



**Greytown Community Board**  
**First Meeting of the Triennium 2010-2013**

**Minutes 1 December 2010**

- Present:** Dr Dowds (Chair until 7:10pm), Shane Atkinson (Chair from 7:10pm), Michele Falleni, Kay Gray, Cr Viv Napier (from 7:10pm) and Cr Craig.
- In attendance:** Adrienne Staples (Mayor), Rachel Hornsby (Group Manager Planning & Environment), Mark Allingham (Group Manager Infrastructure & Services) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on Wednesday 1 December 2010 between 7.00pm and 8:45pm.
- Public Participation:** Derek Wilson and Mike Dennes (Greytown Park Development Group) and Ken Ryan.

**PUBLIC BUSINESS**

**The Chief Executive Officer in the Chair**

**A CONDUCT OF BUSINESS**

A1 Apologies

*GCB RESOLVED (GCB2010/1)* to accept apologies for absence from Christine Stevenson and apologies of lateness from Cr Viv Napier for the 1 December 2010 Community Board meeting.

*(Moved Dowds/ Seconded Craig)*

Carried

**B DECLARATIONS AND ELECTION OF CHAIRPERSON**

B1 Declaration by Members

The elected Greytown Community Board Members made public declarations and were sworn in by the Chief Executive Officer.

B2 Election of Chairperson

Mrs Christine Stevenson was nominated for the position of Chairperson by Mr Shane Atkinson.

*GCB RESOLVED (GCB2010/2)* that Mrs Christine Stevenson be elected Chairperson of the Greytown Community Board.

*(Moved Atkinson/ Seconded Craig)*

Carried

B3 Election of Deputy Chairperson

Mr Shane Atkinson was nominated for the position of Deputy Chairperson by Mrs Michele Falleni.

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*GCB RESOLVED (GCB2010/3)* that Mr Shane Atkinson be elected Deputy Chairperson of the Greytown Community Board.

*(Moved Falleni/ Seconded Gray)*

Carried

**Mr Atkinson Assumed the Chair**

**C BUSINESS IN ACCORDANCE WITH PART I OF SCHEDULE 7 OF THE LOCAL GOVERNMENT 2002**

**C1 Legislation Affecting Elected Members – General Explanation**

The Chief Executive Officer provided an explanation of the legislation affecting elected members, including:

- Local Government Official Information and Meetings Act 1987
- Local Authorities (Members' Interests) Act 1968
- Sections 99, 105 and 105A of the Crimes Act 1961
- Secret Commissions Act 1910
- Securities Act 1978

**C2 Schedule of Ordinary Meetings**

*GCB RESOLVED (GCB2010/4):*

1. To receive this information.
2. To adopt the revised 2010 schedule of meetings.
3. To adopt the 2011 schedule of ordinary meetings for the Greytown Community Board.
4. To set the regular meeting time of the Community Board for 7:00pm.

*(Moved Craig/ Seconded Gray)*

Carried

**C3 Standing Orders**

*GCB RESOLVED (GCB2010/5):*

1. To receive this information.
2. To adopt the Model Standing Orders NZS9202:2003 for Meetings of Territorial Authorities and Community Boards, including Appendix H.

*(Moved Gray/ Seconded Napier)*

Carried

**C4 Code of Conduct**

*GCB RESOLVED (GCB2010/6):*

1. To receive this information.
2. To adopt the Code of Conduct for Councillors, Community Board Members and Standing Committees.

*(Moved Craig/ Seconded Falleni)*

Carried

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C5 Elected Members' Remuneration

*GCB RESOLVED (GCB2010/7):*

1. To receive this information.
2. To agree and recommend to remuneration amounts for Elected Community Board Members to the Remuneration Authority.

*(Moved Gray/ Seconded Falleni)*

Carried

C6 Establishment of and Appointments to Committees

The Community Board agreed that appointments to committees should wait until the new delegations to Community Boards were better understood and that some discussion of committees required for Greytown should happen prior to the next official meeting.

The Community Board understood that Martinborough Community Board had nominated someone to the Wairarapa Library Service and the appointment would be via a vote at Council on 15 December 2010.

*GCB RESOLVED (GCB2010/8):*

1. To receive this information.
2. To defer the creation and appointments to these Committees and Council Committees until 2 February 2011.
3. To recommend to Council that Mr Rob Tuckett be appointed to the Arbor House Trust Board.
4. That Mrs Michele Falleni be nominated to the position of the Wairarapa Library Service.

*(Moved Napier/ Seconded Craig)*

Carried

**D PUBLIC PARTICIPATION**

Apologies were received from Jill Eriksen of the Greytown Lionesses who was unable to attend the meeting. Mrs Eriksen provided Cr Napier with a report which was tabled.

Derek Wilson from the Greytown Park Development Group noted that Community Boards now had delegated approval for parks and reserves. He also asked who was the liaison for progressing plan approval on upgrading Soldiers' Memorial Park. Mr Dennes presented powerpoint slides on the outcome of the working bee at Soldiers Memorial Park. Greytown Community Board thanked Mr Dennes and Mr Wilson for the effort put into beautifying the park.

Ken Ryan spoke on a proposal to establish a regular farmers/producers market at Stella Bull Park and asked for the Greytown Community Board support in this venture.

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## **E ACTION ITEMS AND EXPENDITURE**

### **E1 Action items**

With the exception of item 206, all items were actioned or underway. Construction of a drain on East Street needs finances allocated to it via the Annual Plan process before work can commence.

### **E2 Income and Expenditure Statement to 31 October 2010**

*GCB RESOLVED (GCB 2010/9)* that the Income and Expenditure Statement to 31 October 2010 be received.

*(Moved Napier/ Seconded Craig)*

Carried

## **F OPERATIONAL REPORTS – COUNCIL OFFICERS**

### **F1 Officers Report to Community Boards**

Conflict of interest needs to be on agenda for each meeting.

*GCB RESOLVED (GCB 2010/10)* to receive the Officers Report to Community Boards.

*(Moved Craig/ Seconded Gray)*

Carried

### **F2 Community Committees**

The Group Manager Planning and Environment provided the background and intent of the report and asked the Community Board for further guidance.

*GCB RESOLVED (GCB 2010/11)* to receive the Community Committees Report.

*(Moved Craig/ Seconded Gray)*

Carried

### **F3 Terms of Reference for Community Boards**

The Group Manager Planning and Environment provided the background and intent of the report and asked the Community Board for further guidance.

*GCB RESOLVED (GCB 2010/12)*

1. To receive the Draft Terms of Reference Report.

*(Moved Napier/ Seconded Falleni)*

Carried

2. To support a combined Community Board workshop with Martinborough and Featherston to look at how the Terms of Reference would work in practice.

*(Moved Craig/ Seconded Gray)*

Carried

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## **G WESTWOOD SUBDIVISION**

Cr Napier tabled a subdivision plan from developer Steve Pilbrow and on behalf of Mr Pilbrow asked if the Community Board had any suggestions on street names for the proposed subdivision. Cr Napier undertook to report back to Mr Pilbrow the suggestion of naming a street after a longtime previous owner of the land named Jack Arnold.

## **H DISCUSSION/DECISION/RECOMMENDATION TO COUNCIL ON PUBLIC PARTICIPATION ITEMS**

### *Christmas decorations and celebrations*

The Community Board discussed the tabled proposal from the Lionesses. Cr Napier undertook to arrange a meeting with Mrs Erikson and the Property and Services Officer to determine where an electrical socket should be installed in the Greytown Town Centre.

Other Christmas celebrations included a Greytown retailer's front window dressing competition, a Christmas Parade, a Christmas tree for the Town Centre and Carols at Cobblestones.

### *GCB RESOLVED (GCB2010/13)*

1. That the Lionesses be permitted to put up a Christmas lights display around the Greytown Town Centre and to accept the Lionesses offer to fund \$500 for lights and Councils offer to fund \$500 from the Mayoral fund for the installation of an electrical socket and agree that the Community Board should fund any remaining installation costs.

*(Moved Craig/ Seconded Gray)*

Carried

### *Soldiers' Memorial Park*

The Community Board can now approve plans to upgrade reserves and works against plan can continue so long as they remain within budget and are overseen by the Group Manager Infrastructure and Services. It was noted that a development plan for Soldiers' Memorial Park was required. The Group Manager Infrastructure and Services would be the primary point of contact for the Greytown Park Development Group.

### *GCB RESOLVED (GCB2010/14)*

1. That the decision on the plans for upgrading the playground in Soldiers Memorial Park be made by Council on the 15 December 2010.

*(Moved Craig/ Seconded Gray)*

Carried

### *Farmers/Producers market at Stella Bull Park*

The Greytown Community Board supported the concept of a farmers/producers market, as did many of the Stella Bull Park Stakeholders.

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*GCB RESOLVED (GCB2010/6)*

1. To support the concept of a farmers/producers market, and that as per the Reserves Management Plan the CEO would sign off the event.

*(Moved Falleni/ Seconded Napier)*

Carried

**I GREYTOWN COMMUNITY BOARD GRANTS**

The Community Board discussed the best way of ensuring the community had access to grant funds when they needed it throughout the year, but also ensuring that funds were available for bigger one off projects.

*GCB RESOLVED (GCB2010/16):*

1. That \$2,000 would be set aside for discretionary grants funding and grants would be considered and allocated against criteria as they came up throughout the year.

*(Moved Atkinson/ Seconded Gray)*

Carried

2. Action 382: Amend the wording for the Greytown Community Grants section to reflect the change of grants frequency; P Crimp.

**J COMMUNITY BOARD LIAISON**

Mr Atkinson thought there may be a learning opportunity for Community Boards to liaise with each other and see how similar issues are resolved. It was noted that in the past combined meetings have been held, however it was decided not to plan anything beyond the combined Terms of Reference workshops at this stage.

**K GREYTOWN GRAPEVINE**

The Community Board discussed the best approach to ensuring that an update from the Community Board was included in the Greytown Grapevine.

*GCB RESOLVED (GCB2010/17):*

1. That Mr Atkinson would draw up a rotating schedule based on the Greytown Grapevine cut off date for all Community Board members (Community Board or a community item).

*(Moved Craig/ Seconded Napier)*

Carried

**L NZCBEC NOMINATIONS**

The Community Board elected not to nominate anyone to the NZ Community Boards Executive Committee.

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**M NZCMB CONFERENCE 2011**

Mayor Staples advised that Council would pay for the cost of one Community Board member from each district to attend the conference and further members wishing to go would need the financial support of the Community Board.

*GCB RESOLVED (GCB 2010/18) that Michele Falleni and Shane Atkinson should attend the NZCMB Conference 2011 and that the Community Board would cover associated costs and expenses of Michele Falleni.*

*(Moved Napier/ Seconded Craig)*

Carried

**N COMMUNITY BOARD/COUNCILLORS' REPORTS**

Kay Gray tabled a report and updated members on plans for a large sign with historical and park layout information to be erected by the Friends of the Park at Soldiers Memorial Park. Mrs Gray undertook to get Mrs Werry to contact Council Officers to discuss plans and to ensure compliance with the Reserves Management Plan.

**O CORRESPONDENCE**

There was no correspondence to consider.

**Confirmed as a true and correct record**

.....Chairperson

.....Date

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