

**MINUTES OF SOUTH WAIRARAPA DISTRICT COUNCIL
MARTINBOROUGH COMMUNITY BOARD
HELD AT THE SUPPER ROOM, WAIHINGA CENTRE, TEXAS STREET, MARTINBOROUGH
ON THURSDAY, 5 DECEMBER 2024 AT 7:00 PM**

- PRESENT:** Mr Storm Robertson (Chair), Ms Mel Maynard, Ms Karen Krogh, Cr Pip Maynard.
- APOLOGIES:** Mrs Angela Brown and Cr. Aidan Ellims.
- IN ATTENDANCE:** Janice Smith (Chief Executive Officer), Robyn Ramsden (Advisor, Community Governance)
- PUBLIC FORUM:** None
- CONDUCT OF BUSINESS:** This meeting was held in the Supper Room, WaiHINGA Centre, Texas Street, Martinborough and via audio-visual conference. This meeting was live-streamed is available to view on our YouTube channel. The meeting was held in public under the above provisions from 7:01pm to 8:45pm except where expressly noted.

OPEN SECTION

1 KARAKIA TIMATANGA – OPENING

Cr. Pip Maynard opened the meeting.

2 APOLOGIES

COMMITTEE RESOLUTION MCB2024/63

Moved: Ms M Maynard

Seconded: Cr P Maynard

To accept apologies from Mrs Angela Brown and Cr. Aidan Ellims.

CARRIED

3 CONFLICTS OF INTEREST

No interests were disclosed relating to items on the agenda or interests not already recorded on a relevant register.

4 ACKNOWLEDGEMENTS AND TRIBUTES

Member Mel Maynard acknowledged passing of Manuel “Mazo” Renata, a well-known, born and raised Martinborough local and member of the Hau Ariki Marae whānau. She would also like to acknowledge the opening of the pump track which is already being heavily used by children of Martinborough.

Member Karen Krogh would like to acknowledge the passing of Linden Clarke wife of Matthew Finn and was known as co-owner of Martinborough Wine Tours.

Cr. Pip Maynard would like to acknowledge International Volunteer Day and the people of Martinborough who volunteer and our rural volunteers, thank you for the time, heart they give.

5 PUBLIC PARTICIPATION

None.

6 ACTIONS FROM PUBLIC PARTICIPATION

None.

7 URGENT BUSINESS

None.

8 CONFIRMATION OF MINUTES

8.1 MINUTES OF THE MARTINBOROUGH COMMUNITY BOARD MEETING HELD ON 17 OCTOBER 2024

COMMITTEE RESOLUTION MCB2024/64

Moved: Ms M Maynard

Seconded: Ms K Krogh

1. That the minutes of the Martinborough Community Board meeting held on 17 October 2024 are confirmed as a true and correct record with the corrections: date of the WCDP hearing.

CARRIED

9 MATTERS ARISING FROM PREVIOUS MEETINGS

There were no matters arising.

10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

10.1 2025 MEETING SCHEDULE OF ORDINARY MEETINGS REPORT

COMMITTEE RESOLUTION MCB2024/65

Moved: Ms M Maynard

Seconded: Cr P Maynard

1. That the Martinborough Community Board receive the 2025 meeting schedule of ordinary meetings report.
2. That the Martinborough Community Board adopt the 2025 meeting schedule of ordinary meetings for the Martinborough Community Board.
3. That the Martinborough Community Board delegate to the Chief Executive the authority to alter the schedule of ordinary meetings following consultation with the Chair.
4. That the Martinborough Community Board agree to assess Community Development Grant and the Pain Estate Grant at the 20 March and 12 June meetings. Noting the meetings will start 30 minutes earlier to allow for grant application presentations as per the report.

CARRIED

10.2 INCOME & EXPENDITURE REPORT

COMMITTEE RESOLUTION MCB2024/66

Moved: Ms M Maynard

Seconded: Cr P Maynard

1. That *the Martinborough Community Board* receive the Income and Expenditure Report to 31 October 2024.
2. That *the Martinborough Community Board* receive the Pain Estate Statement of Financial Performance to 31 October 2024.

CARRIED

COMMITTEE RESOLUTION MCB2024/67

Moved: Ms M Maynard

Seconded: Mr S Robertson

That Martinborough Community Board resolved to relocate the \$500 grant previously approved for fireworks to retrospectively contribute \$500 to the opening of the pump track pending confirmation of a suitable bank account.

CARRIED

Discussion on the swimming pool funds. Members proposed a suggestion box at the pool for ideas on how to use the funds. CEO suggested asking the Communications Team about a QR code to an online form.

Action: request Communications to develop an online form and QR code.

Action 431: request for Advisor, Community and Governance to inform Finance to remove GCB2023/40 ringfenced Bidwells Cutting funds from the I&E report as per resolution MCB2024/49 on 29 August 2024.

Discussion on Pain Estate Statement of Financial Performance to 31 October 2024

Members queried the Rentokill expenses as they have concerns regarding the cost. CEO confirmed the cost listed are for the home and the cottage. There may be a causal issue between the Transfer station and the vermin, but it could be related to the tenants keeping chickens.

Building Maintenance budgets are \$5,150 in 2024/25 and \$17,665 in 2025/26. Other maintenance budgets are \$10,000 in 2024/25 and \$10,300 in 2025/26.

Rates. Do council assets get charged rates? Yes. Do they include the Transfer Station?

Action 432: Clarify who is paying recoverable rates on Pain Estate. Do they incorporate the house, cottage and transfer station in their entirety.

Contracts: No formal documentation as cannot lease to yourself.

Garage Insurance? CEO confirms advice that the remaining garage insurance should be spent some kind of capital expenditure. Suggestions from staff, fence improvements around the property. No decision being made.

Action 433: request Lead Advisor, Property Portfolio to reach out to the Chair of the Martinborough Community board to discuss issue and arrange to bring a decision Report to MCB.

10.3 GRANT REPORT

COMMITTEE RESOLUTION MCB2024/68

Moved: Cr P Maynard

Seconded: Ms M Maynard

1. That the Martinborough Community Board receive the Financial Assistance Report.

CARRIED

COMMITTEE RESOLUTION MCB2024/69

Moved: Ms K Krogh

Seconded: Ms M Maynard

2. That the Martinborough Community Board approve the application from Divine River Trust for \$1,000 to support workshops to be funded from the Grant Fund.
3. That the Martinborough Community Board approve the application from SPCA Masterton for \$750 to provide operational support to be funded from the Grant Fund.
5. That the Martinborough Community Board consider the application from Tukurumuri Hall Society Inc. for \$1,000 to support a first aid course to be funded from the Grant Fund.

CARRIED

4. That the Martinborough Community Board consider the application from Wairarapa Balloon Festival for \$8,000 to support a balloon ascension breakfast in Martinborough to be funded from the Grant Fund.

Action 434: Chair of the Martinborough Community Board will speak to the applicant.

10.4 ACTION ITEMS REPORT

COMMITTEE RESOLUTION MCB2024/70**Moved: Cr P Maynard****Seconded: Ms M Maynard**

That *the Martinborough Community Board* receive the Action Items.

CARRIED

205 - CEO confirms there isn't a tree maintenance plan. Once the asset management plan is set up there may be an opportunity to add trees. Move to Actioned.

11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF**11.1 GRANT ACCOUNTABILITY REPORT**

Members discussed the new Grant Accountability Report. This information report make the Grant Accountability transparent for the Board members and the public.

12 CHAIRPERSON REPORTS**12.1 NOTICE OF MOTION - CHAIRPERSON'S REPORT****COMMITTEE RESOLUTION MCB2024/71****Moved: Cr P Maynard****Seconded: Ms M Maynard**

1. That the Martinborough Community Board receive the Chairperson's Report and attachments.

CARRIED

Item A. Discussed in Item 10.2 Income & Expenditure Report.

Item B. Christmas Parade. Plan approved. Traffic management plan approved. \$500 grant from Lions.

Item C. Meeting with Paul. The Martinborough Community Board fully support the pump track. There are some H&S concerns. The Board has set up a regular meeting with Paul to bring issues.

Item D. see appendix 2. Recommend to get buy-in from the community to solve the issues. Being aware that it is a heavy traffic bypass. Members plan to spend time at the pump track talking to people.

Action 435: request to have a rubbish bin around the pump track. Staff will need to check contracts etc.

Action 436: request to locate the map of where the doggie doo bins are.

Item E. addressed previously.

<p>Item F. Long Term Plan submission. Angela asked if there was any more discussion.</p>
<p>COMMITTEE RESOLUTION MCB2024/72</p> <p>Moved: Ms M Maynard Seconded: Cr P Maynard</p> <p>Item G. Put aside \$100 from operational funding reimbursed upon expense claim and receipts to Storm or Angela for the purpose of a Community Board public BBQ.</p> <p style="text-align: right;">CARRIED</p>

13 KARAKIA WHAKAMUTUNGA – CLOSING

Cr. Pip Maynard closed the meeting with a karakia.

The meeting closed at 8:45pm.

Confirmed as a true and correct record.

..... (Mayor/Chair)

..... (Date)

..... (Chief Executive)

..... (Date)