

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD  
HELD IN THE DARFIELD LIBRARY AND SERVICE CENTRE  
1 SOUTH TERRACE, DARFIELD  
ON MONDAY 25 JANUARY 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 D Ward (Chief Executive) and Ms T Davel (Governance Coordinator)

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

**APOLOGIES**

None.

**IDENTIFICATION OF ANY URGENT BUSINESS**

None.

**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 23 November 2020

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

*‘That the Board confirms the minutes of the Meeting of the Malvern Community Board held on Monday 23 November 2020, as circulated.’*

**CARRIED**

Mr Woods clarified one of the matters under investigation which he brought up some time ago. It was not that services were not delivered, it was more to do with there being detected a leakage or other problem. The point was who was going to pay for the water and repairs where the toby box is not located adjacent to property boundaries. The Chief Executive would look into Council’s policy around Council’s responsibility for water delivery related to the toby box.

### Actions from Previous Meeting

The Board received an updated actions sheet.

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

*‘That the Malvern Community Board receive the table Actions from Previous meeting, for information.’*

**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.
Council policy around responsibility for water delivery in a case of e.g. leakage	Information on Council’s policy
Tree maintenance programme	An overview of Council’s tree maintenance programme under the current SICON contract
Replacement of tables at Sheffield Reserve	The local committee would rather have bus shelters, not table replacements

## REPORT FROM CHAIRPERSON

### 1. Monthly Report from the Chairperson

Mr Morten noted the Board needed to wait for further information from Council on the future of community committees and any current conversation would be purely speculative.

Board members could tell committees that there is currently no further communication available but that, after a Council meeting on 10 February, further communication can be expected.

**Moved** – Mr J Morten / **Seconded** - Mr K May

*‘That the Malvern Community Board have an hour workshop, led by the Chief Executive, prior to their February meeting to discuss the matter of community committees further.’*

**CARRIED**

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

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

**CARRIED**

## REPORTS FROM BOARD MEMBERS

### 2. Board Member Mr Ken May

Mr Ken May submitted a late report. The report was taken as read.

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

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

**CARRIED**

### 3. Board Member Mrs Karen Meares

It was noted that should the Darfield Township Committee want the large hedge in front of the jail moved or altered in any way, and they want the support of the Board, that the Committee should contact the Board by way of a letter.

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

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

**CARRIED**

#### 4. Board Member Mrs Judith Pascoe

There was a discussion about Christmas in the Park and it was noted that this is not the Board's core business. It was acknowledged that Mrs Meares put a lot of work into it and that the Darfield Township Committee need to be made aware that they should take it forward in future. Mrs Meares and other Board members would be able to share their expertise with any committee taking the project on board.

Board members noted that Christmas in the Park and Santa in the Grotto were two entirely different and separate projects.

Councillor Mugford said there was still money and gifts left for having a 2021 Santa in the Grotto and asked the Board whether they wanted to go ahead with it, following the same procedures as in past years.

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

*'That the Malvern Community Board endorses the 2021 Santa in the Grotto.'*

**CARRIED**

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

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

**CARRIED**

#### 5. Board Member Mr Bill Woods

Mr Woods noted that the insurance money from two picnic tables which were stolen should come back to the Committee. They would rather have two bus shelters than having picnic tables replaced. Staff have responded that the picnic tables are used by travellers and that they will replace them more securely. The Chief Executive said he would enquire as to excess and insurance and get back on the matter.

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

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

**CARRIED**

## REPORTS FROM OFFICERS

### 6. Chief Executive

*Manager's Report – January 2021*

The report from the Chief Executive was taken as read, with Mr Ward acknowledging Mr John Reid's recent passing.

The Chief Executive noted important dates coming up relating to the Long-term Plan, District Plan and Representation Review.

The three waters review was mentioned and the Chief Executive said Canterbury Councils were considering possible options. The Resource Management Act was also up for review with the option of centralisation.

The Chief Executive noted he was very impressed with the work that the Westview Special Fund Committee have been doing and thanked Councillor Mugford for his work on this.

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

*'That the Malvern Community Board receives the Manager's Report – January 2021, for information.'*

**CARRIED**

## CORRESPONDENCE

Letter from Darfield High School.

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

*'That the Malvern Community Board receives the letter from Darfield High School, for information.'*

**CARRIED**

## REPORTS FOR INFORMATION

### 7. Discretionary Fund Report

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

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

**CARRIED**

## 8. Board Financial Report

Tabled and received

**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

One amendment noted on the list: Remove **& Domain** from Springfield Township & Domain on the meetings list.

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

Nothing to add.

#### b) **Community Minutes Received**

##### *Township Committees*

- Coalgate Township – 24 November 2020
- Glentunnel Township – 30 November 2020
- Sheffield Waddington – 17 December 2020
- Springfield Township – 24 November 2020
- Whitecliffs Township and Domain – 14 December 2020

##### *Hall and Community Centres*

- Glenroy Hall – 25 November 2020
- Glentunnel Museum – 19 November & 17 December 2020

##### *Reserves and Recreation Centres*

- Hororata Reserve – 7 October & 2 December 2020
- Kirwee Rec Reserve – 2 November 2020
- Sheffield Waddington Reserve Board – 15 December 2020

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

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

CARRIED

**Minutes of the Public Excluded Meeting of the Malvern Community Board held in the Darfield Library and Service Centre on Monday 25 November 2020**

*There having been no resolution taken during the November public excluded minutes the Board confirmed its public excluded minutes during the open meeting.*

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

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

CARRIED

**GENERAL BUSINESS**

The meeting was closed at 5.24pm

DATED this 22<sup>nd</sup> day of February 2021



CHAIRPERSON