

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD
HELD IN THE DARFIELD LIBRARY AND SERVICE CENTRE,
1 SOUTH TERRACE, DARFIELD
ON MONDAY 25 MARCH 2019, COMMENCING AT 4.30PM**

PRESENT

Mesdames, J Gallagher (Chair), K Meares, and J Pascoe, Ms M Hands, and Councillors J Morten and R Mugford

ATTENDEES

Messrs. S Hill (Business Relations Manager) and J Burgess (Planning Manager) and Ms T Davel (Council Governance Coordinator)

APOLOGIES

Mayor S Broughton

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

‘That the Board receives the apology from Mayor S Broughton, for information.’

CARRIED

IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS

Councillor Morten handed out an email regarding recycling at Windwhistle.

CONFLICTS OF INTEREST

1. Councillor Morten in relation to any SICON Ltd matters.
2. Mrs Meares in relation to item 8.2 on the agenda: Request for a Grant – Hororata Community Trust.

PUBLIC FORUM

None.

CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting of the Malvern Community Board held in the Castle Hill Community Hall on Monday 25 February 2019.

Taken as read with no amendments.

Moved – Mrs Meares / **Seconded** – Ms Hands

‘That the Board confirms the minutes of the Meeting of the Malvern Community Board held on Monday 25 February 2019, as circulated.’

CARRIED

MATTERS ARISING FROM MINUTES

Mrs Gallagher spoke to the Board about the Sister City gifts, noting there will be further discussions with Council’s Community Relations Manager, Mrs Kidd, and library staff about display options. Options include a cabinet for the wedding kimono and a smaller cabinet above the chairs in the hallway. Mr Hill noted that display cabinets were being looked into as part of the new Rolleston library development, and these may be of interest to the Board.

Mrs Pascoe noted she would like the Board to have a demonstration of the hall booking system at a Board meeting. The briefing should include the charging system proposed.

It was agreed Mrs Meares would forward her comments to Board members for them to add to it.

Ms Hands raised the issue of Castle Hill night sky noting the village really wants to have a conversation with Council and was willing to put in something voluntarily to address the potential issues. Mr Burgess noted there was a shift in technology and older lights were being swapped with new LED lights.

Lastly, the toilet block in Castle Hill was raised and members would be interested to know whether the conversation between the Association and staff had taken place.

REPORT FROM CHAIRPERSON

1. Monthly Report from the Chairperson

The Chair’s report was taken as read. Mrs Gallagher also referred to Christmas in the Park gifts for children. She suggested these be sourced throughout the year. Mrs Mugford will continue to do so provided there was a good process around it. Mrs Gallagher said she would talk to the Mayor about this and work with the Warehouse in Rolleston and Mrs Mugford on the matter. Mrs Pascoe suggested a gift wrapping evening be held for all Board members to get involved.

Moved – Mrs Meares / **Seconded** – Ms Hands

‘That there is a process put in place for purchasing reasonably priced Christmas presents for children for the Santa in the Grotto event.’

CARRIED

Mrs Gallagher referred to the Sister City policy the Board received and suggested the Board hold a workshop to discuss this policy as there was too much information to go through for this meeting. The Board will wait for the next Sister City Committee meeting on 1 April to hear their views, before arranging a workshop.

Board members decided who would attend which Anzac Service and the Chair agreed to place an order for wreaths with the Mayor’s Executive Assistant.

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

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

CARRIED

REPORTS FROM BOARD MEMBERS

Board Member Mr Kerry Pauling

Mr Pauling’s report was taken as read. Mrs Gallagher noted she will ask Mr Pauling to encourage the Kowai Pass Domain Board to send its minutes through to the Board Secretary.

Board Member Mrs Karen Meares

Mrs Meares’ report was taken as read. Mrs Meares spoke of the potential amalgamation of committees and said she was working closely with Ms Hands on the matter. They would like to see a trial run until Election time.

There was a discussion on the continuation of the role of roving secretary and Mrs Gallagher read a response she received in this regard from Council’s Community Relations Manager. Mrs Pascoe asked whether Mrs Kidd can talk to the Board about this and for Mrs Kidd to take back to Council, the Board’s views. She said it was counterproductive of Council to remove the personal interface and questioned whether Council had considered the effect it may have. It was a philosophical change and she cautioned that people may just step away from community roles.

Mrs Meares commented that the past Sheffield Show had a lot of interest and that the Board had shared a tent with, amongst others, Department of Conservation. Mrs Meares asked Mr Hill if Council would consider making available brochure stands.

Board Members Mrs Judith Pascoe

Mrs Pascoe's report was taken as read with the following comments:

Mrs Pascoe raised the roving secretary role noting that the Board may need a further meeting with Mrs Kidd or Council to understand what the thinking was behind this. Councillor Morten noted this may be an issue which the incoming Board can take on.

Board Member Ms Megan Hands

Nothing additional to what was reflected in the minutes of the meetings Ms Hands attended.

Councillor Bob Mugford

Councillor Mugford's report was taken as read.

Councillor John Morten

Councillor Morten noted he will report on issues arising from meetings he attended where it is felt the District is impacted. He said at the Darfield Committee meeting there was a conversation about the future of the committee; how they might work in with the Reserve Committee; looking at sorting out the upgrade of the clock tower; new footpath developments; and a misconnection between what the developer and the Council were doing.

Ms Hands commented that there were a number of complaints about water being turned off without people being warned. Councillor Morten explained the Council policy that where contractors can fix an issue within 8 hours they generally don't communicate this to people. Councillor Mugford commented that he may ask appropriate Council staff to let people know about water being turned off via the Selwyn Gets Ready app.

Moved – Councillor Morten / **Seconded** – Councillor Mugford

'That the monthly reports from the Board Members be received, for information.'

CARRIED

REPORTS FROM OFFICERS

2. Chief Executive

Manager's Report – March 2019

The Business Relations Manager spoke to the key items contained within the Manager's Report.

The Board discussed its Community Service Awards to be held in August 2019. Mr Hill showed the Board some recent booklets, pamphlets and brochures promoting Council

services and activities, produced by the marketing and communications teams for which he is responsible.

Also in attendance at the Board meeting was Council's Planning Manager, Jesse Burgess. Mr Burgess updated the Board on the latest District Plan Review developments, noting in particular:

1. District Plan review was going well, on time and on budget
2. Workshop mode currently, reviewing various topics
3. Workshop topics range from legal, economic analysis, heritage items and trees; tourism and transport.

Mr Burgess told the Board the DPR Committee will aim to write the draft plan during August, meet with the new Council in December after which a period for consultation will follow. He said staff were currently working closely together with staff from Ministry for the Environment and Waimakariri District Council, amongst others.

Mr Burgess said they would start looking at industrial issues such as waste and also clearing up rules around vegetation. Ms Hands noted the Selwyn Waihora Zone Committee may be interested in a briefing or more information around the vegetation workshop.

There was a discussion about heritage buildings, in particular Mrs Pascoe noted the old St John room on North Terrace. She said every now and then there was a rumour that it was to be demolished but it was suggested it might be on the heritage building list. The Board asked staff to follow up on the status, and if it was not protected, whether the Board could initiate a process for it to become a heritage building.

Moved – Mrs Pascoe / Seconded – Ms Hands

'That the Malvern Community Board

(a) receives the Chief Executive's Report – March 2019, for information;

(b) endorses the Community Awards Guidelines Document;

(c) endorses the Community Awards Nomination Form; and

(d) agrees to holding the Community Awards even on Friday 23 August 2019 at the Darfield Service Centre, subject to availability.'

CARRIED

REPORTS FOR INFORMATION

3. Accounting Officer

3.1 Request for a Grant – Selwyn United Football Club U17 Team

The application was taken as read and accepted.

Moved – Councillor Morten / **Seconded** – Councillor Mugford

‘That the Malvern Community Board grant \$272.00 from the Malvern Ward Discretionary Fund to the Selwyn United Football Club U17 Team to assist with the costs of two members resident in the Malvern Ward to attend the Auckland U17 Football Tournament to be held in Auckland from 15-17 March 2019’

CARRIED

3.2 Request for a Grant – Hororata Community Trust

Having declared an interest, Mrs Meares stepped away from the table and took not part in any discussion or vote.

The application was taken as read and accepted.

Moved – Councillor Morten/ **Seconded** – Ms Hands

‘That the Malvern Community Board grant \$1,100.00 from the Malvern Ward Discretionary Fund to the Hororata Community Trust to assist with the costs of licences required for the Hororata Night Glow event to be held in Hororata on 18 May 2019.’

CARRIED

4. Correspondence

None.

5. Discretionary Fund Report

Taken as read and accepted, noting that no applications were received during the month.

Moved – Councillor Morten / **Seconded** – Mrs Meares

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

CARRIED

COMMUNITY COMMITTEE INFORMATION

6. Community Committee Minutes

a) Matters Arising from Community Committee meetings

The Matters Arising were taken as read with the following additional comments made:

b) Community Minutes Received

Township Committees

- Castle Hill Village Association – 11 Feb and AGM
- Coalgate Township – 26 February 2019
- Glentunnel Township – 25 February 2019
- Lake Coleridge Community – 8 March 2019
- Springfield Township – 5 March 2019
- Tawera Memorial Hall – 6 March 2019
- Whitecliffs Township & Domain – 4 March 2019

Hall and Community Centres

- Kirwee Community Centre – 18 February 2019
- Sheffield / Waddington – 21 February 2019

Reserves & Recreation Areas

- Coalgate Glentunnel Reserve Management – 5 February 2019
- Greendale Recreation Reserve – 5 March 2019
- Hororata Reserve Management – 13 February 2019
- Kimberley Reserve Hall – 28 February 2019
- Kirwee Recreation Reserve – 11 February 2019
- Kirwee Recreation Reserve – 11 March 2019

Moved – Mrs Meares / **Seconded** – Councillor Morten

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

CARRIED

GENERAL DISCUSSION

Mrs Pascoe raised the Tawera Memorial Hall effluent system clean up. She noted weeds were overgrowing the area and needed to be sprayed.

Councillor Morten gave members an email regarding recycling at Windwhistle, for information.

There was a brief discussion about the best way for Board members to deal with expense claims. They should get a purchase order number from Council in the first instance before purchasing anything.

The meeting closed at 6.25pm.

DATED this 23 day of May 2019


CHAIRPERSON