



**Minutes – 9 February 2023**

- Present:** Storm Robertson (Chair), Mel Maynard, Angela Brown, Karen Krogh and Councillor Pip Maynard
- In Attendance:** Stefan Corbett (Group Manager, Partnership and Operations), Sheil Priest (General Manager, Communications & Engagement), Nigel Carter (Health, Safety & Emergency Management Advisor) and Kaitlyn Carmichael (Committee Advisor)
- Public Participation:** Jane Mills and Vivienne Bryner (WREMO)
- Conduct of Business:** This meeting was conducted in public in the Supper Room, Martinborough Town Hall, Texas Street, Martinborough between 7.00pm and 9.15pm and was live streamed on the Council's YouTube Channel.

**1. EXTRAORDINARY BUSINESS**

There was no extraordinary business.

**2. APOLOGIES**

*MCB RESOLVED (MCB 2023/01)* to receive apologies from Councillor Aidan Ellims.

*(Moved Robertson/Seconded Brown)*

Carried

**3. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**4. ACKNOWLEDGMENTS AND TRIBUTES**

Ms Maynard acknowledged the artwork created by Violet Edwards and Sam Ludden recently installed in the Waihinga Centre.

**5. PUBLIC PARTICIPATION**

There was no public participation.

**6. ACTIONS FROM PUBLIC PARTICIPATION**

There was no actions from public participation.

**DISCLAIMER**

*Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness.*

**7. MARTINBOROUGH COMMUNITY BOARD MINUTES**

**7.1 Martinborough Community Board Minutes – 30 November 2022**

*MCB RESOLVED (MCB 2023/02)* that the minutes of the Martinborough Community Board meeting held on 30 November 2022 be confirmed as a true and correct record.

*(Moved Cr Maynard/Seconded Maynard)*

Carried

**9. CHAIRPERSON REPORT (*item moved*)**

**7.1 Chairperson Report**

*MCB RESOLVED (MCB 2023/03)* to receive the Chairperson Report.

*(Moved Maynard/Seconded Brown)*

Carried

Mr Robertson spoke to items outlined in the report and queried the governing body responsible for the Memorial Square Development Plan. Members noted that Pam Colenso will be invited to a meeting to speak about the plans development process in 2011.

Mr Corbett provided an update on Memorial Square lighting and pedestrian crossings in Martinborough. Members requested the upcoming report to Council on the topic be provided to the board.

Members discussed roading safety and traffic calming measures in the ward and Mr Corbett noted that could be further discussed at the roading briefing. Members queried the Pain Farm income and expenditure statement and financial records and noted a workshop on Martinborough CCTV Cameras with potential stakeholders would be held.

Members discussed the development of a Martinborough Community Board Plan and noted that community drop-in sessions are being held Saturday mornings through to the end of March 2023.

*MCB NOTED:*

Action 030: Request a workshop with officers to discuss the process of reviewing the Memorial Square Development Plan, S Corbett.

Action 031: Request a workshop with officers to discuss the performance and management of Pain Farm, S Corbett/K Ashforth

**8. REPORTS FROM CHIEF EXECUTIVE AND STAFF**

**8.1 Introduction to Civil Defence Emergency Management Report**

*MCB RESOLVED (MCB 2023/04)* to receive the Introduction to Civil Defence Emergency Management Report

*(Moved Maynard/Seconded Krogh)*

Carried

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Mr Carter spoke about ways the board could incorporate community resilience into their community board plan and Ms Mills provided an overview of the Wellington Region Emergency Management Office (WREMO) and the Civil Defence Emergency Management Arrangements currently in place.

Members noted the importance of raising community awareness of civil defence emergency management arrangements through the community board plan.

## **8.2 Street Flag Request Report**

*MCB RESOLVED (MCB 2023/05) to:*

1. Receive the Street Flag Request Report.  
*(Moved Cr Maynard/Seconded Maynard)* Carried
2. Approve the request from the coalition of Olive Growers to instal street flags from 15 May 2023 to 30 June 2023 during olive harvest season.  
*(Moved Cr Maynard/Seconded Maynard)* Carried
3. Nominate Angela Brown to coordinate the installation of the street flags in the Martinborough ward.  
*(Moved Krogh/Seconded Robertson)* Carried

## **8.3 Income and Expenditure Report**

*MCB RESOLVED (MCB 2023/06) to:*

1. Receive the Income & Expenditure Statement for the period ending 31 December 2022.
2. Receive the Pain Farm Income & Expenditure Statement for the period ending 31 December 2022.  
*(Moved Maynard/Seconded Krogh)* Carried

Members discussed items outlined in the report and requested a briefing to discuss the four identified grant funds. Members discussed potential options for use of the Pain Farm, beautification and swimming pool funds.

## **8.4 Financial Assistance Report**

*MCB RESOLVED (MCB 2023/07) to:*

1. Receive the Financial Assistance Report.  
*(Moved Cr Maynard/Seconded Maynard)* Carried
2. Grant Martinborough Netball Club \$500 to contribute to junior uniforms, to be funded through the grants fund.  
*(Moved Cr Maynard/Seconded Krogh)* Carried
3. Grant Martinborough community garden \$1,100 to support seed purchase and garden maintenance, to be funded through the grant fund.  
*(Moved Maynard/Seconded Brown)* Carried
4. Grant Featherston Charitable Trust \$632.50 to support advertising, to be funded through the grant fund.  
*(Moved Brown/Seconded Maynard)* Carried

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Members discussed applications for financial assistance and requested that all recipients present on the use of the grant at a future meeting. Ms Carmichael undertook adding the request to a the funding letters.

**8.5 Action Items Report**

*MCB RESOLVED (MCB 2023/08) to receive the Action Items Report.  
(Moved Cr Maynard/Seconded Krogh)*

Carried

Members discussed open action items and noted further updates. Cr Maynard noted that action 176 has been open since September 2019 and requested that the overhead cost allocation for the last 6 years be provided in a report at the next Community Board meeting and that Council look at any overhead allocations for the last six years be credited back into the Pain Farm account.

Members noted the desire to be involved in the implementation of Action 502.

The meeting closed at 9.15pm.

**Confirmed as a true and correct record**

.....Chairperson

.....Date

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