

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD  
HELD IN THE DARFIELD LIBRARY AND SERVICE CENTRE, DARFIELD  
ON MONDAY 22 JUNE 2020, 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) and Ms T Davel (Governance Coordinator), Mayor S T Broughton

Several members of the public.

**APOLOGIES**

None

**IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS**

None noted.

**CONFLICTS OF INTEREST**

None noted.

**NOTICE OF MOTION**

*Refer Item 11.*

The Chairperson welcome Board members and staff to the meeting.

**PUBLIC FORUM**

**Jim Brooker, Kirwee Bowling Club**

Mr Brooker said that to keep a good bowling green, two of the most important machines are the roller and the mower. He said he designed and manufactured a roller in 1984, levelled and sowed the green in that year. The roller is still up to date, with very little maintenance to date. Mowers in the last few years have made significant advances, the one the Club propose to buy is battery operated, so no power chords to roll out and trip over. Riccarton Racecourse has one and is very pleased with it. The Club would be able to save about half an hour per mowing.

Mr Brooker said the Club runs 6 tournaments a year for fundraising and also for the Fire Brigade. He said they have two mowers - one set at winter height and one for summer height. The new one will be set at the summer height, with the other one as back-up. He said they still had issues with little stones from the carpark and if the club had a sealed car park they wouldn't have that problem.

There were several questions for clarification from Board members including the date on the accounts, what the \$40k in their account reflected and whether or not the Club will sell the older mower. The Club did apply for community funding but was unsuccessful. They did not apply to the recent Sports Fund.

Item 10 was taken at this time to allow the speakers to hear the discussion and / or decision of the Board.

## **CONFIRMATION OF MINUTES**

### **Minutes of the Meeting of the Malvern Community Board held via Zoom on Monday 25 May 2020**

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

*'That the Board confirms the minutes of the Meeting of the Malvern Community Board held on Monday 25 May 2020, as circulated.'*

**CARRIED**

### **Action from previous minutes**

All discussed, added to and in some cases included in the Matters Arising table below.

### **Matters Arising from the Minutes**

The following items were noted to add to a Matters under Investigation table, and which will be added to at every meeting where appropriate:

<b>Item</b>	<b>Outcome</b>
Adelaide Road (through to Kirwee Railway Station)	Advice from staff as to what happened to that road
Hororata Water Scheme	Continued update from staff to the Board
Solid waste & Recycling	Ask staff to share with the Board any information which the Board can share on their facebook groups AND also something to share at the Kirwee Show Ask staff to lobby plastic manufacturers to increase the size of the numbers on products so it's easy to see
Totara Tree, Hororata	Plaque noting its purpose and acknowledging Sir John Hall

Workshop with Council staff relating to electronic booking system	To invite Kelsey Waghorn to present to the Board
Meet Group Manager Property Team	To invite Property Team staff to update Board on their roles and responsibilities
Update on Social Housing in Darfield	Update from relevant staff
Consideration of compensation or rebate where water service is not delivered	Policy advice from relevant staff
Suggested rates reduction in relation to SUIP	Advice from financial staff – update: Mr Woods will contact the new GM Corporate Service once the role is filled.
Update regarding capacity available for townships where further subdivision takes place – paper roads	Advice from relevant staff – matter now closed.

## REPORT FROM CHAIRPERSON

### 1. Monthly Report from the Chairperson

Mr Morten spoke to the Board about its monthly meetings on tour. He said the drop in sessions were more informal and over a longer period, with relevant staff on hand, the sessions were seen to be more beneficial. Mrs Pascoe noted the drop-in sessions should be adequately advertised and committees in the area should be invited.

Councillor Gallagher agreed that more was achieved at drop-in sessions than at a Board meeting. Mrs Meares also added the relevant community board member in the area should be proactive in letting people know.

It was agreed to have all monthly Board meetings in Darfield with focussed drop-ins around the Ward. Drop-in sessions will provide anyone who come with a cup of coffee / tea and a muffin. It was agreed that if a specific time is advertised, Board members should at least stay for that long.

The Chief Executive added that Mrs Denise Kidd, Council's Group Manager Community Service and Facilities will attend the July Board meeting. She will bring the Edge Connector along. In August, Mr Tim Harris, Group Manager Environmental and Regulatory Services will attend to present to the Board on the District Plan Review.

The Mayor then spoke about the recent NZTA meeting which was quite intense but also drew great interest. He said there were some very constructive outcomes.

**Moved** – Mr J Morten / **Seconded** – Mrs K Meares

*'That the report from the Chairperson be received for information.'*

**CARRIED**

## REPORTS FROM BOARD MEMBERS

### 2. Board Member Mr Ken May

Mr May said the Darfield Township Committee talked about the Westview Fund and wanted to discuss further who made up the governance team. Mrs Pascoe added that at least one person in the committee had always thought the money was the Township's money to spend.

The Board agreed that the Darfield Township Committee should take responsibility for the Christmas in the Park, with assistance from the Board. It is not the Board's responsibility. Mr May would connect with the committee to ensure an application for funding is made to the Board.

**Moved** - Mr K May – **Seconded** – Councillor J Gallagher

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

**CARRIED**

### 3. Board Member Mrs Karen Meares

Mrs Meares said the monthly zoom meetings with the Board were very good and valuable for the Board and she hoped to see these continue in future.

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

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

**CARRIED**

Mr Morten spoke about the Japanese Garden design. He said the draft design should be presented to the Darfield Township Committee for inputs, after which it will go to the Mayors of Sister Cities under cover of a letter from Mayor Broughton.

**ACTION PLAN:** Mayor Broughton to write to the mayors of sister cities asking for comments

### 4. Board Member Mrs Judith Pascoe

Mrs Pascoe brought up the review of community committees and asked that Mrs Kidd bring the Board up to date with any plans in this regard. The Mayor said at the end of 2019 Council discussed the review of all committees, both internal Council as well as community committees. Due to COVID this was left out for the moment and he said there were a further 2 years in this triennium for this discussion to be had.

Mrs Pascoe said the same document made no provision for sports body representatives and added they played an important role on any community committee. The Chief Executive asked that Board members send to him, any issues they want specifically

addressed in relation to the matter, because Mrs Kidd would be present at the Board's July meeting and will be able to respond then.

**ACTION POINT:** The Board to send to the Chief Executive any matters they want specifically addressed in relation to the review of community committees, in order that staff can respond at the July meeting.

Mrs Pascoe also talked about the request to Council by the Kirwee community Committee to extend the proposed footpath installations in Kirwee, in particular down Hoskyns Road to end at the Kirwee Cemetery and on Tramway Road to end at the entrance to Kirwee.

Also noted were the repairs, previously requested, and still to be made, to the De Brett water race memorial in Kirwee.

Councillor Gallagher added that staff went with her to Fowler Reserve and they will now go in to tidy up. She reminded the Board that the reserve is Transit and Rail Reserve, not Council reserve although Council maintains it.

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

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

**CARRIED**

## **5. Board Member Mr Bill Woods**

*Mrs Meares takes the Chair, Mr Morten left the meeting at 5.21pm*

Mr Woods spoke about the Hororata meeting. He said Daniel Meehan had a good report, like he did at Arthurs Pass. He said no-one who had issues with flooding, came to the meeting. They said that we've heard it before, nothing was happening. Mr Woods also spoke about the cherry trees outside the NPD.

*Mr Morten back 5.25pm and resumes Chair.*

Mr Woods said he is still going to pursue the issue of the cherry trees with NPD and talked about the removal of the trees not being part of the consent. Mrs Meares suggested the issue need not be discussed here as Mr Woods indicated he would deal with it personally. Mr Woods said it was not he who brought this to the Board's attention but that Mr Douglas Marshall had sent the Board a letter.

Mr Woods spoke about the Rewi Alley signs which still have no English written on it. He has been told it is not a Council sign and staff suggested the Township Committee can put up its own sign. Councillor Mugford said there is currently no policy on bilingual signs and until such a policy is done, the sign will not be finalised. Mrs Pascoe is also involved in getting the translation organised.

*The Mayor left the meeting at 5.30pm.*

Mr Woods said that Castle Hill had a shortage of chairs in their hall and wanted to know whether Council had any additional, spare chairs. Mrs Pascoe suggested they contact Council to find out if it had a preferred supplier.

**Moved** - Mr B Woods / **Seconded** – Councillor Mugford

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

**CARRIED**

## **6. Councillor Bob Mugford**

Councillor Mugford said that contrary to what Board Member Woods noted, there were people directly affected by flooding issues, present at the Hororata meeting. He added that people told him after the meeting they were happy that something was finally being done.

**Moved** – Councillor B Mugford / **Seconded** – Mr J Morten

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

**CARRIED**

## **7. Councillor Jenny Gallagher**

Nothing to add

## **REPORTS FROM OFFICERS**

### **8. Chief Executive**

*Manager’s Report – June 2020*

The Chief Executive noted the meeting in Hororata went very well. He also spoke about the Westview Fund saying that there are a number of opportunities in Darfield to be pursued with the funding.

Mr Ward told the Board that the September Council meeting will be held in the Darfield Recreation Centre due to the general elections and the fact that the Council building will be used for early voting.

There was a brief discussion about the potential discontinuation of discretionary funding with Mrs Pascoe asking that Ward Councillors express their disappointment during the discussion at Council on Wednesday. The Chief Executive reminded the Board that for the last two years the Board received \$15k each year, of which they only spent \$8k in the first year and \$6k in the second. Councillor Mugford and Mrs Meares added that Township Committees might be disappointed but they also did not spend their money.

**Moved** – Mr K May / **Seconded** – Councillor J Gallagher

*'That the Malvern Community Board:*

- a) receives the Manager's Report – June 2020, for information; and*
- b) adopts the Terms of Reference for the Westview Special Fund Committee.'*

**CARRIED**

## **REPORTS FOR INFORMATION**

### **8. Request for a Grant – Kirwee Bowling Club**

The Chair said the Board has never discussed its philosophy around granting, adding the Board can act in its own right. He said traditionally the Board has not delved into giving money towards infrastructure or machinery, instead focusing on people, school trips etc. The current \$14ka will be carried over for a year but there will be no further discretionary funds, as none of the funds will continue. The Chief Executive said that decision will still be formally adopted or not, by Council on 24 June 2020.

Mrs Pascoe said she was going to suggest the amount granted be increased. Board members generally agreed that other sports clubs will now also apply for funding. Mr Woods said the Board has never spent its full allocation and said under the circumstances the Board could consider doubling the amount to the Club. Although other clubs could apply each application will and should, be considered on merit.

Mr Woods moved an amendment as follows:

**Moved** – Mr B Woods / **Seconded** - Mrs J Pascoe

*'That the Malvern Community Board grant \$2,000.00 from the Malvern Ward Discretionary Fund to the Kirwee Bowling Club, to assist with the costs of purchasing a new mower.'*

Mr Woods spoke to his amendment noting that the basis on which the application is decided has not changed, although the application i.e. what the costs will be used for, has changed. He added the Board grants money to applicants where this is seen as an investment and he could not see that the Bowling Club would not use the money in the best interest of their community.

Councillor Mugford disagreed noting this was a totally different type of request than the Board has ever received before and that they should discuss where they go with the discretionary fund in the future. Is it the Board's intention to move away from High Schools and people going on camps?

Mrs Meares moved a procedural motion as follows:

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

*'That the report lie on the table allowing the Malvern Community Board to consider more up to date information relating to the Bowling Club financials; previous years' funding; and the original discretionary funds policy.'*

Voting in favour: Mesdames J Pascoe, K Meares, Mr J Morten and Councillors Mugford and Gallagher

Voting against: Messrs Woods and May

5/2 in favour  
**CARRIED**

**ACTION POINT:**

The Board will discuss the matter in a workshop on Monday 27 July 2020, prior to its next meeting.

**9. Discretionary Fund Report**

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

*‘That the Malvern Community Board receives the discretionary Fund Report, for information, noting it will be amended to reflect the above discussion.’*

**CARRIED**

**COMMUNITY COMMITTEE INFORMATION**

**10. Community Committee Minutes**

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

**b) Community Minutes Received**

*Township Committees*

- Castle Hill Community – 8 June 2020
- Castle Hill Community – 4 May (notes)
- Glentunnel township – 18 May 2020
- Hororata Citizens – 26 May 2020
- Springfield township – 2 June 2020
- Whitecliffs – 8 June 2020

*Hall and Community Centres*

- Kirwee Community – 15 June 2020
- Sheffield Waddington – 20 February 2020

*Reserves and Recreation Centres*

- Coalgate Glentunnel – 2 June 2020
- Hororata Reserve – 3 June 2020
- Kimberley Reserve and Hall – 9 June 2020
- Kirwee Recreation Reserve – 8 June 2020



- Kirwee Recreation Reserve – 9 March 2020

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

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

**CARRIED**

## 11 Chief Executive's Report

Board member Woods moved a Notice of Motion:

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

*'That the Chief Executive Officer seek clarification that all of the community committees within the community board area, according to the Local Government Act 2002 must have an elected member of a local authority appointed to that committee. Should this be the case and there being insufficient local authority members on the Community Board to service those committees that the Selwyn District Council be requested to delegate the responsibility of those and any other committees within the Community Board Area to the Malvern Community Board.'*

Due to there being no seconder for the notice of motion, the motion was lost.

**LOST**

## GENERAL BUSINESS

Mrs Meares noted she would contact the Chief Executive to request the Army Band's presence at Hororata Glow.

Board members requested that Board monthly financials form part of the agenda in future.

The meeting was closed at 5.49pm

DATED this 27 day of July 2020

  
**CHAIRPERSON**