Rape and Sexual Abuse Collective: say no to rape campaign	200.00
Wharekaka Trust Board meals on wheels to Greytown residents	500.00
"Pick up after your dog" signs	675.00
Flyers to promote a community event	500.00
<b>Total Commitments</b>	<b>10,787.67</b>
<b>BALANCE TO CARRY FORWARD</b>	<b>7,997.16</b>

<b>Greytown Community Board</b>	
<b>Beautification fund For the Period Ended 31 MARCH 2019</b>	
Balance 1 July 2018	28,468.62
Annual Plan 2018/19	10,710.00
<b>TOTAL INCOME</b>	<b>39,178.62</b>
30/08/2018 AP Greytown Croque Plants for estab green boundary	750.00
4/09/2018 AP Design Warehous Teak 3 seater memory Jan Eagle (Stella B	751.39
10/12/2018 AP Greytown Anglic Notable gum tree funds for St Lukes	2000.00
31/01/2019 AP Greytown Herita GL jnl correction	3000.00
<b>Total Beautification</b>	<b>6,501.39</b>
<b>TOTAL EXPENDITURE</b>	<b>6,501.39</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>32,677.23</b>
<b>LESS: COMMITMENTS</b>	
Barrels and Plants (Thrip spray/fertiliser to come from these funds)	486.08
Bench Plaque	288.89
Greytown Tennis Club paint for volley board	169.00
Greytown Cemetery Sign Artwork	300.00
Dog park programme including gates	2,000.00
<b>Total Commitments</b>	<b>3,243.97</b>
<b>BALANCE TO CARRY FORWARD</b>	<b>29,433.26</b>

# GREYTOWN COMMUNITY BOARD

2 MAY 2019

## AGENDA ITEM 7.4

### APPLICATIONS FOR FINANCIAL ASSISTANCE

#### **Purpose of Report**

To present the Community Board with applications received requesting financial assistance.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Applications for Financial Assistance Report.*
2. *Consider the application from Narida Hooper requesting \$500 to help fund the cost of a painting workshop with artist Joe Mcmenamin for ten South Wairarapa rangatahi (youth).*
3. *Consider the application from Greytown School against the grant criteria and consider allocating the requested \$500 to help with costs associated with their bike track project.*
4. *Consider the application from Alzheimers Wairarapa against the grant criteria and consider allocating the requested \$500 to assist with annual operating costs (wages, travel, resource material).*
5. *Consider the application from the Greytown Bowling Club against the grant criteria and consider allocating the requested \$500 to assist with the purchase of two lighter weight regulation balls.*

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

The Community Board has delegated authority to make financial decisions within the confines of the allocated and available budget as shown in the Income and Expenditure Report.

#### **2. Criteria**

The criteria of the grant are:

To be eligible, applications must be from non-profit organisations for an essential social service or a recreational, cultural, educational or sporting purpose located or operating in the Greytown Ward of the South Wairarapa District. Grants are considered throughout the year.

1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations which will be fully accountable for any grants they receive, have relevance to the Community and do not qualify for Creative Communities New Zealand funding.
2. Successful applicants are required to expend grants received within six months of payment being made. A request must be made, should an extension of time be needed.
3. An accountability in report form (form will be supplied), together with evidence of the expenditure of a grant received (copies of invoices or receipts) is required within three months of a grant being expended.
4. The maximum grant will be \$500 unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).

### **3. Accountability Reports**

<b>Applicant</b>	<b>Status of Accountability Forms for Previous Grants</b>
Narida Hooper	No outstanding accountability forms
Greytown School	No outstanding accountability forms
Alzheimers Wairarapa	No outstanding accountability forms
Greytown Bowling Club	No outstanding accountability forms

Contact Officer: Suzanne Clark, Committee Advisor

Approved By: Jennie Mitchell, Acting Chief Executive

**AGENDA ITEM 9.1**

**CHAIRPERSON REPORT**

**Recommendations**

The chairperson recommends that the Community Board:

1. *Receive the information.*
2. *Recommendation to approve a cost of \$299 for payment of clock for swimming pool.*
3. *Recommendation to approve a cost of \$400 +GST for payment for a banner.*
4. *Recommendation to approve a cost of \$300 +GST for sponsorship of GA5 event.*
5. *Recommendation to allow WOW to have their flags on Main St for a period of 4-6 weeks in mid Sept –mid Oct 2019.*
6. *Recommendation to approve a cost of \$100 +GST for payment for flowers*
7. *Recommendation to approve a cost of \$2,320 +GST for payment for new signage.*
8. *Recommendation to adopt the Greytown Community Board annual plan submission to SWDC for 2019.*

**1. Topic 1 – Clock for Swimming Pool**

The GCB have been asked many times for a replacement clock for the swimming pool. The SWDC Amenities manager has approved this. We have found a suitable clock which is 91cm round.

*Recommendation to approve a cost of \$299 for payment of clock for swimming pool.*

**2. Topic 2 – Payment for Banner for Community Event**

As part of a celebration of the 30 year anniversary of the SWDC in 2019 we plan to hold a Greytown Community Day. This will form part of our community



engagement plans and will highlight what is on offer in the community for both new and long term residents in Greytown. There is also an opportunity for community groups to acquire new members, supporters and volunteers. The event is planned for 23<sup>rd</sup> June 2019 from 10-2pm. We would like to spend \$400 for the cost of banner. This could be used at other community events.

*Recommendation to approve a cost of \$400 +GST for payment for a banner*



### **3. Topic 3 – GA5**

This is a very successful networking group set up by the GCB (in the absence of a formal business association). These events happen approx. 2-3 times per year and sponsored by Greytown Businesses or groups. The next one to be held in June/July will be partly sponsored by the GCB. This is the first time we have part-sponsored one in about 4 years. We would like to spend \$300 for sponsorship.

*Recommendation to approve a cost of \$300 +GST for sponsorship of GA5 event.*

### **4. Topic 4 – Annual Plan**

The GCB submission for the 2019 SWDC annual plan is completed and agreed upon after significant discussion.

*Recommendation to adopt the Greytown Community Board annual plan submission to SWDC for 2019.*

## **5. Topic 5 – WOW flags on Main St, Greytown**

Destination Wairarapa (DW) has been working with World of Wearable Arts (WOW) for a number of years to see if they could leverage off the event to promote the Wairarapa region. For the first time ever WOW have said they wish to have Greytown as a hub for visitors driving from throughout the Nth Island to WOW. They would like to put up the WOW flags for 4-6 weeks in Greytown to promote the event. The flags would be paid for by WOW and the costs of putting the flags up and down would be paid for by DW. Under our flag policy the GCB needs to approve this.

*Recommendation to allow WOW to have their flags on Main St for a period of 4-6 weeks in mid Sept –mid Oct 2019*

## **6. Topic 6 – Flowers for Margaret Craig**

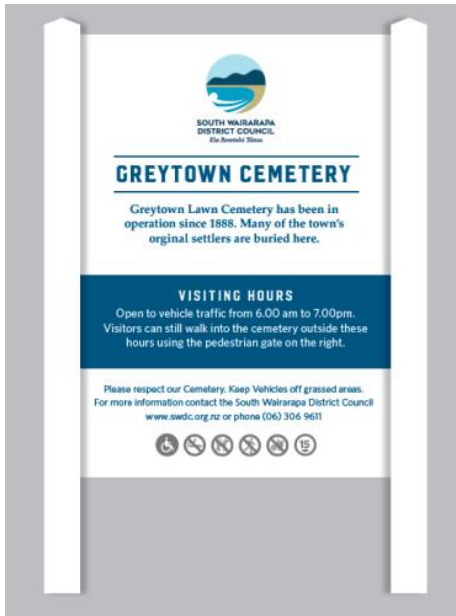
Councillor Margaret Craig has been the council appointed representative to the Greytown Community Board for 6 years and a councillor for 4 terms. Her extensive knowledge of council procedures, local government legislation, and corporate history is extraordinary. Her sage advice has left The Greytown Community Board in a very strong position. As a mark of our gratitude for her years of service to our community we wish to send her flowers to her new home in Kapiti.

*Recommendation to approve a cost of \$100 +GST for payment for flowers*

## **7. Topic 7 – New Signs in Greytown -Beautification Programme**

As part of our beautification programme the GCB will replace three key signs (which are very old and tatty) in Greytown out of the beautification budget. These will be Soldiers Memorial Park, Greytown Cemetery and by the playground at Soldiers Memorial Park. This will allow us to remove multiple signs, with just one attractive sign. The signs are made of special outdoor material and laminated which gives them a life of 7-10 years. There will also be the opportunity to include a small piece of history on the signs. An example is attached (Draft). The cost for the 3 signs is Printing of Signs \$750, Installation and removal of old signs, including long lasting laminated painted wooden posts \$1420, Art Work \$150+GST. Total cost is \$2320 +GST

*Recommendation to approve a cost of \$2,320 +GST for payment for new signage.*



## 8. Topic 8 – LGNZ –Conference Report

Ann Rainford and Leigh Hay attended the LGNZ conference in New Plymouth on 11<sup>th</sup> – 13<sup>th</sup> April. The theme is Community Boards in a Time of Change. A verbal report on the conference will be given.

## 9. Topic 10 – Civic Awards

Congratulations to the winners of the 2019 Civic awards. It was great to see so many outstanding entries from across the South Wairarapa. Special congratulations to The Waiohine Action Group, Supreme Award for 'South Wairarapa Citizens of the Year.'

Report compiled by Leigh Hay  
Chair  
Greytown Community Board

## Greytown Community Board Submission to South Wairarapa District Council Annual Plan 2019.

Greytown Community Board Submission to South Wairarapa District Council Annual Plan 2019 for your consideration.

### **1. Management of Community Housing- Rental Increase**

We support the increase in rent for community housing.

### **2. Footpath Funding**

Greytown Community Board (GCB) has requested additional footpath funding for new footpaths in the town in the last three annual / long term plan processes. We support that:

- 2.1. SWDC use the AP Consultation Document to canvas the views of ratepayers regarding footpath funding, including the option of an increase in rates to extend the footpath network.
- 2.2. We support investigating the use of funds from the development contributions to fund this should it be possible.
- 2.3. Should funding become available GCB priorities for new urban footpaths are as follows:
  - 2.3.1. New Foot paths:
    - Cotter St, western side. As this is a popular walking street to get to the Cycle Trail we see this as a high importance.
    - Udy St, Western side
    - Wood St, curbing on corner of Kempton & Wood St and footpath (from Kempton St to New development on 30-44 Wood St)
    - West St, continue footpaths to North St
    - Footpath in North St (southern side) between West and East Street
  - 2.4 Lime footpaths
    - Papawai Road (near Marae) on Northern side, from 50km sign to No 33.
    - North St, Southern side (this may be subject to change as it is dependent on the position of the Waiohine Floodplain Stop banks)
  - 2.5 Access for Disabled: We request that urgent attention is paid to the pedestrian crossings on Main St which are extremely difficult for those in our community who are on a mobility scooter or wheelchair due to the steep camber.

Greytown Community Board  
Tuesday, 2 April 2019

1

Greytown Community Board Submission to  
South Wairarapa District Council Annual Plan 2019.

**3. Management of Notable Trees Register –Historic Trees**

Thank you for updating the historic tree register which we believe is very important. GCB continues to support the updating of the historic tree register on a regular basis and we request that;

- 3.1. This is reviewed again in next 5 years or next WCDP whichever is sooner.
- 3.2. To explore the opening of an historic tree nursery in Greytown to enable us to have large trees should any historic trees need replacing in the future.

**4. Greytown Historic Precinct**

GCB continues to be strongly in support of the Greytown Historic Precinct and we request that;

- 4.1 Consideration is given to reducing maximum heights in Greytown in the historic precinct to 10meters. There are examples of exemptions in the district plan in different areas and we believe that the recent proposal for a 15metre high building did not provide sufficient protection for the Heritage precinct.

**5. Greytown Wheels Park/Youth Initiatives**

GCB continues to be strongly in support of the Greytown Wheel Park and we request that;

- 5.1 SWDC continues to support any initial pop- up Wheels Park.
- 5.2 GCB would like to see a second children’s park with recreational facilities possibly at Kowhai Reserve or Colliers Park.
- 5.3 That council considers having a budgetary allowance for this project.
- 5.4 We support the proposed Kuranui Sports Hub.
- 5.6 We would support council continuing to look for youth activities in the region.

## Greytown Community Board Submission to South Wairarapa District Council Annual Plan 2019.

### **6. Greytown Pool**

- 6.1 GCB supports extending the opening hours at the South Wairarapa pools
- 6.2 GCB recommends that SWDC install a shade cloth over the small children's pool at the northern end.
- 6.3 GCB also supports extending the fence on the eastern boundary in long run and replacing old wooden fence.
- 6.4 GCB wishes council to consider installing solar heating in pools to allow extended season.

### **7. Cobblestones Museum, Greytown Rail Trail, Greytown Little Theatre**

GCB continues to strongly support these significant tourist attractions, Culture and Youth Initiatives. We request that SWDC continues to support them.

### **8. District Plan Review**

GCB encourages SWDC to continue with the spatial planning project to allow for sensible growth. The areas we would like SWDC to consider are:

- 8.1 Continue to review contribution by developers
- 8.2 Consistent street lighting across Greytown for all new developments
- 8.3 Increased contribution towards footpaths
- 8.4 Recommend use of prominent Maori and early settler's names to be used for streets in new developments and given to developers for consideration. This was supplied to SWDC in 2017.
- 8.5 To review the ratio of land vs building on building sites

### **9. Water Races**

- 9.1 To provide information/printed brochure on water races and their responsibilities to new owners. To also consider a reminder in upcoming rates newsletter regarding water race responsibilities.
- 9.2 To consider working via real estate companies for distribution of any brochure.
- 9.3 To continue ongoing maintenance and checks on water races in public places and parks.

## Greytown Community Board Submission to South Wairarapa District Council Annual Plan 2019.

### **10. SWDC Website and Communications**

We applaud the SWDC on the appointment of the Communications Manager. The new logo and this appointment have already had a positive effect.

10.1 GCB has received feedback from ratepayers that it is difficult to find the information you are looking for. We appreciate that you are looking at a new website and support this idea.

10.2 GCB requests a button saying “Got an idea”.

10.3 GCB also request that SWDC consider developing an e-mail database of ratepayers to allow direct communication to those who wish to receive it. This would allow SWDC and community board to communicate directly with ratepayers on specific issues at low cost.

### **11. Key Assets - Annual Maintenance**

Our key assets are the jewels in the crown for Greytown and contributed in no small way to us winning “Most Beautiful Small Town 2017”. We request an annual maintenance programme for all these key assets (buildings, parks, cemetery, reserves) and regular maintenance on our trees and parks.

11.1 Review street lighting coverage. Since the change to LED lights many areas are poorly lit.

11.2 Plan for painting of old library building.

11.3 We support the appointment of an events manager to manage Town Hall and other venues.

Please see appendix 1 for list of Key assets, Buildings and Parks

### **12. Speed Limits and Safety**

We support SWDC’s ongoing review of speed limits to improve safety. We would also like to continue to review speed limits on:

- Wood St, extend 50k speed limit to beyond Wilkie St
- Kuratawhiti St, extend 50k speed limit

## Greytown Community Board Submission to South Wairarapa District Council Annual Plan 2019.

### **13. Community Board Funding**

We support and appreciate Council's funding of Community Boards. We have put in place good processes around grant allocation to ensure money is awarded in accordance with our three year plan and for the benefit of a wide range of people in the Greytown Ward community. We support an increase in funding for the 2020 year and consideration given to further secretarial support.

### **14. Large Scale new developments in Greytown**

The Greytown Community board would like to see more public consultation for any large scale future developments.

### **15. Economic Development**

We support Council's continued involvement in Wairarapa Economic Development Strategy and regionally through the Wellington Regional Strategy, Wellington Regional Economic Development Agency, Destination Wairarapa and other agencies and local business groups. We would support an initiative to ensure there is a Sunday bus service between Woodside Station and Greytown to support Tourism for Greytown. Improved bus services from Greytown to Masterton in the weekend.

### **16. Library Fees**

The GCB supports Council's proposal regarding the new library fees.

### **17. Spatial Plan**

The GCB would like to ensure that thought is given to expanding recreational facilities and children's facilities as part of the new spatial plan.

**18. Strengthening ties with local Hapu and Tangata whenua:** We support any initiatives to strengthen our relationships with the Maori Standing Party and local Iwi. In particular we support a grant towards the Development of a collaborative proposal to transform our Māori policy, ongoing training on the Treaty of Waitangi for council staff and elected members. The Greytown Community Board will continue to work with the MSC and members of Papawai

Greytown Community Board  
Tuesday, 2 April 2019

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**GREYTOWN  
COMMUNITY BOARD**  
*Kia Reretahi Tātau*

## Greytown Community Board Submission to South Wairarapa District Council Annual Plan 2019.

Marae. We request that you consider some funding for development of Papawai Marae website. Papawai is arguably one of the most historical Māori sites in NZ and this links well into the LTP goal of supporting Tourism in South Wairarapa.

Greytown Community Board  
Tuesday, 2 April 2019

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Key Buildings:

1. Greytown Town Centre
2. Old Library Building

Parks & Reserves

1. Soldiers Memorial Park including:
  - Swimming Pool
  - Cricket Pavilion
  - Children's Playground
  - Toilet block
2. Kowhai Reserve
3. Stella Bull Park
4. Colliers Reserve
5. Small Reserve by Salute near Town Centre
6. Arbour Reserve including toilet block

Other

1. Greytown Cemetery



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# GREYTOWN COMMUNITY BOARD

2 MAY 2019

## AGENDA ITEM 9.2

### CHAIRPERSON REPORT – GREYTOWN BARRELS

#### Recommendations

The chairperson recommends that the Community Board:

1. *Receive the information.*
2. *Recommendation to approve a cost of \$700 for new plants, revamp, potting mix, fertiliser etc and an annual payment of \$2,860 for payment for ongoing maintenance. Payment to be made on a monthly basis out of the beautification budget.*

#### 1. Topic 1- Maintenance of Main Street Barrels of Greytown

##### Background

The wine barrel programme on Main St was started in Feb 2017. While retailers were asked to help with maintenance this was inconsistent especially during summer months.

In July 2017 (approx.) City Care was asked to quote on maintenance as this fell outside of their approved contract. For watering only they quoted \$5,700+GST pa. This was seen by the GCB as unaffordable.

In November 2017 a MOU was signed with The Greytown Early Years to water the wine barrels on behalf of the Greytown Community Board as a community project. This allowed Greytown Early Years to have a fundraising opportunity and reduced the costs to the Greytown Community Board.

Extra maintenance, fertiliser and pruning were not part of the MOU.

After a review in Dec 2018 many of the barrels were under stress and watered inadequately (mainly due to school holidays etc) and lack of feeding.

We have subsequently been approached by St Davis & S Ford (both Greytown locals and experienced gardeners) to take over the project.

Please see the appendix 1 for details. SWDC have offered to pay \$2,000pa +GST as a contribution.

In summary, cost of replacement plants to the value of \$486 was approved in an earlier board meeting for extra planting/fertilisers and is still unused.

### **1.1 Davis/Ford Programme**

The programme would include 54 water visits a year mostly in summer and spring months.

This includes the hours for clipping and fertiliser programme.

Of the 23 existing barrels 7 need replacement of the prunus lusitanica.

Most need the lower plants revamped and it is suggested that these be replaced by plants that like the drier conditions e.g. lambs ear (stachys byzantina) and blue convolvulus, which has a blue flower.

The labour cost of revamping the barrels = \$300

City Care Quote (water only)	\$5,700+GST
Greytown Early Years (water only)	\$2,040 +GST
Davis/Ford Quote (trim, water, fertiliser etc)	\$4,860 inc GST
Contribution from SWDC	\$2,000
<b>Net cost to GCB</b>	<b>\$2,860</b>

We recommend this is a more viable option to maintain our attractive assets on Main St for the long term. Having invested in the programme it is important to maintain it. We will also look towards sponsorship for the programme.

*Recommendation to approve a cost of \$700 for new Plants, revamp, potting mix, fertiliser etc and an annual payment of \$2,860 for payment for ongoing maintenance. Payment to be made on a monthly basis out of the beautification budget.*

## **2. Appendices**

Appendix 1 – Proposal by St Ford, and S Davis

Written By: Leigh Hay, Chair Greytown Community Board

# **Appendix 1 – Proposal by St Ford, and S Davis**

**Thursday, 18 April 2019**

**Main Street Barrels Maintenance Proposal**

This proposal is for a years programme

It includes watering and maintenance of the barrels (fertiliser, trimming) once they have been revamped after a neglected summer.

The programme would include 54 water visits a year mostly in summer and spring months.

This includes the hours for clipping and fertiliser programme.

Of the 23 existing barrels 7 need replacement of the prunus lusitanica

Most need the lower plants revamped and it is suggested that these be replaced by plants that like the drier conditions e.g. lambs ear (stachys byzantina) and blue convolvulus, which has a blue flower.

The labour cost of revamping the barrels =\$300

**Cost:**

Plants, fertiliser and potting soil =\$845

Labour cost to revamp existing barrels =\$300

Hours and water cost = \$4860

Total =\$6005

We would not be responsible for the cost of replacing any plants if they are damaged due to vandalism after the barrels have been revamped.

**Suggestions for funding assistance**

SW Rotary environment fund

Ron Greenwood environment trust

Thanks for the opportunity to submit a proposal

Contacts

Stephen Ford 0273290777

Steve Davis 0276218574

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Masterton, 5810

Email: masjidalnoor76@gmail.com  
Email: msakhan6898@hotmail.com

As-salaam 'alaykum,

All New Zealander's have been deeply saddened and shocked by the appalling events in Christchurch. We wish to send our condolences to the friends and families who have lost their lives, and to send our thoughts and prayers to the Muslim community in the Wairarapa.

You are so important to the rich fabric of our community and while words will never be enough at a time like this, we hope you will understand the level of support you have not just from the Wairarapa but across the length and breadth of New Zealand.

This senseless attack is an affront to the people of New Zealand, and the broader Muslim community. No person should ever have to fear attending a sacred place of worship. It is a horrifying assault on a way of life that embodies decency, community, and friendship.

However, love exists to drive out hate, and the outpouring of support and solidarity for the victims, and for our Muslim communities, has demonstrated the very best of human nature.

We held a vigil here in Greytown last Sunday which we hope gave some strength and support to the Muslim community in Greytown. We mourn with you.

Kia Kaha

Leigh Hay  
Chair  
Greytown Community Board

On behalf of the people of Greytown and the Greytown Community Board



Autumn 2019

The Chair  
Greytown Community Board  
C/- South Wairarapa District Council  
PO Box 6  
Martinborough 5741

**“It has been almost 4 years since my Jacinta became an angel ...  
and my contact with Victim Support hasn’t stopped.”**

*Aroha, bereaved mother.*

Dear Chair

In this issue of ***Voice***, we look at the impacts of suicide on those left behind, and the help they can rely on from Victim Support. We are grateful to Aroha, a mother of two who faced the overwhelming grief of losing a daughter to suicide in 2015, for sharing her story with us.

*“I was overwhelmed, scared, and I had a thousand questions. I didn’t know where my daughter was, whether I could see her or touch her, or what the process was since she had taken her own life. Not only had I lost my baby, but I was now faced with hours, days of uncertainty,” Aroha told us.*

*“The support and encouragement from the support workers has been so reassuring. It has given me confidence to continue to have a relationship with Victim Support through what has been the worst time of my life. They understood the overwhelming mix of feelings, and offered our whanau a rock to stand on during the toughest time in our lives.”*

Currently, all our support workers must complete suicide bereavement training to understand the unique grieving processes, risks, challenges and practical needs surrounding loss from suicide.

**Late last year, we were also proud to launch a new pilot programme that will allow us to train specialist support workers to work solely with those affected by suicide. The programme gathered strong interest with over 70 volunteer applications in its first two weeks and our first class of specialist support workers commencing their training in January.**

The continued support of our friends and stakeholders remains invaluable in allowing us to continue to develop our support for people affected by crime, trauma, and suicide. I hope you enjoy this edition.



Kevin Tso  
Chief Executive





Aroha tragically lost her daughter Jacinta to suicide in 2015. Aroha's words reflect the truly terrible impact a suicide has. Thank you Aroha for sharing your story with us.

**"The support and encouragement from the support workers has been so reassuring. It has given me confidence to continue to have a relationship with Victim Support through what has been the worst time of my life."**

**My contact with Victim Support has not stopped and it has been 44 months since my Jacinta became an angel.**

They arrived within the first few hours of my finding out about Jacinta's death and I still have regular contact today. I didn't believe it and for days wondered if this was actually happening to me. I was overwhelmed, scared, and I had a thousand questions. I didn't know where my daughter was, whether I could see her, touch her, or what the process was since she had taken her life. I knew the Police were involved but I didn't know in what capacity.

Not only had I lost my baby, but I was now faced with hours, days of uncertainty. The support and encouragement from the support workers has been so reassuring. It has given me confidence to continue to have a relationship with Victim Support through what has been the worst time of my life. They understood

## SUPPORT AFTER SUICIDE

*Ko te Tautoko ā-muri  
i te Whakamomori*

the overwhelming mix of feelings, and offered our whānau a rock to stand on during the toughest time in our lives. I have experienced compassion, support and I have learnt a lot about suicide and grief. I have met others who are on the same journey as me through my dealings with Victim Support and I couldn't be more grateful.

## OBJECTIVES OF VICTIM SUPPORT'S SUICIDE POSTVENTION SUPPORT:

1. Ease trauma.
2. Prevent the complications of grief.
3. Minimise the risk of suicidal behaviour in the grieving process.
4. Encourage coping and resilience.





## New Suicide Bereavement Volunteer Programme launched

From Kevin's desk

In this newsletter, we reflect on the terrible impact suicide has on the lives of so many in New Zealand.

Victim Support's quality service and 24/7, nationwide availability is critical to the safety and wellbeing of those affected by suicide. That's why all our Support Workers must complete suicide bereavement training to qualify for frontline service. While many skills are transferable, suicide bereavement requires Support Workers to understand the unique grieving processes, risks, challenges, and practical needs surrounding a suicide bereavement.

This newsletter is a further reminder about looking after our own mental health and wellbeing and those of our loved ones. I encourage you to read our Crisis and Trauma factsheet (detailed on the following page) or if you feel you need to speak with someone please contact our 24/7 contact service 0800 842 846.

I'm always immensely proud of the work we do and I'd like to thank all our volunteers and staff who work tirelessly to support those affected by suicide.

Ngā mihi  
Kevin Tso, Chief Executive

At the end of 2018, Victim Support was proud to launch a new pilot programme to enable volunteer support workers to register with Victim Support to work solely with those affected by suicide.

The programme makes it easier for people with the right skills to get involved as support workers, and provides clients with the benefits of greater specialisation.

"Less than six months into the pilot, we're already finding it attracts support workers who are really motivated about this issue," says April Marshall, National Manager Bereavement Services.

"Support workers are able to better specialise their training, build experience with relevant cases, and build closer relationships with our suicide bereavement specialists on staff. Most importantly they can respond more quickly to call-outs and give more time to each case."

Working with people affected by suicide is a unique part of our work and an area that many are deeply dedicated to. The programme has gathered strong interest with over 70 applications in the first two weeks.

You can read about David, a new suicide bereavement volunteer based in Wellington, who shared his experience with us in the interview below.

### SETTING THE BENCHMARK FOR QUALITY SERVICE...

*We recently chatted with David, who recently joined Victim Support and has completed the new suicide bereavement volunteer programme in Wellington. Thank you David for your contribution to Victim Support!*

#### Can you talk a bit about your role as a suicide bereavement volunteer support worker?

As a new volunteer support worker for Victim Support, I'm continually learning what I can do to assist those who have been affected by suicide in their family. What I

have done so far is listen and support them as they continue to work through the grief, to understand there is a way forward while not forgetting their loved one who has died. For me it has been a learning curve but it has helped me to grow as a person.

Need support?  
Call us now  
**0800  
842 846**

#### Why did you want to be a Victim Support Volunteer?

From a young age I have been bought up to serve my community

**Right: The first intake of suicide bereavement volunteer support workers complete their introductory training at Orongomai Marae in the Hutt Valley, Wellington.**



and those that I come in contact with. As a deacon in the Catholic Church, I am familiar with supporting people who have been affected by death and loss of family members. Working with Victim Support as a volunteer is an extension of what I have done through life. In this role I feel that I can make a difference.

**Would you recommend volunteering for Victim Support to people thinking about it?**

We are all different but we all have something to give. I would totally recommend to anybody to have a go. To go through the training, understand what is involved and to realise that each one of us can make a difference to somebody's life.



## **NO-ONE SHOULD COPE WITH TRAUMA ALONE**

**Losing a loved one is extremely difficult in any circumstance, but loss to suicide brings complex emotions, trauma, and risks which require specialised support.**

"When we get a referral, we are able to activate support for whānau quickly and ascertain their support needs", says Kiri, a Suicide Bereavement Specialist working with Victim Support.

"Whānau can expect compassion and specialised navigation to guide them through the processes ahead. We will be there for as long as they need support. However, we are guided by their needs as they are in control of the process."



**Kiri, Victim Support Suicide Bereavement Specialist**

Kiri's assistance varies depending on the needs of the bereaved. Practical support may include assisting with the legal, coronial and funeral processes, and other challenges facing the whānau or family such as media attention or dealing with other agencies.

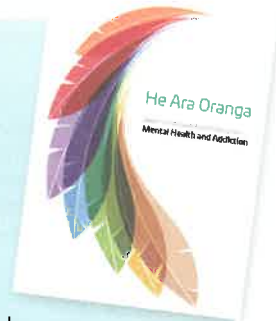
Suicide Bereavement Specialists also provide case management and ensure clients' holistic needs are being well-supported. They also individually supervise our Support Workers.

## **WAYS TO HELP DEAL WITH CRISIS AND TRAUMA:**

- Accept what you're feeling and giving yourself permission to feel sad, angry, hurt or whatever is a good start.
- Talking to a trusted friend, counsellor or minister may be helpful.
- Try to get enough sleep and exercise; physical activity is a good stress reliever.
- Try to take one day at a time, or one hour at a time.

*\*Our 'Crisis and trauma reactions' factsheet can be found here:*  
**<http://www.victimsupport.org.nz/get-help/helpful-resources/>**

# RELEASED: MENTAL HEALTH INQUIRY REPORT, HE ARA ORANGA



## The Government has released the Mental Health Inquiry's report, He Ara Oranga.

The Inquiry have made 40 recommendations to the Government under 12 key categories. The report shares insights from 5200+ submissions. One quote that stood out for us was "those of us bereaved by suicide are the forgotten group, we're expected to get

over it and fall back into life as it used to be." We hope this Inquiry brings about ongoing change and greater awareness around the impact of suicide.

View the full report here: <https://mentalhealth.inquiry.govt.nz/inquiry-report/he-ara-oranga/>



## THANK YOU Police Manager's Guild Trust!

A recent donation to Victim Support from the Police Manager's Guild Trust has provided funding for crucial research into victims' experiences of the New Zealand justice system.

"Victim Support has a key role to ensure that victim's voices are heard when justice reforms are made. Support from the Police Manager's Guild Trust gave us the resources we needed to back up our advocacy with a solid platform of research. We really appreciate their support and the difference it will make for victims of

crime in New Zealand," said Victim Support General Manager Cam Cotter.



**Thank you Police Manager's Guild Trust, your contribution will make a big difference!**

## Careerforce qualification Congratulations to our first graduate!

**Chris Haig was first to complete our Diploma in Health and Wellbeing Applied Practice (Level 5) late last year.**

Victim Support proudly launched this diploma in December 2017, in collaboration with Careerforce. The diploma strengthens Victim Support's reputation as an organisation which values our workforce while maintaining industry-leading standards of training in providing quality services.



Cut here)

**Yes!** Here is my donation to help victims of crime and trauma

Mr  Mrs  Miss  Ms  Other

Name

Postal address

Postcode

Phone

Email

Value of donation  \$25  \$50  \$100  Other \$ \_\_\_\_\_

Gifts over \$5 are tax deductible.

Internet banking – BNZ 020500 0493163 00 – use your surname and NL0219 as references

Cheque – made payable to Victim Support

Credit card – please charge to my

Mastercard  Visa  Amex

Name of cardholder

Card Number

Expiry date

Signature

Please send me information about remembering Victim Support in my Will.

Please return this form to:  
Victim Support, Freepost 100819, PO Box 3017, Wellington 6140

Thank you for your support.