

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD  
HELD IN THE DARFIELD LIBRARY AND SERVICE CENTRE  
ON MONDAY 16 DECEMBER 2019, COMMENCING AT 4PM**

**PRESENT**

Mr J Morten (Chair), Mr K May, Mrs K Meares, Mrs J Pascoe, Mr B Woods, Councillors J Gallagher and B Mugford

**ATTENDEES**

Mr D Ward (Chief Executive), Ms T Davel (Governance Coordinator)

**APOLOGIES**

**IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS**

Mr B Woods regarding the water race on the Creamer property.

**CONFLICTS OF INTEREST**

None noted.

**CONFIRMATION OF MINUTES**

**Minutes of the Inaugural Meeting of the Malvern Community Board held in the Darfield Library and Service Centre on Monday 25 November 2019**

Taken as read with no amendments but a note that the Mayor is not a member of the Board, hence he should be included under the Item “*Attendees*”.

**Moved** – Mrs J Pascoe / **Seconded** – Mrs K Meares

*‘That the Board confirms the minutes of the Inaugural Meeting of the Malvern Community Board held on Monday 25 November 2019, as circulated.’*

**CARRIED**

## **Matters Arising from Meeting 25 November 2019**

There was a question as to why there are no staff present as discussed in the last meeting. The Chair referred to a meeting held on site a week prior to the Board meeting. The issue is about the angle of the parking in the front of the library. It was noted that it would be very difficult for patrons to get in and out if the parking was not at a full 90 degrees right angle.

Board members also agreed that the disabled parking should be at the back where it was level ground.

**Moved** – Mrs J Pascoe / **Seconded** – Mr K May

*‘That the car parking design in front of the Darfield Library be at 90 degree to the curb and the accessible parking be on the level section at the entrance to the ramp.’*

**CARRIED**

The Chief Executive noted in relation to Tawera Hall that work has started and that it was still being monitored.

Mr Woods raised the issue of the removal of two cherry trees in front of the NPD site. It was confirmed that NPD would replace the trees.

The Board discussed trees in general, noting that if businesses had issues with trees in front of their properties they could use the Snap, Send, Solve app to report this to Council and ask for a replacement or removal.

The Chief Executive also referred to the list of Board representation on community committees. It was confirmed that Mr Woods would attend meetings in Glenroy while Mr May would attend all Courtenay meetings. The Chief Executive added that Malvern Board representatives should advise committee contact points and added it would be logical for the committee contact to be the Chair and at least one other person.

**Action Point:** *The list be sent to Board members in Word format in order that they may get the correct information at their meetings and send it through to the Board Secretary.*

## **REPORT FROM CHAIRPERSON**

### **Monthly Report from the Chairperson**

**Moved** –Mr J Morten / **Seconded** – Karen Meares

*‘That the report from the Chairperson be received, for information.’*

**CARRIED**

## REPORTS FROM BOARD MEMBERS

### Board Member Mr Ken May

Mr May took his report as read but asked about progress with the bilingual signs in relation to Rewi Alley. Councillor Mugford said he had a meeting with the Council's Communications and Customers Manager where he was told that Council is busy formulating a policy on bilingual signs and it should be ready after Christmas.

**Moved** –Mr K May / **Seconded** – Bill Woods

*'That the report from Mr May be received, for information.'*

**CARRIED**

### Board Member Mrs Karen Meares

Mrs Meares took her report as read but did ask for a quick update on the CPW plans for Westview Park. The Chair noted there was no further update and if there was anything to update it will be reported back to the Darfield Committee.

Mrs Meares raised a concern about the need for any more gardens in the park, saying that flat land will soon be running out for hosting events in the park. The Board agreed that the Darfield Township should seriously consider the proposals from CPW and take into account the fact that the land proves to be valuable as recently shown during the Christmas in the Park event. It would actually be an inconvenience if there were any further extensive gardens in the park.

**Moved** –Mrs K Meares / **Seconded** – Mr K May

*'That the report from Mrs Meares be received, for information.'*

**CARRIED**

### Board Member Mrs Judith Pascoe

Kirwee Reserve asked for a green bin for grass clippings from bowling green. Council staff told the Reserve that they did not have a policy for green bins on reserves. Mrs Pascoe said she found it unbelievable that Council, encouraging the correct disposal of rubbish, did not provide bins for reserves.

**Action Point:** *The Chief Executive will report back on the matter at the next meeting.*

**Moved** –Mrs J Pascoe / **Seconded** – Mr K May

*'That the report from Mrs Pascoe be received, for information.'*

**CARRIED**

### Board Member Mr Bill Woods

Mr Woods told the Board that the Arthur's Pass Association has negotiated for the installation of a charger for electric vehicles.

**Moved** –Mr B Woods / **Seconded** – Mr K May

*‘That the report from Mr Woods be received, for information.’*

**CARRIED**

**Councillor Bob Mugford**

Councillor Mugford referred to the discussions around hall fees and charges.

**Moved** –Councillor B Mugford / **Seconded** – Mrs K Meares

*‘That the report from Councillor Mugford be received, for information.’*

**CARRIED**

**Councillor Jenny Gallagher**

Councillor Gallagher referred to the Selwyn Community Grants Funding meeting and said that of the 47 applications, 27 applied for funding for rent for halls and reserves.

**Action Point:** to send the Selwyn Community Grants Fund criteria to Board Members.

**Moved** – Councillor J Gallagher / **Seconded** – Mrs J Pascoe

*‘That the report from Councillor Gallagher be received, for information.’*

**CARRIED**

## **REPORTS FROM OFFICERS**

### **Chief Executive**

#### **Manager’s Report – December 2019**

The Chief Executive noted the good news about funding from the Travel Investment Fund.

Referring to the Westview Fund Committee the Chief Executive noted it would be appropriate to conduct a review to ensure that best practice was being followed. He added that he would discuss this further at the January Board workshop.

There was a discussion about speed limits around schools in urban areas being lower but not in rural areas. The Board questioned how Government could suggest there would be different speeds.

There was a discussion about paper roads and plan changes in order to legalise the roads. Councillor Mugford said this was discussed as part of the District Plan Review. The Chief Executive noted that Council will adopt the draft District Plan in March after which it will be made available. It was agreed the Board will receive a staff presentation, most like in its April or May meeting.

The Chair said he would expect the District Plan to be divided into 7 parts in order that each Board member would be able to speak on their part in detail.

**Action Point:** *That the Board receive a staff presentation focussed solely on the District Plan, either at its April or May meeting.*

**Moved** – Mrs J Pascoe / **Seconded** – Mr K May

*‘That the Malvern Community Board receives the Chief Executive’s Report – December 2019, for information.’*

**CARRIED**

## **REPORTS FOR INFORMATION**

### **Discretionary Fund Report**

Taken as read.

**Moved**– Councillor J Gallagher **Seconded** – Mrs J Pascoe

*‘That the Malvern Community Board receives the Discretionary Fund Report, for information.’*

**CARRIED**

## **COMMUNITY COMMITTEE INFORMATION**

### **1. Community Committee Minutes**

#### **a) Matters Arising from Community Committee meetings**

With two suggested additions, i.e. to add Aylesbury Corner to the Kirwee community Committee comment around signage for toilets; and in relation to Springfield Township there was a question about Pocock to Regent Street access, and agreed it was an issue for either the Long-term Plan or the Annual Plan.

#### **b) Community Minutes Received**

##### *Township Committees*

- Castle Hill Citizens Association – 27 October 2019
- Coalgate Township – 26 November 2019
- Glentunnel Township Committee – 25 November 2019
- Hororata Citizens – 24 September 2019
- Kirwee Community Committee – 18 November 2019
- Lake Coleridge Community – 22 November 2019
- Springfield Township – 19 November 2019

*Hall and Community Centres*

- Glentunnel Museum – 21 November 2019

**Moved** – Councillor B Mugford / **Seconded** – Mrs J Pascoe

*'That the Malvern Community Board receives copies of community committee meeting minutes, for information.'*

**CARRIED**

**GENERAL BUSINESS**

The Chief Executive read an email from Council staff in relation to the water races on the Creamer property. Staff asked the Board to consider two questions:

1. Did the Community Board want staff to use the Water Race Urban Enhancement budget for a one-off weed eat of the banks, which, if so it was agreed this could be done the next day.

**Moved** - Councillor B Mugford / **Seconded** – Mrs J Pascoe

*'That Council staff use the Water Race Urban Enhancement budget to do a one-off weed eat of the banks.'*

**CARRIED**

2. Did the Board want staff to mow / weed-eat the banks on a frequent basis, and then confirming how this will be funded.

**Action Point:** *The Board ask that staff provide a costing in the first instance so that they can make an informed decision.*

The meeting was closed at 5.36pm.

DATED this <sup>27<sup>th</sup></sup> ~~18~~ day of January, 2020

  
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**CHAIRPERSON**