

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD  
HELD IN THE DARFIELD LIBRARY AND SERVICE CENTRE  
1 SOUTH TERRACE, DARFIELD  
ON MONDAY 23 NOVEMBER 2020, COMMENCING AT 4PM**

**PRESENT**

Mr J Morten (Chair), Mr K May, Mrs J Pascoe, Mr B Woods and Councillors J Gallagher and B Mugford as well as Mayor S Broughton for a brief period

**ATTENDEES**

Mr D Marshall (Group Manager Property) and Ms T Davel (Governance Coordinator)

The Chair, Mr J Morten welcomed everyone to the meeting.

**APOLOGIES**

An apology was received from Mrs K Meares.

**Moved** – Mr K May / **Seconded** – Councillor B Mugford

*‘That the Malvern Community Board receive the apology from Mrs Meares, for information.’*

**CARRIED**

**IDENTIFICATION OF ANY URGENT BUSINESS**

The Chair noted he wanted to move into public excluded at the conclusion of the agenda to discuss Members’ Mileage Claims.

**CONFLICTS OF INTEREST**

None noted.

**PUBLIC FORUM**

None.

## CONFIRMATION OF MINUTES

### Minutes of the Meeting of the Malvern Community Board held in the Darfield Library & Service Centre Meeting Room on Monday 27 October 2020

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

*‘That the Board confirms the minutes of the Meeting of the Malvern Community Board held on Monday 27 October 2020, as circulated.’*

**CARRIED**

### Matters Arising from the Previous Meeting

Each Board member received a hard copy of the Guidelines relating to venue hire that involves alcohol at a Council owned venue.

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

*‘That the Malvern Community Board read the booklet and discuss it further at its February 2021 meeting.’*

**CARRIED**

### Matters under Investigation

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

Item	Outcome
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.

## REPORT FROM CHAIRPERSON

### 1. Monthly Report from the Chairperson

The report was taken as read with the Chairperson adding that it was also the responsibility of Community Committee Chairs and Secretaries to ensure that their Board representative receive any information sent to them from Council staff.

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

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

**CARRIED**

## REPORTS FROM BOARD MEMBERS

### 2. Board Member Mr Ken May

The report was taken as read with Mr May requesting that the Tawera Reserve, Springfield be added to the mowing schedule.

**Action:** *Group Manager Property to discuss with SICON Ltd to add Tawera Reserve to the mowing schedule.*

**Moved** – Mr K May / **Seconded** – Councillor B Mugford

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

**CARRIED**

### 3. Board Member Mrs Karen Meares

Mrs Meares’ report was received in her absence and she was complimented on her hard work during the recent Kirwee Show. The Show received very good feedback.

Councillor Mugford provided an update on progress with the construction of the Glentunnel Community Centre shed. He also asked whether a satellite refuse dumping area could be considered in the area.

There was also a request as to why there appears to be an area in Lake Coleridge which was previously maintained by Reserves but now seems to have become the responsibility of the Wastewater services team. The mowing in the area is no longer done to the past standard.

**Action:** *Group Manager Property to follow up and update the Board on the matter related to an area in Lake Coleridge previously maintained by Reserves but now the responsibility of the Wastewater Services Team.*

**Action:** *Group Manager Community Services and Facilities to comment on whether Lake Coleridge can be provided secretarial services as happens in other Townships.*

Mr Woods referred to at least two committees he was aware of that had as part of its financial reports, a list of expenses which included wages. The Mayor said there would unlikely be any change until the review of committees was finalised.

**Moved** – Councillor B Mugford / **Seconded** – Mr K May

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

**CARRIED**

### **Christmas in the Park**

The Chairperson went through the list of tasks sent out by Mrs Meares. They spoke about song sheets for carols and the Mayor said his Personal Assistant would do something similar than in previous years.

Santa in the Grotto was on track.

## **4. Board Member Mrs Judith Pascoe**

Mrs Pascoe raised the point of sending information about consultations to people using the former hall rating areas. The Group Manager Property noted that this system had been used previously. He added that if there were any people left out of being notified of a consultation by not using the system, it would be a small number.

Mrs Pascoe also talked about the Kirwee Reserve and its maintenance. The caretaker is now a groundsman and there may be a need to employ a caretaker for the building. Mrs Pascoe wondered about a roving caretaker and whether Kirwee would be eligible for that. She added they already pay an additional \$400 towards cleaning. Mrs Pascoe said this was mainly for an annual deep clean as the showers in particular had a special kind of surface which needed to be cleaned very specifically.

Action: Group Manager Property will look into the issue of clubs / buildings having separate cleaning fees.

Mrs Pascoe next spoke about the Greendale Recreation Reserve noting that people expressed dissatisfaction that family events will be charged a hall hire charge at a corporate rate rather than a community rate. While the Board acknowledge the request it was noted that this would be a problem across the entire District where halls have been funded and built in a small community. The policy was struck and can't be changed.

The Mayor encouraged the Board to advocate via the LTP for a Council review on the fees. It was noted the Board will include in its submission the matter of a 29% return on fees and charges.

Mrs Pascoe spoke about the advantages of halls to communities. She asked whether people were gaining from them and whether they were useful to have. Mrs Pascoe said if the answer was yes, the Board should be battling hard to keep them and not be so cold hearted to look only at the cost, but look at the advantages to peoples. She said it would be easy to look at it from a purely business situation point of view and justify they are no

longer needed. It was when you looked at what they give, after-school programmes and many other activities, that it becomes clear it shouldn't be provided to get the cost back but rather because of its benefits to the community.

The Mayor said running halls does have a number of costs that need to be met and it was about trying to find a balance between user pays and ratepayer based fees. He said the Board needed to focus its submission on showing Council how the difference could be made up if costs were to be reduced. For example it was noted that street parties shouldn't be funded by Council as it's not their core business. Communities are its core business.

Mrs Pascoe also noted in relation to Kirwee Township that there were no blue cats eyes near the fire hydrants.

**Action:** *Group Manager Property will follow up on the issue of blue cats eyes near fire hydrants in Kirwee Township.*

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

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

**CARRIED**

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

Mr Woods spoke about two picnic tables which were stolen in Springfield. He said it could be possible to use any insurance money to set up a bus shelter. It will be discussed at the Township's next meeting on December 17<sup>th</sup>.

Mr Woods said that in Sheffield the Township Committee indicated they want nothing further to do with the hall but this will also be discussed at their upcoming meeting. He said the Council could take care of the hall. Mrs Pascoe pointed out it needed to be discussed with Council.

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

*'That the (verbal) report from Mr Woods be received for information.'*

**CARRIED**

The Mayor spoke about private plan changes noting the deadline for accepting submission of plan changes was 11 December. He also told the Board that government approved the funding of a wastewater pipeline from Darfield to Rolleston. The funding was not for reticulation in the Darfield townships streets or individual connections but only for the pipeline. Planning for similar was also underway for Kirwee.

## REPORTS FROM OFFICERS

### 6. Chief Executive

*Manager's Report – November 2020*

**Moved** – Mr J Morten / **Seconded** – Councillor J Gallagher

*'That the Malvern Community Board:*

- a) receives the Manager's Report – November 2020, for information;*
- b) approves the Malvern Community Board meeting dates for 2021; and*
- c) approves the Malvern Community Board community drop-in session dates for 2021.'*

**CARRIED**

The Chairperson raised the issue of the Community Board conference noting there was enough money in the budget for a number of members to attend. Mrs Meares had indicated previously that she would like to attend. Mrs Pascoe would like to attend and Messrs. Woods and May will consider this.

## CORRESPONDENCE

None.

## REPORTS FOR INFORMATION

### 7. Discretionary Fund Report

**Action:** *The Board requests that Council confirms that any unspent discretionary funds not allocated on 30 June 2021 be carried over to the next financial year.*

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

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

**CARRIED**

## 8. Board Financial Report

**Moved** – Councillor J Gallagher / **Seconded** – Mrs K Meares

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

**CARRIED**

## COMMUNITY COMMITTEE INFORMATION

### 9. Community Committee Minutes

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

#### b) Community Minutes Received

##### *Township Committees*

- Arthurs Pass Association – 22 September and 5 October AGM
- Castle Hill Citizens Association – 2 November 2020
- Coalgate Township – 27 October 2020
- Darfield Township – 15 October 2020
- Glentunnel Township - 26 October 2020
- Kirwee Township – 16 November 2020
- Lake Coleridge – 30 October 2020
- Sheffield Waddington – 15 October 2020
- Springfield Township – 3 November 2020
- Whitecliffs Township and Domain – 9 November 2020

##### *Hall and Community Centres*

- Glenroy Hall – 28 October 2020

##### *Reserves and Recreation Centres*

- Kirwee Rec Reserve – 9 November 2020
- Sheffield Waddington Reserve Board – 3 November 2020

**Moved** – Mr J Morten / **Seconded** – Councillor J Gallagher

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

**CARRIED**

## RESOLUTION TO EXCLUDE THE PUBLIC

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

*'That the public be excluded from the following proceedings of this meeting. The general subject matter to be considered while the public is excluded, the reason of passing this resolution in relation to the matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:*

General subject of each matter to be considered		Reasons for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution	Date information can be released
1.	Members' Mileage Claims	<i>Good reason to withhold exists under Section 7</i>	<i>Section 48(1)(a)</i>	

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

1	Protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)
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2 *that appropriate officers remain to provide advice to the Committee.'*

**CARRIED**

The meeting moved into Public Excluded at 5.33pm.

The meeting resumed in open meeting at 5.40pm.

## GENERAL BUSINESS

The Board was reminded of their upcoming Christmas Dinner.

The meeting was closed at 5.45pm

DATED this

25<sup>th</sup>

day of

January

2021

  
CHAIRPERSON