



AGENDA

Martinborough Community Board Monday, 12 October 2026

I hereby give notice that a Martinborough Community Board will be held on:

Date: Monday, 12 October 2026

Time: 7:00 pm

**Location: Supper Room, Waihinga Centre, Texas Street
Martinborough**

**Janice Smith
Chief Executive Officer**

Order Of Business

1	Karakia Timatanga – Opening	4
2	Apologies	4
3	Conflicts of Interest	4
4	Acknowledgements and Tributes.....	4
5	Public Participation	4
6	Actions from Public Participation.....	4
7	Urgent Business.....	4
8	Confirmation of Minutes	5
8.1	Minutes of the Martinborough Community Board Meeting held on 31 August 2026.....	5
9	Matters Arising from Previous Meetings	12
10	Decision Reports from Chief Executive and Staff	13
10.1	Applications to the board's October 2026 funding round	13
10.2	Income and Expenditure Report	18
11	Information Reports from Chief Executive and Staff.....	29
11.1	Action Items.....	29
12	Karakia Whakamutunga – Closing.....	32

1 KARAKIA TIMATANGA – OPENING

Kia hora te marino
Kia whakapapa pounamu te moana
Hei huarahi mā tātou i te rangi nei
Aroha atu, aroha mai
Tātou i ā tātou katoa
Hui ē! Tāiki ē!

May peace be widespread
May the seas be like greenstone
A pathway for us all this day
Let us show respect for each other
For one another
Bind us all together!

2 APOLOGIES**3 CONFLICTS OF INTEREST****4 ACKNOWLEDGEMENTS AND TRIBUTES****5 PUBLIC PARTICIPATION****6 ACTIONS FROM PUBLIC PARTICIPATION****7 URGENT BUSINESS**

8 CONFIRMATION OF MINUTES

8.1 MINUTES OF THE MARTINBOROUGH COMMUNITY BOARD MEETING HELD ON 31 AUGUST 2026

Author: Siv Fjaerestad, Advisor, Community Governance

Authoriser: Janice Smith, Chief Executive Officer

File Number:

RECOMMENDATIONS

That the minutes of the Martinborough Community Board meeting held on 31 August 2026 are confirmed as a true and correct record.

APPENDICES

Appendix 1 Minutes of the Martinborough Community Board Meeting held on 31 August 2026

**MINUTES OF SOUTH WAIRARAPA DISTRICT COUNCIL
MARTINBOROUGH COMMUNITY BOARD
HELD AT THE SUPPER ROOM, WAIHINGA CENTRE, TEXAS STREET, MARTINBOROUGH
ON MONDAY, 31 AUGUST 2026 AT 7:00 PM**

PRESENT: Mr James Brodie, Miss Mel Maynard (online), Cr Aidan Ellims, Cr Chris Archer (arrived at 7.08pm).

APOLOGIES: Mrs Nana Boyle, Mr Ross Andrew, Mayor Fran Wilde

IN ATTENDANCE: Nicki Ansell (Lead Advisor, Performance and Strategy), Siv Fjærestad (Advisor, Community Governance)

PUBLIC FORUM: n/a

CONDUCT OF BUSINESS: This meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and via audio-visual conference. This meeting was live-streamed is available to view on our YouTube channel. The meeting was held in public under the above provisions from 7.05pm to 8.08pm.

OPEN SECTION

1 KARAKIA TIMATANGA – OPENING

Mr Brodie opened the meeting.

2 APOLOGIES

2.1 APOLOGIES

COMMITTEE RESOLUTION MCB2026/23

Moved: Mr Brodie

Seconded: Miss Maynard

The Martinborough Community Board resolved to accept apologies from Mrs Nana Boyle, Mr Ross Andrew and Mayor Fran Wilde, and from Cr Archer for late arrival.

CARRIED

3 CONFLICTS OF INTEREST

No interests were disclosed relating to items on the agenda or interests not already recorded on a relevant register.

4 ACKNOWLEDGEMENTS AND TRIBUTES

Cr Ellims acknowledged Martinborough Transport and the Rapid Relief Trust, and Sarah Donaldson and Rural Support Trust who organised a large event earlier this month at Martinborough Transport.

The Rapid Relief Trust has donated significant quantities of fencing materials to South Wairarapa farmers who have been affected by recent months' weather events. Approximately 6000 posts and 8500 battens have been provided to farmers to repair fences and the event provided a BBQ and coffee so that farmers could socialise off the farm.

Members notes there had been significant damage to farms as a result of the weather events and that it would likely take more than a year, perhaps multiple years for some farmers to get back to "normal".

Cr Archer arrived at 7.08pm.

5 PUBLIC PARTICIPATION

Nil.

6 ACTIONS FROM PUBLIC PARTICIPATION

Nil.

7 URGENT BUSINESS

There was no urgent business.

8 CONFIRMATION OF MINUTES

8.1 MINUTES OF THE MARTINBOROUGH COMMUNITY BOARD MEETING HELD ON 20 JULY 2026

It was noted that in relation to *Item 10.2, Resolution MCB2026/25, pt 2 Street Flag Application for South Wairarapa Rotary – Martinborough Fair Committee*, there are only 11 flag poles available for flag display in Martinborough, and that the number of flags available should be updated as follows:

Committee Resolution MCB2026/25

2. *Approve the application from for South Wairarapa Rotary - Martinborough Fair Committee for the installation of 11 flags in Martinborough from 5 January 2027 to 5 March 2027 for the Martinborough Fair.*

COMMITTEE RESOLUTION MCB2026/24

Moved: Cr Archer

Seconded: Mr Brodie

That the minutes of the Martinborough Community Board held on 20 July 2026 are confirmed as a true and correct record, subject to the change of the number of flags available for display from 12 to 11.

CARRIED

Members noted the need for review of flag maintenance and that this can be discussed as part of a paper on the display of banner or flag policy at the next meeting. Following this, there would be

an opportunity to include the flag schedule and any maintenance as a fixed agenda item at the start of every year.

9 MATTERS ARISING FROM PREVIOUS MEETINGS

There were no matters arising.

10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

10.1 INCOME AND EXPENDITURE REPORT

Members discussed the opportunity to promote the current grant round more widely to the community through the Martinborough Community Board facebook page, and to request to share the information with other social media pages in the community.

Action for Mr Brodie and Mrs Boyle: Promote the current funding round on the Board's social media page and request to share on other community social media pages.

Members discussed the Community Programmes pool fund shared between the three Community Boards and that the three chairs would meet to discuss the types of costs that meet the criteria for the fund and options for distributing the funds between the Boards.

Members also discussed the benefit of having a small budget set aside for providing refreshments at public meetings and Board run community events.

COMMITTEE RESOLUTION MCB2026/26

Moved: Cr Archer

Seconded: Cr Ellims

The Martinborough Community Board resolves to receive the Income and Expenditure Report.

CARRIED

COMMITTEE RESOLUTION MCB2026/27

Moved: Mr Brodie

Seconded: Cr Archer

The Martinborough Community Board resolves to ringfence a small budget of up to \$200 for purposes of providing refreshments at public meetings.

CARRIED

11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

Ms Ansell spoke to her report on the Long Term Plan (LTP) 2027-37, which outlines the LTP process and has been provided to all three Community Boards and the Māori Partnership Committee. Council is required to have a Long Term Plan in place at all times, which is reviewed every three years, with annual plans adopted in the intervening years. The LTP process includes a statutory

consultation period, supported by information on proposed budgets, rates, options, hearings, and deliberations.

Ms Ansell outlined two opportunities for the Board to provide input into the LTP. The first is an informal review of the current LTP, with feedback to officers requested by the end of September 2026. This review focuses on Years 3-9 of the current plan and considers whether existing priorities remain appropriate or if changes need to be considered. To support this process, officers have provided Boards with a list of current projects and commitments.

Members noted that the Board's review and feedback can reflect both current projects and feedback received through recent community engagement. This feedback will help inform the development of the 2027 LTP consultation, including any significant decisions and potential changes to service levels.

Members commented that it can be challenging to provide feedback on future priorities without more detailed work programme information. Footpath upgrades were discussed as an example, noting the frequency of community requests for improved footpaths and alignment with disability access needs as identified in conjunction with the [Te Hōkai Nuku Wairarapa Positive Ageing Strategy - SWDC](#). While district-wide footpath investment is planned, elected members are not generally aware of specific upgrade locations until works are scheduled.

The Board noted its role in advocating for community priorities and identifying preferred upgrades for Martinborough through its LTP review. Members discussed prioritising projects according to urgency, including those required within the first triennium, years 4-6, and years 7-9 (Council currently has a 9 year LTP).

Ms Ansell advised that the second opportunity for Board input is through a formal submission on the LTP. She recommended that, in early 2027, the Board pass a resolution to make a submission as part of the formal consultation process, including identifying submission topics, the author of the submission, and the member(s) nominated to speak at hearings.

Action for Ms Fjaerestad:

Request from the Roding Team an overview of what work on footpaths in Martinborough is forecast in the 2028-2029 period.

Action for the Members:

To prepare a recommendation for early 2027 to submit, as part of the formal process of consultation on the Long Term Plan 2027-37, including what the Board will submit on, who will write the submission and who is nominated to speak at the hearings.

11.1 LONG-TERM PLAN 2027-37

COMMITTEE RESOLUTION MCB2026/28

Moved: Mr Brodie

Seconded: Cr Archer

The Martinborough Community Board resolved to:

- 1) Receive the Long-Term Plan 2027-37 Report
- 2) Agree to review the current project plan for years 4-9 of the existing LTP and provide feedback to officers by the end of September 2026.

CARRIED

12 CHAIRPERSON REPORTS

12.1 CHAIRPERSON REPORT

Mr Brodie provided an update on the following items:

Emergency Preparedness

Members participated in the recent shared emergency preparedness workshop for all three Community Boards; the participants were happy with the proposed process.

Considine Park Development Planning

Considine Park has to have a User Group which operates under a Terms of Reference, and under chairmanship of the Martinborough Community Board, as well as a development plan, which has to be reviewed regularly.

The Considine Park User Group has received community feedback on the Development Plan, including from the community engagement sessions, Martinborough School, the local Kindergarten and the childcare centres. This process has produced a set of priorities of what the new Considine Park development plan could look like, and will be provided to Ms Janice Smith for consideration in the Reserve Management Plan review process.

Proposal for Noise Reduction on Busy Martinborough Roads

Members noted that the Board's position on Louise Lyster's proposal for noise reduction on busy roads in Martinborough will be considered as part of their LTP review and feedback process.

Review of Community Engagement

There were 70 participants at the drop in sessions and more than 50 wellbeing surveys completed and feeding into the engagement; providing the Board with a reasonable sample of community feedback and sentiment. Members noted that the predominant age group was in the 50 years and over bracket, and that consideration needs to be given to younger demographics as well.

The Martinborough Community Board is meeting with the South Wairarapa Youth Council on 8 September to seek their feedback on the surveys and topics.

Action for Ms Fjaerestad: Establish the time for the engagement with the Youth Council and provide to Mr Brodie, who will send members an invite.

Upcoming meeting with the Māori Partnership Committee (MPC)

The Board has been invited to attend a forum with the MPC at 6pm on 15 September on a number of topics that will benefit from feedback from hapū and iwi.

COMMITTEE RESOLUTION MCB2026/29

Moved: Mr Brodie

Seconded: Cr Ellims

The Martinborough Community Board resolved to:

1. Receive the Chairperson's Report.
2. Consider the request from Louise Lyster regarding busy roads in Martinborough.

CARRIED**13 KARAKIA WHAKAMUTUNGA – CLOSING**

Mr Brodie closed the meeting with a karakia.

The meeting closed at 8.08pm.

Confirmed as a true and correct record.

..... (Chair)

..... (Date)

..... (Chief Executive)

..... (Date)

9 MATTERS ARISING FROM PREVIOUS MEETINGS

10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

10.1 APPLICATIONS TO THE BOARD'S OCTOBER 2026 FUNDING ROUND

Author: Siv Fjaerestad, Advisor, Community Governance

Authoriser: Janice Smith, Chief Executive Officer

File Number:

PURPOSE

The purpose of this report is to provide members of the Board with the details of the grant applications received to the Community Development Fund for the August-October 2026 funding round.

EXECUTIVE SUMMARY

The Martinborough Community Board (MCB) received twelve applications in the funding round which opened 10 August and closed 20 September 2026.

One of these applications has been transferred to MCB following consultation with the Chairs of Featherston and Martinborough Community Boards. Kahutara School originally applied to the Featherston Community Board funding round; during the due diligence process it became clear the application aligned more consistently with the MCB ward and criteria, and so the Chairs agreed it should be considered as part of the MCB funding round.

An application from the Considine Park User Group has been withdrawn by the applicant.

Therefore, the Board is being asked to consider 11 applications for funding. The total amount subscribed for funding is \$34,003.33. The board has a total of \$20,440 funds available to allocate in the 2026-2027 Financial Year. The list of applicants has been attached to this report.

Note that the Board has had an opportunity to review all applications in full, including supporting evidence. The Board is asked to consider the applications received and determine the best use of the funding available for application.

RECOMMENDATIONS

That the Martinborough Community Board:

1. Receive the "Applications to the board's October 2026 funding round" report.
2. Accept/decline the application from Hato Hone St John Wairarapa Area Committee for \$1,000 to contribute to Waka Ora Health Shuttles.
3. Accept/decline the application from Hōkai Tahi for \$1,000 to support Martinborough Whānau to Access Hōkai Tahi Services.
4. Accept/decline the application from Kahutara School for \$3,000 to Upgrade the Swimming Pool Cover.
5. Accept/decline the application from Martinborough and Districts Company of Amateur Players (MADCAPS) for \$4,500 for the Martinborough Christmas Show.

6. Accept/decline the application from Martinborough Community Garden for \$1,109.76 to Upgrade and Replace Community Garden Beds.
7. Accept/decline the application from Martinborough Football Club for \$8,000 to purchase a Joint Storage Container for Martinborough Football Club and Martinborough Cricket Club.
8. Accept/decline the application from Martinborough Kindergarten for \$6,243.57 to contribute to a Vegetable Garden Upgrade.
9. Accept/decline the application from the Rotary Club of the South Wairarapa for \$2,000 to contribute to the Commemoration of the 50th Rotary Martinborough Fair.
10. Accept/decline the application from Ruamāhanga Farm Foundation for \$3,900 to contribute to Te Reo ō te Wai.
11. Accept/decline the application from Te Waiwhakaata Wairarapa Film Festival for \$3,000 to contribute to the Te Waiwhakaata Wairarapa Film Festival | Spring Sessions.
12. Accept/decline the application from the Wairarapa Walking Festival for \$250 to contribute to the Wairarapa Walking Festival 2026.

BACKGROUND

South Wairarapa District Council is committed to promoting sustainable social, economic, cultural and environmental outcomes within the district. One way to achieve this is to provide community investment via grants to eligible community groups and projects benefiting the people of South Wairarapa.

The Martinborough Community Board has delegated authority to make financial decisions within the allocated and available budget. The board operates its grant fund in accordance with the Council's Grants Policy. The Grants Policy applies to all grants funded by Council, including committees and community boards.

Community boards are allocated funding for grants through the Long-Term Plan/Annual Plan. Grant allocations and board expenditure must be made by resolution at a formal meeting.

DISCUSSION

Under the current [Grants Policy](#), eligibility for community board grants include:

- Community organisations, marae committees, school, an individual, or a group of individuals who have come together for a common purpose to benefit the South Wairarapa.
- Whilst the applicant does not need to be based in the South Wairarapa or the ward from where the funds are being sought, they should be able to demonstrate that the activity benefits the local community.

Under the current [Grants Policy](#), the following allocation principles are applied:

- We are impartial and treat all applicants fairly.
- We operate transparently while protecting applicant's financial confidentiality
- We provide feedback to unsuccessful applicants so they can learn and know how to improve next time.

- We consider the outcomes of previous funding assistance given by Council.

To ensure an equitable and impartial process and outcomes, all funding applications must be assessed through a fair, transparent, consistent and evidence-based process.

Each application must satisfy the published eligibility criteria and minimum information requirements.

Eligible applications must be assessed on their own merits against a set of pre-determined criteria, in alignment with the Grants Policy and the Board objectives.

Assessors should consider the information submitted through the formal application process, apply the agreed scoring methodology consistently, and consider reasons to support each resolution and provide useful feedback to the applicant.

Before participating, every decision maker must declare any actual, potential or perceived conflict of interest; a conflicted member must not assess, advocate for, discuss or vote on the affected application, and the declaration and action taken must be recorded.

OPTIONS

The options available to the Board are to accept in full, accept in part, accept conditional upon supporting information, or decline the applications as they are presented. If declining an application, the Board can request further information from the applicant and accept their application to a future funding round if appropriate.

CONSIDERATIONS

Financial

Martinborough Community Board funding was allocated to the community boards from the Council's Annual Plan process. Therefore, the delegation for decision making is with the Martinborough Community Board and has no further impact on the Council's AP/LTP, OPEX/CAPEX, rating impact or procurement process.

COMPLIANCE SCHEDULE

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.

State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the Long Term Plan) that relate to this decision.	This report complies with Grant Policy .
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications for Māori.
Chief Financial Officer review	The Chief Financial Officer has not reviewed this report.
State the possible implications for health and safety	None

APPENDICES

Appendix 1 List of Applicants

Martinborough Community Board - Grant Applications for August-October 2026 Funding Round

Applicant Name	Organisation/Group	Project Title	Amount Req
Veronika Wood	Hato Hone St John Wairarapa Area Committee	Waka Ora Health Shuttles	\$1,000.00
Renee Renata	Hōkai Tahi	Supporting Martinborough Whānau to Access Hōkai Tahi Services	\$1,000.00
Ariana Te Whetu	Kahutara School	Swimming Pool Cover Replacement	\$3,000.00
Shayne Cater	Martinborough and Districts Company of Amateur Players (MADCAPS)	Martinborough Christmas Show	\$4,500.00
Philippa Pointon	Martinborough Community Garden	Martinborough Community Garden Replenishment	\$1,109.76
Dylan Firth	Martinborough Football Club (in ptnship with Martinborough Cricket Club)	Martinborough Football Club and Martinborough Cricket Club Joint Storage Container	\$8,000.00
Megan Gibson	Martinborough Kindergarten	Vegetable Garden Upgrade	\$6,243.57
Vivienne O'Reilley	Rotary Club of South Wairarapa	An Artwork in Commemoration of the History and 50 Years Anniversary of the Rotary Martinborough Fair	\$2,000.00
Jane Riddiford	Ruamāhanga Farm Foundation	Te Reo ō te Wai	\$3,900.00
Jane Ross	Te Waiwhakaata Wairarapa Film Festival	Te Waiwhakaata Wairarapa Film Festival Spring Sessions	\$3,000.00
Charlotte Harding	Wairarapa Walking Festival	Wairarapa Walking Festival 2026	\$250.00
TOTAL			\$34,003.33

10.2 INCOME AND EXPENDITURE REPORT

Author: Siv Fjaerestad, Advisor, Community Governance

Authoriser: Janice Smith, Chief Executive Officer

File Number:

PURPOSE

The purpose of this report is to update the Martinborough Community Board on their current financial position.

EXECUTIVE SUMMARY

- The Income and Expenditure Report provides a summary of expenditure for the period ending 30 September 2026.
- The Board can view any expenditure in the Income and Expenditure Statement, as per attached in Appendices 1 and 2 and request clarification from officers if required.

RECOMMENDATIONS

That *the Martinborough Community Board*:
Receive the Income and Expenditure Report.

BACKGROUND

The Income and Expenditure update ensures clear and transparent use of South Wairarapa District Council funds. Funds are used to support the ordinary operation of the Board and provide grant funding to the community.

Refer to the [Terms of Reference](#) for South Wairarapa District Council committees for guidelines of financial and non-financial delegations of the Board.

DISCUSSION

Operational Funding

The Board has operational funding available to support its functions, including training, travel, accommodation, and general expenses.

The Board, alongside the Featherston and Greytown Community Boards, have access to a pool fund, at the total of \$10,000 to be spent as agreed across the three Boards.

Overall, this funding enables the Board to uphold its purpose, provide advice to Council, and support community participation in civic processes and community events.

Operational Expenses

At 30 September, the funding available in the budget for operational expenses, once committed expenditure has been uplifted, is \$689.

Training and Development

At 30 September, the Board has a budget of \$822 available for training and professional development for the 2026-2027 Financial Year.

Community Development Grants Budget

At 30 September, the Board has \$20,440 remaining in its Community Development Budget.

Swimming Pools Fund

At 30 September, the Board has \$14,174 available in its Swimming Pools Fund.

COMPLIANCE SCHEDULE

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local Authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the Long Term Plan) that relate to this decision.	This report complies with South Wairarapa District Council Financial Policy.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications for Māori.
Chief Financial Officer review	The Chief Financial Officer has not reviewed this report.
State the possible implications for health and safety	There are no health and safety considerations.

APPENDICES

Appendix 1 Statement of Income and Expenditure 31 August 2026

Appendix 2 Statement of Income and Expenditure at 30 September 2026

Martinborough Community Board

Community Development fund for the Period Ended 31 August 2026

Allocation Grants Annual Budget 2026-27	\$ 20,440
Less Expenditure 2026/27 (Funds Uplifted)	
	\$ -
Less funds granted and uplifted to 31 August 2026	\$ -
Balance as at 31 August 2026	\$ 20,440
Less funds not uplifted from previous Community meetings as at 31 August 2026	
Less committed funds not uplifted from previous community meetings	\$ -
Community Fund Account balance as at 31 August 2026	\$ 20,440

Martinborough Community Board

Operational Expenditure for the Period Ended 31 August 2026

Annual Budget 2026-27	\$ 2,099
Less Expenditure 31 August 2026	
Jul-26	
Local Governmen 109526/03 CBEC Levy 2026/27	\$ 290
The Martinborough Star	\$ 470
Less expenditure uplifted to 31 August 2026	\$ 760
Balance as at 31 August 2026	\$ 1,339
Less committed expenditure not uplifted from previous Community meetings as at 31 August 2026	
MCB2026/16 - Consultation costs - Meeting 22/06/26	\$ 450
Less committed expenditure not uplifted from previous community meetings	\$ 450
Operational Account balance as at 31 August 2026	\$ 889

Martinborough Community Board

Training expenditure for the Period Ended 31 August 2026

Annual Budget 2026-27	\$ 1,050
Less Expenditure 31 August 2026	
	\$ -
Less expenditure uplifted to 31 August 2026	\$ -
Balance as at 31 August 2026	\$ 1,050

Martinborough Community Board
Community Board Pool fund for the Period Ended 31 August 2026

Allocation Grants Annual Budget 2026-27	\$	3,333
Less Expenditure 2026/27 (Funds Uplifted)		
	\$	-
Less funds granted and uplifted to 31 August 2026	\$	-
Balance as at 31 August 2026	\$	3,333
Less funds not uplifted from previous Community meetings as at 31 August 2026		
Less funds not uplifted from previous community meetings	\$	-
Community Fund Account balance as at 31 August 2026	\$	3,333

Martinborough Community Board
Swimming Pools fund for the Period Ended 31 August 2026

Unused funds from Martinborough Swimming Club	\$	14,174
Less Expenditure 2026/27 (Funds Uplifted)	\$	-
Less funds granted and uplifted to 31 August 2026	\$	-
Balance as at 30 June 2027	\$	14,174
Less funds not uplifted from previous Community meetings as at 31 August 2026	\$	-
Less committed funds not uplifted from previous community meetings	\$	-
Swimming Pools Fund Account balance as at 31 August 2026	\$	14,174

Martinborough Community Board

Community Development fund for the Period Ended 30 September 2026

Allocation Grants Annual Budget 2026-27	\$ 20,440
Less Expenditure 2026/27 (Funds Uplifted)	
	\$ -
Less funds granted and uplifted to 30 September 2026	\$ -
Balance as at 30 September 2026	\$ 20,440
Less funds not uplifted from previous Community meetings as at 30 September 2026	
Less committed funds not uplifted from previous community meetings	\$ -
Community Fund Account balance as at 30 September 2026	\$ 20,440

Martinborough Community Board

Operational Expenditure for the Period Ended 30 September 2026

Annual Budget 2026-27	\$ 2,099
Less Expenditure 30 September 2026	
Jul-26	
Local Governmen 109526/03 CBEC Levy 2026/27	\$ 290
The Martinborough Star	\$ 470
Sep-26	
J S Brodie Stationery/printing costs MCB2026/16	\$ 187
Less expenditure uplifted to 30 September 2026	\$ 947
Balance as at 30 September 2026	\$ 1,152
Less committed expenditure not uplifted from previous Community meetings as at 30 September 2026	
MCB2026/16 - Consultation costs - Meeting 22/06/26	\$ 263
MCB2026/27 - Refreshments for public meetings - Meeting 31/08/26	\$ 200
Less committed expenditure not uplifted from previous community meetings	\$ 463
Operational Account balance as at 30 September 2026	\$ 689

Martinborough Community Board

Training expenditure for the Period Ended 30 September 2026

Annual Budget 2026-27	\$ 1,050
Less Expenditure 30 September 2026	
Sep-26	
LGNZ Induction J Brodie	\$ 228
Less expenditure uplifted to 30 September 2026	\$ 228
Balance as at 30 September 2026	\$ 822

Martinborough Community Board
Community Board Pool fund for the Period Ended 30 September 2026

Allocation Grants Annual Budget 2026-27	\$	3,333
Less Expenditure 2026/27 (Funds Uplifted)		
	\$	-
Less funds granted and uplifted to 30 September 2026	\$	-
Balance as at 30 September 2026	\$	3,333
Less funds not uplifted from previous Community meetings as at 30 September 2026		
Less funds not uplifted from previous community meetings	\$	-
Community Fund Account balance as at 30 September 2026	\$	3,333

Martinborough Community Board
Swimming Pools fund for the Period Ended 30 September 2026

Unused funds from Martinborough Swimming Club	\$	14,174
Less Expenditure 2026/27 (Funds Uplifted)	\$	-
Less funds granted and uplifted to 30 September 2026	\$	-
Balance as at 30 June 2027	\$	14,174
Less funds not uplifted from previous Community meetings as at 30 September 2026	\$	-
Less committed funds not uplifted from previous community meetings	\$	-
Swimming Pools Fund Account balance as at 30 September 2026	\$	14,174

11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

11.1 ACTION ITEMS

Author: Siv Fjaerestad, Advisor, Community Governance

Authoriser: Janice Smith, Chief Executive Officer

File Number: N/A

PURPOSE

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

EXECUTIVE SUMMARY

Action items from recent meetings are presented to the Board for information.

BACKGROUND

The Chair may ask officers for comment and all members may ask 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. Procedural resolutions are not reported on.

DISCUSSION

Please refer to the report appendix.

APPENDICES

Appendix 1 Actions List at 6 October 2026

Number/Item/Meeting	Meeting Date Raised	Members / Assigned Officers	Action or Task details	Status	Notes
6 Public Participation	22 June 2026	Janice Smith	Request an updated traffic count and a review of the 2022 dataset to compare trends and confirm current conditions	Open	22/06/2026: Request discussed with Janice Smith at meeting. 30/06/2026: Reminder to officers 20/08/2026: Reminder e-mail to officers
6 Actions from Public Participation	22 June 2026	Siv Fjaerestad	Ask Council officers if there are any areas that are potentially available for off leash dog walking.	Open	22.07.2026: Enquired with James O'Connor, GM Infrastructure and Community Operations and Melissa Stockley, Manager, Community Operations. Councillors recommended to wait until land audit is completed. 20.08.2026: Asked if there is an approximate date for completion of land audit. There is no indicative timeframe but more information may result from LTP discussions.
6 Actions from Public Participation	22 June 2026	Siv Fjaerestad	Request information on how many dogs are registered in Martinborough.	Actioned	22.07.2026: Numbers reported during 22 July 2026 Martinborough Community Board meeting.
10.1 Martinborough Community Development Fund, Policies and Projects Information Report	22 June 2026	Siv Fjaerestad/Hayley McDonald	Full and updated income expense / funds / budget report, following AP adoption, at next available meeting	Actioned	22.07.2026: Report provided at MCB meeting
10.1 Martinborough Community Development Fund, Policies and Projects Information Report	22 June 2026	Lina McManus	Update from Council once Pain Farm policy is reviewed	Open	13.08.2026: concerns voiced by Martinborough community members with regards to any impact to Pain Farm Trust Fund as a result of amalgamation. Followed up with Lina, to request a meeting with Lina, and/or Janice with regards to concerns.
10.1 Martinborough Community Development Fund, Policies and Projects Information Report	22 June 2026	Lina McManus	Provide a statement for the Members to respond to any community members enquiring about Pain Farm funding rounds.	Open	13.08.2026: Followed up with Lina McManus, Policy, Engagement and Funding Advisor.
10.1 Martinborough Community Development Fund, Policies and Projects Information Report	22 June 2026	Siv Fjaerestad / Hayley McDonald	Follow up on overview of expenditure or Waiinga Trust funds between 2025 and 31 May 2025 Review recommendations at an informal meeting for the remainder of the fund.	Completed	22.07.2026: Overview of expenditure provided at 22 July 2026 MBC meeting.
11.1 Chairperson's Report	22 June 2026	Lina McManus	Council officers can provide a privacy statement for collecting data from survey	Actioned	30.06.2026: Draft Privacy Statement provided by Lina McManus, Advisor, Grants and Funding. 01.07.2026: Privacy review provided by Richard Atkins, Lead Advisor, Business Transformation & Privacy Officer.
11.1 Chairperson's Report	22 June 2026	James Brodie	Send a quote / invoice once obtained for the cost of article (consultation / STAR)	Actioned	31.08.2026: Invoice from STAR confirmed as paid in July.
11.1 Chairperson's Report	22 June 2026	James Brodie	Enquire about reimbursement process.	Actioned	10.09.2026: Information received for claim 14.09.2026: Claim authorised.
11.1 Chairperson's Report	22 June 2026	James Brodie	Confirmation of members of Friends of Five Town Trails working group	Actioned	Confirmed by James Brodie
11.1 Chairperson's Report	22 June 2026	Members (all/any)	E-mail council to let them know if and what lights have been damaged from the storm, so that they can repair	Open	James Brodie: Cotter and Stevens have fixed a third; the rest is waiting for parts
11.1 Chairperson's Report	22 June 2026	James Brodie	Respond to community member who enquired about quality or strength of Martinborough Square lighting, noting dark skies.	Open	James to rewrite letter to Cynthia Maynard
11.1 Chairperson's Report	22 June 2026	James Brodie, James O'Connor	Request Considine Park members confirmation from James O'Connor	Actioned	Completed by Chair James Brodie.
6. Actions from Public Participation	20 July 2026	Members (all)	Board will read and consider the information provided by Ms Lyster at their next informal meeting	Open	24.07.2026: Received an updated version of submission. Members will consider at next informal meeting whether or not the recommendation that Council reveals the bypass roads as part of the MCB LTP submission

Number/Item/Meeting	Meeting Date Raised	Members / Assigned Officers	Action or Task details	Status	Notes
					31.08.2026: Members noted that the Board's position on Louise Lyster's proposal for noise reduction on busy roads in Martinborough will be considered as part of their LTP review and feedback process.
10.2 Street Flag Application from South Wairarapa Rotary Club	20 July 2026	Siv Fjaerestad	Include Policy and Schedule in the minutes	Actioned	31.08.2026: Additional request: Review the flag schedule process at next meeting, and propose to review the schedule annually.
10.2 Street Flag Application from South Wairarapa Rotary Club	20 July 2026	Siv Fjaerestad	Approve the application for SW Rotary – Martinborough Fair Committee – for the installation of 12 Flags in Martinborough for the period of 5 January to 5 March 2027	Open	4.08.2026: Outcome of the decision was communicated to SW Rotary. 31.08.2026: Recheck dates and number of flags. Update number in minutes.
11.1 Chairperson's Report	20 July 2026	Siv Fjaerestad	Enquire with the Council's Youth Development Advisor on whether or not the SW Youth Council may be interested in providing feedback	Actioned	24.07.2026: Enquired with Alex Taia-Lehmstedt, Youth Development Advisor. 20.08.2026: Followed up. 15.09.2026: MCB met with Youth Council.
11.1 Chairperson's Report	20 July 2026	Siv Fjaerestad	Enquire with Council officers if the incident at Considine Park exercise machines has been reported and to check the equipment to prevent further incidents	Open	30.07.2026: Elisa Romani, Lead Advisor Projects, Community Operations, confirmed that all of the equipment has been inspected and no faults were identified. Additional request by James Brodie: to explore whether or not Instructions for use machine may be to reviewed.

12 KARAKIA WHAKAMUTUNGA – CLOSING

Kua mutu ā mātou mahi
Mō tēnei wā
Manaakitia mai mātou katoa
O mātou hoa
O mātou whānau
Aio ki te Aorangi

Our work is finished
For the moment
Blessing upon us all
Our friends
Our families
Peace to the Universe