

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD
HELD IN THE ARTHUR'S PASS COMMUNITY CENTRE
ON MONDAY 24 FEBRUARY 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

Messrs. D Ward (Chief Executive), J Crawford (Reserves Operations Manager), C Warr (Community Projects Manager), M Chamberlain (Asset Engineer Transportation), D Meehan (Surface Water Engineer), Ms S Robinson (Community and Economic Development Advisor), Mrs N Smith (Executive Officer) and Mrs T Maylam (Personal Assistant)

Members of Arthur's Pass Committees:

APOLOGIES

None

IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS

None

CONFLICTS OF INTEREST

None noted.

CONFIRMATION OF MINUTES

Minutes of the Meeting of the Malvern Community Board held in the Darfield Library and Service Centre on Monday 27 January 2020

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

'That the Board confirms the minutes of the Meeting of the Malvern Community Board held on Monday 27 January 2020, as circulated.'

CARRIED

Matters Arising from Meeting 27 January 2020

General discussion about the size of car parking at the Darfield library and it was advised that the car parks were larger than standard size and no comments had been made to the library staff about the size of the car parks.

Comment was made in relation to the numbers of emails being received in relation to training which was somewhat overwhelming. It was suggested that each Board member should perhaps at least try one training module in their own time. If Board members wished to go to any training then they were to contact the Governance Coordinator to arrange. It was noted

that if travel was required associated with any training/conference then the matter would be put before the Board for approval.

REPORT FROM CHAIRPERSON

1. Monthly Report from the Chairperson

No further comments were made to this report.

Mr Woods brought up the matter of a memorial plaque at the recently planted Totara tree near the hanger to acknowledge the commitment to the Hororata community by John Hall and the Women's Suffrage anniversary.

Action Point: *send email to Penny Oliver (Hororata Reserve Committee) asking if there were any plans around placing a plaque in the vicinity of the Totara tree to commemorate these milestones.*

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 took his report as read but raised the issue of the new Council booking system for community facilities. In response the Chief Executive advised that Kelsey Waghorn (Community Bookings and Grants Administrator) was to arrange a staff workshop/training session in relation to booking services, liquor licences regulations and charges etc for staff, Councillors and Community Board members to outline how the new system was to work.

Moved Mr K May – **Seconded** Cr J Gallagher

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

CARRIED

3. Board Member Mrs Karen Meares

Mrs Meares took her report as read.

Action Point: *Rubbish disposal options from Lake Coleridge, Windwhistle and through the valley to Glentunnel. Staff to report back on the time frame of this.*

In answer to a question on items for the LTP, the Chief Executive advised that these are to be put through the Board and raised for consideration via the Board minutes.

Action Point: *Who is responsible for the vegetation control on either side of the Lake Coleridge Intake Road.*

Action Point: *Why is the LIM note on all properties in the Lake Coleridge area zoned as flood prone.*

Daniel Meehan advised that it may be historical but would investigate. The Chief Executive advised that this was a District Plan issue and that through the District Plan process there were a couple of new areas that are going to be identified as flood prone zones.

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

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

CARRIED

4. Board Member Mrs Judith Pascoe

Mrs Pascoe noted the water race tailings in the Kirwee Cemetery were being dealt with. As Daniel had not been present at Kirwee it was again asked if the tailings in the Cemetery could be removed at the time of the water race cleaning.

Colonel Brett Memorial has been cleaned up. On-going maintenance agreed with paint work to be done in the original colour. Jenny Gallagher said she would make enquiries as to the original paint colour.

Mrs Pascoe spoke to her report and in particular the issue of the review of the Community Committee Model and how the Community Board would have valued and valid input into the decision making process.

In response to a number of matters raised from the Kirwee Township Committee meeting the majority of these were answered at the meeting.

Moved Mrs J Pascoe / **Seconded** Mr J Morten

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

CARRIED

5. Board Member Mr Bill Woods

Mr Woods advised that it has been a very quiet month in relation the meetings.

Action Point: *- In relation to entering Waimakariri Gorge Road from Sheffield at Waddington, look at the Road Safety Subcommittee minutes on this matter, find the response from the NZTA and report back.*

Action Point: *In relation to using plastics to make diesel, put the report that was circulated via email to all Board members on the agenda, obtain some staff comments and report back to the next Board meeting.*

Moved Mr B Woods / **Seconded** Mrs K Meares

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

CARRIED

6. Councillor Bob Mugford

No report.

7. Councillor Jenny Gallagher

No report.

REPORTS FROM OFFICERS

8. Chief Executive

Manager's Report – February 2020

The Chief Executive outlined various issues in his report with particular discussion on the list of places for the Community Board clinics. Following this discussion it was suggested that the first cycle of meetings be held and reviewed after 13 July to ascertain if the meetings are well attended and if they are needed in these areas again or in different areas.

Mr Woods advised that he disagreed, not with what the Chief Executive had written in his report in relation to Community Committees, but in relation to the reading of the legislation that related to the empowerment to appoint community committees, subcommittees and other decision-making bodies.

The Chief Executive took on board the comments made by Mr Woods and advised he would seek legal advice in relation to Section 31 of the Local Government Act 2002. It was noted that this issue would be one that the Community Board would have to pay for.

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

'That the instruction to the Chief Executive to seek legal advice be held over until such time as the board members have read the legislation to enable them to make an informed decision and that the matter be considered at the March meeting of the Board.'

CARRIED

Mr Woods abstained from voting.

Moved – Mr J Morten / **Seconded** – Mrs J Pascoe

'That the Malvern Community Board receives the Chief Executive's Report – February 2020, for information.'

CARRIED

9. Surface Water Engineer

Hororata Flooding Issues – Proposed Work Plan

The Board acknowledged the three recommendations and noted that the outcome will be presented back to the Board at a future meeting.

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

‘That the Malvern Community Board:

- a) Receives this report.*
- b) Affirms the proposed action plan for items 1 - 5 and 7 being Clear out Happy Jacks Creek (three parts), Hawkins Road drain improvements, round about level monitor and pump, Cordy’s Stream and Hororata River.*
- c) Request that staff have discussions with appropriate parties on the proposed Jacobs Master plan (Reinstatement of the Bealey Road drain) and report back to the March meeting of the Community Board.’*

CARRIED

10. Accounting Officer

10.1 Request for a Grant – Road Safety Education Limited

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

‘That the Malvern Community Board decline the application from Road Safety Education Limited for funding to assist with the costs of delivering the Rotary Youth Driver Awareness Programme to Darfield High School’

CARRIED

10.2 Request for a Grant – Malvern U3A

Moved (as amended) – Mr K May / **Seconded** – Cr B Mugford

‘That the Malvern Community Board grant \$500.00 from the Malvern Ward Discretionary Fund to the Malvern U3A, to assist with venue hire costs for February to April 2020’

CARRIED

REPORTS FOR INFORMATION

11. Discretionary Fund Report

Taken as read.

In answer to a question from Mrs Pascoe about the balance of the fund, the Chief Executive advised that the funds would be carried over at the end of the financial year which had been the case for the last four years.

Moved– Mrs K Meares **Seconded** – Cr J Gallagher

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

CARRIED

COMMUNITY COMMITTEE INFORMATION

12. Community Committee Minutes

a) Matters Arising from Community Committee meetings

Nothing to note in particular.

b) Community Minutes Received

Township Committees

- Hororata Citizens – 26 November 2019
- Arthur's Pass Citizens – 3 December 2019
- Sheffield Waddington Township – 19 December 2019
- Castle Hill citizens – 27 January 2019
- Glentunnel Township – 27 January 2020
- Springfield Township – 4 February 2020
- Whitecliffs Township – 10 February 2020

Hall and Community Centres

- Glenroy Hall – 21 January 2020
- Glentunnel Community – 21 January 2020

Reserves and Recreation Centres

- Coalgate Glentunnel Reserve – 4 February 2020
- Hororata Reserve – 12 February 2020

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

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

CARRIED

GENERAL BUSINESS

Members of the Arthur's Pass Resident's Association joined the Board and raised a number of issues which will be followed up by staff, with comments back to the committee. The issues included, but are not limited to, the following:

- Possibility of public toilet at Devil's Punchbowl Car Park
- Stop bank work at Bealey River
- Regular maintenance around main road and entry to Punchbowl Car Park
- Regular clearing of drains to prevent flooding issues during high rainfall
- Road speed throughout township
- Toilet sign indicating nearest public toilets to be installed near picnic area
- Parking between Store and power pole, piping and plantings to be considered as a project for the LTP
- NZTA Culvert next to Post Shop nearly always half-full causing flooding issues
- Potential installation of NO EXIT sign on Crusher Loop
- Recycling station being filled with household rubbish – is there some kind of fine issues if people were spotted doing this?
- EV Charging Station identified by Orion as possibility
- Brake Hill drainage issue – needs constant maintenance (clearing)
- Brake Hill – incorrect information on Google resulting in tourist traffic up the road due to an error on Google Maps – staff will contact Google

- Brake hill and School Terrace overhanging trees to be trimmed back
- Centralised IT storage will be discussed at the Annual Plan Workshops but the infrastructure is very costly.

The meeting was closed at 5.48 pm.

DATED this 1st day of July 2020


CHAIRPERSON