

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD
HELD IN THE PEARCE LOUNGE, WEST MELTON COMMUNITY CENTRE
ON MONDAY 24 APRIL 2023, COMMENCING AT 4.30PM**

PRESENT

Messrs K May (Chair), S Ellis, C Payne, and B Russell (Deputy Chair), and Councillor RH Mugford

ATTENDEES

Councillor LL Gliddon, Mrs D Kidd (Group Manager Community Services & Facilities) and Ms T Davel (Committee Advisor)

Mesdames Allison Rosanowski and Sumi Hayakawa-Buist from the Sister City Committee joined the meeting for their presentation.

WELCOME

The Chair welcomed everyone to the meeting, especially those members of the public attending.

APOLOGIES

Sharn Nu'u submitted an apology due to ill health.

Moved – Mr Sean Ellis / **Seconded** – Mr Bruce Russell

'That the Malvern Community Board accepts the apology from Ms Sharn Nu'u, for information.'

CARRIED

IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS

None.

CONFLICTS OF INTEREST

None.

PUBLIC FORUM

None.

SISTER CITY PRESENTATION

Mesdames Rosanowski and Hayakawa-Buist presented to the Malvern Community Board on the Yubetsu sister city relationship. It was noted there has been a long relationship so far with Yubetsu, in particular through scholarships and a great exchange programme. Mrs Hayakawa-Buist gave some detailed background on the township of Yubetsu and said the sister city relationship has been in place since 2000. She shared with the Board interesting facts on the temperatures and population in the area.

The students exchange and English teacher programme were interesting as well, with participants staying in each country for three months, a total of six months.

Mrs Hayakawa-Buist said the upcoming November visit will include the Mayor from Yubetsu with 3 officers and about 13 students. She requested the Board to think about ways they could be involved to make the event special for the group e.g. hosting them for a morning tea, organising gifts for visitors like key rings or little kiwi soft toys or a postcard. During this time she will also rely on the Board's knowledge of the District and asked that they accompany her on the visits to talk to visitors at a governance level, with her as a translator.

In September of 2024 it is also envisaged to send a group from New Zealand to Yubetsu and it was entirely self-funded. She encouraged the Board to think about going.

Mrs Hayakawa-Buist also said only one of the three trees planted during Yubetsu's last visit is still alive and she hoped that staff could help the committee to transplant the trees to a more suitable site. Councillor Mugford said staff knew about it and it will be done.

Mrs Rosanowski added that they were grateful to Mrs Hayakawa-Buist for all her work and said it was vital to have a representative from the Board on the committee for information flow.

It was agreed that the Chairperson as well as Councillor Mugford will get back to the committee as soon as possible with a name of a representative but also with ideas for assisting during the upcoming visit and events.

CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting of the Malvern Community Board held in the Hororata Hall, on Monday 27 March 2023.

Moved – Mr Sean Ellis / **Seconded** – Mr Calvin Payne

‘That the Board confirms the minutes of the Ordinary Meeting of the Malvern Community Board held on Monday 27 March 2023, as circulated.’

CARRIED

Matters arising

None.

Actions from Previous Meeting

Action Points:

Mr Sean Ellis brought up the case about the complaint from the resident living adjacent to the West Melton domain and who had complained about the rubbish being left on her property especially after sports events. He said the issue had not yet been resolved and until it is resolved he wants it to be on the actions list.

Both Messrs. Ellis and Russell spoke about the gas heating at Kowai Domain noting that there is a communication breakdown between different parties in that some wanted gas and others electricity. They would like further information on the matter. Mr Russell thought the comments back from staff were quite negative.

Moved – Mr Ken May / **Seconded** – Mr Calvin Payne.

‘That the actions from the previous meeting be resolved as current.’

CARRIED

CORRESPONDENCE

None.

REPORT FROM CHAIRPERSON

1. Monthly Report from the Chairperson

Speaking to the Annual Plan submission the Board agreed that an addition will be made to note that the pedestrian crossings in Darfield are on Waka Kotahi’s list but not as a high priority. The Board wanted this to be noted in their submission so that it was on paper that Waka Kotahi said it would only be looked at around 2027.

Moved – Mr Sean Ellis / **Seconded** – Mr Calvin Payne

‘That the Malvern Community Board Annual Plan Submission include the wording as noted above.’

CARRIED

Moved – Mr Ken May / **Seconded** – Mr Bruce Russell

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

CARRIED

REPORTS FROM BOARD MEMBERS

2. Board Member Mr Sean Ellis

Mr Sean Ellis read through his report.

Moved – Mr Sean Ellis / **Seconded** – Mr Bruce Russell

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

CARRIED

3. Board Member Ms Sharn Nu’u

It was noted that Ms Sharn Nu’u was in the process of arranging another meeting in Darfield around forming a committee.

Moved – Mr Ken May / **Seconded** – Mr Calvin Payne

‘That the report from Ms Nu’u be received for information.’

CARRIED

4. Board Member Mr Calvin Payne

Mr Calvin Payne read through his report and noted he would put forward a list from Kirwee for comments from staff.

Councillor Bob Mugford responded to a question from Mr Payne around policy on sealing roads in future and said there was a list as part of the Council’s Asset Management Plan.

Action Point: strategy for widening and / or footpaths along Weedons Ross Road between the two Wilfield Subdivision entrances / exits.

Mr Russell added that there is now a lot more traffic, especially from trucks and trailers coming through West Melton and particularly past the school.

Action Point: comment from staff as to how to solve the problem of trucks and trailers coming through West Melton especially going past the school.

Mr Payne also noted that the Board needed to publicise their work more and that after each meeting there should be a report going to the Malvern News and perhaps even the Selwyn News. He also asked if there was a reason the Board couldn't have another contact board up in West Melton and Rolleston HQ.

Action Point: staff to comment on additional contact boards for HQ and West Melton.

Action Point: staff to comment on a council strategy for the use of a Malvern Community Board-specific Facebook page which could be populated and managed by a Board member, for example Ms Sharn Nu'u.

Mr Payne lastly commented on the fact the Board needs to have a separate meeting to review its budget and decide on spending. He thought for example more needed to be spent on Communications and less on meals but that a travel budget for Mr Ellis must be considered as he travels most.

Moved – Mr Calvin Payne / **Seconded** – Councillor Bob Mugford

'That the report from Mr Payne be received for information.'

CARRIED

5. Board Member Mr Bruce Russell (verbal)

Mr Russell talked about the upcoming ANZAC services and said that usually between 350 – 500 people attend the West Melton service.

Moved – Mr Bruce Russell / **Seconded** – Mr Calvin Payne

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

CARRIED

6. Councillor Bob Mugford (verbal)

Councillor Bob Mugford said it would be good to see someone from the Malvern Community Board to be a representative to the Sister Cities Committee.

He said Council is looking at a 5.9% rate figure and also in the process of appointing a new Chief Executive.

Lastly Councillor Mugford said the Westview Special Fund application process is extended with a month, due date now end of May.

Moved – Cr Bob Mugford / **Seconded** – Mr Sean Ellis

'That the (verbal) report from Cr Bob Mugford be received for information.'

CARRIED

REPORTS FROM OFFICERS

7. Group Manager Community Services & Facilities

Manager's Report – April 2023

Mrs Denise Kidd presented the April Manager's Report on behalf of the Chief Executive, Mr David Ward. She presented a PowerPoint presentation on the work her team is involved in (attached for reference).

Some of the highlights noted include:

- Selwyn Stories
- Malvern Public Art
 - **Action Point:** to circulate the brief and outcome of the meeting with the Community Board in 2022, regarding public art around Malvern
- Heartlands may become involved with Council to provide central government agency services in the District
- 10439 pool visits to the Darfield pool in the last year with 180 learn to swim bookings.
- Collaborating with sport clubs around their sport codes, and also booking systems and processes.
- Venues and events – looking at getting the community centres better used.

Mr Sean Ellis noted the library minibus was invaluable and always well attended and sought after. He asked whether Council would include other services as well for example paying a dog licence etc. He also suggested that the Customer Service Survey be available online all the time, not only at a moment in time.

Moved – Mr Ken May / **Seconded** – Mr Bruce Russell

'That the Malvern Community Board receives the Manager's Report – April 2023, including Mrs Kidd's presentation on her team, for information.'

CARRIED

REPORTS FOR INFORMATION

8. Request for a Grant – Amira Birse

Moved – Mr Bruce Russell / **Seconded** – Mr Sean Ellis

'That the Malvern Community Board grant \$500 from the Malvern Ward Discretionary Fund to assist Amira Birse with the cost of attending the Hip Hop Nationals in Auckland with Swarm Studios to qualify for internationals and represent New Zealand.'

CARRIED

9. Request for a Grant – Darfield Preschool & Nursery

Moved – Mr Sean Ellis / **Seconded** – Mr Calvin Payne

‘That the Malvern Community Board grant \$1,447 from the Malvern Ward Discretionary Fund to assist the Darfield Preschool & Nursery with the cost of purchasing a coat rack to hold fifty (50) coats for the preschool that will be able to be moved around for easy access by the children.’

CARRIED

10. Request for a Grant – West Melton Gymnastics Club Inc.

Moved – Mr Calvin Payne / **Seconded** – Mr Sean Ellis

‘That the Malvern Community Board grant \$1,500 from the Malvern Ward Discretionary Fund to assist the West Melton Gymnastics Club with the cost of upgrading their gymnastics equipment to provide classes in Darfield for older children aged 8-12 years old.’

CARRIED

11. Discretionary Fund Financials

Moved – Mr Bruce Russell / **Seconded** – Mr Calvin Payne

‘That the Malvern Community Board receives the discretionary fund financials report, for information.’

CARRIED

12. Committee Financials

Moved – Mr Ken May / **Seconded** – Mr Bruce Russell

‘That the Malvern Community Board receives the committee financials report, for information.’

CARRIED

COMMUNITY COMMITTEE INFORMATION

13. Community Committee Minutes

None.

GENERAL BUSINESS

Moved – Mr Sean Ellis / **Seconded** – Mr Calvin Payne

‘That the Malvern Community Board agree to Mr Sean Ellis being the Community Board representative on the Sister City Committee.’

CARRIED

The meeting closed at 6.49pm.

DATED this day of 2023



CHAIRPERSON