

4 April 2024

Agenda

Notice of Meeting

An ordinary meeting will be held in the Supper Room, Waihinga Centre, Martinborough on Thursday, 4 April 2024 starting at 7.00pm.

Membership of the Community Board

Storm Robertson (Chair), Angela Brown (Deputy Chair), Karen Krogh, Mel Maynard, Councillor Pip Maynard and Councillor Aidan Ellims

Karakia Tīmatanga

*Kia hora te marino
Kia whakapapa pounamu te moana
Hei huarahi mā tatou i te rangi nei
Aroha atu, aroha mai
Tātou i a tātou katoa
Hui e tāiki ē!*

Public Business

1. Extraordinary Business
2. Apologies
3. Conflicts of Interest
4. Acknowledgments and Tributes
5. Community Board Minutes

- 5.1 Minutes for Approval: Minutes of the Martinborough Community Board meeting held on 15 February 2024 Pages 3 - 9

Proposed Resolution: *That the minutes of the Martinborough Community Board meeting held on 15 February 2024 be confirmed as a true and correct record.*

6. Public Participation

No public participation advised.

7. Actions from Public Participation

As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

8. Chairperson Report

8.1 Chairperson's Report Page 10

9. Reports from Chief Executive and Staff

9.1 Income and Expenditure Report Pages 11 – 21

9.2 Financial Assistance Report Pages 22 – 25

9.3 Pain Farm Financial Assistance Report Pages 26 – 33

9.4 Action Items Report Pages 34 – 38

10. Members Report

10.1 Member's Report – Angela Brown re: Christmas flags Pages 39 - 44

10.2 Councillor Maynard's report back to Community Board

10.3 Councillor Ellis' report back to Community Board Pages 45 – 46

Karakia Whakamutunga

*Kua mutu ā mātou mahi
Mō tēnei wā
Manaakitia mai mātou katoa
Ō mātou hoa
Ō mātou whānau
Āio ki te Aorangi*



- Present:** Storm Robertson (Chair), Karen Krogh, Mel Maynard (online),
Councillor Pip Maynard
- Apologies:** Angela Brown, Councillor Aidan Ellims.
- In Attendance:** Janice Smith (Chief Executive Officer), Stefan Corbett (Group
Manager, Partnership & Operations), Nicki Ansell (Lead Policy and
Project Advisor), Robyn Ramsden (Community Governance Advisor),
- Public Participation:** Steph Jaspers & Louise Lyster.
- Conduct of
Business:** This meeting was conducted in public in the Supper Room,
Martinborough Town Hall, Texas Street, Martinborough between
7.02pm and 9:29pm and was live streamed on the Council's
YouTube Channel.
-

Members opened with a Karakia led by Cr. Maynard.

1. EXTRAORDINARY BUSINESS

No extraordinary business.

2. APOLOGIES

*MCB RESOLVED (MCB 2024/01) to receive apologies from
Councillor Aiden Ellims and Angela Brown*

(Moved Cr. Maynard/Seconded Ms Krogh)

Carried

3. CONFLICTS OF INTEREST

No conflicts of interest declared.

4. ACKNOWLEDGMENTS AND TRIBUTES

Members acknowledged Trevor Hawkins has been recognized in the New Years Honors list and received a QSM for services to the Community. He has been a great support person for different sporting, cultural and business areas in our community.

5. MARTINBOROUGH COMMUNITY BOARD MINUTES

5.1 Martinborough Community Board Minutes – 7 December 2023

MCB RESOLVED (MCB 2024/02) that the minutes of the Martinborough Community Board meeting held on **7 December 2023** be confirmed as a true and correct record.

Correction: During the meeting the Board sought confirmation that the funds would not be in deficit, and this was confirmed by staff.

Moved with amendment.

(Moved Cr. Maynard/Seconded Ms Maynard)

Carried

6. PUBLIC PARTICIPATION

Steph Jaspers – Martinborough Junior Cricket Club

Ms Jaspers representing Martinborough Junior Cricket Clubs is undertaking to put in an artificial cricket wicket at Coronation Park. This has been necessary because the cricket pitch at the school is no longer suitable. Ms Jaspers has spoken to clubs using Coronation Park to put in a new cricket artificial cricket pitch and with Council staff and it has been mapped out where it can go.

Members discussed the location of the proposed location. Chair thanked Ms Jaspers for her time.

Louise Lyster – concerning the speed limit on Jellicoe Street.

Ms Lyster is concerned about the placement of the speed limit on Jellicoe Street 70 kmh zone. Ms Lyster proposes to move the 70kmh zone back to past Ferry Road, as per Councils plan. Ms Lyster considers there is a noise and an amenity issue. Requests the painting yellow no parking lines between Esther Street and Burgundy Drive. Requests Community Board make a submission to Council.

Members discussed the issue and suggested Ms Lyster submits to the Martinborough Master Plan when the opportunity arises.

7. ACTIONS FROM PUBLIC PARTICIPATION

Members discussed the possibility of moving the 70kmh sign as requested.

Staff indicated that the change had been endorsed in the 'Speed Review and Interim Speed Management Plan' that was completed prior to national elections, which have changed the roading landscape for Councils. Currently the interim SMP is paused while we await anticipated shifts in national policy including changes to the Land Transport Rules.

Action 69: request CEO provide feedback if the 70kmh sign can be moved as agreed in the Interim Speed Management Plan prior to the IMP having been approved (by the Director of Land Transport).

Members discussed the speed data collected over 2023.

Action 70: request CEO supply the Board with feedback on traffic data gathered in 2023.

8. CHAIRPERSON REPORT

8.1 Chairpersons Report

MCB RESOLVED (MCB 2024/03) to receive the Chairperson's report.

(Moved Cr. Maynard/Seconded Ms Krogh)

Carried

Feedback from the meeting with SWDC CEO on 10 Feb.

The Memorandum or Agreement information will be going to the Martinborough Community Board by the next meeting.

Discuss Pain Farm Funding and ongoing issues.

Members decided to discuss Pain Farm finances in Item 9.2 Income & Expenditure.

Members raised concerns with the Wairarapa Combined District Plan (WCDP) now showing Pain Farm as a location for the disposal of treated wastewater to land. Questions about how this was allowed.

Action 111: MCB Members would like to know how we stop this proposal as we believe there were no consultations, discussions or agreement with either the Martinborough community, Martinborough Community Board or even SWDC own Governance table to make any application to the WCDP?

Furthermore, can you advise under what authority this decision was made as it does not comply with the terms stated above.

Action 72: request the CEO confirm under whose authority has the whole of Pain Farm being designated wastewater in the WCDP.

Pedestrian Crossings for Martinborough.

Chair asked for clarification on the pedestrian crossings around Martinborough Square.

Members discussed the belisha lights and when the lights around the Square will be installed.

Group Manager, Partnerships & Operations confirmed that a tender process would be run in mid-March and confirmed that Council has resolved to do the work in the 24/25 Financial Year.

Ward Councillors Input.

Chair explained the need to have Councillors report back to the Board what meetings they are attending and the content of those meetings in relation to Martinborough Community Board.

Cr. Maynard responded.

- Māori Standing Committee discussed the Far North Solar Farm consent application.
- As a committee member of Hau Arki Marae Cr. Maynard attended the Waitangi Day event at the marae.

MCB Plan for Year.

Copy of Year One plan attached. Year 2 was planned to be more project specific. However, Pain Farm is going to be taking up our time this year.

9. REPORTS FROM CHIEF EXECUTIVE AND STAFF

9.1 Appointment to the Community Wellbeing Subcommittee

MCB RESOLVED (MCB 2024/04) to receive the appointments to the Community Wellbeing Subcommittee Report.

(Moved Ms Maynard/Seconded Cr. Maynard)

Carried

2. Recommend *Storm Robertson* to be appointed as the Martinborough Community Boards representative to the Community Wellbeing Subcommittee.

(Moved Cr. Maynard/Seconded Ms Maynard)

Carried

3. Recommend *Angela Brown* to be appointed as Martinborough Community Boards alternative to the Community Wellbeing Subcommittee.

(Moved Mr Robertson/Seconded Cr. Maynard)

Carried

9.2 Income & Expenditure Report

MCB RESOLVED (MCB 2024/05) to receive the Income and Expenditure Report.

(Moved Cr. Maynard/Seconded Mr Robertson)

Carried

Members sought clarification on the 'September event' and Christmas Decorations uncollected items.

Action 75: request CEO to direct staff to investigate uncollected commitments.

Item 9.3 Appendix 2- Pain Farm Statement

Members questioned the cost of consultant's fees.

Action 492: questions relating to this action remain open.

Members sought confirmation that the Refuse station (Transfer Station) is paying a rental and the proceeds including historic ones are being paid to the Trust.

Members discussed the insurance claim over the garage.

Staff confirmed that an amount was used to ensure the safe demolition of the damaged garage.

Members queried \$16,892 spend on repairs & maintenance.

CEO confirmed that \$16,892 is the budget for the year.

Action 76: members request the CEO to inform them what the current lease is for the farm and has it been taken up.

9.3 Finance Assistance Report

MCB RESOLVED (MCB 2024/06) to:

1. Receive the Financial Assistance Report

(Moved Cr. Maynard/Seconded Ms Krogh)

Carried

2. Agree to fund \$500/\$10,000 to Martinborough Junior Cricket Club, to be funded through the Grants/Community Development Fund.

(Moved /Seconded)

Lapsed

Members discussed the movement of the cricket pitch. Request to see letters of support from the two other sports clubs involved in the space.

Action 78: Members seek clarification from CEO when the decision was made to not allow freedom camping on Coronation Park and the reasons behind that decision. Does that decision stop this new proposal.

9.4 **Action Items Report**

MCB *RESOLVED* (MCB 2024/07) to receive the Action Item Report.

(Moved Ms Krogh/ Seconded Mr Robertson)

Carried

Action 497: Ms Maynard has started working on it. Mana whenua are not opposed to having a town sign.

Staff confirmed there is not a programme of work around signs for the three towns. There is funding in the LTP for having signs that are consistent. When signs are on NZTA land they govern placement and construction.

Action 731: Actioned.

Action 279: Actioned.

Action 492: Staff confirmed that staff have looked at the area in question. The scrub is scheduled to be removed. Staff have returned to the site to investigate water issue. Water comes from the hill during high rain events, no evidence that it is wastewater.

Action 501: consultant cost was for "Open tender for Pain Estate Farmland". Board requests an explanation on the figure.

Staff provided an update on Hinekura road.

Communications are going out every two weeks.

Management undertook to respond to recent community inquiries on a range of maintenance issues on Hinekura Road.

Members have concerns around the rest of Hinekura Road. There has been an increase in heavy traffic recently.

10. MEMBERS REPORTS

10.1 **Angela Brown Members Report 1**

MCB *RESOLVED* (MCB 2024/08) to receive the Angela Brown Members Report.

(Moved Ms Maynard/Seconded Cr. Maynard)

Lapsed

10.2 Angela Brown Members Report 2

MCB RESOLVED (MCB 2024/09) to receive the Angela Brown Members Report.

Recommend the Martinborough Community Board put aside \$300 for the purpose of covering incidental expenses eg. Refreshments related to Community resilience meetings/workshops paid out only when a completed Expense Claim and receipts are returned.

(Moved Mr Robertson/Seconded Cr. Maynard)

Carried

Members discussed continuing concerns regarding Waihenga Bridge; narrowness, debris build up, changes in river channels.

Staff confirmed that Greater Wellington Regional Council are responsible for movement of debris.

Closed with a Karakia in English by Storm Robertson.

The meeting closed at 9:29pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

CHAIRPERSON REPORT

Recommendations

The Chairperson recommends that the Community Board:

1. *Receive the Chairperson Report.*
2. *Discuss tree maintenance in Martinborough Township*
3. *Discuss Pain Farm Expenditure*
4. *Discuss Pain Farm Legal Document*

Topic 1 – Tree maintenance in Martinborough township

Discussion?

Topic 2- Discuss Pain Farm Expenditure

Chair has written to CEO and GM re Pain Farm Expenditure Statements and requesting details to be added on items above approved expenditure value (\$5000.00)

Topic 3 – Pain Farm legal document

PF legal document from Janice Smith, call for input from Board members on content of the document. This may lead to an action input so members to come prepared to provide comment and opinion on document.

Prepared by: Storm Robertson, Martinborough Community Board Chair

Income & Expenditure Report

1. Purpose

To present the Community Board with the most recent income and expenditure reports.

2. Executive Summary

The Draft Income and Expenditure Statement for the period ending 29 February 2024 is attached in Appendix 1.

The proposed new format for the Expenditure Statement for Pain Farm is in response to feedback on this report from the Martinborough Community Board. The new format removes the "Year to date budget" and "Year to date variance" columns as they add little value to the report.

The proposed new format retains the "Year to date actuals" and "Full year budget" and includes a "Total percentage spent" column.

We welcome the Martinborough Community Board's feedback on if this format is preferred for future reporting.

The Draft proposed new Income and Expenditure Statement for Pain Farm for the period ending 29 February 2024 is attached in Appendix 2.

The Draft Income and Expenditure Statement for Pain Farm for the period ending 29 February 2024 is attached in Appendix 3.

The Chair may ask Council Officers for comment and all members may ask the Council Officers for clarification and information through the Chair.

3. Appendices

Appendix 1 – Draft Income & Expenditure Statement for the period ending 29 February 2024.

Appendix 2 – Draft proposed new Income and Expenditure Statement for the period ending 29 February 2024.

Appendix 3 – Draft Pain Farm Income & Expenditure Statement for the period ending 29 February 2024.

Contact Officer: Hayley McDonald, Assistant Accountant
Reviewed By: Charly Clarke, Acting General Manager Finance

Appendix 1 – Draft Income and Expenditure Statement for the Period Ending 29 February 2024

Martinborough Community Board
Income & Expenditure for the Period Ended 29 February 2024

Personnel & Operating Costs

Budget

Members' salaries	35,956.00
Non-taxable allowances	3,189.00
Mileage reimbursements	599.00
Operating expenses	2,575.00
Total Personnel & Operating Costs Budget 2023-2024	42,319.00

Expenses

Personnel Costs

Members' Salaries	22,889.20
Communication allowance	1,983.46
Mileage reimbursements	-

Total Personnel Costs to 29 February 2024 **24,872.66**

Operating Expenses

30/06/2023 Lamb Peters		66.00
6/10/2023 Martinborough tree group	Tree group planting day event	50.00
20/09/2023 LGNZ	Community board levy	275.00
31/12/2023 Resolution MCB 2023/41	Reimbursement	53.51
25/01/2024 Resolution MCB 2023/49	Seniors lunch	200.00
Total Operating Expenses to 29 February 2024		644.51

Committed funds

Resolution date		Original commitment	Spent to date	Remaining commitment
	Members' Salaries	39,145.00	24,872.66	14,272.34
	Mileage reimbursements	599.00	-	599.00
	Honorarium payment to student rep (\$50 per meeting)	200.00	50.00	150.00
27/07/2023	September Event	150.00		150.00
7/09/2023	Martinborough Tree group	50.00	50.00	-
15/02/2024	Refreshments	300.00		300.00
	Total Commitments			15,171.34

TOTAL OPERATING EXPENSE BUDGET AVAILABLE*

1,630.49

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

Grants

Income

Annual Plan 2022-23 grant allocation	4,700.00
Other miscellaneous income	-
Total Income for 2023-2024	4,700.00

LESS: Grants paid out

13/09/2023 Martinborough Playcentre	Soft play area	600.00
14/09/2023 Wairarapa Mathematics	Maths week	300.00
16/11/2023 Wairarapa 4WD Club Inc	Wairarapa 4WD Club NZ National Trials	500.00
9/12/2023 Traffic Assist	Traffic management for Christmas parade	960.00
Total Grants paid out to 29 February 2024		2,360.00

LESS: Committed Funds

Resolution date		Original commitment	Spent to date	Remaining commitment
11/08/2022	MCB2022/30 - Martinborough Youth Trust	500.00	435.00	65.00
22/09/2022	MCB 2022/38 - Martinborough JAB	750.00		750.00
19/10/2023	MCB 2023/45 - Christmas Parade	2,000.00	960.00	1,040.00
7/12/2023	MCB 2023/58 - Trees of Martinborough	260.00		260.00
	Total Commitments			2,115.00

PLUS: Balance Carried forward from previous year*

2,731.73

* excludes Swimming Pool funds

TOTAL GRANTS FUNDS AVAILABLE

2,956.73

Martinborough Community Board
Community Development Fund for the Period Ended 29 February 2024

Income

Annual Plan 2023-2024 allocation 11,500.00

Total Income 2023-2024 11,500.00

Community Development Fund - operating

2/08/2023	Martinborough Tree group	Purchase of trees	1,000.00
13/09/2023	A P Harding	Community fireworks	500.00
17/11/2023	Martinborough Community Patrol	Electric vehicle support	4,000.00
17/11/2023	Martinborough Museum	Ongoing operations	2,000.00
22/02/2024	Martinborough Playcentre		1,000.00

8,500.00

Community Development Fund - capital

Total Community Development Fund - capital to 29 February 2024 -

LESS: Committed Funds

Resolution date		Original commitment	Spent to date	Remaining commitment
15/06/2023	MCB2023/27 - Flags for Martinborough business association	640.00		640.00
27/07/2023	MCB2023/40 - Bidwills cutting Sign	3,000.00		3,000.00
7/09/2023	MCB2023/47 - MBO business association Christmas decorations	500.00		500.00

Total Commitments 4,140.00

PLUS: Balance Carried forward from previous year 23,929.57

TOTAL COMMUNITY DEVELOPMENT FUNDS AVAILABLE 22,789.57

Martinborough Community Board
Swimming Pools Fund for the Period Ended 29 February 2024

Income			
	Funds from Martinborough Swimming Club		<u>15,268.80</u>
			15,268.80
 Expenditure			
	Total Expenditure		<u>-</u>
			-
	Net Surplus/(Deficit) Year to Date		15,268.80
 LESS: Committed Funds			
	Resolution date	Original commitment	Spent to date Remaining commitment
			<u>-</u>
	TOTAL FUNDS AVAILABLE		<u><u>15,268.80</u></u>

**Appendix 2 – Draft proposed new Pain
Farm Income and Expenditure
Statement for Period Ending 29
February 2024**

Pain Farm - Statement of Financial Performance (New format)

For the Period Ended 29 February 2024

Description	2023/24 YTD Actuals February	2023/24 Full Year Budget	2023/24 Total Percentage spent
Income			
Cottage and house rental income	32,600	113,300	63%
Farm rental and rates contribution	39,297		
Interest income	-	-	-
Total Income 2023-24 year to date	71,897	113,300	63%
Expenditure			
Consultants	10,000	4,635	216%
General expenses	4,117	3,090	133%
Interest expense	-	-	0%
Depreciation expense	-	-	0%
Legal expenses	1,000	0	100%
Repairs & maintenance	13,370	16,892	79%
Demolition of Garage	5,928	0	100%
Grounds maintenance	3,029	3,090	98%
Repairs & maintenance (Buildings)	2,948	5,150	57%
Insurance	4,458	3,605	124%
Overhead allocation	19,840	34,616	57%
Rates payable	11,314	11,845	96%
Personnel costs	19,843	34,751	57%
Total Expenditure 2023-24 year to date	95,846	117,674	81%
Net Surplus/(Deficit) Year to Date	(23,949)	(4,374)	
<u>Pain Farm - Statement of Accumulated Funds</u>			
As at 29 February 2024			
Opening balance 1 July 2023	155,111		
Total surplus/(deficit) year to date	(23,949)		
Transfers from reserves (capital spend)	-		
Closing balance 29 February 2024	131,161		
Less committed funds	-		
Insurance claim Income ringfenced for improvements	30,232		
MCB 2023/53 - Grant funding pool	50,000		
Total funds available	50,929		
Commentary			
* Demolition of garage is offset with Insurance claim received in 22/23.			
* Repairs & maintenance costs are made up of driveway improvements and boundary fencing.			
* Higher than expected consultants costs due to facilitation of open lease tender for new lease agreement.			
* Rates include the full year.			
* Income of \$6,733.50 for the Landfill Lease will be included in Q4 report.			
* Totals shown as information is sensitive to the tenants. Could be included in a publicly excluded report if requested.			

Appendix 3 – Draft Pain Farm Income and Expenditure Statement for Period Ending 29 February 2024

Pain Farm - Statement of Financial Performance

For the Period Ended 29 February 2024

Description	2023/24 YTD Actuals February	2023/24 YTD Budgets February	2023/24 YTD Variance February	2023/24 Full Year Budget
Income				
Cottage and house rental income	32,600	71,265	(632)	113,300
Farm rental and rates contribution	39,297			
Interest income	-	-	-	-
Total Income 2023-24 year to date	71,897	71,265	(632)	113,300
Expenditure				
Consultants	10,000	3,088	(6,912)	4,635
General expenses	4,117	2,306	(1,811)	3,090
Interest expense	-	-	-	-
Depreciation expense	-	-	-	-
Legal expenses	1,000	-	(1,000)	-
Repairs & maintenance	13,370	11,283	(2,087)	16,892
Demolition of Garage	5,928	-	(5,928)	-
Grounds maintenance	3,029	2,064	965	3,090
Repairs & maintenance (Buildings)	2,948	3,432	484	5,150
Telephone expenses	-	-	-	-
Insurance	4,458	3,605	(853)	3,605
Overhead allocation	19,840	22,338	2,498	34,616
Rates payable	11,314	11,845	531	11,845
Personnel costs	19,843	23,160	3,317	34,751
Total Expenditure 2023-24 year to date	95,846	83,121	(12,725)	117,674
Net Surplus/(Deficit) Year to Date	(23,949)	(11,856)	(12,093)	(4,374)
<u>Pain Farm - Statement of Accumulated Funds</u>				
As at 29 February 2024				
Opening balance 1 July 2023	155,111			
Total surplus/(deficit) year to date	(23,949)			
Transfers from reserves (capital spend)	-			
Closing balance 29 February 2024	131,161			
Less committed funds	-			
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Total funds available	50,929			
Commentary				
* Demolition of garage is offset with Insurance claim received in 22/23.				
* Repairs & maintenance costs are made up of driveway improvements and boundary fencing.				
* Higher than expected consultants costs due to facilitation of open lease tender for new lease agreement.				
* Rates include the full year.				
* Income of \$6,733.50 for the Landfill Lease will be included in Q4 report.				
* Totals shown as information is sensitive to the tenants. Could be included in a publicly excluded report if requested.				

Financial Assistance Report

1. Purpose

To present the Martinborough Community Board with applications received requesting financial assistance.

2. Recommendations

Officers recommend that the Community Board

1. *Receive the Financial Assistance Report.*
2. *Consider the application from Wairarapa Pipe Band for \$879.00 to support the purchase of the bagpipe drone and chanter reeds.*
3. *Consider the application from Cobblestones Museum Trust for \$868.00 to support the cleaning the spouting of the Heritage Buildings.*
4. *Consider the application from Martinborough Womens Hockey for \$1,500 multi-year funding for uniforms, balls, payer hoodies and club fees.*
5. *Consider the application from Stuff Limited – NZ House & Garden Tours for \$2,500 for supporting the NZ House & Garden Tours.*
6. *Receive the accountability report from Ms Harding for the Matariki Glow Walk held in June 2023.*

3. Executive Summary

The Martinborough Community Board has received four funding applications for consideration in the current funding round. This report presents the board with applications received requesting financial assistance.

4. Background

The 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.

5. Prioritisation

5.1 Te Tiriti obligations

Engagement considered not required in this case.

5.2 Strategic alignment

- Spatial Plan
- Long Term Plan
- Annual Plan

Allocation for Grant funding is approved through the Annual Plan/Long Term Plan and supports the social, environmental, economic, and cultural outcomes.

6. 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 Grants Policy sets out further criteria.

6.1 Application from Wairarapa Pipe Band

The application from the Wairarapa Pipe Band meets the criteria for funding. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

6.2 Application from Cobblestones Museum Trust

The application from Cobblestone Museum Trust meets the criteria for funding. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

6.3 Application from Martinborough Womens Hockey

The application from the Martinborough Womens Hockey meets the criteria for funding. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

6.4 Application from Stuff Limited - NZ House & Garden Tours

The application from the Stuff Limited – NZ House & Garden Tours does not meet the criteria for funding as they have not supplied their most recent annual accounts

including notes and review/audit report as their application is over \$1,500. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

7. Options

	Option 1	Option 2
Description	Approve a/the funding applications for the amount requested or a lesser amount.	Decline a/the funding applications.
Advantages	Support community organisations and align with the social, environmental, economic and/or cultural outcomes of Council.	Maintain the available fund for allocation to future applications.
Disadvantages	Decrease the available fund for allocation to future applications.	Does not support community organisations.

8. Strategic Drivers and Legislative Requirements

8.1 Significant risk register

There are no significant risks identified.

8.2 Policy implications

Allocation decisions are made in accordance with Councils [Grants Policy](#).

9. Consultation

9.1 Communications and engagement

The decisions are considered as low significance as determined by the Councils Significance and Engagement Policy.

9.2 Partnerships

Have you completed a communications plan for the work described/project to engage/communicate with partners/key stakeholders e.g. Waka Kotahi, Kainga Ora, community groups, particular individuals etc?

Yes No

If no, is a communications plan required?

Yes No

10. Financial Considerations

The available funding amounts are provided in the Income & Expenditure Report. In accordance with the Financial Delegations Policy, a resolution is required to allocate this fund.

11. Accountability Returns

11.1 Accountability return from Ms Harding on the Matariki Glow Walk event.

Ms Harding has returned an accountability report on the Matariki Glow Walk event from June 2023. The accountability form will be provided to members in confidence.

Contact Officer: Robyn Ramsden, Community Governance Advisor

Reviewed By: Amanda Bradley, General Manager, Democracy & Engagement

Pain Farm Financial Assistance Report

1. Purpose

To present the Martinborough Community Board with applications received requesting financial assistance from the Pain Farm Fund.

2. Recommendations

Officers recommend that the Community Board

1. *Receive the Financial Assistance Report.*
2. *Consider the application from Martinborough Youth Trust for \$35,000 to develop the Pump Track.*
3. *Consider the application from Martinborough Junior Cricket Club for \$10,000 towards a new artificial cricket pitch.*
4. *Consider the application from Martinborough Golf Club for \$100,000 towards rebuilding their Clubhouse.*
5. *Consider the application from Martinborough School for \$1,249 for replacement basketball hoops.*
6. *Consider the application from Martinborough Squash Club for \$5,000 to upgrade the exterior of their clubrooms.*
7. *Consider the application from Hau ariki Marae for \$17,710 to replace sleeping mattresses at the Marae.*

3. Executive Summary

The Martinborough Community Board has received six funding applications for consideration for the Pain Farm funding round totalling \$168,959 of requests. This report presents the board with applications received requesting financial assistance.

4. Background

In 1932, George Pain made a will bequeathing the 210-acre property known as Pain Farm to the then Borough Council (amalgamated into the South Wairarapa District Council). Under provisions of the Charitable Trust Act 1957 in February 1966 the Court directed:

“That the income from the Trust Lands should be used, in maintaining and improving the borough’s parks, sports grounds, camping ground, swimming baths, providing equipping and maintaining sports facilities and a children’s playground in such manner and in such proportion as the Council may from time to time decide.”

Any funding distribution from the Pain Farm must be of benefit to the residents of Martinborough.

The 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](#) and Pain Farm Trust Lands Income Distribution Policy (Appendix 1).

At the 7 December 2023 meeting the Martinborough Community Board:

MCB RESOLVED (MCB 2023/53) to:

2. Resolve to set the Pain Farm funding round for 15 January – 29 February 2024 for a grand funding pool of \$50,000 from the Pain Farm account for the Martinborough community in accordance with the deed and the pain farm income distribution policy. (Moved Cr Ellims/Seconded Brown) Carried

The Pain Farm funding round was advertised on the SWDC Facebook page and was circulated through the Martinborough Community. The round closed on 29 February and a summary was circulated to the Members of the Martinborough Community Board on 8 March 2024. The Martinborough Community Board held a workshop on Tuesday 19 March to review the applications and decide on an approach.

5. Prioritisation

5.1 Te Tiriti obligations

Engagement considered not required in this case.

5.2 Strategic alignment

- Spatial Plan
- Long Term Plan
- Annual Plan

Allocation for Grant funding is approved through the Annual Plan/Long Term Plan and supports the social, environmental, economic, and cultural outcomes.

6. 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 Grants Policy sets out further criteria.

Under the current Pain Farm Trust Lands Income Distribution Policy the

3.3 Funding Distribution

1. The Community Board with the guidance of Council will ensure that the Council's Martinborough Parks and Reserves will have priority over available funds and will be expended as directed by the High Court's Judgement in 1966. It is recommended that the funds are spent on capital equipment/facilities. Adopted 04/4/12 2 M1000 Amended: 26/8/15 Review: April 2018
2. Funds may be spent purchasing and funding capital sporting equipment and facilities where it will benefit the residents of Martinborough Community and with the support and guidance of Council.
3. Applications for funding community sporting (2. Above) equipment/amenities will be called for annually and will not exceed \$25,000 and if the funds are available.
4. All expenditure above \$35,000 will be subjected to the SWDC Annual Plan
5. Any funding distribution must be of benefit to the residents of Martinborough; this removes the confines of any town boundary as a sporting facility, club or reserve may be located on the outskirts of the town yet be a Martinborough amenity.
6. The Community Board may wish to accumulate funds for a specific project or raise a loan using some of the income; this will be permitted under Council guidance.

6.1 Application from Martinborough Youth Trust

The application from the Martinborough Youth Trust meets the criteria for funding. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

6.2 Application from Martinborough Junior Cricket Club

The application from the Martinborough Junior Cricket Club meets the criteria for funding. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

6.3 Application from Martinborough Golf Club

The application from the Martinborough Golf Club meets the criteria for funding. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

6.4 Application from Martinborough School

The application from the Martinborough School meets the criteria for funding. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

6.5 Application from Martinborough Squash Club

The application from the Martinborough Squash Club meets the criteria for funding. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

6.6 Application from Hau Ariki Marae

The application from Hau Ariki Marae does not meet the criteria for funding as the purpose of which they are requesting funding does not meet the Pain Farm Trust Lands income distribution Policy (Appendix 1). The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

7. Options

	Option 1	Option 2
Description	Approve a/the funding applications for the amount requested or a lesser amount.	Decline a/the funding applications.
Advantages	Support community organisations and align with the social, environmental, economic and/or cultural outcomes of Council.	Maintain the available fund for allocation to future applications.
Disadvantages	Decrease the available fund for allocation to future applications.	Does not support community organisations.

8. Strategic Drivers and Legislative Requirements

8.1 Significant risk register

There are no significant risks identified.

8.2 Policy implications

Allocation decisions are made in accordance with Councils [Grants Policy](#).

9. Consultation

9.1 Communications and engagement

The decisions are considered as low significance as determined by the Councils Significance and Engagement Policy.

9.2 Partnerships

Have you completed a communications plan for the work described/project to engage/communicate with partners/key stakeholders e.g. Waka Kotahi, Kainga Ora, community groups, particular individuals etc?

Yes No

If no, is a communications plan required?

Yes No

10. Financial Considerations

The available funding amounts are provided in the Income & Expenditure Report. In accordance with the Financial Delegations Policy, a resolution is required to allocate this fund.

11. Appendices

Appendix 1 – Pain Farm Trust Lands Income Distribution Policy.

Contact Officer: Robyn Ramsden, Community Governance Advisor

Reviewed By: Amanda Bradley, General Manager, Policy & Governance

Appendix 1 – Pain Farm Trust Lands Income Distribution Policy



PAIN FARM TRUST LANDS INCOME DISTRIBUTION POLICY

1. Rational

The Martinborough Community Board under the guidance of Council has a governance role of the Pain Farm Trust Lands and the recommendation of the expenditure of the income. There has been a widespread lack of understanding of the bequest and how the funds can be spent. This policy will be reviewed in accordance with SWDC requirements.

2. Purpose

- To provide guidelines for the distribution of funds from the income from the various leases of the Pain Farm Trust Lands.
- To allow greater efficiencies, understanding and transparency and give direction how and where the funds can be expended.

3. Guidelines

3.1 Administration

1. The Council shall recover fair and reasonable administration costs.
2. The Council will ensure that all leases, the land, homestead and cottage and Landfill /Transfer station will be reviewed and the intent of the bequeath and High Court judgment be complied with.
3. Council will advertise where the funds have been expended annually

3.2 Repairs and Maintenance

1. A fund of \$40,000 will be set aside for repairs and maintenance of the property and buildings, if expensed at any one time the amount will be accrued by \$10,000 amount per year until the fund is replenished.

3.3 Funding Distribution

1. The Community Board with the guidance of Council will ensure that the Council's Martinborough Parks and Reserves will have priority over available funds and will be expended as directed by the High Court's Judgement in 1966. It is recommended that the funds are spent on capital equipment/facilities.

2. Funds may be spent purchasing and funding capital sporting equipment and facilities where it will benefit the residents of Martinborough Community and with the support and guidance of Council.
3. Applications for funding community sporting (2. Above) equipment/amenities will be called for annually and will not exceed \$25,000 and if the funds are available.
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6. The Community Board may wish to accumulate funds for a specific project or raise a loan using some of the income; this will be permitted under Council guidance.

4. Background

George Pain, known as Tiny Pain or Hura Rorere (king of the road) born 1847 Wellington died 1937. A “pioneer” shepherd/farmworker, hawker, hotelier, storekeeper, landlord, run-holder/farmer and wool baron.

George Pain in 1932 made a will bequeathing the 210 acre property known as the Pain Farm to the then Borough Council (now the SWDC) with this wife having a life interest. In 1960 Mrs Pain died and the land was handed to the Martinborough Borough Council. The land that was bequeathed

‘to be held on behalf of the inhabitants of Martinborough and he particularly desired that the property should as far as possible be made available as a sports ground for the residents of Martinborough and as a playground for the children’

In 1965 due to the practicality, uncertainty (the farm being held in a 21 year lease), location and the Borough Council already having a number of under utilised reserves, resolved to apply to the Supreme Court for a judgement on a scheme for the use of the income from the Pain Farm.

Under provisions of the Charitable Trust Act 1957 in February 1966 the Court directed:

“That the income from the Trust Lands should be used, in maintaining and improving the borough’s parks, sports grounds, camping ground, swimming baths, providing equipping and maintaining sports facilities and a children’s playground in such manner and in such proportion as the Council may from time to time decide.”

Action Items Report

1. Purpose

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

2. Recommendations

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

3. Executive Summary

Action items from recent meetings are presented to the Martinborough Community Board for information. The Chair may ask Council officers for comment 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 be remain in a master register but no longer reported on.

4. Appendices

Appendix 1 – Action Items to 4 April 2024

Contact Officer: Robyn Ramsden, Community Governance Advisor

Reviewed By: Amanda Bradley, General Manager, Democracy & Engagement

Appendix 1 – Action Items to 4 April 2024

Number	Raised Date	Responsible Manager	Action or Task details	Status	Notes
497	24-Sep-20	MCB	To continuing working with mana whenua on a Martinborough town sign entrance	Open	<p>19/05/22: MCB undertook holding a workshop to progress this.</p> <p>23/3/23: MCB to follow up on status of this with previous board members.</p> <p>15/02/24: Ms Maynard has started working on it. Mana whenua are not opposed to having a town sign.</p> <p>Staff confirmed there is not a programme of work around signs for the three towns. There is funding in the LTP for having signs that are consistent. When signs are on NZTA land they govern placement and construction.</p>
731	17-Dec-20	MCB	Investigate who originally designed the historical information sign at Bidwill's Cutting	Actioned	<p>29/4/21: Still work in progress.</p> <p>08/7/21: Local graphic designer, Andy Shaw, expressed interest in designing the Bidwill's Cutting sign. Martinborough Automotive Ltd would fund the design drafting costs which would then be presented to the Board. 25/11/21: Ongoing</p> <p>24/02/22: Project undertaken by N Fenwick</p> <p>7/04/22: Mr Fenwick provided an update on the Bidwill's Cutting sign and undertook presenting the draft to the Māori Standing Committee.</p> <p>23/3/23: MCB to follow up on status of this with previous board members.</p> <p>15/6/23: Cr Maynard to speak at the next MSC Meeting. Discussion around putting notice in the local Star around the sign.</p> <p>27/7/23: Cr Maynard provided an update on the progress of the sign and members discussed the funding of the sign.</p> <p>7/9/23: Update for Ms Brown to attend MSC with an update around Bidwell's Cutting signage</p> <p>15/02/24: Actioned</p>
279		S Corbett	Reaching out to Kuranui College for use of the use of the turf to rate payers before gymnasium is build based upon the MoU.	Actioned	<p>5/10/23: sports clubs already do this with Kuranui, I'm not sure this is a Council function to perform. The MoU doesn't speak to grounds use and is specific to the gym so I'm unsure of the comment "based upon the MoU."</p> <p>12/12/23 J O'Conner I checked with the three towns football clubs (junior and senior) and some haven't used the grounds, those that have used the grounds have not been charged. Interestingly (and quite cool) Greytown Football have an arrangement where they coach the school players.</p> <p>15/02/24: Actioned.</p>

492	7-Dec-23	S Corbett	MCB Request that SWDC Officers check out the wastewater plant at Lake Ferry Township for any leaks and overflow to wetlands and report back to the board.	Actioned	15/02/24: Staff confirmed that staff have looked at the area in question. The scrub is scheduled to be removed. Staff have returned to the site to investigate water issue. Water comes from the hill during high rain events, no evidence that it is wastewater. Actioned.
501	7-Dec-23	C Clark	\$10,000 went out from the Pain Farm account under repairs and maintenance, MCB requested clarification on what that was for.	Open	15/02/24: consultant cost was for "Open tender for Pain Estate Farmland". Board want an explanation on the figure.
69	15-Feb-24	S Corbett	request CEO provide feedback if the 70kmh sign can be moved as agreed in the Interim Speed Management Plan.	Open	
70	15-Feb-24	S Corbett	request CEO supply the Board with feedback on traffic data gathered in 2023.	Actioned	28/03/24: List distributed with Agenda Pack.
75	15-Feb-24	A Bradley	request CEO to direct staff to investigate uncollected commitments	Open	04/04/24: MCB2022/30 Martinborough Youth Trust representative Ms Harding has confirmed remaining \$65.00 commitment can return to the pool. MCB2023/45 Christmas Parade MCB set aside \$2,000 in the Chair's report. The TMP was \$960.00 the remainder can return to the pool. The rest still under investigation.
76	15-Feb-24	CEO	members request the CEO to inform them what the current lease is for the farm and has it been taken up.	Open	

78	15-Feb-24	A Bradley	Members seek clarification from CEO when the decision was made to not allow freedom camping on Coronation Park and the reasons behind that decision. Does that decision stop this new proposal.	Open	
111	15-Feb-24	CEO	<p>MCB Members would like to know how we stop this proposal (WCDP waste water to land) as we believe there were no consultations, discussions or agreement with either the Martinborough community, Martinborough Community Board or even SWDC own Governance table to make any application to the WCDP?</p> <p>Furthermore, can you advise under what authority this decision was made as it does not comply with the terms stated above.</p>	Open	

Martinborough Community Board

Kia Reretahi Tātau

4 April 2024

Agenda Item: 10.1

Members Report

Member Name	Angela Brown
Committee/Working Group/Appointment Name	
Meeting Date	
Key issues from meeting	
Specific item(s) for consideration	Replacement of 8 Happy Holiday Flags which have deteriorated.
General	Flags are damaged at the edges and no longer suitable for use. Option 1 – purchase 8 flags to replace damaged ones. (\$89 each plus gst = \$818.80 approx) Option 2 – replace all 12 flags, Select new design from brochure. (\$1224 approx) Option 3 – Have custom designed flags made (artwork designed for Santa Parade/Magic in Martinborough could be utilised) (\$1500 approx)

Appendix 1: OneSource Christmas Flags Order Form.

Digitally Printed Street Flag Image Options

1A



1B



1C



1D



1E



1F



2A



2B



2C



2D



2E



2F



Supplying Images?

Important:

If you require colour matching for your brand or logo you'll need to supply the artwork as vector art, we can't match colours in a jpeg logo. If you're supplying your own images make sure they're at least 150dpi when at full size (900 x 1800n)

- Vector artwork
- Pantone Numbers
- 150dpi full size images

Digitally Printed Street Flag Image Options

3A



3B



4



5



6



7



8



9



10



11



12



13



14



15



16



Digitally Printed Street Flag Image Options

17



18



19



20



21



22



23



24



25



26



27



28



29

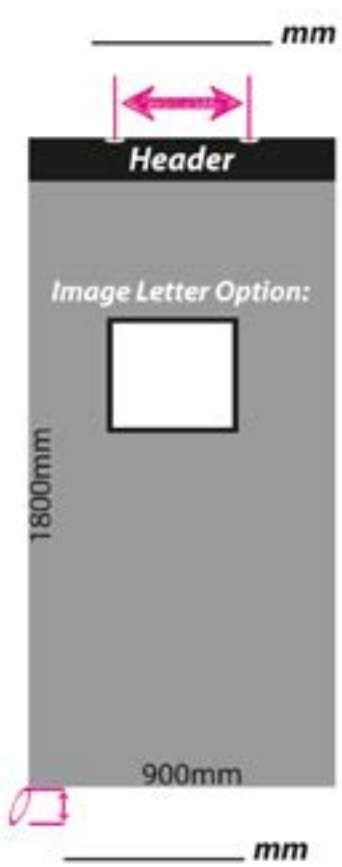


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- Vector artwork
- Pantone Numbers
- 150dpi full size images



** Please provide eyelet spacing (mm)*

System:

- Flag Trax
- Standard

Quantity:

- Left Hanging
- Right Hanging

Header Colour:

- Black
- White

Accessories:

- Snap Shackles
- Xmas Tree Plugs

Text Options:

- Merry Christmas
- Seasons Greetings
- Happy Holidays
- Your Message _____

** Please provide loop length (mm)*

Location of text is denoted on image example. If changes to fonts, position, colour of text or logo is required please note these changes in the special instructions below.

Special Instructions:

L
Left Hanging



R
Right Hanging

Martinborough Community Board

Kia Reretahi Tātau

4 April 2024

Agenda Item 10.3

Members Report

Member Name	Councillor Aidan ELLIMS
Committee/Working Group/Appointment Name	Councillor's Report
Meeting Date	
Key issues from meeting	
Specific item(s) for consideration	
General	<p>Summary of Meetings attended recently:</p> <ul style="list-style-type: none">• 6 March, a Strategy Session with Janice• 11 March, LGNZ meeting with Chair Sam Broughton and CEO Susan Freeman-Jones• *rates increases across all Councils in NZ of between 6% and 24% with average of 15% *as opposed to the 10 year average previously of 2-10%• Local Waters Done Well, Govt has no money to go into 3 Waters for Councils• Govt is basing decisions on data, productivity based and outcome based• Last week we had a update from Acting Mayor and CEO on the Wgtn Regional

	<p>Mayoral Forum and an upcoming meeting with Ministers Simeon Brown and Chris Bishop</p> <ul style="list-style-type: none"> • Some meetings discussing the upcoming Enhanced Annual Plan • 26 March, Community Liasion Group for MB and Gtn WWTP • Takeaways from that are. <ul style="list-style-type: none"> *GWRC compliance staff are happy with WWL and SWDC work/planning on dealing with the abatement notices for MWWTP. *Previous estimate was that the MB sewage pond was 30-50% full of sludge. *Sludge within 1 metre of the surface of the pond hugely reduces the effectiveness of the process which occurs in the pond *A new sludge survey will quantify the amount of sludge in the pond which will help with identifying the costs for the tender process to de-sludge *The next report from SWDC/WWL to GWRC is an interim report due on 14 April *There is a workplan over the next 12 months to desludge and upgrade equipment at the MWWTP, however, further work is needed to cope with growth in MB and adding further connections to the sewage network