

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD
HELD IN THE DARFIELD LIBRARY AND SERVICE CENTRE
1 SOUTH TERRACE, DARFIELD
ON TUESDAY 24 MAY 2021, COMMENCING AT 4PM**

PRESENT

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

ATTENDEES

Mr T Harris (Group Manager Environmental and Regulatory Services) and Mrs T Maylam (PA to Group Manager Property)

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

APOLOGIES

No apologies were received.

IDENTIFICATION OF ANY URGENT BUSINESS

Mr May asked whether this meeting was the appropriate meeting to hold a brief discussion about the current representation review? Mr Morten advised that the Board could have a brief discussion under General Business but this was not really the appropriate forum for this discussion.

CONFLICTS OF INTEREST

None noted.

PUBLIC FORUM

Mr John Newton was present and spoke on the following matters.

- For members of the public wanting to speak at either a Council or Community Board meeting, as well as advising of the contact people in the Council Call, also include either a contact number or email address.
- Appalled at the condition of the pavements and crossings for those that have disabilities or mobility scooters, particular in Darfield. A large portion of the community are elderly and Mr Newton acknowledged that no everyone needs help. Any repair work is not done smoothly in that there is a lip/dip left in the gutters which causes a problem. In particular the crossing by Matson and Allen (Property Brokers) going west by the State Highway is of concern.
- Safety of water courses/races in the district in that there are no screens and could cause a problem. The volume of water is an issue in that it is fast flowing and could pull a child into the water course/race. In particular Telegraph Road/Cardale Street water course/race.

The Group Manager Environmental and Regulatory Services advised that Council's Roding department will address these crossings as a part of the roading/footpath maintenance if particular crossings were identified. The problem has arisen when the road surface has been

resealed which has caused the 'lips' at the crossings. Following discussion it was noted that crossings that were in line with pedestrian islands would be a priority. It was suggested that Mr Newton identify six crossings in Darfield of particular concern and that staff could look at these with a view to fixing.

In answer to a question from Councillor Woods about any water course/race culvert in the area that is a danger to children, Mr Newton advised that his main concern was about the open culvert at the new subdivision in Telegraph Road. It was agreed the Board seek an opinion about whether water race culverts should have grills installed or not and Council's policy if there is one.

CONFIRMATION OF MINUTES

Minutes of the Meeting of the Malvern Community Board held in the Darfield Library & Service Centre Meeting Room on Monday 27 April 2021

Moved – Mrs Meares / **Seconded** – Cr Mugford

'That the Board confirms the minutes of the Meeting of the Malvern Community Board held on Monday 27 April 2021, as circulated.'

CARRIED

Actions from Previous Meeting

The Board received an updated actions sheet.

In relation to the 'minutes circulated within 3 days after meeting' item the question was asked as to who made the decision about the timeframe for circulation. Mr Morten made a comparison between the monthly Board meetings and fortnightly Council meetings where the timeframe was quite different. Board would like draft copy of minutes within 10 working days of the meeting and separate to the agenda (electronically sent).

Judith P process for hall/reserve committees transition – copy of action plan as reported in the minutes and actions of staff on this matter. Would also like to see some form of recognition for the work done in the past.

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

'That the Malvern Community Board receive the table Actions from Previous Meeting, for information.'

CARRIED

REPORT FROM CHAIRPERSON

1. Monthly Report from the Chairperson

Taken as read.

It was noted that there was an issue with the timeframe for applying for an event, in that a community group had received the necessary consent three days prior to the event being held. The concern was that the Council was not supplying group(s) adequate time for the

group(s) to abide by the terms and conditions of the event or make changes to any of the arrangements for the event if anything had to be changed.

Following the last Board drop in session, it was agreed that these should be moved to 4.30 – 6.30 pm. If no one comes after 6.00 pm then review the time. Next drop in session is to be held in Kirwee.

Moved - Mr Morten – **Seconded** – Ms Meares

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

CARRIED

REPORTS FROM BOARD MEMBERS

2. Board Member Mr Ken May

Taken as read.

Mr May commented that he had appreciated the workshop and that it was now clear about what the Representation Review Committee has done on this project and what is proposed.

Moved – Mr May / **Seconded** – Mr Morten

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

CARRIED

3. Board Member Mrs Karen Meares

Take as read.

It was asked when fibre is coming to Springfield and that perhaps the Assets Group can answer this.

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

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

CARRIED

4. Board Member Mrs Judith Pascoe

Taken as read.

General discussion held on the spending of the Westview Special Fund funding and the applications received.

Is there any guidance for a body to become an Incorporated Society and how they can find out about the process?

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

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

CARRIED

5. Board Member Mr Bill Woods

No report submitted.

Mr Woods advised that he had made a personal submission on the LTP on water rates.

Moved - Mr Woods / **Seconded** – Mrs Meares

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

CARRIED

REPORTS FROM OFFICERS

6. Chief Executive

Manager’s Report – May 2021

The Chief Executive’s report was taken as read.

Council’s Group Manager Environmental and Regulatory Services gave an update on the statistics in relation to the number of building consents being processed, how the Council are dealing with the consent process and with the issue of the lack of building processors and inspectors for processing building consent applications. There have been 19 private plan changes lodged which will create ongoing pressure on building activity which continues to be strong in the district. The Group Manager Environmental and Regulatory Services outlined the proposed resource management system reforms signalled by the government will have a significant impact on Council in the future.

The Board thanked Mr Harris for his presentation.

Moved – Mr Morten / **Seconded** – Mr May

‘That the Malvern Community Board receives the Manager’s Report – May 2021, for information.’

CARRIED

7. Accounting Officer

Request for a Grant – Tyler Tapa-Wither

Mr Woods queried the age specification in the application that the participant may be 18 years old at the time of the event. It was advised that the age was relevant to a specific date e.g. as at 1 July 2021 and that at the time of application the person concerned would be under 18 as at that date.

Mrs Pascoe asked if a condition could be stipulated that if they are unable to attend or raise the balance of funds then they are required to return the money. It was advised that this is already a condition of the application.

Moves – Mrs Pascoe / **Seconded** - Mr May

‘That the Malvern Community Board grant \$500 from the Malvern Ward Discretionary Fund to Tyler Tapa-Wither to assist with the costs of attending the New Zealand under 18 touch Trial, Training camps and Tournament from July 2021 to January 2022.’

CARRIED

CORRESPONDENCE

None

REPORTS FOR INFORMATION

8. Discretionary Fund Report

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

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

CARRIED

9. Board Financial Report

Tabled and received.

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

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

CARRIED

COMMUNITY COMMITTEE INFORMATION

10. Community Committee Minutes (including List of Minutes Received)

a) Matters Arising from Community Committee meetings

Mrs Meares noted that the ‘Glentunnel Township’ and ‘Glentunnel Community Centre’ should be removed and that it should now be referred to as ‘Glentunnel Community Committee’.

b) Community Minutes Received

Township Committees

- Coalgate Township – 27 April 2021
- Sheffield Waddington – 15 April 2021
- Springfield – 6 April & 6 May 2021
- Whitecliffs Township & Domain – 10 May 2021

Hall and Community Centres

- Glenroy Hall – 21 April 2021
- Kirwee Community – 19 April & 17 May 2021
- Lake Coleridge – 16 April 2021

Reserves and Recreation Centres

- Kimberley Reserve & Hall – 11 May 2021
- Kirwee Rec Reserve – 10 May 2021

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

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

CARRIED

GENERAL BUSINESS

Civil Defence 'Get Ready' Presentation

Karen Meares advised she had attended the Civil Defence 'Get Ready' presentation which covered how people should react in an emergency situation. She advised that this was well presented and informative. In answer to a question, Mrs Meares advised that this covered all emergency situations, not just the Alpine fault.

Representation Review Committee

Mr Morten advised that a brief discussion would be held on the Representation Review issue raised by Mr May. The following points were noted although a consensus view was not reached:

- The democracy of the ward was being diminished with the removal of community committees.
- Support for the retention of the Community Board until such time as Government may put in different legislation.
- The Board will be given an opportunity make a submission, both as a Board and Board members as individuals, as to whether the community board structure should be retained.

Community Board Discretionary Funding

General discussion held on whether the Board should grant funds for toys for the 'Santa's Grotto' but this has nothing to do with Christmas in the Park. There was some confusion about these two separate events but it was agreed that the matter be placed on the next agenda with an application for funding to be made for the sum of \$400.

Mrs Meares advised that tables for Lake Coleridge Hall have been purchased.

The meeting was closed at 5.45 pm

DATED this

28th

day of

June.

2021


CHAIRPERSON