



# **AGENDA**

## **Greytown Community Board Wednesday, 30 July 2025**

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

**Date: Wednesday, 30 July 2025**

**Time: 7:00 pm**

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

**Janice Smith  
Chief Executive Officer**



## Order Of Business

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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**

### **8.1 MINUTES OF THE GREYTOWN COMMUNITY BOARD MEETING HELD ON 28 MAY 2025**

**Author:** Shanin Brider, Advisor, Community Governance

**Authoriser:** Matt Vins, Manager, Corporate Support

#### **RECOMMENDATIONS**

1. That the minutes of the Greytown Community Board meeting held on 28 May 2025 are confirmed as a true and correct record.

#### **APPENDICES**

**Appendix 1 Minutes of the Greytown Community Board Meeting held on 28 May 2025**

**MINUTES OF SOUTH WAIRARAPA DISTRICT COUNCIL  
GREYTOWN COMMUNITY BOARD  
HELD AT THE WBS ROOM, GREYTOWN TOWN CENTRE, 89 MAIN STREET, GREYTOWN  
ON WEDNESDAY, 28 MAY 2025 AT 7:00 PM**

**PRESENT:** Ms Louise Brown (Chair), Mr Warren Woodgyer, Mrs Jo Woodcock, Mr Neil Morison, Cr Aaron Woodcock

**APOLOGIES:** Cr Martin Bosley, Cr Aaron Woodcock (lateness)

**IN ATTENDANCE:** Stefan Corbett (GM Infrastructure and Community Operations), Nicki Ansell (Leader Advisor, Performance and Strategy), Shanin Brider (Advisor, Community Governance), Lina McManus (Coordinator, Grants and Funding)

**PUBLIC FORUM:** Pip McLean, Ella Butler-Peck, James Inwood and John Gilberthorpe.

**CONDUCT OF BUSINESS:** This meeting was held in the WBS Room, Greytown Town Centre, 89 Main Street, Greytown. The meeting was held in public under the above provisions from 7pm to 8.50pm.

**OPEN SECTION**

**1 KARAKIA TIMATANGA – OPENING**

Ms Brown opened the meeting at 7pm with a karakia, and welcomed everyone in attendance. A health and safety briefing was also provided.

**2 APOLOGIES**

Apologies received from Cr Bosley and Cr Woodcock (for lateness).

**2.1 APOLOGIES**

**COMMITTEE RESOLUTION GCB2025/26**

**Moved:** Ms L Brown  
**Seconded:** Mr N Morison

**And resolved**

That the Greytown Community Board accept apologies from Cr Bosley and Cr Woodcock.

**CARRIED**

**3 CONFLICTS OF INTEREST**

No conflicts of interest declared.

**4 ACKNOWLEDGEMENTS AND TRIBUTES**

Mr Morison acknowledged the passing of Val Willis. Val made a great contribution to the community as a Lioness.

## 5 PUBLIC PARTICIPATION

Pip McLean spoke to her grant application to the Greytown Community Development Fund. Pip was representing the Foundation of Equity and Research New Zealand and would like to request funding for a Greytown site visit which supports members of the Wairarapa disability-focussed Community Action Group.

**(Cr Woodcock arrived at 7.11pm)**

James Inwood spoke to his grant application to the Greytown Community Development Fund. James has been invited to run the toughest foot race in the world, which he would like to participate in while raising funds and awareness for those suffering with Alzheimer's, supporting Alzheimer's Wairarapa.

Ella Butler-Peck spoke to her application to the Greytown Community Development Fund. Ella was representing her football team from Kuranui College who would like to participate in a football tournament in Napier.

John Gilberthorpe spoke to the board on behalf of Studio73. John provided board members with an update on the Greytown Little Theatre project which the board supported with a grant of \$5,000.

Lisa Birrell of Divine Trust hoped to speak to her grant application to the Greytown Community Development Fund, but was unable to attend. Staff presented a five minute video presentation on her behalf. Lisa is requesting funds for Divine River's sustainable workshops.

## 6 ACTIONS FROM PUBLIC PARTICIPATION

No actions from public participation.

## 7 URGENT BUSINESS

No urgent business has been tabled for this meeting.

## 8 CONFIRMATION OF MINUTES

### 8.1 MINUTES OF THE GREYTOWN COMMUNITY BOARD MEETING HELD ON 2 APRIL 2025

#### COMMITTEE RESOLUTION GCB2025/27

**Moved: Mr N Morison**

**Seconded: Mrs J Woodcock**

**And resolved**

1. That the minutes of the Greytown Community Board meeting are confirmed as a true and correct record, subject to the following change: A correction to the spelling of Mike Gray on page 6.

**CARRIED**

## 9 MATTERS ARISING FROM PREVIOUS MEETINGS

There were no matters arising.

## 10 REPORTS FROM CHIEF EXECUTIVE AND STAFF

### 10.1 INCOME AND EXPENDITURE REPORT

Ms Ansell was in attendance for this item, where it's purpose was to inform the board of their current income and expenditure activity.

Action: Miss Brider to check the Greytown Christmas Festival is on the community development financials.

#### COMMITTEE RESOLUTION GCB2025/28

**Moved:** Mrs J Woodcock

**Seconded:** Mr W Woodgyer

**And resolved**

That *the Greytown Community Board* receive the Income and Expenditure Report for date ending 30 April 2025.

**CARRIED**

### 10.2 COMMUNITY DEVELOPMENT GRANT REPORT - MAY 2025

Ms McManus was in attendance for this item, where it's purpose was to inform the board of the grant applications received for consideration.

#### COMMITTEE RESOLUTION GCB2025/29

**Moved:** Cr A Woodcock

**Seconded:** Mr N Morison

**And resolved**

1. That *the Greytown Community Board* receive the *Community Development Grant Report*.

**CARRIED**

#### COMMITTEE RESOLUTION GCB2025/30

**Moved:** Mrs J Woodcock

**Seconded:** Cr A Woodcock

**And resolved**

2. That *the Greytown Community Board* approve the application from the **Kuranui College Girls First XI Football team** for **\$ 1,000** to support their participation in a secondary schools football tournament from the Community Development Fund

**.CARRIED**

#### COMMITTEE RESOLUTION GCB2025/31

**Moved:** Mrs J Woodcock

**Seconded:** Ms L Brown

**And resolved**

3. That *the Greytown Community Board* **partially** approve the application from **Divine River** for **\$ 1,000, buy making a contribution of \$500** to their workshops and services in Greytown from the Community Development Fund.

**CARRIED**



**COMMITTEE RESOLUTION GCB2025/32**

**Moved:** Cr A Woodcock

**Seconded:** Mr N Morison

**And resolved**

4. *That the Greytown Community Board approve the application from the **Foundation for Equity and Research NZ** for **\$ 856** to support the Lead the Change Project: Accessibility in Action in Greytown from the Community Development Fund*

**.CARRIED**

**COMMITTEE RESOLUTION GCB2025/33**

**Moved:** Cr A Woodcock

**Seconded:** Mr N Morison

**And resolved**

5. *That the Greytown Community Board approve the application from Greytown resident **James Inwood** for **\$ 3,000** to support his participation at the 2025 Ultra Marathon on behalf of Alzhiemer Wairarapa from the Community Development Fund.*

**CARRIED**

*Action – Board to promote activity on their Facebook page*

**COMMITTEE RESOLUTION GCB2025/34**

**Moved:** Mrs J Woodcock

**Seconded:** Mr N Morison

**And resolved**

6. *That the Greytown Community Board approve the application from **Kia Kaha Hockey Club** in Greytown for **\$ 4,000** to support the cost of affiliation fees to Hockey Wairarapa from the Community Development Fund.*

**CARRIED**

**COMMITTEE RESOLUTION GCB2025/35**

**Moved:** Mrs J Woodcock

**Seconded:** Cr A Woodcock

**And resolved**

7. *That the Greytown Community Board allocates appropriate grant funding in alignment with the Grants Policy from the available Community Development budget of \$27,192.*

**CARRIED**

## **11 INFORMATION REPORTS**

### **11.1 ACTION ITEMS REPORT**

Ms Ansell spoke to her report, where its purpose was to present to the board the current action items list for discussion. Miss Brider to keep actions updated as per board discussions and agreements.

Updates include signage on Udy Street, endorsing grant applications, Facebook support for James Inwood, and an update to financials regarding the Christmas Festival.

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## **12 CHAIRPERSON REPORTS**

### **12.1 CHAIRPERSON REPORT**

Ms Brown spoke to her report, updating the board on community activities and discussions.

Advertising of the Volunteer Expo via the Midweek and the board Facebook page

LTP deliberations on Arbour Reserve, including flags for celebrating Arbor Day

Members updated the Chair on discussion with Papawai around volunteers and Matariki, and also discussed the possibility of a community board notice board at the library. An update on the Santa Parade was also provided.

Mr Woodgyer discussed the state of public toilets and issues with vandalism.

Mr Morrison gave an update on the AGM of the Heritage Trust.

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## **13 KARAKIA WHAKAMUTUNGA – CLOSING**

Ms Brown closed the meeting with a karakia.

The meeting closed at 8.50pm.

**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:** Shanin Brider, Advisor, Community Governance

**Authoriser:** Janice Smith, Chief Executive Officer

#### **PURPOSE**

To inform the members of the income and expenditure of the Greytown Community Board. Please note the Annual Report has not yet been audited therefore information is subject to change.

#### **EXECUTIVE SUMMARY**

The Greytown Community Board has \$17,886 available for grants and community work based on the current financials. Expenses for projects to date:

Volunteer Expo	\$627
Arbour Day Celebrations	\$2,244
Matariki Celebrations	\$792

#### **RECOMMENDATIONS**

That the Greytown Community Board:

- 1 Receive the Income and Expenditure Report
- 2 Agree to move the remaining unspent balance relating to Arbour Day costs to the main allocation fund, pending unpaid invoices
- 3 Agree to move the remaining unspent balance relating to Volunteer Expo costs to the main allocation fund, pending unpaid invoice
- 4 Agree to move the remaining unspent balance for Matariki Celebrations to the main allocation fund, pending unpaid invoices

#### **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 <a href="#">Council's Significance and Engagement Policy</a>	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 <a href="#">Council and Committee Terms of Reference 2023-2025</a> .
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 but the appendix has come from Finance.
State the possible implications for health and safety	None

## APPENDICES

### Appendix 1      GCB financial report June 2025

Greytown Community Board
 Community Development fund for the Period Ended 30 June 2025 (DRAFT)

\*Please note the Annual report for 2024/25 has not been audited by Audit NZ, therefore these results may be subject to change.

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
Sept-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
Mar-25		
GCB2024/11 - G Vidulich Main street barrel maintenance	\$	16
GCB2024/11 - G Vidulich Main street barrel maintenance - Meeting 21/02/24	\$	85
GCB2023/08 - Gail Vidulich - Materials for Main st barrels	\$	55
GCB2024/41 - Kuranui College Kapahaka	\$	1,000
Apr-25		
GCB2025/17 - S Kreft Community Mural at the Bakehouse	\$	1,000
May-25		
	\$	-
Jun-25		
GCB2025/21 - Lamb-Peters Pri 106733/01 Volunteer expo flyers	\$	396
GCB2025/21 - Stuff Limited 1 106757/01 Volunteer expo advertising GCB2025/21	\$	231
GCB2025/19 - Norfolk Road Nu 106497/01 GCB approve Arbor Day costs	\$	109
GCB2025/21 - AP Claim May 25 Volunteer Expo Costs GCB	\$	30
GCB2025/33 - Mr J A Inwood 106876/01 Grant	\$	3,000
GCB2025/34 - Kia Kaha Hockey 106843/01 Grant	\$	2,200
GCB2025/19 - Dais 106862/01 Arbour Day costs	\$	200
GCB2025/19 - Expense Claim - Arbour Day costs	\$	20
GCB2025/19 - Expense Claim - Arbour Day costs	\$	26
GCB2025/19 - Stem Florist 106824/01 Arbour Day costs	\$	157
GCB2025/19 - Mrs Blackwell L 106825/01 Arbour Day costs	\$	50
GCB2025/32 - Foundation of E 106851/01 Grant	\$	856
GCB2025/19 - Lamb-Peters Pri 106631/01 Arbor Day colouring sheets	\$	125
GCB2025/19 - Lamb-Peters Pri 106827/01 Arbour Day costs	\$	618
GCB2025/19 - Stuff Limited 1 106837/01 Arbour Day Costs	\$	231
GCB2025/19 - 3BL Limited 106826/01 Arbour Day costs	\$	678
GCB2025/18 - Kainga Eatery 107073/01 Catering for Matariki breakfast	\$	792
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 30 June 2025 (DRAFT)	\$	21,561
Balance as at 30 June 2025 (DRAFT)	\$	28,423
Less funds not uplifted from previous Community meetings as at 30 June 2025 (DRAFT)		
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
GCB2025/19 - Arbor day celebrations - Meeting 02/04/25	\$	2,786
GCB2025/20 - Matariki Celebration/breakfast - Meeting 02/04/25	\$	1,000
GCB2025/21 - Volunteer Expo - Meeting 02/04/25	\$	343
GCB2025/30 - Kuranui College Girls football team - Meeting 28/05/25	\$	1,000
GCB2025/31 - Divine River workshops and services- Meeting 28/05/25	\$	500
Less committed funds not uplifted from previous community meetings	\$	8,829
Community Fund Account balance as at 30 June 2025 (DRAFT)	\$	19,593

Greytown Community Board  
Operational Expenditure for the Period Ended 30 June 2025 (DRAFT)

*\*Please note the Annual report for 2024/25 has not been audited by Audit NZ, therefore these results may be subject to change.*

Annual Budget 2025	\$ 2,024
Less Expenditure 30 June 2025 (DRAFT)	
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
Mar-25	
Vidulich G P Reimbursement for goods for Main St barrel	\$ 16
Apr-25	
	\$ -
May-25	
Jun-25	
Moore Wilson & 106701/01 Catering for Volunteer Expo	\$ 95
Less expenditure uplifted to 30 June 2025 (DRAFT)	\$ 1,007
Balance as at 30 June 2025 (DRAFT)	\$ 1,017
Less committed expenditure not uplifted from previous Community meetings as at 30 June 2025 (DRAFT)	\$ -
Less committed expenditure not uplifted from previous community meetings	\$ -
Operational Account balance as at 30 June 2025 (DRAFT)	\$ 1,017

Greytown Community Board  
Training expenditure for the Period Ended 30 June 2025 (DRAFT)

Annual Budget 2025	\$ 1,012
Less Expenditure 30 June 2025 (DRAFT)	\$ -
Less expenditure uplifted to 28 February 2025	\$ -
Balance as at 30 June 2025 (DRAFT)	\$ 1,012

**10.2 GREYTOWN COMMUNITY BOARD GRANT APPLICATIONS****Author:** Shanin Brider, Advisor, Community Governance**Authoriser:** Janice Smith, Chief Executive Officer**PURPOSE**

The purpose of this report is to provide the board with the grant applications received to the Community Development Fund since the last round of funding.

**EXECUTIVE SUMMARY**

The Greytown Community Board has received two applications in this funding round. The board has a balance of \$17,886 available for funding. Applications have been received from:

- The Greytown Foodbank – purchase of a new freezer
- Cobblestones Trust – costs relating to maintenance of heritage trees and buildings

Note – The Martinborough and Featherston Community Boards received an equal share of the maintenance costs for Cobblestones Museum and have approved their applications.

**RECOMMENDATIONS**

That the Greytown Community Board:

1. Receive the Greytown Community Board grant application report
2. Accept/decline the application from Cobblestones Trust of \$1,176.83 to assist with the maintenance costs for heritage trees and buildings
3. Accept/decline the application from the Greytown Foodbank of \$2,357.83 to assist with the purchase of a new freezer.

**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 Greytown 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.

## OPTIONS

The options available to the board are to fund, partially fund, 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.

## 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.

## 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 <a href="#">Council's Significance and Engagement Policy</a>	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 <a href="#">Grant Policy</a> .
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      Application from Cobblestones Trust**

**Appendix 2      Application from Greytown Foodbank**



Outlook

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**New submission from Grant Application Form**

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**From** enquiries@swdc.govt.nz <enquiries@swdc.govt.nz>**Date** Sun 5/25/2025 10:14 PM**To** Grants <grants@swdc.govt.nz>**Name**

Lynn Bushell

**Organisation (if applicable):**

Cobblestones Trust

**Physical address:**169 Main St  
Greytown 5712[Map It](#)**Postal address:**169 Main St  
Greytown 5712[Map It](#)**Phone No. (Day):****Mobile No.:****Email:****Would you like to speak in support of your application?**

Yes

**Through our funding we support one-off and ongoing activities. Please select which type of funding you are applying for:**

Operational/ongoing funding

**Using this flow chart, please select which funding pool you are applying for:**

Greytown Community Board

**Activity, initiative, or project title (this will be recorded publicly):**

Preservation of Trees and Heritage Buildings

**Please select which of the funding outcomes your activity aligns with:**

- Social/Oranga Hauora
- Cultural/Oranga Ahurea

**Please describe your activity and how it supports the above outcome(s):**

Cobblestones Trust Board is responsible for the ensuring the safety of the public and volunteers who visit and work at Cobblestones Museum.

1. A recent assessment by arborist Andy Trail has identified several issues with the site's trees that, if left unaddressed, could pose risks to public safety and negatively impact the trees' long-term health.

2. Autumn leaf fall from the many mature trees on the property has led to a buildup of debris in the guttering. If not promptly cleared, this blockage can cause rainwater to overflow, running down the exterior of the buildings. This poses a risk of damage to fascias and window frames through rot. More critically, water ingress into the building can result in internal deterioration and potentially create conditions for mould growth, compromising the integrity of the heritage structures and other buildings.

The majority of our volunteers who work on site are aged 70 and over. The Cobblestones Trust prioritises their health and wellbeing above all else. As such, we do not ask them to undertake tasks that involve working at height or climbing trees, both of which present significant safety risks.

3. To ensure public safety, we are committed to meeting the South Wairarapa District Council's building compliance requirements, including fire evacuation protocols, accessibility for individuals with disabilities, fire alarm systems, and overall structural integrity.

**Conclusion:**

To ensure compliance with the Building Code and to uphold the highest standards of public safety, we engage qualified professionals to carry out these assessments and specialised tasks in accordance with current regulations.

**How will you know these outcomes have been achieved?**

**Arborist Assessment**

Outcome: Risks from trees are mitigated and long-term tree health is supported

1. Identified tree hazards (e.g., unstable limbs, dead wood) have been professionally addressed.
2. Tree-related incidents or near-misses reported at the museum are zero after intervention.
3. Follow-up inspection reports confirm that the remedial actions improved tree stability and health.

**Gutter Autumn Debris & Water Ingress**

Outcome: Guttering is kept clear, preventing water damage and maintaining structural integrity.

1. Gutters are cleared by trained contractors—not volunteers
2. Visual inspections of building exteriors and interiors show no signs of water damage, rot, or mould.

**Building Code Compliance and Public Safety**

Outcome: The museum meets legal standards for safety, accessibility, and emergency preparedness.

1. South Wairarapa District Council compliance inspections are passed with no corrective actions required.
2. Fire alarms, emergency lighting, and evacuation plans are fully operational and tested regularly.
3. Accessibility features (ramps, signage, restrooms) meet requirements.

4. Documentation from licensed professionals confirms all installations and upgrades meet Building Code requirements.

**Start date of proposed activity:**

30/7/2025

**Anticipated completion date:**

31/10/2025

**Where will the activity or project take place (check as many as applicable)?**

- Greytown

**How many people will participate in your project, activity or initiative?**

5-7

**How many people will benefit from your project, activity or initiative?**

8000+

**Does your project have an effect on climate change?**

Neutral

**Do you have any further comments you would like to add?**

Cobblestones Trust is a registered Charity with Charities Services: CC35875

**Total cost of the project (e.g. venue hire, food, presenters, performers, marketing, building works):**

\$3530.50

**Amount applied for in this application:**

\$1176.83

**Untitled**

Climb and Cut Tree Services Quote – QU1106 \$2415.00 gst incl

Firewatch Wairarapa Tararua Ltd – QU00386 \$ 425.50 gst incl

Property Wash Wairarapa Quote – FERG260 \$ 690.00 gst incl

Total Cost \$3530.50 gst incl

1/3 share of total cost \$1176.83 gst incl

**Your organisation's contribution:**

\$0.00

**Other outside funding (please supply brief details, see <https://swdc.govt.nz/south-wairarapa-fund-finder/> for more information):**

Nil

**Project income (if applicable, e.g. generated from sales to public):**

\$0.00

**Have you ever applied to SWDC for funding before?**

Yes

**When, for what purpose and how much was granted?**

\$45,000.00 SWDC Wellbeing Fund for Two Sheds redevelopment

\$1996.40 Building preservation June 2024

**Are you in the process of applying for any further SWDC funding?**

Yes

**What fund and for what amount?**

Greytown Community Board 1/3 share – \$1176.83 – of the total cost of this project

Martinborough Community Board 1/3 share – \$1176.83 – of the total cost of this project

**Are you GST registered?**

Yes

**Please enter your GST number:**

33-319-266

**I/we agree to provide SWDC additional information in relation to this application if requested**

Yes

**I certify that the information provided in this application form is true and correct to the best of my knowledge.**

- Yes

**I have the authority to make the application on behalf of the organisation.**

- Yes

**I agree that the necessary documentation listed below is attached to this application.**

- Yes

**I confirm that we will complete a grant accountability form within 12 months of the date the grant is paid out.**

- Yes

**The organisation will keep receipts/records of all expenditure for seven years.**

- Yes

**Any unspent funds will be returned to SWDC.**

- Yes

**All expenditure will be accounted for in the Accountability Report.**

- Yes

**Please enter your full name:**

Lynn Bushell

**Designation:**

Chair Cobblestones Trust



## Firewatch Wairarapa Tararua Ltd

301 Hughes Line, RD7, Masterton, Wairarapa, 5881  
 Phone: 06370239;  
 office@firewatchwt.co.nz  
 GST Reg No: 087114301

### Quote

Quote number

00386

Issue date

14/05/2025

Expiry date

20/05/2025

### Bill to

Cobblestone Trust  
 Museum Administrator, 169 Main Street  
 Greytown 5712

### Ship to

Cobblestone Trust  
 Museum Administrator, 169 Main Street  
 Greytown 5712

Item ID	Description	UoM	Qty	Unit price (\$) excluding GST	GST	Amount (\$) excluding GST
BWOF	Annual Building warrant of fitness - onsite survey, inspections including paperwork, phone calls & emails to South Wairarapa District Council	Qty	1	370.00	\$15	370.00
Subtotal (exc. GST)						\$370.00
GST						\$55.50
<b>Total amount</b> including GST						<b>\$425.50</b>





**Property Wash Wairarapa**  
2 Bidwills Cutting Road  
Greytown, 5712  
propertywash@hotmail.co.nz  
0273049653

**Cobblestones Museum**  
169 Main Street  
Greytown  
Greytown, 5712

**Site Address**  
169 Main Street  
Greytown  
Greytown, 5712

Job Number: FERG-260  
GST Number: 136-041-207  
Quote Date: 28th Mar 2025  
Valid Until: 27th May 2025

## Quote

Thank you for the opportunity to price the work on your property.

Our mission is to make every customer a repeat customer. Customer service is everything to us and we have the systems in place so that we deliver on our promises.

We have provided you with our best value price based on the information we have, we are always open to a conversation on our quoted amount, please call or email the office if you have any queries about this price.

	Quantity	Price	Total
<b>Cobblestones Musuem</b>			
Cobblestones emptying of gutters & removal of debris.	1.00	\$600.00	\$600.00
			\$600.00
Subtotal			\$600.00
GST Amount			\$90.00
<b>Total</b>			<b>\$690.00</b>

*We look forward to working with you on your project. Please let us know if you have questions or comments.*



## QUOTE

cobblestones Museum

**Date**  
18 Mar 2025

**Expiry**  
1 Apr 2025

**Quote Number**  
QU-1106

**Reference**  
Cobblestones

**GST Number**  
136-176-196

Climb & Cut Tree Services  
Andy Traill  
0274509207

Cobblestones Museum  
Greytown

Description	Quantity	Unit Price	Amount NZD
Remove dead wood in Ash tree.	1.00	2,100.00	2,100.00
Reduce Ginkgo tree.			
Reduce Maple tree next to Ginkgo.			
Reduce limb on London Plain tree above roof.			
Lift Ginkgo tree above pavilion.			
Reduce trees off church and fire station.			
Remove dead branch.			
Lift London Plain tree near saddlery.			
Lift Ash tree near carpark.			
Chip branches and leave site clean and tidy.			
Subtotal			2,100.00
TOTAL GST 15%			315.00
TOTAL NZD			2,415.00

**From:** [enquiries@swdc.govt.nz](mailto:enquiries@swdc.govt.nz) <[enquiries@swdc.govt.nz](mailto:enquiries@swdc.govt.nz)>

**Sent:** Tuesday, June 24, 2025 5:46 PM

**To:** Grants <[grants@swdc.govt.nz](mailto:grants@swdc.govt.nz)>

**Subject:** New submission from Grant Application Form

<b>Name</b>
Peter Croft
<b>Organisation (if applicable):</b>
Greytown Foodbank [The Social Crust Limited]
<b>Physical address:</b>
45 Princess Street Martinborough 5711 <a href="#">Map It</a>
<b>Postal address:</b>
45 Princess Street Martinborough 5711 <a href="#">Map It</a>
<b>Phone No. (Day):</b>
<b>Mobile No.:</b>
<b>Email:</b>
<b>Would you like to speak in support of your application?</b>
No
<b>Through our funding we support one-off and ongoing activities. Please select which type of funding you are applying for:</b>
Funding for capital expenditure
<b>Using this flow chart, please select which funding pool you are applying for:</b>
Greytown Community Board
<b>Activity, initiative, or project title (this will be recorded publicly):</b>
To fund a new Freezer for the Greytown Foodbank
<b>Please select which of the funding outcomes your activity aligns with:</b>
<ul style="list-style-type: none"> <li>• Social/Oranga Hauora</li> <li>• Environmental/Oranga Taiao</li> <li>• Economic/Oranga Ōhanga</li> </ul>
<b>Please describe your activity and how it supports the above outcome(s):</b>

The Social Crust Limited is a charitable company that operates the Greytown Foodbank, the Martinborough Foodbank and an Op Shop [Priceless on Princess].

We are gifted meat [usually beef or venison] on an ad hoc basis by farming members of the community. This means we receive a large quantity of frozen meat [usually mince or sausages] in one step. This is normally without much notice. The volume is large, say 150-200kg at a time. This needs to be stored until we can provide it to our foodbank clients.

This project has a social and economic impact as it supports those in our community who do not have enough food for them and their whanau.

Without this generosity we would need to raise funds to purchase meat. This is a difficult and onerous task in today's economic situation.

Raising money is always difficult but it is particularly so with respect to capital expenditure.

With respect to Venison, recent law changes have allowed deer on forestry blocks to be processed by commercial processing facilities and provided to Foodbanks etc. This has had a beneficial effect on the environment. Previously the deer were left as is.

With respect to Beef, cattle that are not accepted at the Freezing Works can be processed by commercial facilities and provided to Foodbanks etc. This also has a benefit to the environment.

#### How will you know these outcomes have been achieved?

We know the project is successful in that we will be able to provide meat to our clients in a steady and organised manner over a number of weeks or months, depending on volumes received. This eliminates wastage and provides us with the ability to plan our foodbox programme.

#### Start date of proposed activity:

23/06/2025

#### Anticipated completion date:

ongoing

#### Where will the activity or project take place (check as many as applicable)?

- Greytown

#### How many people will participate in your project, activity or initiative?

We deliver on average 30 foodboxes weekly to Greytown and the surrounding area.

#### How many people will benefit from your project, activity or initiative?

This equates to about 120 people.

#### Does your project have an effect on climate change?

Positive

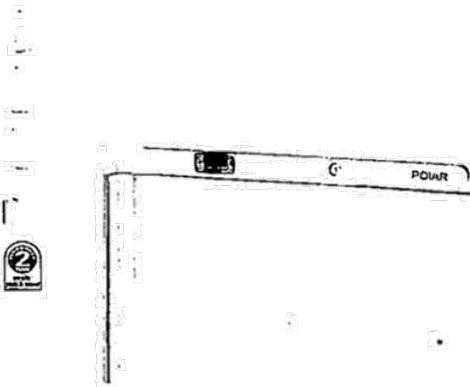
#### Do you have any further comments you would like to add?

By combining the back office of our two foodbanks we reduce our environmental costs.

<b>Total cost of the project (e.g. venue hire, food, presenters, performers, marketing, building works):</b>
\$2357.38
<b>Amount applied for in this application:</b>
\$2357.38
<b>Untitled</b>
One Polar C-Series 600L upright Freezer from Nisbets.Free delivery.
<b>Your organisation's contribution:</b>
NIL, we try to use our own funds for purchasing food etc.
<b>Other outside funding (please supply brief details, see &lt;a href="https://swdc.govt.nz/south-wairarapa-fund-finder/"&gt;South Wairarapa Fund Finder&lt;/a&gt; for more information):</b>
NIL
<b>Project income (if applicable, e.g. generated from sales to public):</b>
N/A
<b>Have you ever applied to SWDC for funding before?</b>
Yes
<b>When, for what purpose and how much was granted?</b>
2021 SWDC \$10K Martinborough Foodbank for operational costs 2022 SWDC \$10K Martinborough Foodbank for operational costs 2023 SWDC \$15K Martinborough and Greytown Foodbanks for operational costs 2024 SWDC \$15K Martinborough and Greytown Foodbanks for operational costs 2022 Greytown Community Board for operational costs
<b>Are you in the process of applying for any further SWDC funding?</b>
No
<b>Are you GST registered?</b>
Yes
<b>I/we agree to provide SWDC additional information in relation to this application if requested</b>
Yes
<b>I certify that the information provided in this application form is true and correct to the best of my knowledge.</b>
<input type="radio"/> Yes
<b>I have the authority to make the application on behalf of the organisation.</b>
<input type="radio"/> Yes

<b>I agree that the necessary documentation listed below is attached to this application.</b>	
<input type="checkbox"/>	<ul style="list-style-type: none"><li>Yes</li></ul>
<b>I confirm that we will complete a grant accountability form within 12 months of the date the grant is paid out.</b>	
<input type="checkbox"/>	<ul style="list-style-type: none"><li>Yes</li></ul>
<b>The organisation will keep receipts/records of all expenditure for seven years.</b>	
<input type="checkbox"/>	<ul style="list-style-type: none"><li>Yes</li></ul>
<b>Any unspent funds will be returned to SWDC.</b>	
<input type="checkbox"/>	<ul style="list-style-type: none"><li>Yes</li></ul>
<b>All expenditure will be accounted for in the Accountability Report.</b>	
<input type="checkbox"/>	<ul style="list-style-type: none"><li>Yes</li></ul>
<b>(If working with children) I confirm our organisation has an appropriate working with children policy e.g. Child Safeguarding/Protection policy.</b>	
<input type="checkbox"/>	<ul style="list-style-type: none"><li>Yes</li></ul>
<b>Please enter your full name:</b>	
Peter John Croft	
<b>Designation:</b>	
Co-ordinator	
<b>File</b>	
<input type="checkbox"/>	<ul style="list-style-type: none"> <li><a href="#">Nisbets-600L-Freezer.pdf</a></li> <li><a href="#">Social-Crust-BS-2025.pdf</a></li> <li><a href="#">Social-Crust-PL-2025.pdf</a></li> </ul>

**NISBETS**



Polac

## Polar C-Series Upright Freezer White 600Ltr

350W. Total usable capacity: 469 Ltr. R600a

☆☆☆☆ 4.6 (50)

**\$2,049.90** ex GST

### Product Information

#### Product description

Add vital extra frozen storage capacity to your kitchen with the Polar C-Series commercial freezer. Primarily designed as a solution for less demanding kitchens, the Polar freezer easily provides up to 469 litres of usable freezer space over six sturdy fixed shelves.

Control is via the user-friendly digital thermostat, which displays the internal temperature without having to open the door. The freezer is also highly efficient, thanks in part to the 60mm of advanced insulation. Not only does this help reduce the freezer's environmental impact - it'll also reduce your overall running costs too. The freezer is supplied with handy rear fixed castors for easy positioning, making cleaning and installation that little bit simpler - essential after a long, busy shift.

Polar C-Series kitchen refrigeration is designed for everyday commercial use in less demanding environments. Choose C-Series for general storage when you don't plan to access the unit often. The C-series range works in conditions up to 32°C. Suitable for perishable & non-perishable food items.

[Read less >](#)

#### Product features

- Capacity 600Ltr
- Dimensions 1890(H) x 780(W) x 695(D)mm
- Dimensions - Internal 1660(H) x 657(W) x 581(D)mm
- Dimensions - Insulation 60mm
- Finish - external White
- Power Type 230V, 350W, 3.5A
- Refrigerant R600a / GWP 3
- Temperature Range -25°C to -10°C
- Voltage 230V
- Warranty 2 Years Parts & Labour
- Weight 94kg
- Six sturdy fixed shelves boosts storage space
- 60mm insulation reduces running costs, improves efficiency and boosts performance
- Not suitable for use in outdoor & mobile environments including catering vehicles.
- Time-saving, easy-clean construction makes maintaining the unit simple
- Accurate, user-friendly digital temperature controls and display
- Fixed rear castors enable easy positioning for simpler cleaning and installation
- Simple, manual defrost function helps to keep freezer performing at its best
- Self-closing doors lockable for additional peace of mind
- LED digital temperature display and electronic controller for easy operation
- Lockable, reversible door improves security and allows for easy access in cramped spaces
- Net Usable Capacity: 469 Ltr
- Ambient temperature range: 10°C to 32°C

[Read less >](#)

### Useful Documents

The following documents are available for viewing and download

[Download User Manual](#)

[Product Information Sheet](#)

[Download Exploded Diagram](#)

[Download Spec Sheet](#)

### Customer Reviews ☆☆☆☆

## Reviews

Rating Snapshot

Select a row below to filter reviews.

5 stars	36
4 stars	11
3 stars	1
2 stars	1



# **11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF**

## **11.1 ACTION ITEMS REPORT**

**Author:** Shanin Brider, Advisor, Community Governance

**Authoriser:** Janice Smith, Chief Executive Officer

### **PURPOSE**

The purpose of this report is to keep the Greytown Community Board informed of current actions and to discuss updates.

### **EXECUTIVE SUMMARY**

<b>ACTION</b>	<b>DATE RAISED</b>	<b>RESPONSIBILITY</b>
Reconsider the design of the new welcome to Greytown signs following consultation on the LTP – 28/4/2025 – Louise to follow up with artist	2 April 2025	Chair
Check with Menzshed about purchase of equipment 20/7/2025 – Menzshed to provide an invoice to uplift.	2 April 2025	S Brider
Support James Inwood and his Ultramarathon via Facebook	28 May 2025	GCB
Update annual strategy and submissions on the GCB page on website 17/6/2025 Website to have a large overhaul of information before the end of the year, this will all be tidied	2 April 2025	S Brider
To make sure MCB and FCB are aware of the support GCB has provided to multi-board applications - COMPLETED	28 May 2025	S Brider
Walkway signage for Udy Street – Board to provide wording and exact location	28 May 2025	GCB
Check Greytown Christmas Festival is on the transactions	2 April 2025	
Request S Corbett to follow up that heritage light poles are returned to heritage status area	4 Feb 2025	S Corbett
Council to provide Chair with breakdown as to urban verses rural rating allocation including pie charts		

### **DISCUSSION**

Actions to be discussed at meeting and updated appropriately. Completed actions will be removed from the open report in the agenda and filed in the Greytown Community Board action list.

### **APPENDICES**

**Nil**



## **12 CHAIRPERSON REPORTS**

### **12.1 CHAIRPERSON REPORT**

**Author:** Louise Brown, Ms

**Authoriser:** Shanin Bridger, Advisor, Community Governance

#### **PURPOSE**

The purpose of this report is to inform the board of various updates and current community activity in the Greytown Community Board area. This is also an opportunity for members who participated to also give impressions of the experiences given this is the final meeting of our term.

#### **DISCUSSION POINTS**

##### **Topic 1- Feedback on Volunteer Expo**

Feedback to date on Volunteer Expo and expenditure for the event. General discussion for future event recognising elections will determine who if anyone remains on the GCB.

##### **Topic 2- Feedback on 135th Celebration of the First Arbor Day**

Success of event, feedback received and current expenditure for the event. Funding to be set aside to replace the one tree that has died from first Arbor Day Celebration at start of term. General discussion for future Arbor Day event recognising elections will determine who if anyone remains on the GCB

##### **Topic 3- Feedback on Matariki Event**

Feedback received and current expenditure for the event. General discussion for future event recognising elections will determine who if anyone remains on the GCB

##### **Topic 4- Plans for rest of Term**

Arbor Reserve is still a priority and need to see what we can achieve with the remaining time we have. Plan for the expansion and possible community gardens as being part of the use of the new land received to be further discussed with new information. Need to set a timetable of how much more time we have to develop the new land within the remaining term and if possible. Is it well signposted?

##### **Topic 5- Concern over visibility of crosswalks raised by Community Member**

Crosswalk lighting and McMaster and Reading Street concerns raised around the lighting there. This concern like the one raised on West Street focuses primarily on safe crossing for children so really needs to be relooked at and better understood what is holding back improving the crosswalks.

##### **Topic 6- General Business**

- Update on and plan for our Annual Stakeholder Meeting for SWDC Parks and Reserves in Greytown on 27 August 2025 starting at 7pm in Town Hall
- Santa Parade
- Review and evaluate the three year plan of what was achieved
- Any other General Business that has arisen since this report was filed and needs to be determined before close of last formal meeting.

#### **APPENDICES**

**Nil**

### **13 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