

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD  
HELD IN THE DARFIELD LIBRARY AND SERVICE CENTRE, DARFIELD  
ON MONDAY 27 JULY 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**

Mr D Ward (Chief Executive), Mrs D Kidd (Group Manager Community Services and Facilities) and Ms T Davel (Governance Coordinator),

Cheryl Ridgen and Nelson Early to present on behalf of the Greendale Reserve Committee.

**APOLOGIES**

None

**IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS**

Board Member Bill Woods in relation to Standing Orders.

**CONFLICTS OF INTEREST**

None noted.

The Chairperson welcome Board members and staff to the meeting.

**PUBLIC FORUM**

Cheryl Ridgen and Nelson Early - Greendale Reserve Management Committee – Proposed hiring conditions for the Greendale Hall and Pavilion

Cheryl and Nelson each read a statement in relation to hiring fees and the management structure in place for Halls and Reserves. They spoke about the fee increases which makes it difficult to use facilities. Cheryl Ridgen noted e.g. that the Greendale Cricket club field is supposed to be mowed twice a week to keep it to its very high standard but Council said they would not do that. She said sometimes, after a meeting, people are just beginning to open up and talk when they are told to leave because the booking time is over. She said this did not help the well-being of people in the community. Cheryl also spoke about the central booking system saying there are a number of issues for clarification around it.

Nelson Early asked whether the current combined amount of rates paid by the 194 rated houses in the Greendale area were not enough to cover the administration of the Reserve,

without having to add fees and charges. They wanted to know whether Council wanted to make a profit. He added the community facilities were an important aspect of social interaction and mental wellbeing and said many people volunteer their time to make it a better place for others. Nelson questioned why Council thought the current committee were not capable of managing the facility.

Some Board members expressed their support for the ideas from the speakers and said they were equally concerned with what was happening.

The Group Manager Community Services and Facilities responded to the questions from the speakers. While Mrs Kidd could not address Reserves she did talk on halls in general. Mrs Kidd said there were concessions in place where e.g. the Springston Primary school use the community hall for their kapa haka practice at a reduced rate. Mrs Kidd said the Service Level Agreements are an attempt to talk about terms and conditions for each facility in order to manage risks. She said Council staff were keen to sit with each committee to work out together how it could be run best. The Chief Executive added each facility need to be considered on its own merit, ultimately they are all owned by Council. The changes around alcohol and health and safety are imposed upon Council as well, by national legislation.

Board members noted that council could be more flexible with the policy, bringing about a result which is more suitable than what is currently the case. Mrs Pascoe noted she would be the liaison between the Committee and Ms Denise Kidd (Group Manager Community Services and Facilities) in relation to the proposed charging rates for the hire of the Greendale Community Centre.

## **CONFIRMATION OF MINUTES**

### **Minutes of the Meeting of the Malvern Community Board held in the Darfield Library & Service Centre Meeting Room on Monday 22 June 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 22 June 2020, as circulated.’*

**CARRIED**

### **Action from previous minutes**

All discussed, added to and in some cases included in the Matters Arising table below.

### **Matters Arising from the Minutes**

Board member Bill Woods raised an urgent matter pertaining to his notice of motion taken during the last meeting, and in particular the process around it. The Chair acknowledged the process was not correct. He said Mr Woods was entitled to speak but was not given that opportunity. The Chief Executive said it was both the Chair and his mistake. Mr Woods noted it was not necessary for the Chair to apologise as he did, in fact, take his advice from the CEO who read the specific clause of the Standing Orders. Mr Woods said although the correct

standing order clause was read the emphasis was not on the fact that it pertained to ‘during the debate’. It was acknowledged that advice provided was incorrect but that the outcome would have been the same either way.

Mr Woods added he had received his advice from LGNZ’s Dr Mike Reid and the specific clause will be amended in the next version of Model Standing Orders.

**Action Point:** *Councillor Gallagher will enquire as to whether the Board can have a stand at the Courtenay show and the Board will also have additional information pertaining to the reserve and the proposed Japanese Garden.*

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
Hororata Water Scheme	Continued update from staff to the Board
Solid waste & Recycling	Ongoing and Board will work with staff to spread the message about recycling at upcoming shows
Totara Tree, Hororata	Plaque noting its purpose and acknowledging Sir John Hall
Workshop with Council staff relating to electronic booking system	To invite Kelsey Waghorn to present to the Board
Meet Group Manager Property Team	To invite Property Team staff to update Board on their roles and responsibilities
Update on Social Housing in Darfield	Update from relevant staff
Consideration of compensation or rebate where water service is not delivered	Policy advice from relevant staff
Board stand at Courtenay Show	Councillor Gallagher will enquire as to whether the Board can have a stand at the upcoming show and include information on the Japanese Garden

## REPORT FROM CHAIRPERSON

### 1. Monthly Report from the Chairperson

Nothing to add, taken as read.

## REPORTS FROM BOARD MEMBERS

### 2. Board Member Mr Ken May

A general discussion was held around the use of people's names in Board Member reports with Board members agreeing that it was good practice to not use names.

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

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

**CARRIED**

### 3. Board Member Mrs Karen Meares

During a discussion on the Christmas in the Park event, the purchase of Christmas gifts was raised.

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

*'That Mrs Mugford be authorised to spend \$700 to buy children's Christmas gifts for Santa in the Grotto as per the previous year's practice.'*

**CARRIED**

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

*'That the Malvern Community Board grant \$100 from their Discretionary Funds towards funding of Christmas gifts for the Santa in the Grotto event during Christmas in the Park.'*

**CARRIED**

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

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

**CARRIED**

#### 4. Board Member Mrs Judith Pascoe

There was a brief discussion on consultation over facilities for Hororata. Some residents felt excluded. It was noted that community members in the particular community will have a stronger interest in the process for their area, but anyone has a right to make a submission. . It was suggested that the former hall or reserve rating areas be used to notify residents of issues being consulted on.

Mrs Pascoe asked about sports club representatives to committees. The Board strongly recommends to Council that sport bodies are encouraged to be representative on committees as is the current practice.

**Action Point:** *Group Manager Community Services and Facilities to provide advice on the ability of sportsground users to be represented on Reserve Committees.*

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

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

**CARRIED**

#### 5. Board Member Mr Bill Woods

Mr Woods reported that the Sheffield Hall Kitchen project was now finalised. He said there was an amazing number of volunteers that came to help and it was found to be very uplifting to everyone. They came in under budget.

Mr Woods then also noted that with effect from midnight on 27 July 2020, he will resign from all of the committees he was representing the Board on. Board members discussed replacements for Mr Woods’s committees. He added that as soon as the matter of legal representation is resolved, he will take back his committee representation roles.

The changes are:

Arthurs’ Pass Residents Association  
Arthurs’ Pass Community Centre  
Castle Hill Community Association  
Glenroy Hall Committee  
Sheffield / Waddington Township  
Kowai Pass Reserve

Councillor Jenny Gallagher  
Councillor Jenny Gallagher  
Councillor Bob Mugford  
Mrs Karen Meares  
Mr John Morten  
Mr Ken May

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

*‘That the changes to the Malvern Community Board Community Committee Representation List be accepted and that the committees be informed.’*

**CARRIED**

**Moved** - Mr B Woods / **Seconded** – Councillor Mugford

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

**CARRIED**

## **REPORTS FROM OFFICERS**

### **6. Chief Executive**

*Manager’s Report – July 2020*

The Board took the Chief Executive’s report as read. The Chair added that the last Board drop-in session was good with a lot of follow up notes. The Chair would liaise about the venue for August, it being somewhere in Springfield.

**Action Point:** *Ask staff what date the Darfield dog park will open up.*

There was a discussion about Selwyn’s COVID-19 Heroes and the Board decided to nominate the chemist in Darfield for the work he did during the lockdown period.

**Moved** – Mr John Morten / **Seconded** – Mrs Karen Meares

*‘That the Board submit a nomination for Mr Aaron Orangi to receive a COVID-19 Heroes certificate for his contributions during lockdown.’*

**CARRIED**

The Board also discussed the Westview Special Fund and Terms of Reference, the term of community representatives from 1 to 3 years.

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

*‘That Council adopt the amended Westview Special Fund Terms of Reference.’*

**CARRIED**

**Moved** – Mr Bill Woods / **Seconded** – Mr John Morten

*‘That the Malvern Community Board receives the Manager’s Report – July 2020, for information.’*

**CARRIED**

## REPORTS FOR INFORMATION

### 7.1 Request for a Grant – Kirwee Bowling Club

This report was left to lie on the table until after the Board had a workshop around its funding policy guidelines. The Bowling Club was also asked for update financial statements, which have now been received and are included in the Board papers.

**Moved** – Councillor Jenny Gallagher / **Seconded** - Mrs Judith Pascoe

*‘That the report be uplifted from the table for further discussion.’*

**CARRIED**

The motion as amended at the last Board meeting was put:

**Moved** (as amended) – Mr Bill Woods / **Seconded** - Mrs Judith Pascoe

*‘That the Malvern Community Board grant \$2,000.00 from the Malvern Ward Discretionary Fund to the Kirwee Bowling Club, to assist with the costs of purchasing a new mower’*

**LOST**

*1 vote in favour (Mr Bill Woods)*

*6 votes against*

The original motion was put as the substantive motion:

**Moved** – Mr Ken May / **Seconded** - Mrs Judith Pascoe

*‘That the Malvern Community Board grant \$1,000.00 from the Malvern Ward Discretionary Fund to the Kirwee Bowling Club, to assist with the costs of purchasing a new mower’*

**LOST**

*3 vote in favour (Mr May, Councillor Gallagher, Mrs Pascoe)*

*4 votes against (Messrs. Morten and Woods, Councillor Mugford, Mrs Meares)*

### 7.2 Request for a Grant – Darfield Netball Club

The Board noted that the Club had just received \$100k for lighting and they were also recommended to ask for funding from the Recreation Reserves Fund. Board members noted they would be voting against the recommendation as a result of this.

It was noted that in the past, the Board wouldn't grant funding where Council already did, and also not for example, where something could be funded from the Ministry of Education. The Chief Executive cautioned about having too many rules and regulations for a discretionary fund.

**Moved** – Mrs Judith Pascoe/ **Seconded** – Mr Bill Woods

*'That the Malvern Community Board grant \$1,500.00 from the Malvern Ward Discretionary Fund to the Darfield Netball Club, to assist with the provision of upgraded lighting'*

**LOST**  
(No votes for)

## **8 Discretionary Fund Report**

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

*'That the Malvern Community Board receives the discretionary Fund Report, for information, noting it will be amended to reflect the above discussion.'*

**CARRIED**

## **9 Board Financial Report**

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

*'That the Malvern Community Board receives the Financial Report to end May 2020, for information.'*

**CARRIED**

## **COMMUNITY COMMITTEE INFORMATION**

### **10. Community Committee Minutes**

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

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

##### *Township Committees*

- Coalgate Township – 23 June 2020
- Glentunnel Township – 29 June 2020
- Springfield Township – 7 July 2020
- Whitecliffs Township and Domain – 13 July 2020

##### *Hall and Community Centres*

- Glenroy Hall – 24 June 2020
- Lake Coleridge – 19 June 2020
- Sheffield Waddington – 20 February 2020
- Sheffield Waddington – 18 June 2020



- Tawera Memorial Hall – 1 July 2020

*Reserves and Recreation Centres*

- None received

**Moved** – Mrs Judith Pascoe / **Seconded** – Councillor Bob Mugford

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

**CARRIED**

**GENERAL BUSINESS**

The meeting was closed at 5.51pm

DATED this 28<sup>th</sup> day of September, 2020

  
**CHAIRPERSON**