



**GREYTOWN
COMMUNITY BOARD**
Kia Reretahi Tātau

AGENDA

Greytown Community Board Wednesday, 2 April 2025

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

Date: Wednesday, 2 April 2025

Time: 7:00 pm

**Location: WBS Room, Greytown Town Centre, 89 Main
Street, Greytown**

**Janice Smith
Chief Executive Officer**

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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

Greytown Community Board - 5 February 2025

**MINUTES OF SOUTH WAIRARAPA DISTRICT COUNCIL
GREYTOWN COMMUNITY BOARD
HELD AT THE COBBLESTONES MUSEUM, 169 MAIN STREET, GREYTOWN
ON WEDNESDAY, 5 FEBRUARY 2025 AT 7:00 PM**

- PRESENT:** Louise Brown (Chair), Warren Woodgyer, Jo Woodcock, Neil Morison, Cr Aaron Woodcock, Cr Martin Bosley.
- APOLOGIES:** None
- IN ATTENDANCE:** Stefan Cobertt (General Manager, Infrastructure & Community Operations), Lina McManus (Coordinator, Grants & Funding), Robyn Ramsden (Advisor, Community Governance)
- PUBLIC FORUM:** Lina McManus (Coordinator, Grants & Funding) on behalf of Wairarapa Tai Chi.
- CONDUCT OF BUSINESS:** This meeting was held in the Cobblestones Museum, 169 Main Street, Greytown. The meeting was recorded for administrative purposes. The meeting was held in public under the above provisions from 7:08pm to 8:49pm except where expressly noted.

OPEN SECTION

1 KARAKIA TIMATANGA – OPENING

Chair Louise Brown opened the meeting.

2 APOLOGIES

None

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

Warren Woodgyer acknowledged Greytown local Mike Gray who received Kings Service Medal for his services to local government and the community. Neil Morrison acknowledged the passing of Jim Farley, a Greytown local.

5 PUBLIC PARTICIPATION

Lina McManus spoke on behalf of Grant Applicant Wairarapa Tai Chi.

Wairarapa Tai Chi is an ACC accredited class. They offer Tai Chi and Line dancing classes in Greytown. All classes by koha, however rent is now \$20 an hour. The applicant is paying for rental out of her own pocket to deliver this class. She is asking for the security of having a year's rent so she can focus on growing the class. See letter from the Regional Positive Ageing Strategy Coordinator.

6 ACTIONS FROM PUBLIC PARTICIPATION

See Item 10.1 Grant Report.

7 URGENT BUSINESS

None

8 CONFIRMATION OF MINUTES

8.1 MINUTES OF THE GREYTOWN COMMUNITY BOARD MEETING HELD ON 20 NOVEMBER 2024

COMMITTEE RESOLUTION GCB2025/01

Moved: Mr N Morison

Seconded: Cr M Bosley

1. That the minutes of the Greytown Community Board meeting held on 20 November 2024 are confirmed as a true and correct record.
2. Correction GCB2025/67 In favour Jo Woodcock. Against W Woodgyer.

CARRIED

Discussion on adding the reason against decisions. Staff responded that this is not standard practice for SWDC. We also do not produce minutes verbatim.

9 MATTERS ARISING FROM PREVIOUS MEETINGS

There were no matters arising.

10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

11.1 INCOME AND EXPENDITURE REPORT

No updates. Committed Funds 12,137. 2021-2022 = \$9,672.00. 2023 = 117.00.

Container for FlagTrax receipt was submitted. Need to pay Gail Vidutich. Expecting invoice from catering for Matariki. Staff remind members that tracking down committee funds from the previous triennium is more difficult.

10.1 GRANT REPORT**COMMITTEE RESOLUTION GCB2025/02****Moved: Cr A Woodcock****Seconded: Mr W Woodgyer**

1. That *the Greytown Community Board receive the Financial Assistance Report.*

CARRIED**MOTION****Moved: Cr M Bosley****Seconded: Mr N Morison**

That Greytown Community Board resolved that to approve the grant application from Wairarapa Tai Chi for \$920 to support venue hire for Tai Chi classes in Greytown from the Grant Fund.

Members discussed alternative venues. Members raised concerns that this is a commercial venture. Staff reassured that it is not.

COMMITTEE RESOLUTION GCB2025/03**AMENDMENT****Moved: Cr M Bosley****Seconded: Mr N Morison**

That Greytown Community Board resolved that resolved to approve the grant application from Wairarapa Tai Chi for the partial amount of \$500 to support venue hire for Tai Chi classes in Greytown from the Grant Fund.

In Favour: Ms L Brown, Mr N Morison, Cr A Woodcock and Cr M Bosley

Against: Mr W Woodgyer and Mrs J Woodcock

CARRIED 4/2**COMMITTEE RESOLUTION GCB2025/04****Moved: Ms L Brown****Seconded: Cr M Bosley**

That Greytown Community Board resolved to approve the application from Divine River NZ Trust for \$1,000 to support Community & In-School Programme delivery in Greytown from the Grant Fund.

In Favour: Nil

Against:	Ms L Brown, Mr W Woodgyer, Mrs J Woodcock, Mr N Morison, Cr A Woodcock and Cr M Bosley	LOST 0/6
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11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

11.2 ACTION ITEMS REPORT

<p>537 – no updates. Remains open.</p> <p>153 – Meeting set for 19 Feb. Update to Actioned.</p> <p>218 – Staff remailed on 14 May 2024 and 13 November 2024. Actioned.</p> <p>240 – Staff and Chair met. Action underway. Remain open.</p> <p>249 – Actioned.</p> <p>250 – Under Investigation.</p> <p>260 – Response is that it’s yet to be determined. Actioned.</p> <p>415 – 24/10/24: Greytown Drinking Water Supply Hearings. Greytown Drinking Water Supply Hearings - Update: Venue Change - SWDC Actioned.</p> <p>429 – request from members for the boards to be hireable. Who would oversee? How much for? How is the money collected? Chair to email SWDC Manager’s preference.</p> <p>427 – Members do not pay tax on reimbursements. Actioned.</p> <p>428 – Pursue funding through Transpower. Actioned.</p>

12 CHAIRPERSON REPORTS

12.1 CHAIRPERSON REPORT

<p>Report as read.</p> <ol style="list-style-type: none"> 1. Studio 73. Meeting on 16 Dec 2024 was attended by Louise and Neil. Renovations were due to start this month. Addressing funding shortfall. 2. Time Capsule 2025. Suggestion to coincide with Arbor Day.
<p>COMMITTEE RESOLUTION GCB2025/05</p> <p>Moved: Ms L Brown Seconded: Cr M Bosley</p> <p>That Greytown Community Board resolved that Louise Brown pursue more Trax Flags to bring to the next Community Board meeting.</p>

CARRIED
<p>3. General Updates.</p> <ul style="list-style-type: none"> a. Arbor day 2025: Louise to arrange meeting for Sunday 23 Feb at 11:00am. b. Volunteer Expo: Louise, Neil, Jo. Once a month from beginning of March. c. LTP pubic consultation 28 Feb to 30 March. Hearings in April. Deliberations in May. Discussion on the expansion of Arbor Reserve. Greytown Community Board to get feedback from Community and Community Committees. Discussion on irrigation and care of new trees. Advised to put expansion of Arbor reserve into the Long Term Plan.
<p>Note: The paint purchased by Jo Woodcock to finish the boards will be considered a donation from the Woodcock's.</p>

13 KARAKIA WHAKAMUTUNGA – CLOSING

Cr. Bosley closed the meeting with a karakia.

The meeting closed at 8:49pm.

[Type here for Appendices if required.](#)

Confirmed as a true and correct record.

..... (Mayor/Chair)

..... (Date)

..... (Chief Executive)

..... (Date)

9 MATTERS ARISING FROM PREVIOUS MEETINGS

10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

10.1 INCOME AND EXPENDITURE REPORT

Author: Robyn Ramsden, Advisor, Community Democracy

Authoriser: Paul Gardner, Group Manager, Corporate Services

File Number: n/a

PURPOSE

To inform *councillors/members* of the Income & Expenditure of the Greytown Community Board.

EXECUTIVE SUMMARY

- The Greytown Community Board has \$33,632 available for grants.
- The grant to the Festival of Christmas was agreed in principle over email on 10 March is not in the attached report, because the report period is to 28 February.
- Please note the transfer of the costs of the heritage seat over from an operational budget, so it is now sitting in the Feb expenditure but removed from the commitments.
- The Dog poo bins have been removed from financial commitments. An expenditure transfer was not necessary due to them being deducted from GCB funds.
- Street Barrel reimbursements of \$ 139.27 was paid on the 5th of March so will be updated in March report.

RECOMMENDATIONS

1. That *the Greytown Community Board* receive the Income and Expenditure Report date ending 28 February 2025.
2. That the Greytown Community Board agree to advocate for prospective community projects and promote a grants allocation prior to the financial year end.

BACKGROUND

The Income and Expenditure report is supplied to the Greytown Community Boards to ensure a clear and transparent process to the board and community.

DISCUSSION

The attachment is supplied by finance to the Advisor, Community Governance who compiles the summary. Any questions should be directed to finance through an action.

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 the Council and Committee Terms of Reference 2023-2025 .
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 Income & Expenditure to 28 February 2025

Greytown Community Board
Community Development fund for the Period Ended 28 February 2025

Allocation Grants Annual Budget 2024-25	\$ 15,180
Unused funds from 2023-24	\$ 34,804
Less Expenditure 2024/25 (Funds Uplifted)	
Aug-24	
GCB 2024/19 - Norfolk road Nursery Arbour day saplings	\$ 150
Sep-24	
GCB2024/42 - Greytown Early Years Inc	\$ 240
GCB2024/40 - Whanau Manaaki Association	\$ 1,000
Oct-24	
Nov-24	
GCB2024/21 - Flagmakers - Flagtrax for Anzac day	\$ 514
Dec-24	
GCB2024/65 - Friends of Cobblestones - Christmas and New year events	\$ 1,000
GCB2024/67 - Greytown Lions club - Grant for wire shed	\$ 1,000
GCB2024/63 - Oscar Fenwick - Boxing training camp Fiji	\$ 500
Jan-25	
GCB2024/66 - RNZSPCA	\$ 500
GCB2024/64 - Greytown school solar panels	\$ 1,000
Feb-25	
GCB2022/65 - Flagtrax container (December expense claim)	\$ 33
GCB2025/03 - Wairarapa Tai Chi	\$ 500
28/02/25 Email - Wairarapa Balloon Society	\$ 1,000
Capital Expenditure	
25/02/25 - GCB2022/50 - Heritage seat for Greytown - Meeting 13/09/22 -transfer from Parks & Reserves	\$ 2,250
Less funds granted and uplifted to 28 February 2025	\$ 9,687
Balance as at 28 February 2025	\$ 40,296
Less funds not uplifted from previous Community meetings as at 28 February 2025	
GCB2022/13 - Greytown Pool - Second set of three Murals - Meeting 30/03/22	\$ 2,000
GCB2022/13 - Lions to Paint Polls - Soldier Memorial Park - Meeting 30/03/22	\$ 200
GCB2022/51 - Menz shed - Purchase of new equipment - Meeting 13/09/22	\$ 1,000
GCB2023/08 - Gail Vidulich - Materials for Main st barrels - 03/05/23	\$ 55
GCB2023/49 - Main street barrel plants - Meeting 13/12/23	\$ 62
GCB2024/11 - G Vidulich Main street barrel maintenance - Meeting 21/02/24	\$ 97
GCB2024/18 - Catering for Matariki - Meeting 22/05/24	\$ 750
Less committed funds not uplifted from previous community meetings	\$ 4,164
Community Fund Account balance as at 28 February 2025	\$ 36,132

Greytown Community Board
Operational Expenditure for the Period Ended 28 February 2025

Annual Budget 2025	\$ 2,024
Less Expenditure 28 February 2025	
Jul-24	
Local Governmen 104173/03 Community Boards Executive Committee levy 202	\$ 275
Aug-24	
Lamb-Peters Pri 104516/01 Arbor Day colouring competition printing	\$ 125
Ex. Payroll Aug 24 Woodgyer, W - Garden Barn	\$ 215
Oct-24	
Ex. Payroll Oct 24 Brown, L - Cont, to Comm Service Award	\$ 164
Brown, Louise Arbor Day & Flag box	
Nov-24	
Woodcock, Jolene (Arbor Day)	\$ 92
Dec-24	
Brown, Louise Arbor Day & Flag box	\$ 58
Jan-25	\$ -
Feb-25	
Flagtrax container GCB2022/65	-\$ 33
Less expenditure uplifted to 28 February 2025	\$ 896
Balance as at 28 February 2025	\$ 1,128
Less committed expenditure not uplifted from previous Community meetings as at 28 February 2025	\$ -
Less committed expenditure not uplifted from previous community meetings	\$ -
Operational Account balance as at 28 February 2025	\$ 1,128

Greytown Community Board
Training expenditure for the Period Ended 28 February 2025

Annual Budget 2025	\$ 1,012
Less Expenditure 28 February 2025	\$ -
Less expenditure uplifted to 28 February 2025	\$ -
Balance as at	\$ 1,012

10.2 GRANT ACCOUNTABILITY REPORT - GREYTOWN COMMUNITY BOARD

Author: Robyn Ramsden, Advisor, Community Democracy

Authoriser: Paul Gardner, Group Manager, Corporate Services

File Number: n/a

PURPOSE

To inform *councillors/members* of the Greytown Community Board of the Grant Accountability Reports returned.

EXECUTIVE SUMMARY

The South Wairarapa District Council Grant Policy Kaupapa Here Tono Pūtea says in section 9. Terms and Conditions/Ngā ture that – “a completed funding outcomes report must be returned to SWDC prior to any future grant application being made.”

On the application from the authorisation section includes an agreement from recipients that they:

- Confirm that they will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for seven years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grants and Funding Report.

Staff are in the process of reminding previous recipients to provide accountability information on an updated form.

RECOMMENDATIONS

1. That *the Greytown Community Board* receive the Grant Accountability Report.
2. That *the Greytown Community Board* approve accountability reporting as a mechanism in the future for tracking outcomes associated with grants.

BACKGROUND

The Greytown Community Board is one of three SWDC Community Boards who can bestow grants to applicants. Grant applications are received via paper, pdf, email or an online form. Officers process the requests to the Greytown Community Board and present the information according to the SWDC grants policy: [PI-FDT-001-Grants-Policy-June-23.pdf](#)

DISCUSSION

Community Boards have requested grant recipients report back to them after the completion of project and events. It is best practice for committee that access and award grants to be confident that investment toward an applicant or project will deliver the intended outcome, as detailed in the initial application. It is also a legal requirement for charities and incorporated societies to account for grants received in their financial year end reporting to the relevant agency.

This report lists grant recipients since the beginning of the current triennium in October 2022. The following table outlines the grants given, the due date for the accountability report and when the accountability was received. The returned accountability reports are attached undercover to protect Intellectual Privacy and Financial information.

2023-24 Financial Year

Applicant	Amount Approved	Due Date	Date Received
Te Hupanui Greytown Artists	\$ 1,000	Jun-25	
Cobblestones Museum Trust – gutters	\$ 868	Jun-25	8-Jul-24
Kia Kaha Hockey	\$ 700	Jun-25	
David Murray	\$ 1,000	Jun-25	

2024-25 Financial Year

Applicant	Amount Approved	Due Date	Date Received
Whānau Manaaki Kindergarten – Greytown	\$ 1,000	Sep-25	
Kuranui College – Kapahaka	\$ 1,000	Sep-25	
Greytown Early Years	\$ 240	Sep-25	
O Fenwick	\$ 500	Dec-25	
Greytown School	\$ 1,000	Dec-25	
The Friends of Cobblestones Museum	\$ 1,000	Mar-25	
SPCA Masterton	\$ 500	Dec-25	
Greytown Lions Trust	\$ 1,000	Dec-25	
Wairarapa Tai Chi	\$ 500	Feb-26	

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 the 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 Cobblestones Museum - accountability - *Under Separate Cover*

10.3 COMMUNITY DEVELOPMENT GRANT REPORT

Author: Robyn Ramsden, Community Democracy Advisor
Authoriser: Paul Gardner, Group Manager, Corporate Services
File Number: n/a

PURPOSE

To inform *members* of grant applications for consideration.

EXECUTIVE SUMMARY

- The Greytown Community Board has received three applications for financial support.
- Two of these applications; Wairarapa Balloon Festival and Greytown Christmas Festival have been agreed to over email and must be ratified at this meeting.

RECOMMENDATIONS

1. That *the Greytown Community Board receive the Community Development Grant Report.*
2. That *the Greytown Community Board ratify the unanimous decision made over email to grant the Wairarapa Balloon Festival \$1,000 from the Community Development Fund.*
3. That *the Greytown Community Board ratify the unanimous decision made over email to grant the Festival of Christmas \$2,500 from the Community Development Fund.*
4. That *the Greytown Community Board consider the application from **Steffen Kreft** for **\$ 1,000** to support a Booktown mural in Featherston from the Community Development Fund.*

BACKGROUND

The Greytown Community Board has delegated authority to make financial decisions within the confines of the allocated and available budget and the Board operates its grant fund in accordance with the Council's Grants Policy. Community boards are allocated funding for grants through the Long-Term Plan/Annual Plan. The current funding amount is available on the Income & Expenditure Statement.

DISCUSSION

Under the current Grants Policy, the key eligibility criteria for Community Board grants are as follows:

- Non-profit community organisations with a formed legal structure or a group of individuals who have come together for a common purpose but who do not have a legal structure may apply.
- The applicant does not need to be based in the South Wairarapa or the ward from where the funds are being sought but the applicant must be able to demonstrate that the activity benefits the ward where the funds are being sought.

The following applicants have been assessed in accordance with the grant criteria:

1. Application from Wairarapa Balloon Festival

The application from Wairarapa Balloon Festival does not meet the criteria for funding, see the coversheet for more details. Martinborough Community Board. 20 Nov 2024. Assessed at 5 Dec 2025 meeting but deferred for more information. Reassessed on 13 Feb 2025 meeting. Partial grant of \$2,500 approved. There are no outstanding accountability forms.

2. Application from Festival of Christmas

The application from the Festival of Christmas was not received through approved channels. The application was supplied after the Greytown Community Board agreed in principle over email to approve the grant. No supporting documents were supplied with the application.

Received a grant of \$2,000 from Creative Communities Scheme Festival Fund in May-24. Grant Accountability Report supplied. Received a grant of \$18,395.50 from the Community & Youth Grant in Oct-24. Funds held for Jun-Jul 2025 event. Received a grant of \$15,000 from Community Wellbeing Fund in Oct-24. Grant Accountability Report not yet due. There are no outstanding accountability forms.

3. Application from Steffen Kreft

The application from Steffen Kreft meets the criteria for funding. The applicant has received funding for a project in 2020, the accountability report has been received. The applicant has also applied to the Featherston Community Board for the same project. There are no outstanding accountability forms.

Noting that where applicants have provided confidential information, such as the organisations income and expenditure information, this will be provided to members in confidence.

OPTIONS

The Greytown Community Board may consider applications that do not meet the funding criteria. The options available to the Board are to approve, approve with conditions, request further information from the applicant or decline.

CONSIDERATIONS

Financial

The Greytown Community Board Grant Fund was allocated to the Community Boards from the Council's Enhanced Annual Plan process. Therefore, the delegation for decision making is with the Greytown Community Board and has no further impact on the Council's AP/LTP, OPEX/CAPEX, rating impact or procurement process.

Climate Change

Applicants are not currently required to indicate positive, neutral or negative effects on climate change. The application form will be updated to indicatively reflect these results for elected member to consider as part of future decision making.

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 no 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** **Wairarapa Balloon Festival - coversheet**
- Appendix 2** **Wairarapa Balloon Festival - application - *Under Separate Cover***
- Appendix 3** **Festival of Christmas - coversheet**
- Appendix 4** **Festival of Christmas - application - *Under Separate Cover***
- Appendix 5** **Steffen Kreft - coversheet**
- Appendix 6** **Steffen Kreft - application - *Under Separate Cover***

Committee/Board	Greytown Community Board		
Applicant	Wairarapa Balloon Festival		
Project title	Wairarapa Balloon Festival 2025		
Amount Requested	\$ 5,000		
2. Scope			
One-off		On-going	
3. Community Outcomes			
Social	Environmental	Economic	Cultural
4. Funding principles			
Does this project:			
No	honour Te Tiriti o Waitangi and the Council’s partnership with mana whenua and Māori in the outcomes we deliver.		
No	support communities to transition to a low emissions and sustainable economy.		
No	build our community’s capacity and capability to do things for themselves.		
No	work creatively and collaboratively with others for our diverse communities.		
Yes	invest to deliver measurable results across multiple outcomes (economic, social, environmental, cultural).		
No	deliver outcomes to enhance the lives of current and future generations.		
Yes	support local place-making and improvements on community well-being.		
No	prioritise equitable outcomes and distribution of funding across our district.		
Does this project also:			
No	promote transformative social change.		
No	increase community collaboration and resilience.		
No	support social innovation.		
No	support sustainable growth opportunities within the community.		
5. Allocation principles			
Outcomes of previous grants given by Council/Māori Standing Committee/Community Boards:			
Yes	<p>Has applied for a grant before?</p> <p>Martinborough Community Board. 20 Nov 2024. Assessed at 5 Dec 2025 meeting but deferred for more information. Reassessed at 13 Feb 2025 meeting. Partial grant of \$2,500 approved.</p> <p>Received multi-year funding in 2021 for 2021 and in 2022 for \$5,750.00 each year.</p>		
6. Who can apply			
Yes	Community organisation		
No	Marae committee		
No	A group of individuals		
No	An individual		
Except			

No	Seeking to promote commercial, political or religious objectives	
No	Are event profits or proceeds going to be redistributed to other organisations or groups?	
Yes	Has the organisation completed the funding outcomes report?	
8. Application process		
No	Was this application received inside funding round?	
Yes	Is this application form complete?	
Yes	Is the applicant speaking to their grant application?	
Staff Recommendations		
<p>The applicant has ticked all outcomes but has not detailed how they will meet these, and how they will measure this and report back.</p> <p>This is the second application received from this organisation and there are discrepancies in the financial information from the MCB application to GCB– all event applicants should be providing quotations or an event budget at the minimum. Ranges (\$2,000 - \$2,500) are unacceptable in terms of grants funding – the applicant and Council are responsible for accountability of public finances.</p> <p>This application was received outside the deadline and does not meet Council Grants Policy, the applicant has supplied incomplete or inadequate information. The initial recommendation would be to decline, however due to the time constraints the board may wish to consider funding ‘conditional upon further information’</p> <ul style="list-style-type: none"> - Breakfast -100 people - who is the breakfast provided to, who is supplying the breakfast, how does this meet impact outcomes - Event budget (which includes allocation of spend from MCB grant, should also include any other grants received from external funders) <p>Permitting this information is provided to Council Officers by *10 March, a grant may be processed for the next pay run.</p>		
Funding Options:		
	Fully Fund	Fully funded project must clearly demonstrate our funding principles, align with Māori Standing Committee priorities and can clearly measure impact outcomes.
	Partial Fund	Funding for success, i.e. 70 – 80% of request or confidence that they will acquire funds with other funders pending.
	Seed Funding	Where funding is strained but are eager to support consider a contribution to kick start activity, i.e. 20%
	Conditionally Fund	Committees may wish to seek further information before committing funds, e.g. financial statements, letters of support, proof of other fundraising etc.
	Co-Fund	Fund with another partner and/or Community Boards, Māori Standing Committee.
	Delegate/Defer	Hold grant to present to a more suitable fund.

		i.e. creative Communities, Community Boards, Community & Youth, Sport Travel
	Decline	Limited funding available, includes retrospective costs, doesn't meet Council grants policy, applicant is not the final beneficiary, applicant has supplied incomplete or inadequate information or unique to application.

<i>Committee/Board</i>	Greytown Community Board		
<i>Grant Fund</i>	Community Development Fund		
<i>Applicant</i>	Festival of Christmas		
<i>Project title</i>	Collective promotion of Greytown as a visitor destination		
<i>Amount Requested</i>	\$2,500		
2. Scope			
One-off		On-going	
3. Community Outcomes			
Social	Environmental	Economic	Cultural
4. Funding principles			
Does this project:			
No	honour Te Tiriti o Waitangi and the Council's partnership with mana whenua and Māori in the outcomes we deliver.		
No	support communities to transition to a low emissions and sustainable economy.		
No	build our community's capacity and capability to do things for themselves.		
Yes	work creatively and collaboratively with others for our diverse communities.		
No	invest to deliver measurable results across multiple outcomes (economic, social, environmental, cultural).		
No	deliver outcomes to enhance the lives of current and future generations.		
Yes	support local place-making and improvements on community well-being.		
No	prioritise equitable outcomes and distribution of funding across our district.		
Does this project also:			
No	promote transformative social change.		
No	increase community collaboration and resilience.		
No	support social innovation.		
Yes	support sustainable growth opportunities within the community.		
5. Allocation principles			
Outcomes of previous grants given by Council/Māori Standing Committee/Community Boards:			
Yes	Has applied for a grant before?		
Yes	<i>Has applied for a grant in the last 3 years.</i> Received a grant of \$18,395.50 from the Community & Youth Grant in Oct-24. Funds held for Jun-Jul 2025 event. Received a grant of \$15,000 from Community Wellbeing Fund in Oct-24. Grant Accountability Report not yet due. Received a grant of \$2,000 from Creative Communities Scheme Festival Fund in May-24. Grant Accountability Report supplied.		
6. Who can apply			
Yes	Community organisation		
No	Marae committee		
No	A group of individuals		
No	An individual		
Except			

No	Seeking to promote commercial, political or religious objectives
No	Are event profits or proceeds going to be redistributed to other organisations or groups?
Requested	Has the organisation completed the funding outcomes report?
8. Application process	
Yes	Was this application received inside funding round?
No. Was out of date form.	Is this application form complete?
Yes	Is the applicant speaking to their grant application?
Staff Recommendations	
<p>Applicant did not use the approved channels in seeking this grant. The application for was supplied after the Board agreed in principle over email. No supporting documents were supplied with the application.</p>	
Funding Options:	
Fully Fund	Fully funded project must clearly demonstrate our funding principles, align with Māori Standing Committee/Featherston/Greytown/Martinborough Community Board priorities and can clearly measure impact outcomes.
Partial Fund	Funding for success, i.e. 70 – 80% of request or confidence that they will acquire funds with other funders pending.
Seed Funding	Where funding is strained but are eager to support consider a contribution to kick start activity, i.e. 20%
Conditionally Fund	Committees may wish to seek further information before committing funds, e.g. financial statements, letters of support, proof of other fundraising etc.
Co-Fund	Fund with another partner and/or Community Boards, Māori Standing Committee.
Delegate/Defer	Hold grant to present to a more suitable fund. i.e. creative Communities, Community Boards, Community & Youth, Sport Travel
Decline	Limited funding available, includes retrospective costs, doesn't meet Council grants policy, applicant is not the final beneficiary, applicant has supplied incomplete or inadequate information or unique to application.

Committee/Board	Greytown Community Board		
Applicant	Steffen Kraft		
Project title	Booktown mural in Featherston		
Amount Requested	\$ 1,000		
2. Scope			
One-off		On-going	
3. Community Outcomes			
Social	Environmental	Economic	Cultural
4. Funding principles			
Does this project:			
No	honour Te Tiriti o Waitangi and the Council's partnership with mana whenua and Māori in the outcomes we deliver.		
No	support communities to transition to a low emissions and sustainable economy.		
No	build our community's capacity and capability to do things for themselves.		
Yes	work creatively and collaboratively with others for our diverse communities.		
No	invest to deliver measurable results across multiple outcomes (economic, social, environmental, cultural).		
Yes	deliver outcomes to enhance the lives of current and future generations.		
Yes	support local place-making and improvements on community well-being.		
No	prioritise equitable outcomes and distribution of funding across our district.		
Does this project also:			
No	promote transformative social change.		
No	increase community collaboration and resilience.		
No	support social innovation.		
No	support sustainable growth opportunities within the community.		
5. Allocation principles			
Outcomes of previous grants given by Council/Māori Standing Committee/Community Boards:			
Yes	Has applied for a grant before? Received \$500 from Greytown Community Board in February 2020. Accountability supplied.		
Yes	Has the applicant applied to another Board or Committee? The applicant has applied to the Featherston Community Board. This will be reviewed at their meeting on 9 April.		
6. Who can apply			
No	Community organisation		
No	Marae committee		
No	A group of individuals		
Yes	An individual		
Except			

No	Seeking to promote commercial, political or religious objectives
No	Are event profits or proceeds going to be redistributed to other organisations or groups?
Not applicable	Has the organisation completed the funding outcomes report?
8. Application process	
No	Was this application received inside funding round?
Yes	Is this application form complete?
No	Is the applicant speaking to their grant application?
Staff Recommendations	
<p>This project is based in Featherston. Staff has requested quotes. The applicant has also applied for a grant with the Featherston Community Board. Staff recommend deferring the application to the Featherston Community Board as the project will be undertaken in Featherston.</p>	
Funding Options:	
Fully Fund	Fully funded project must clearly demonstrate our funding principles, align with Greytown Community Board priorities and can clearly measure impact outcomes.
Partial Fund	Funding for success, i.e. 70 – 80% of request or confidence that they will acquire funds with other funders pending.
Seed Funding	Where funding is strained but are eager to support consider a contribution to kick start activity, i.e. 20%
Conditionally Fund	Committees may wish to seek further information before committing funds, e.g. financial statements, letters of support, proof of other fundraising etc.
Co-Fund	Fund with another partner and/or Community Boards, Māori Standing Committee.
Delegate/Defer	Hold grant to present to a more suitable fund. i.e. creative Communities, Community Boards, Community & Youth, Sport Travel
Decline	Limited funding available, includes retrospective costs, doesn't meet Council grants policy, applicant is not the final beneficiary, applicant has supplied incomplete or inadequate information or unique to application.

11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

11.1 LOCAL BODY ELECTIONS 2025

Author: Nicki Ansell, Lead Advisor, Policy & Projects
Authoriser: Paul Gardner, Group Manager, Corporate Services
File Number: N/A

PURPOSE

To inform the Greytown Community Board on the preparations for the local body elections in October 2025.

EXECUTIVE SUMMARY

This report provides information on the upcoming Local Body Elections 2025, highlights key dates, planning and how this will be managed leading up to the election.

BACKGROUND

Local government elections are to be held 11 October 2025 in accordance with the [Local Electoral Act 2001](#).

Council has already resolved in August 2023 to use First Past the Post (FPP) as the voting method for the 2025 election.

DISCUSSION

Election 2025

The declaration of the Deputy Electoral Officers and other officials is undertaken around February 25 and can be altered (if required) during the year.

Council must resolve by 30 June at the latest, how they wish their candidates to be ordered on the voting paper. If a resolution isn't made, the candidate order must be alphabetical. In 2016 SWDC used alphabetical, in 2019 pseudo random and in 2022, random. A decision paper is currently scheduled for the Council 30 April 25 for order of candidates.

Candidate nominations open 1 July and close midday 1 August and voting opens 9 September 2025.

The official pre-election period will begin on 11 July 2025 under section 104 of the Local Electoral Act 2001.

Some key dates during 2025 are:

- ***Check you are enrolled to vote***
Now until 1 August 2025
- ***Consider being a candidate***
Now until 1 July 2025

- **Appointment of the deputy electoral officer and other officials**
February 2025
- **Ratepayer Roll Enrolment Confirmation Letters and Forms sent to existing ratepayers.**
Posted 28 March 2025
- **Council decision on the order of candidates' names on voting forms**
30 April 2025
- **Pre-election Period starts**
11 July 2025
- **Pre-election report published by the Chief Executive**
Before 18 July 2025
- **Public notice of the election calling for nominations**
No later than 10 July 2025
- **Candidate nominations open**
4 July 2025
Noted: Candidates to be provided with an information pack and a seminar early July when nominations open.
- **Candidate nominations close (12 noon)**
1 August 2025
- **Candidates announced**
8 August 2025
- **Final electoral roll certified by Electoral Officer**
5 September 2025
- **Voting papers sent to enrolled voters**
9 September - 22 September 2025
- **Voting opens**
9 September - 11 October 2025
- **Interim Delegation to the CE – report to Council**
8 October 2025
- **Voting closes (12 noon)**
11 October 2025
- **Progress and preliminary results published**
11 October 2025
- **Final results announced**
14 October - 17 October 2025

The Induction of new candidates will be completed as soon as practical after the results are announced.

The inaugural council meeting will take in late October (date to be confirmed).

New Council

Officers have started planning the new Council programme to commence immediately following the elections, including the inaugural meeting, training, and induction processes. There will be an opportunity for Councillors to provide input into this induction planning. Having the input of Councillors who were elected at the last election for the first time will be especially valuable to ensure the induction best meets the needs any new elected representative.

APPENDICES

Nil

11.2 ACTION ITEMS REPORT

Author: Robyn Ramsden, Community Democracy Advisor
Authoriser: Paul Gardner, Group Manager, Corporate Services
File Number: n/a

PURPOSE

To present the Greytown Community Board with updates on actions and resolutions to 18 March 2024.

EXECUTIVE SUMMARY

- Action items from recent meetings are presented to the Greytown Community Board for information. The Chair may ask Council officers for comments 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.

APPENDICES

Appendix 1 Action Items to 19 March 2025

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
537	28-Oct-20	Action	GCB	Reconsider the design of new Welcome to Greytown signs following consultation on the 2021-2031 Long Term Plan.	Open	<p>9/6/21: To remain parked until the Long-Term Plan is adopted as the LTP may include budget for place assessment of the three towns, including entrances.</p> <p>4/8/21: To remain parked as the Board would be collaborating on signs to consolidate branding across the district.</p> <p>8/02/23: Action closed at request of the board - to be considered as part of the community planning process.</p> <p>21/2/24: Reopen action. Board is aiming for 3 universal signs at each entrance to the town. Acknowledge NZTA will need to approved signs.</p>
240	22-May-24	Action	GCB	Chair to update the annual strategy from the website	Open	20/11/24: Chair and Advisor, Community Governance to get sorted before the end of the year.
250	22-May-24	Action	P Gardner	request staff contact the MenzShed to ask about GCB2022/51 Purchase of new equipment.	Open	5/2/25: Under investigation.
429	20-Nov-24	Action	P Gardner	Find out if it's possible for the boards to be hired out outside town hall. If so, does it need to be run by SWDC. Needs resolution within 2 weeks.	Open	5/2/25: request from members for the boards to be hireable. Who would oversee? How much for? How is the money collected? Chair to email SWDC Manager's preference.

12 CHAIRPERSON REPORTS

12.1 CHAIRPERSON REPORT

File Number: n/a

I, Greytown Community Board Chair Louise Brown, give notice that at the next Meeting of Greytown Community Board to be held on 2 April 2025, I intend to move the following motions:

MOTION

1. That the Greytown Community Board receive the Chairperson Report.
2. That the Greytown Community Board approve up to \$5,000 for the Arbor Day Celebrations to cover; work on the reserve, creation of flags, creation of anniversary bags, celebratory tea for attendees, cost of trees and possible cost of irrigation to be paid upon invoice or receipts with an expense claim form from Community Board members from the Community Development Fund.
3. That the Greytown Community Board approve up to \$1,000 for Matariki Celebration and breakfast to be paid upon invoice or receipts with an expense claim form from Community Board members from the Community Development Fund.
4. That the Greytown Community Board approve up to \$1,000 for Volunteer Expo advertising costs and refreshments to be paid upon invoice or receipts with an expense claim form from Community Board members from the Community Development Fund.

UPDATE ON UPCOMING GCB INVOLVED EVENTS

Update on current plans and progress for the following events to be held later this year.

- Volunteer Expo on 8 June 2025
- Matariki Event with Papawai on 3 July 2025
- Arbor Day Celebration with Papawai on 3 July 2025

Long Term Plan

Update on discussions with Community and Current Draft of Submissions for the LTP around the expansion of Arbor Reserve and the increased recognition of Arbor Day. In particular what is the actual property line of Arbor Reserve?

Heritage Lighting in Greytown

Heritage Lighting was to be maintained in the Historical Sector of Greytown and that was confirmed by SWDC in previous action point and discussions. However, if you now look at the lighting in the area our historical lights have been replaced with modern lights instead of replacing the light bulbs.

In addition, we had one damaged through an accident which means Waka Kotahi would be seeking civil reimbursement for their light pole but no one has replaced or taken responsibility to replace

our light and trax. Recommend an Action Point to first address the change of lights against agreement and established protocol of heritage lights. Furthermore, a second Action Point to address that our heritage light and trax pole have not been replaced on the Light Pole that was knocked down by St. Luke's

General Business

Continued engagement with the Community Groups.

Who to meet with next?

Address any issues that have come to light since filing of this report.

APPENDICES

Nil

13 MEMBER REPORTS

13.1 NOTICE OF MOTION - NEIL MORISON'S MEMBERS REPORT

File Number: n/a

I, Neil Morison, give notice that at the next Meeting of Greytown Community Board to be held on 2 April 2025, I intend to move the following motion:

MOTION

1. That the Greytown Community Board receive the members report.
2. That the Greytown Community Board agree to replace the Historic Site sign at Arbor Reserve.

RATIONALE

I attended the following events on behalf of the Greytown Community Board:

- 16/2 attended the Greytown Pavillion opening
- 19/2 Parks & Reserves meeting with
- 25/2 82nd Anniversary of the Featherston Incident
- 11/3 Attended meeting of Red Robin Club of Greytown (A charitable organisation in Greytown) Louise and I spoke about iur ideas for Arbor Reserve including the Historic Site sign.
- 15/3 Long-Term Plan & Local Water Done Well at Greytown Crop-up. Led by South Wairarapa District Council.
- 18/3 Long-Term Plan & Local Water Done Well with Greytown Lions. Led by South Wairarapa District Council.

I propose that we replace the Historic Site sign at Arbor Reserve. The sign was knocked over, ten years ago and has since been lost.

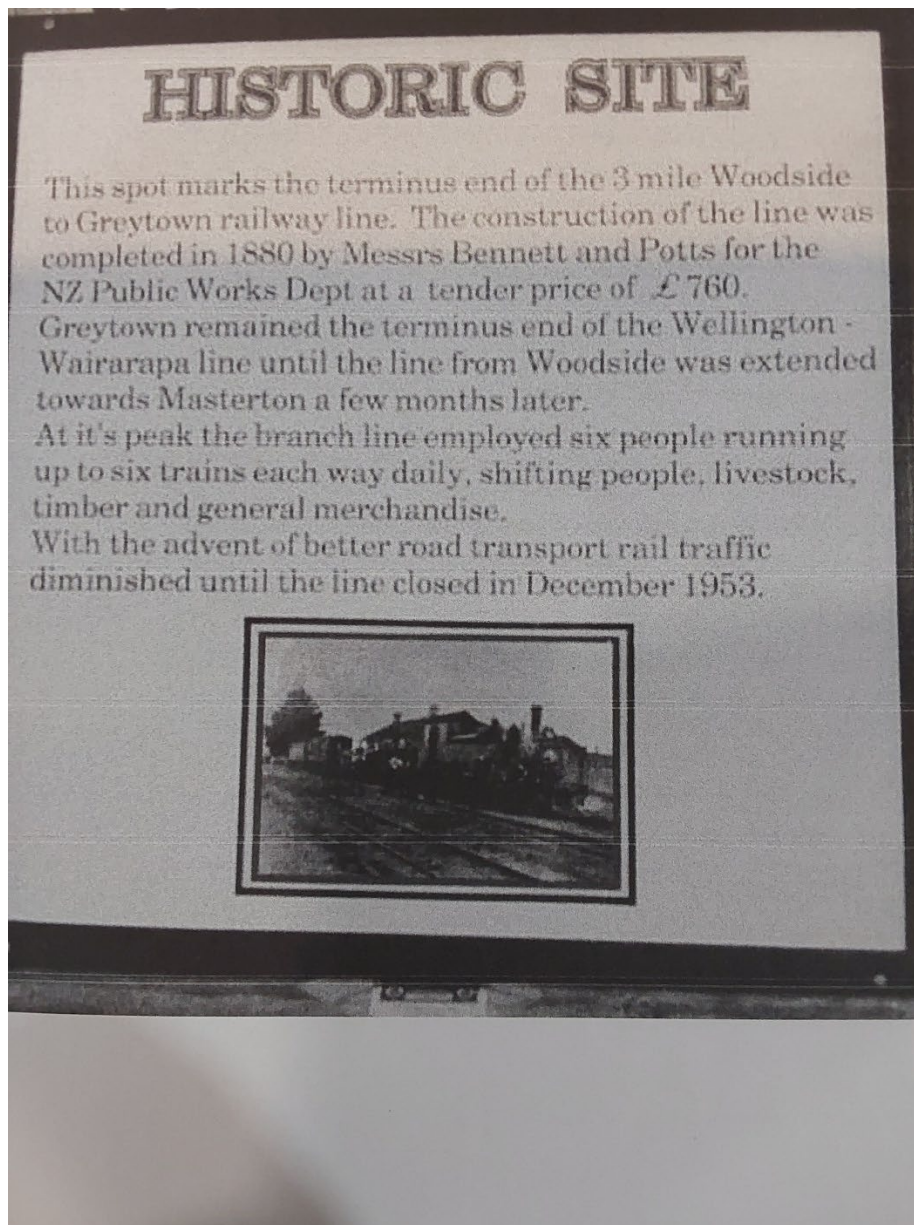


Image from google maps Street View 2008

APPENDICES

Nil

14 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