



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

MARTINBOROUGH COMMUNITY BOARD

Agenda

NOTICE OF MEETING

An ordinary meeting will be held in the Supper Room, Waihinga Centre, Martinborough on Thursday, 24 September 2020 at 6:30pm.

MEMBERSHIP OF THE COMMITTEE

Mel Maynard (Chair), Aidan Ellims, Nathan Fenwick, Michael Honey, Cr Pam Colenso and Cr Pip Maynard.

PUBLIC BUSINESS

- 1. EXTRAORDINARY BUSINESS:**
- 2. APOLOGIES:**
- 3. CONFLICTS OF INTEREST:**
- 4. ACKNOWLEDGEMENTS AND TRIBUTES:**
- 5. PUBLIC PARTICIPATION:**
 - 5.1 None advised

6. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:

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.

7. COMMUNITY BOARD MINUTES:

- 7.1 Minutes for Approval: Minutes of the Martinborough Community Board meeting held on 13 August 2020. **Pages 1-5**

Proposed Resolution: *That the minutes of the Martinborough Community Board meeting held on 13 August 2020 be confirmed as a true and correct record.*

8. CHIEF EXECUTIVE AND STAFF REPORTS:

- 8.1 Officers' Report **Pages 6-53**
8.2 Action Items Report **Pages 54-59**
8.3 Income and Expenditure Report **Pages 60-69**

9. NOTICES OF MOTION:

- 9.1 None advised

10. CHAIRPERSON'S REPORT:

- 10.1 Chairperson Report **Pages 70-72**

11. MEMBER REPORTS (INFORMATION):

- 11.1 None advised

12. CORRESPONDENCE:

- 12.1 None



Minutes – 13 August 2020

- Present:** Mel Maynard (Chair), Nathan Fenwick, Councillor Pam Colenso and Councillor Pip Maynard.
- In Attendance:** Mayor Alex Beijen, Euan Stitt (Group Manager Partnerships and Operations), Bryce Neems (Amenities Manager) and Steph Dorne (Committee Advisor).
- Conduct of Business:** The meeting was conducted in public in the Supper Room, Martinborough Town Hall, Texas Street, Martinborough on 13 August 2020 between 6.30pm and 8.40pm. The meeting became extraordinary due to a change of venue.
- Also in Attendance:** Sue Dalton and Les Roberts.

1. EXTRAORDINARY BUSINESS

There was no extraordinary business.

2. APOLOGIES

MCB RESOLVED (MCB2020/25) to receive apologies from Aidan Ellims and Michael Honey.

(Moved M Maynard/Seconded Cr Maynard)

Carried

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. ACKNOWLEDGMENTS AND TRIBUTES

Mayor Beijen paid tribute to former Councillor Bob Petelin who is unwell. Mr Fenwick paid tribute to Ian Maskell who recently passed away and had given a lot to the Martinborough community.

5. PUBLIC PARTICIPATION

5.1 Sue Dolton and Les Roberts – Martinborough Walkways

Ms Dolton, on behalf of the Friday Walking Group, spoke on matters relating to Martinborough walking opportunities and requested a clean-up of the 'Walking Opportunity' area marked on SH53 and a new

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walkway along the Ruamahanga river terraces broadly following the 'Around the Vines' walking route.

6. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS

Walking opportunities are being explored by the Wairarapa Trails Actions Group and will be considered as part of the district wide walking and cycling plan.

Ms Dolton was encouraged to contact Councillor Leigh Hay who is exploring the possibility of a walking user group.

MCB NOTED:

Action 425: Broaden the scope of Action 314 relating to Princess Street to investigate walking trails more broadly in Martinborough, E Stitt.

7. COMMUNITY BOARD MINUTES

7.1 Martinborough Community Board Minutes – 2 July 2020

MCB RESOLVED (MCB 2020/26) that the minutes of the Martinborough Community Board meeting held on 2 July 2020 be confirmed as a true and correct record.

(Moved Fenwick/Seconded Cr Colenso)

Carried

8. CHIEF EXECUTIVE AND STAFF REPORTS

8.1 Action Items Report

Mr Stitt updated members of the cancellation of the wānanga and noted the Māori Standing Committee established a working party to work collaboratively to come up with a new plan.

Mr Neems provided an update on the progress of maintenance at Pain Farm and the recent appraisal. Members acknowledged the work of Bryce Neems, Trish Drury and Greg Childs on the Pain Farm.

Members reviewed the actions items, discussed further updates and noted a further action:

1. Action 426: Hold a workshop to discuss the Martinborough Community Board strategy for the 2019-2022 triennium, MCB.
2. Action 427: Add an option in the Martinborough Community Board financial assistance application form for applicants to speak to their grant application, K Yates.

MCB RESOLVED (MCB 2020/27) to receive the Action Items Report.

(Moved Cr Maynard/Seconded Cr Colenso)

Carried

8.2 Income and Expenditure Report

MCB NOTED:

Action 428: Release the Outdoor Clock and Fred Cooper Estate commitments from the Martinborough Community Board Swimming Pools fund, K Neems.

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MCB RESOLVED (MCB 2020/28) to receive the Income and Expenditure Statement for the period 1 July 2019 – 30 June 2020.

(Moved Cr Colenso/Seconded Fenwick)

Carried

8.3 Financial Assistance Report

Members discussed the applications and supported partial funding of the application from Kidz Need Dadz to ensure funding was proportionate to local community involvement.

Members discussed the health and safety aspects of the Tora Bombora event, youth involvement, and prior support given. Members supported partial funding of the event and requested Tora Bombora present to the Board after the event.

Members acknowledged the service of the Martinborough Community Garden and discussed ways to provide additional support.

MCB NOTED:

Action 429: Investigate entering into a funding partnership agreement with Martinborough Community Garden for the remainder of the triennium, K Yates.

MCB RESOLVED (MCB 2020/29):

1. To receive the Applications for Financial Assistance Report.
(Moved Cr Maynard/Seconded Fenwick) Carried
2. Approve the request from Martinborough Music Festival Trust to retain the \$500 granted on 27 February 2020 for the Martinborough Music Festival in light of their new plans for the event.
(Moved Cr Maynard/Seconded Cr Colenso) Carried
3. To grant Kidz Need Dadz funding of \$200 to assist with the costs of a Father's Day Bowling Event subject to South Wairarapa District being acknowledged in the advertising of the event and presenting to the Board after the event.
(Moved Cr Maynard/Seconded Fenwick) Carried
4. To grant Tora Bombora funding of \$500 to assist with the costs of a Tora Bombora Music Festival.
(Moved Cr Colenso/Seconded Cr Maynard) Carried
5. To grant Martinborough Community Garden funding of \$800 to contribute to its ongoing operating costs and to offer \$1,000 to contribute towards the cost of a 4,000-litre water tank.
(Moved Fenwick/Seconded Cr Maynard) Carried

8.4 Financial Assistance Accountability Report

Members acknowledged grant recipients for sharing their experiences and in particular expressed thanks to He Putiputi for the artwork images shared.

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MCB RESOLVED (MCB 2020/30) to receive the Financial Assistance
Accountability Report.

(Moved Cr Colenso/Seconded M Maynard)

Carried

9. NOTICES OF MOTION

There were no notices of motion.

10. CHAIRPERSONS REPORT

10.1 Chairperson Report

Ms Maynard spoke to matters as outlined in the Chairperson Report.

Ms Maynard updated members of discussions with the Māori Standing Committee for a sign at the entrance of Martinborough and undertook to discuss wording with mana whenua. Members discussed the type of sign, community involvement, the potential for this to be a Community Board project, and the idea of a welcome pack for new residents.

Members did not proceed with making a request to Wellington Water to fund trees at Pain Farm and would work collaboratively with the Māori Standing Committee and Wellington Water to explore options to make restorative justice for the wastewater overflow incident.

MCB RESOLVED (MCB 2020/31):

1. To receive the Chairperson Report.

(Moved Cr Maynard/Seconded Cr Colenso)

Carried

2. Approve a cost of up to \$500 for payment for Guy Fawkes or Colour Run 2020 event, funds to come from the standard budget.

(Moved Fenwick/Seconded Cr Maynard)

Carried

Councillor Colenso abstained

3. Note the information from the Māori Standing Committee discussion and recommend signage at the entrance to Martinborough.

(Moved Cr Maynard/Seconded Fenwick)

Carried

4. To delegate to the Chair the authority to work collaboratively with the Māori Standing Committee and Wellington Water on a plan to make restorative justice for the wastewater overflow incident.

(Moved Cr Colenso/Seconded Fenwick)

Carried

5. Note the information on a memorial gateway and reflections seat.

(Moved Cr Maynard/Seconded Fenwick)

Carried

11. MEMBER REPORTS

There were no member reports.

12. CORRESPONDENCE

There was no correspondence.

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The meeting closed at 8.40pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

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MARTINBOROUGH COMMUNITY BOARD

24 SEPTEMBER 2020

AGENDA ITEM 8.2

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 be remain in a master register but no longer reported on.

2. Appendices

Appendix 1 - Action Items to 11 September 2020

Contact Officer: Steph Dorne, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive Officer

Appendix 1 – Action Items to 11 September 2020

Ref #	Meeting	Raised Date	Action Type	Responsible Manager	Assigned to	Resolution Number	Action or Task details	Status	Notes
584	MCB	9-Oct-17	Resolution	MCB	Cr Colenso	MCB2017/96	MCB RESOLVED (MCB 2017/96) 1. To receive the Greater Wellington Regional Council (GWRC) Bus Shelter on Ohio Street report 2. To defer further discussion on potential artists and murals at the next MCB workshop. (Moved Cornelissen/Seconded Roy) Carried	Open	12/3/18: Cr Colenso undertook to put an artist's brief together. 6/6/19: Cr Colenso has been in contact with Jo Deans, Waste Management Officer. She is keen to do something to reflect saving the planet/saving out towns. MCB supported the idea noting it was a good fit with the plastic bag free approach. Also in discussion with GWRC. 18/7/19: Progressing, Cr Colenso still working on. 22/8/19: To park for the new Board. 02/07/20: Cr Colenso will pick this up to progress.
53	MCB	31-Jan-19	Action	MCB	Maisie/Cr Colenso		Request three design concepts in rough form for the skatepark, liaise with Fiona Beattie when the designs are ready so a student survey can be organised, send the costs to Lisa Cornelissen	Actioned	6/6/19: Maisie still looking at options. Will ask for assistance if required to progress. 18/7/19: Progressing. Lisa to liaise further with Maisie. 12/8/19: No further update at this stage, parked for new Board. 02/07/20: Parked pending confirmation from Maisie whether she has capacity to be involved with the Board this triennium. 03/08/20: Maisie confirmed she does not have capacity. Board to consider if it wants to progress this. 13/08/20: Members agreed to close this action as Maisie no longer has capacity to be involved with the Board.
148	MCB	14-Mar-19	Action	MCB			Work with Cr Pam Colenso and Council's Amenities Manager to review signage in Martinborough Square	Parked	6/6/19: ongoing 18/7/19: Unable to progress within timeframe so agreed to park for new Community Board to address. 02/07/20: Parked until the Amenities Manager has reported to the Board with an overlay of signage in the Martinborough Square.
176	MCB	19-Sep-19	Resolution	Bryce	Karen	MCB2019/70	MCB RESOLVED (MCB 2019/70) that: 1b. Officers report to the next full Community Board with a maintenance schedule for the homestead, cottage and surrounding land. (Moved Cr Maynard/Seconded Roy) Carried 1c. Whilst work is being undertaken on the house and cottage, that officers report to the Board at each meeting (6 weekly) on the progress of maintenance until the work is completed, and Thereafter, officers report 6 monthly on the condition of the homestead, cottage, surrounding land, and farm. (Moved Cr Colenso/Seconded Beattie) Carried 2. The repairs and maintenance work to bring the homestead and cottage up to an acceptable standard for rental purposes be undertaken as a matter of priority. (Moved Cr Colenso/Seconded Beattie) Carried 3. The exterior painting of the homestead be undertaken as the next priority and that the Board recommends Council approves up to \$30,000 for this work. (Moved Cornelissen/Seconded Cr Colenso) Carried 4. That Council review the overhead cost allocation model for the Pain Farm. 5. That following this review, that Council consider whether any overhead allocations for the last three years should be credited back to the Pain Farm account. (Moved Read/Seconded Cornelissen) Carried	Open	1b – Superseded by resolution MCB2019/78 (point 3) 1c – Ongoing - officers reporting to MCB at 6-weekly meetings. 2 – Council undertaking as noted in resolution MSC2019/78 (point 2). 3 – Done and has been reported to Council on 18 March 2020 4 – Review of the overhead cost allocation model to be done as part of the Long-Term Plan. 5 – See point 4 above

Ref #	Meeting	Raised Date	Action Type	Responsible Manager	Assigned to	Resolution Number	Action or Task details	Status	Notes
287	MCB	5-Dec-19	Resolution	Karen		MCB2019/80	MCB RESOLVED (MCB 2019/80): 1. To receive the Establishment of and Appointments to Committees Report. (Moved Cr Maynard/Seconded Ellims) Carried 2. To create a Considine Park User Group and appoint Cr Colenso and Michael Honey as the Martinborough Community Board representatives. (Moved Maynard/Seconded Ellims) Carried 3. To agree the need for a youth representative and defer a decision on the selection process to the next Martinborough Community Board meeting. (Moved Ellims/Seconded Fenwick) Carried	Open	1 – Done 2 – 30/07/20: Cr Colenso is assisting to progress work on the TOR. 3 – 13/08/20: Mr Fenwick undertook to discuss ideas for a youth representative with Kuranui College.
293	MCB	5-Dec-19	Action	Harry	Euan		To request officers investigate lessons learned for the Waihinga Centre project.	Open	14/08/20: Mr Stitt provided an update, noting an independent reviewer to complete the work has been identified.
294	MCB	5-Dec-19	Action	Harry	Karen		Officers to report to the Martinborough Community Board on opportunities to maximise the revenue of the Pain Farm by looking at options for different land use.	Open	31/07/20: Officers to report on this at a future MCB meeting
95	MCB	27-Feb-20	Action	MCB			Investigate forming a Martinborough Tree Group with representatives from the community and the Martinborough Community Board.	Open	02/07/20: Mayor Beijen and Michael Honey have started the process of establishing a Martinborough Tree Group. 14/08/20: Four representatives identified but group not yet established.
102	MCB	27-Feb-20	Action	Euan	Tim		Officers to report to the new Martinborough Community Board on options for a path on Roberts Street adjacent to Martinborough School	Open	Note: Refer to Resolution MCB 2018/60 for background context.
313	MCB	2-Jul-20	Action	Euan	Bryce		Officers to prepare a report on SWDC taking over ownership and management of the CCTV from the Martinborough Business Association that can be considered by the Community Board before making a recommendation to Council	Open	13/08/20: Report due to Board in February 2021.
314	MCB	2-Jul-20	Action	Euan	Tim		To investigate walking/cycling improvements along the eastern side of Princess street from the intersections of New York Street to Huangarua Road, and more broadly in Martinborough.	Open	23/07/2020: The option of a walking /cycling path along Princess street is viable>estimate cost of approximately \$55,000 which there is no current budget for. This proposal will be addressed within the Spatial Plan and any walking cycling strategies developed. 24/08/2020: Note - scope of this action has been broadened to investigate walking trails more broadly in Martinborough (refer to request from Action 425 as raised on 13-Aug-20).
316	MCB	2-Jul-20	Action	Euan	Bryce/Tim		Officers to investigate what improvements can to be made to the dog park and advise community board of options and costs to see if this is viable to take to the community	Open	31/07/20: Amenities Manager liaising with the Chair on details of this request.
317	MCB	2-Jul-20	Action	Karen	Bryce/Cr Colenso/Michael Honey		To progress the Terms of Reference and appointment of external members to the Considine Park User Group	Actioned	13/08/20: Members agreed to close this item as it is included under action item 287.
319	MCB	2-Jul-20	Action	Euan	Bryce		Officers to report to the Community Board with an overlay of the signage in the Martinborough Town Square so that the Board can review the current signage and consider whether any action is needed	Open	11/09/20: GPS audit of signage been undertaken. Details to be extracted to be provided to Board.

Ref #	Meeting	Raised Date	Action Type	Responsible Manager	Assigned to	Resolution Number	Action or Task details	Status	Notes
321	MCB	2-Jul-20	Action	MCB	Mel		Include an advertisement in the local paper to invite members of the public to provide a donation to trees to commemorate Waihinga	Open	
422	MCB	13-Aug-20	Resolution	Katrina	Charly	MCB2020/29	MCB RESOLVED (MCB 2020/29): 1. To receive the Applications for Financial Assistance Report. (Moved Cr Maynard/Seconded Fenwick) Carried 2. Approve the request from Martinborough Music Festival Trust to retain the \$500 granted on 27 February 2020 for the Martinborough Music Festival in light of their new plans for the event. (Moved Cr Maynard/Seconded Cr Colenso) Carried 3. To grant Kidz Need Dadz funding of \$200 to assist with the costs of a Father's Day Bowling Event subject to South Wairarapa District being acknowledged in the advertising of the event and presenting to the Board after the event. (Moved Cr Maynard/Seconded Fenwick) Carried 4. To grant Tora Bombora funding of \$500 to assist with the costs of a Tora Bombora Music Festival. (Moved Cr Colenso/Seconded Cr Maynard) Carried 5. To grant Martinborough Community Garden funding of \$800 to contribute to its ongoing operating costs and to offer \$1,000 to contribute towards the cost of a 4,000-litre water tank. (Moved Fenwick/Seconded Cr Maynard) Carried	Actioned	Commitments added to I&E
424	MCB	13-Aug-20	Resolution			MCB2020/31	MCB RESOLVED (MCB 2020/31): 1. To receive the Chairperson Report. (Moved Cr Maynard/Seconded Cr Colenso) Carried 2. Approve a cost of up to \$500 for payment for Guy Fawkes or Colour Run 2020 event, funds to come from the standard budget. (Moved Fenwick/Seconded Cr Maynard) Carried Councillor Colenso abstained 3. Note the information from the Māori Standing Committee discussion and recommend signage at the entrance to Martinborough. (Moved Cr Maynard/Seconded Fenwick) Carried 4. To delegate to the Chair the authority to work collaboratively with the Māori Standing Committee and Wellington Water on a plan to make restorative justice for the wastewater overflow incident. (Moved Cr Colenso/Seconded Fenwick) Carried 5. Note the information on a memorial gateway and reflections seat. (Moved Cr Maynard/Seconded Fenwick) Carried	Actioned	1 - No action required 2 - Commitment added to I&E 3 - Noted, no further action required 4 - Chair will progress this. Future updates to come via Chairperson Report 5 - Noted, no further action required
425	MCB	13-Aug-20	Action	Euan			Broaden the scope of Action 314 relating to Princess Street to investigate walking trails more broadly in Martinborough, E Stitt	Actioned	Refer to Action 314 as raised on 2 July 2020.
426	MCB	13-Aug-20		MCB	Mel		Hold a workshop to discuss the Martinborough Community Board strategy for the 2019-2022 triennium, MCB	Actioned	Workshop held 8 July 2020.
427	MCB	13-Aug-20		Karen	Steph		Add an option in the Martinborough Community Board financial assistance application form for applicants to speak to their grant application, K Yates.	Actioned	Option added to form and published on website 24 August 2020.

Ref #	Meeting	Raised Date	Action Type	Responsible Manager	Assigned to	Resolution Number	Action or Task details	Status	Notes
428	MCB	13-Aug-20		Katrina	Charly		Release the Outdoor Clock and Fred Cooper Estate commitments from the Martinborough Community Board Swimming Pools fund, K Neems.	Actioned	Commitments released from I&E statement
429	MCB	13-Aug-20		Karen	Steph		Investigate entering into a funding partnership agreement with Martinborough Community Garden for the remainder of the triennium, K Yates.	Open	24/08/20: Funding partnership offered through correspondence on grant. Martinborough Community Garden has requested to meet with MCB first and this request has been forwarded to the Chair.

MARTINBOROUGH COMMUNITY BOARD

24 SEPTEMBER 2020

AGENDA ITEM 8.3

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

To present the Community Board with the most recent Income and Expenditure Statements.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period 1 July 2020 – 31 August 2020.*
2. *Receive the Pain Farm Statement of Financial Performance for the period 1 July 2019 – 30 June 2020*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2020 – 31 August 2020 is attached in Appendix 1.

The Statement of Financial Performance for Pain Farm for 1 July 2019 – 30 June 2020 is attached in Appendix 2.

The Income and Expenditure Statement for 1 July 2019 – 30 June 2020 is attached in Appendix 3.

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 1 July 2020 – 31 August 2020

Appendix 2 – Pain Farm Statement of Financial Performance for 1 July 2019 – 30 June 2020

Appendix 3 - Income and Expenditure Statement for 1 July 2019 – 30 June 2020

Prepared By: Charly Clarke, Senior Financial Accountant

Reviewed By: Katrina Neems, Chief Financial Officer

**Appendix 1 – Income and Expenditure
Statement for
1 July 2020 – 31 August 2020**

Martinborough Community Board				
Income & Expenditure for the Period Ended 31 August 2020				
Personnel & Operating Costs				
Budget				
		Members' salaries		17,965.88
		Mileage reimbursements		500.00
		Operating expenses		6,944.00
		Total Personnel & Operating Costs Budget 2020-21		25,409.88
Expenses				
		Personnel Costs		
		Members' Salaries		2,710.98
		Mileage reimbursements		-
		Total Personnel Costs to 31 August 2020		2,710.98
		Operating Expenses		
		Total Operating Expenses to 31 August 2020		-
Committed funds				
	Resolution date		Original commitment	Spent to date
		Members' Salaries	17,965.88	2,710.98
		Mileage reimbursements	500.00	-
		Total Commitments		15,754.90
				6,944.00
TOTAL OPERATING EXPENSE BUDGET AVAILABLE*				
* remaining budget for personnel and operating expenses does not carry over into subsequent financial years				
Grants				
Income				
		Annual Plan 2020-21 grant allocation		4,343.00
		Other miscellaneous income		-
		Total Income for 2020-21		4,343.00
LESS: Grants paid out				
	21/07/2020	Kurunui College	First Aid, safety equipment, balls & bags	500.00
		Total Grants paid out to 31 August 2020		500.00
LESS: Committed Funds				
	Resolution date		Original commitment	Spent to date
	27/11/2017	Grant - MBA Basketball	Backboards and Posts	500.00
	27/02/2020	Grant - Kuranui College	First Aid, safety equipment, balls & bags	500.00
	21/05/2020	Wairarapa Maths Association	Annual maths competition 2020-21	300.00
	21/05/2020	Wairarapa Maths Association	Annual maths competition 2021-22	300.00
	21/05/2020	Neighbourhood Support	Promotional flag & collateral	200.00
	13/08/2020	Kidz Need Dadz	Father's Day bowling event	200.00
	13/08/2020	Tora Bombora	Tora Bombora Music Festival	500.00
	13/08/2020	Martinborough Community Garden	Contribution to ongoing costs	800.00
	13/08/2020	Guy Fawkes/Colour Run	Contribution to water tank	1,000.00
			Contribution towards event	500.00
		Total Commitments		4,800.00
PLUS: Balance Carried forward from previous year*				
		* excludes Swimming Pool funds		4,653.66
TOTAL GRANTS FUNDS AVAILABLE				
				3,696.66

Martinborough Community Board				
Beautification Fund for the Period Ended 31 August 2020				
Income				
	Annual Plan 2020-21 allocation			10,710.00
	Total Income 2020-21			10,710.00
Beautification grants - operating				
	Total Beautification grants - operating to 31 August 2020			-
Beautification grants - capital				
15/07/2020	Souness Developments	FlagTrax		2,350.00
	Total Beautification grants - capital to 31 August 2020			2,350.00
LESS: Committed Funds				
	Resolution date		Original commitment	Spent to date
				Remaining commitment
13/03/2017	Waihinga Centre		30,000.00	30,000.00
12/03/2018	Water fountain (\$17,500 less 3,222.15 2018-19)		17,500.00	3,222.15
18/07/2019	Purchase of Flags for flagtrax (\$2,000 commitment)		2,000.00	3,298.50
	Total Commitments			42,979.35
PLUS: Balance Carried forward from previous year				53,326.27
TOTAL BEAUTIFICATION FUNDS AVAILABLE				18,706.92

Martinborough Community Board				
Swimming Pools Fund for the Period Ended 31 August 2020				
Income				
	Funds from Martinborough Swimming Club			17,678.80
				17,678.80
Expenditure				
	Total Expenditure			-
Net Surplus/(Deficit) Year to Date				17,678.80
LESS: Committed Funds				
	Resolution date		Original commitment	Spent to date
				Remaining commitment
				-
				-
	Total Commitments			-
TOTAL FUNDS AVAILABLE				14,428.80

Appendix 2 – Pain Farm Statement of Financial Performance

1 July 2019 – 30 June 2020

Pain Farm - Statement of Financial Performance					
For the Period Ended 30 June 2020					
Income					
	Rent received				87,672.84
		Smith	66,000.00		
		Moore	14,700.00		
		Landfill	6,451.10		
		Miscellaneous	521.74		
	Interest income				20,937.23
	Total Income 2019/20 to date				108,610.07
Expenditure					
	Consultants				-
	General expenses				635.17
25/09/2019	Cotter & Stevens	Septic tank repairs	134.55		
31/03/2019	Cotter & Stevens	Fixed blown fuses throughout homestead	500.62		
	Legal expenses				-
	Repairs & maintenance				53,092.93
2/07/2019	Mitre 10		1,690.59		
30/07/2019	Pope & Gray	40mm Base Course	323.26		
7/08/2019	BMT Plumbing Ltd	Hot water issues	101.72		
16/08/2019	EnergySmart	Insulation Cottage	659.60		
21/08/2019	W Roper Ltd	No hot water in cottage	171.80		
27/08/2019	Rentokil Initial	Pest Control 1/9/2019 to 30/11/2019	259.59		
11/09/2019	Unison(Bideford)	Water issues	5,000.00		
23/09/2019	Treescape	Clear service line	2,040.00		
3/10/2019	Wash Rite Wairarapa	Low Pressure House Wash	1,870.00		
22/10/2019	GT Environmental Services Ltd	Septic System Installation	1,350.00		
30/10/2019	Cotter & Stevens	Septic Tank blocked filters	117.00		
10/11/2019	Roger Smith Contracting Ltd	Materials for bathroom wall	3,903.22		
26/11/2019	Rentokil Initial	Pest Control 01/12/19 - 29/02/19	259.59		
1/12/2019	Cotter & Stevens	Septic Pump Replacement	432.11		
23/12/2019	BMT Plumbing Ltd	Leaking Waterpipe, Wastepipe & Cistern	661.53		
27/12/2019	Cotter & Stevens	Spectic Tank Alarm Activated	427.80		
10/01/2020	BMT Plumbing Ltd	Cottage replace wastepipes	493.20		
12/02/2020	BMT Plumbing Ltd	Replace soil pipe	476.08		
28/02/2020	Roger Smith Contracting Ltd	Repairs to bathroom & laundry - cottage	13,800.00		
26/02/2020	Rentokil Initial	Pest Control 1/3/2020 - 31/5/2020	273.86		
25/02/2020	BMT Plumbing Ltd	Bathroom & kitchen fittings	2,706.94		
19/03/2020	Mitre 10	Smoke alarm	27.74		
30/03/2020	GT Environmental Services Ltd	Septic tank clean	636.87		
20/03/2020	Roger Smith Contracting Ltd	Cottage	12,121.77		
20/03/2020	Roger Smith Contracting Ltd	Homestead	465.86		
25/03/2020	BMT Plumbing Ltd	Laundry	1,905.29		
13/03/2020	BMT Plumbing Ltd	Blocked gully trap	101.72		
2/04/2020	R&S Contracting	Building maintenance	51.75		
27/05/2020	Rentokil Initial	Pest Control 1/6/2020 - 31/8/2020	412.54		
30/06/2020	R&S Contracting	Building maintenance	67.50		
8/06/2020	The Chimney Man	Inspect & clean fireplaces - homestead	204.00		
8/06/2020	The Chimney Man	Inspect & clean fireplaces - cottage	80.00		
	Insurance				2,241.96
	Overhead allocation				31,126.97
	Rent & rates payable				7,304.71
	Total Expenditure 2019/20 to date				94,401.74
Net Surplus/(Deficit) Year to Date					14,208.33

Pain Farm - Statement of Accumulated Funds			
As at 30 June 2020			
	Opening balance 1 July 2019		188,888.91
	Total surplus/(deficit) year to date		14,208.33
	Transfers from reserves		30,111.40
	25/11/2019 Pump for septic tank	1,233.40	
	31/01/2020 Painting January 2020 (capital expenditure)	28,878.00	
	Closing balance 30 June 2020		203,097.24
	Less committed funds		112,100.00
	Repairs & maintenance up to \$100,000 (resolved by Council 11/6/2020)	100,000.00	
	Heatpumps & rangehoods for homestead & cottage (resolved by Council 2/7/2020)	12,100.00	
	Total funds available		90,997.24

**Appendix 3 - Income and Expenditure
Statement for
1 July 2019 – 30 June 2020**

Martinborough Community Board						
Income & Expenditure for the Period Ended 30 June 2020						
Income						
		Annual Plan 2019/20 allocation				28,053.00
		Total Income 2019/20				28,053.00
Expenditure						
		Members' Salaries				16,958.85
		Mileage reimbursements				111.00
		Total Personnel Costs				13,003.38
General Expenses						
31/7/2019		Survey Monkey				178.26
31/7/2019		Conference Expenses				40.87
12/08/2019		Pirinoa Hall	Donation to the Hall in Lieu of Hireage			100.00
10/01/2019		Maisie Arnold-Barron	Student Member			100.00
11/05/2019		Office Max	Stationery			10.89
1/07/2020		Sundry expenses ex payroll				27.83
		Total General Expenses				457.85
Grants						
6/09/2019		Epilepsy Foundation	Field Service Programme			500.00
11/09/2019		Bombora Events	Tora Bombora running costs			1,000.00
25/10/2019		Martinborough T	Fireworks			300.00
1/02/2020		Mad Caps	Christmas Parade			2,000.00
27/1/2020		Kuranui College	Matariki Celebration			1,000.00
20/12/2019		Waiwaste Martinborough	Fridge freezer			898.00
13/03/2020		Mad Caps	Music Festival			500.00
27/04/2020		Grant - Anglican Parish	Breakfast and Homework club			600.00
18/06/2020		Martinborough Netball Club	Uniform tops			950.00
30/06/2020		Wairarapa Maths Association	Annual maths competition			300.00
		Total Grants				8,048.00
Capital Expenditure						
		Total Capital Expenditure				-
Total Expenditure						21,509.23
Net Surplus/(Deficit) Year to Date						6,543.77
LESS: Committed Funds						
	Resolution date			Original commitment	Spent to date	Remaining commitment
		Salaries to 30 June 2020*	Remaining balance	16,266.00	16,958.85	(692.85)
		Mileage to 30 June 2020*	Remaining balance	500.00	111.00	389.00
		Student Rep Honorarium	Remaining balance	400.00	350.00	50.00
27/11/2017		Grant - MBA Basketball	Backboards and Posts	500.00		500.00
27/2/2020		Grant - Kuranui College	First Aid, safety equipment, balls & bags	500.00		500.00
21/05/2020		Neighbourhood Support	Promotional flag & collateral	200.00		200.00
		Total Commitments				946.15
Current Year Surplus/(Deficit)						5,597.62
PLUS: Balance Carried forward from previous year						6,881.14
(excludes Swimming Pool funds)						
TOTAL FUNDS AVAILABLE						12,478.76
<i>* remaining budget for salaries & mileage does not carry over into subsequent financial years</i>						

Martinborough Community Board				
Beautification Fund for the Period Ended 30 June 2020				
Income				
		Annual Plan 2019/20 allocation		10,710.00
		Total Income 2019/20		10,710.00
Expenditure				
19/09/2019	Souness Developments	Flag trax		9,000.00
24/10/2019	One Source	Happy Holidays flag trax		948.50
18/06/2020		Bike racks at Waihinga Centre		450.00
		Total Capital Expenditure - Beautification		9,948.50
		Total Expenditure		9,948.50
		Net Surplus/(Deficit) Year to Date		761.50
LESS: Committed Funds				
	Resolution date		Original commitment	Spent to date
				Remaining commitment
13/03/2017	Waihinga Centre		30,000.00	30,000.00
12/03/2018	Water fountain (\$17,500 less 3,222.15 2018-19)		17,500.00	3,222.15
18/07/2019	Purchase of Flags for flagtrax (\$2,000 commitment)		2,000.00	948.50
	Total Commitments			45,329.35
		Current Year Surplus/(Deficit)		(44,567.85)
		PLUS: Balance Carried forward from previous year		52,564.77
		TOTAL FUNDS AVAILABLE		7,996.92

Martinborough Community Board				
Swimming Pools Fund for the Period Ended 30 June 2020				
Income				
		Funds from Martinborough Swimming Club		17,678.80
		Total Income 2019/20		17,678.80
Expenditure				
		Total Expenditure		-
		Net Surplus/(Deficit) Year to Date		17,678.80
LESS: Committed Funds				
	Resolution date		Original commitment	Spent to date
				Remaining commitment
6/06/2019	Outdoor Clock		250.00	250.00
22/08/2019	Fred Cooper Estate		3,000.00	3,000.00
	Total Commitments			3,250.00
		TOTAL FUNDS AVAILABLE		14,428.80

CHAIRPERSON REPORT

Recommendations

The chairperson recommends that the Community Board:

1. *Receive the Chairperson Report.*
2. *Request Council officers look for viable relocation options for a permanent home for the Martinborough Community Garden and come back to the Martinborough Community Board and advise by our next meeting.*
3. *Request Council officers investigate and advise the rules for road signage on the side of State Highways. Advice needs to include an idea of the size of board, number of words and size of fonts, etc, we can use if we create our own town sign and place it at the entrance to town.*
4. *Request information from Council officers on the costs of 150 suitable native trees for planting on the Pain Estate for the anniversary of 150yr settlement at Waihinga.*
5. *Request Council officers advise the size of land available for a seat next to the Museum and a recommended size for the seat itself.*
6. *Request a Martinborough Community update from officers on the following items raised within our community recently – Pain Farm tenancy and future repairs, Manganese Extraction Plant, sewage overflow, fittings on water meters, Dark Sky, rural roading, coastal campsites and plans for increased domestic tourism.*
7. *Request information from officers on the Waihinga Trust and the Martinborough Community Board Chair's role in the selection of the Trustee/s.*

1. Topic 1 – Martinborough Community Garden

Nathan Fenwick and I went and met with the members of the Community Garden following on from our proposal to offer help in our last Community Board meeting.

While our offer of assistance with water storage options was greatly appreciated, they are on someone else's land and very conscious that at any time the land could be taken from them leaving the community garden without a home. They would like us to look for an alternative, permanent, or very long term home for the Community Garden.

Recommendation to request Council officers look for viable relocation options for a permanent home for the Martinborough Community Garden and come back to the Martinborough Community Board and advise by our next meeting.

2. Topic 2 – Town sign on SH53 at the entrance to Martinborough

Following on from the suggestion of Māori Standing Committee, I met with Whaea Teresa Aporo and Whaea Karen Mikaera on Friday 11 September to discuss the best way to engage with Mana Whenua to ask permission to use the wording Nau Mai Haere Mai ki Waihinga, or an alternative if suggested by Mana Whenua, for a town entrance sign. Whaea Teresa is our liaison with Mana Whenua for this project and advised she would ask and let me know. I will be able to confirm this with the Board by the time we have our meeting on 24 September. Look at the rules for road signage on the side of State Highways to give us an idea of the size, number of words and size of fonts, etc, we can use if we create our own town sign and place at the entrance to town. Mana Whenua may allow us to place this on their land at the entrance to town.

Recommendation to request Council officers investigate and advise the NZTA and resource consent rules for road signage on the side of State Highways, and also advise the size allowed for signage, number of words and size of fonts, etc, we can use if we create our own town sign and place at the entrance to town.

3. Topic 3 – 150 year Anniversary for settlement at Waihinga, Martinborough

We still want to finalise the placement of the 150 trees for the Waihinga settlement Anniversary. Amenities Manager Bryce Neems had found some land and we were just waiting for confirmation that this was Council officers only recommendation to the Board. We are also waiting for some quotes to the Board on costs for native trees suitable for this environment. Once we have costs we will know what we need to raise.

Recommendation to request information from Council officers on the costs of 150 suitable native trees for planting on the Pain Estate.

4. Topic 4 – 150 year Anniversary for settlement at Waihinga, Martinborough – Maori Soldiers memorial gateway and reflections seat.

Mate Higginson has spoken to Council of his wish to have a roughly hewn “colonial” seat to be attached to the Oxford Street side of the museum, and looking toward the square. This will be a “reflections” seat. Council had advised him this wouldn’t be a problem to place as they own this piece of land. It was raised at my meeting with Teresa and Karen on 11 September that the Martinborough Mens Shed may be able to help with the seat if we had measurement information and we could see if anyone had a suitable piece of wood to donate.

Recommendation for Council officers to advise the size of land available for a seat next to the Museum and what size officers recommend for the seat itself.

5. Topic 5 – Community Engagement

At our 3 Year Plan workshop we touched on Community Engagement. I would like to take the time to see what everyone at the table thinks about opportunities we could create for this and see if any actions arise.

6. Topic 6 – Martinborough Community Updates

The Community Board would like to request an update from officers on the following topics:

1. Pain Estate – Current status for tenancy and future repairs still to be completed
2. Update on the Manganese Extraction Plant
3. Update on the latest sewage overflow
4. Advise on incorrect fittings used on water meters that have generated water bills for ratepayers and the status of any investigation (we have been told the placement occurred under CityCare).
5. Dark Sky – update on the town lighting process
6. Rural Roading – Plan for the Hinakura Slip; Slump on Tora Rd (just past the little Tora Homestead); Work being carried out by Fulton Hogan at the end of the public road on Te Awaiti Station.
7. Coastal Campsites and plans for the increased domestic tourism (already up another 2%); Plans for waste/rubbish bins

7. Waihinga Trust

Martinborough Community Board would like to receive as much information as possible regarding the Waihinga Trust, their mandate and what is still applicable regarding the Martinborough Community Board Chair's duties and obligations in the selection of Trustee/s for the Waihinga Trust

Recommendation to request information from officers on the Waihinga Trust and the Community Board Chair role in Trustee selection.

Nga mihi nui ki a koutou (thank you all)

Report compiled by Mel Maynard
Chair
Martinborough Community Board