

11.2 INCOME AND EXPENDITURE REPORT**Author:** Robyn Ramsden, Community Democracy Advisor**Authoriser:** Paul Gardner, Group Manager, Corporate Services**File Number:** n/a**PURPOSE**

To inform members of the Greytown Community Board the draft income and expenditure report period ending 30 June 2024.

RECOMMENDATIONS

That the Greytown Community Board notes the Income and Expenditure Report and Appendix 1- Income and Expenditure Report period ending 30 June 2024.

EXECUTIVE SUMMARY

Greytown and Martinborough Community Boards have asked for Members Honorarium to be separated in the budget which have now been updated.

The income and expenditure report allows the Community Board and the public to view the budget.

The report shows the total grants fund and total community development funds available for distribution by the Community Board.

APPENDICES**Appendix 1** Income and Expenditure Report period ending 30 June 2024.

Greytown Community Board
Income & Expenditure for the Period Ended 30 June 2024 (DRAFT)

*Please note the Annual report for 2023/24 has not been audited by Audit NZ, therefore these results may be subject to change.

Personnel & Operating Costs

Budget

Members' Honorariums	17,411.16
No-taxable allowances	3,189.00
Mileage reimbursements	599.00
Staff support costs	18,544.84
Operating expenses	2,575.00
Total Personnel & Operating Costs Budget 2023-2024	42,319.00

Expenses

Personnel Costs

Members' Honorariums	20,108.03
Communication allowance	3,561.51
Mileage reimbursements	-
Staff support costs	16,262.01
Total Personnel Costs to 30 June 2024 (DRAFT)	39,931.55

Operating Expenses

01/09/2023 Tree top Flowers	90.00
20/09/2023 Community board levy	275.00
19/12/2023 Tree top flowers	100.00
Total Operating Expenses to 30 June 2024 (DRAFT)	465.00

Committed funds

Resolution date

	Original commitment	Spent to date	Remaining commitment
Members' Honorariums	17,411.16	20,108.03	(2,696.87)
Communication allowances	3,189.00	3,561.51	(372.51)
Mileage reimbursements	599.00	-	599.00
Staff support costs	18,544.84	16,262.01	2,282.83
Honorarium payment to student rep (\$50 per meeting)	400.00	-	400.00
Gail Vidulich Info centre printing	15.50	-	15.50
Matariki catering - GCB2024/18	750.00	-	750.00
Saplings - GCB2024/19	300.00	-	300.00
Total Commitments			1,277.95

TOTAL OPERATING EXPENSE BUDGET AVAILABLE*

644.50

* remaining budget for personnel and operating expenses does not carry over into subsequent financial years

Grants

Income

Annual Plan 2023-24 grant allocation	4,700.00
Total Income for 2023-2024	4,700.00

LESS: Grants paid out

03/08/2023 Featherston Amateur wrestling	Travel and competition	500.00
15/08/2023 Country Village	Street flags for Christmas festival	1,378.85
10/11/2023 Greytown Santa Parade	Greytown Christmas parade	1,322.50
30/11/2023 Tree Top Flowers	Flowers for S Robertson	73.00
21/02/2024 Greytown Little Theatre Society	Studio 73	5,000.00
23/02/2024 Petra Gush	Outward bound mind, body, soul	1,000.00
24/05/2024 David Murray	World Master Hockey Tournament.	1,000.00
24/05/2024 Wairarapa mathematics	Wairarapa mathematics	300.00
24/05/2024 Kia Kaha hockey club	First aid kits	250.00

Total Grants paid out to 30 June 2024 (DRAFT)

10,824.35

LESS: Committed Funds

Resolution date

	Original commitment	Spent to date	Remaining commitment
13/09/2022 GCB 2022/51	Menz shed - Purchase of new equipment	1,000.00	1,000.00
13/12/2023 GCB2023/49	Main street barrel plants	62.00	62.00
21/02/2024 GCB2024/11	G Vidulich Main street barrel maintenance	97.48	97.48

Total Commitments

1,159.48

PLUS: Balance Carried forward from previous year

13,629.72

TOTAL GRANTS FUNDS AVAILABLE

6,345.89

Greytown Community Board

Community Development Fund for the Period Ended 30 June 2024 (DRAFT)

**Please note the Annual report for 2023/24 has not been audited by Audit NZ, therefore these results may be subject to change.*

Income					
	Annual Plan 2023-2024 allocation			11,500.00	
	Total Income 2023-2024			11,500.00	
Community Development Fund - operating					
	3/08/2023 Martinborough Waiwaste	Food bank		5,035.00	
	1/09/2023 W R Woodgyer	Arbor planting reimbursement		303.43	
	21/11/2023 Greytown Menz shed	Installation of router machines		1,000.00	
	23/04/2024 Flagmakers	Anzac flags		512.95	
	28/05/2024 Cobblestone Trust	Clean guttering of the historic buildings		868.00	
	1/06/2024 Te Hupenui Grey	Support building plinths		700.00	
	Total Community Development Fund - operating to 30 June 2024 (DRAFT)			8,419.38	
Community Development Fund - capital					
	Total Community Development Fund - capital to 30 June 2024 (DRAFT)			-	
LESS: Committed Funds					
	Resolution date		Original commitment	Spent to date	
				Remaining commitment	
	24/11/2021 GCB 2021/54	Two new dog bins in Greytown	3,000.00	1,773.61	1,226.39
	30/03/2022 GCB 2022/13	Greytown Pool - Second set of three Murals	2,000.00		2,000.00
	30/03/2022 GCB 2022/13	Lions to Paint Polls - Soldier Memorial Park	200.00		200.00
	22/06/2022 GCB 2022/33	Dog poo bin replacement Corner of Jellicoe & Massey st	1,500.00		1,500.00
	03/08/2022 GCB 2022/40	Puakaka Wairarapa Garden Tour Set of Street Flags	1,000.00	869.00	131.00
	13/09/2022 GCB 2022/50	Heritage seat for Greytown	3,500.00		3,500.00
	13/09/2022 GCB 2022/50	Menz Shed - Work on Street Flags	500.00	434.78	65.22
	29/11/2022 GCB 2022/65	Container for flagtrax	50.00		50.00
	03/05/2023 GCB 2023/08	Gail Vidulich - Materials for Main st barrels	54.50		54.50
	13/12/2023 GCB2023/49	Anzac Flags - Replacement of Greytown flags	600.00	512.95	87.05
	Total Commitments				8,814.16
	PLUS: Balance Carried forward from previous year				24,217.60
	TOTAL COMMUNITY DEVELOPMENT FUNDS AVAILABLE				18,484.06

11.3 ACTION ITEMS REPORT**Author:** Robyn Ramsden, Community Democracy Advisor**Authoriser:** Rob Thomas, Manager, Stakeholder Relationships**File Number:** n/a**PURPOSE**

To present the Greytown Community Board with updates on actions and resolutions to 21 August 2024.

RESOLUTION

That the Greytown Community Board receive the Action Items Report.

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 List to 21 August 2024**

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	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. 4/8/21: To remain parked as the Board would be collaborating on signs to consolidate branding across the district. 8/02/23: Action closed at request of the board - to be considered as part of the community planning process. 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.
153	3-May-23	Action	S Corbett	To request James O'Connor to schedule a workshop prior to the next meeting to discuss service levels in Greytown and Reserve Management Plans.	Open	7/20/23. Update from James O'Connor. Budget restrains for 2023/2024 means that the Reserve Management Plans will not be addressed. 18/10/23 Request for this to occur before next meeting 13 December 2023. 22/5/24: Will include Report going to SWC in GCB agenda following SWC meeting. 5/8/24: Limited capacity in managers attending and talking about RMPs.
154	3-May-23	Action	S Corbett	To request Tim Langley to schedule a workshop prior to the next meeting to discuss roading in Greytown.	Open	6/26/23 information sent to Tim Langley outlining the roading issues GCB want to discuss and action. 26/7/23 updated to suggest Teams/Zoom meeting. 18/10/23 Request for this to occur before next meeting 13 December 2023. 22/5/24: Actioned.
218	26-July-23	Action	W Woodgyer	Mr Woodgyer agreed to reach out to Council Officer Mr Carter (emergency management) to get clarity about roles and responsibilities.	Open	
515	13-Dec-23	Action	S Corbett	Request for Council to finish the removal of the stumps outside Blue School	Actioned	22/5/24: Log into 'Get it Sorted'. Actioned.
517	13-Dec-23	Action	S Corbett	Request What consideration has been given to cross walks on West Street?	Actioned	22/5/24: Government has ordered a hold on raised crossings. Too expensive to pursue \$300,000 each. Ms Brown to email school/police to run education sessions. Actioned.
85	21-Feb-24	Action	S Corbett	Request the SWDC investigate adding emergency a water tank to the Greytown Town Hall building for the purpose of watering the Main Street Barrels.	Actioned	6/5/24: We have provided information to Councillor Bosley and await further advice from GCB. Tanks are about \$115 I think. The normal tap isn't lockable/removable but we have purchased a lockable tap with a spare "key" so there can be two people who can unlock the tank and use it. We could install it, and then charge the GCB for the tank, tap, and labour, to install the tank on the downpipe.
87	21-Feb-24	Action	S Corbett	Request a cost estimate for painting a white road marker line down the length (Humphries to North) of West Street.	Actioned	22/5/24: Painting white road maker line will cost \$7,500 with an annual maintenance cost of \$3,000.
88	21-Feb-24	Action	S Corbett	Request SWDC contact Wellington Water to clean the 'water race' under Reading Street.	Actioned	6/5/24: Staff recommend to log future operational requests with 'Get it Sorted'. https://swdc.govt.nz/contact-us/get-it-sorted/ 5/8/24: not logged for action unless members log through 'get it sorted'. Actioned.
90	21-Feb-24	Action	S Corbett	request SWDC to arrange for the stone sign and seats outside the Greytown Town Hall be cleaned.	Actioned	6/5/24: We can arrange cleaning if it's needed. 22/5/24: Seats have been cleaned but the sign has not. Staff recommend to log future operational requests with 'Get it Sorted'. https://swdc.govt.nz/contact-us/get-it-sorted/ 5/8/24: not logged for action unless members log through 'get it sorted'. Actioned.
91	21-Feb-24	Action	S Corbett	request SWDC arrange the cleaning of drains on the corner of Church Street and East Street and confirm suitability of design.	Actioned	22/5/24: Roading Advisor to have a look and feedback to Community Board. 5/8/24: not logged for action unless members log through 'get it sorted'. Actioned.
93	21-Feb-24	Action	S Corbett	request SWDC to check who is responsible for tree trimming and arrange a general tidy up of Greytown Cemetery.	Actioned	6/5/24: Council (amenities) are responsible and have had a vegetation programme underway to tidy things up. Our Events Coordinator met with Neil from GCB a while ago to hear the specific concerns, since then the works have been completed. Actioned.
94	21-Feb-24	Action	S Corbett	request SWDC to confirm if SWDC is responsible for maintaining and updating the Millennium Cemetery Memorial shelter. If not SWDC, then who?	Actioned	6/5/24: Council maintains the shelter structure and the records inside. This was also discussed between Anna and Neil. The records are not due to be updated until 2026. The structure does need some cleaning and minor repairs that are programmed but yet

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
						to be done. 22/5/24: Some maintenance has been done. The Register is updated every 8 years. Actioned.
101	21-Feb-24	Action	R O'Leary	Clarification from R O'Leary. Consent condition on building at that location. Has the soil been taken or not? What is happening now? East Street 184-186. Opposite Palliser.	Actioned	15/5/24: The land has been tested and is unlikely to present risk to human health under any land use scenario. 22/5/24: See update in action items table. Actioned.
240	22-May-24	Action	GCB	Action 240 - Chair to update the annual strategy from the website	Open	
248	22-May-24	Action	P Gardner	Request a breakdown of the operational costs and the members salaries.	Actioned	9/8/24: supplied in income & expenditure report.
249	22-May-24	Action	P Gardner	unspent funds from GCB2022/40 Painting of Bus Shelter can be returned to the Fund as the project did not go ahead.	Open	
250	22-May-24	Action	P Gardner	request staff contact the MenzShed to ask about GCB2022/51 Purchase of new equipment.	Open	
260	22-May-24	Action	R O'Leary	Request for information when is Greytown doing their Master Plan	Open	

12 CHAIRPERSON REPORTS

12.1 NOTICE OF MOTION - PAYMENT OF LAMB PETERS INVOICE

File Number: n/a

I, Chairperson Louise Brown, give notice that at the next Meeting of Greytown Community Board to be held on 21 August 2024, I intend to move the following motion:

MOTION

That the Greytown Community board approve the invoice from Lamb Peters for printing associated with Arbor Day in Greytown.

RATIONALE

This invoice was for printed material for Arbor Day in Greytown. A resolution is required to confirm spend from the Greytown Community Board operation budget.

I commend this Notice of Motion to Greytown Community Board.

APPENDICES

Appendix 1 Lamb Peters Print Invoice



PO Box 120, Greytown
 (06) 304 9245
 lambpeters.accounts@xtra.co.nz
 www.lambpeters.co.nz
 GST No: 111-237-913

Greytown Community Board
 South Wairarapa District Council
 PO Box 6
 Martinborough

TAX INVOICE 80913
 Invoice Date 20 June 2024
 Order No
 A/C Ref GREY20
 Job Ref 03408

Description	Quantity	Price	Disc.	Sub-Total
500 x A4 Colouring Pages	1.00	125.00		125.00

Net	125.00
GST	18.75
Total	143.75

*Payment may be direct credited to
 BNZ Carterton 02 0506 0031138 00*

*Payment is due by the 20th of the month following invoice date.
 All goods sold remain the property of Lamb-Peters Print Limited until payment has been received in full.*

13 APPOINTMENT REPORTS

13.1 MEMBERS REPORT - JO WOODCOCK

Author: Robyn Ramsden, Community Democracy Advisor

Authoriser: Rob Thomas, Manager, Stakeholder Relationships

File Number: n/a

PURPOSE

To inform *members* of activities and issues.

EXECUTIVE SUMMARY

- Meetings or workshops attend on behalf of the Greytown Community Board.
 - Matariki dawn service
 - Arbor day celebrations
 - Volunteer morning tea
 - Volunteer expo
 - Michelle Allen's retirement recognition
 - Cobblestone Tour – 7 August

BACKGROUND

Arbor day refund - \$100 for prizes for colouring comp, plus blue tac for putting up colouring pictures
Colouring event was successful. Will repeat next year.

Matariki event Loved this event and so great to work with Papawai to host event. Thank you to Neil and Trish for hosting the ceremony and Papawai for hosting the morning tea with us.

Volunteer expo Great day looking forward to next year. Great to be a part of the volunteer morning tea and hear and meet volunteers from all three towns.

DISCUSSION

GCB display boards discussion if it hasn't been resolved prior to the GCB meeting.

APPENDICES

Nil

14 KARAKIA WHAKAMUTUNGA – CLOSING

Kua mutu ā mātou mahi
Mō tēnei wā
Manaakitia mai mā 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