

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD
HELD IN THE DARFIELD LIBRARY AND SERVICE CENTRE
1 SOUTH TERRACE, DARFIELD
ON MONDAY 28 SEPTEMBER 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 T Harris (Group Manager Environmental and Regulatory Services) 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 24 August 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 24 August 2020, as circulated and with the amendment made.’

CARRIED

Matters Arising from the Minutes

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
Consideration of compensation or rebate where water service is not delivered	Policy advice from relevant staff
Review of Community Committees	Update the Board on the progress made so far.

REPORT FROM CHAIRPERSON

1. Monthly Report from the Chairperson

There was a brief discussion about the new Wrightson Building in Darfield and the potential difficulties it poses for traffic, both on the road and the footpath. It was noted St John ambulances have struggled and the questions was asked whether the road needed to be widened or a slip lane developed.

Action Point:

Mr Harris to look at plans and notify the Board what the façade will be made of.

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

'That the report from the Chairperson be received for information.'

CARRIED

REPORTS FROM BOARD MEMBERS

2. Board Member Mr Ken May

Tawera Hall and Springfield committees are looking to merge and will hold a combined meeting next week. The Darfield Township and Recreation Reserve Committees will send their Westview Special Funds Committee nominations through to Council after their triennial meetings scheduled for early and mid-October.

Action Point:

Mrs Kidd to share the process for committees merging to the Board, including how or when it needed to be dissolved before establishing a new committee.

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

The Windwhistle stop sign on Leaches Road was discussed, with Board members noting this issues has continued for a very long time.

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

'That the Malvern Community Board recommend to Council to lobby the NZTA for a feasibility study of installing and establishing flashing lights on Leaches Road, Windwhistle.'

CARRIED

Action Points:

- Mr Harris to investigate and report to the Board as to why the Glentunnel Community Hall storage shed is taking long to process (*done subsequent to the Board meeting*).
- Mr Washington to consider solutions to vehicles getting stuck frequently in Lake Coleridge leaving locals to pull them out. Suggest talking with Trustpower about putting large boulders in the way and / or signage.
- Mr Washington to comment on the complicated process to register for Have Your Say in relation to water races. The risk is that people will not make submissions if they are not confident with computer usage and there is no alternative to submit a written submission for example.
- Customer Services Manager to be informed that reception staff should know how to deal with hall bookings in the absence of staff responsible. Council staff responsible for bookings should also have a phone message to tell people who they could contact in case of absence. The Board would like to see a triage system in place for dealing with the difficulties around hall bookings.
- Lake Coleridge outstanding items to be forwarded to appropriate Council staff for comments.

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 minutes on the website are not in chronological order and that some minutes have not been uploaded at all.

Action Points:

- Ask that the website be updated to include a link in the Community Board area, back to minutes.
- Is it possible to send people an email warning them of a consultation document coming up in their area?
- LTP information due date meant a week to get submission back to Council – this is an example of requests sent to Community Committee chairs and secretaries without copying in the Board and Councillors.
- Explanation as to the 39% return on hall hire charges.

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

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

CARRIED

5. Board Member Mr Bill Woods

Taken as read.

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 – September 2020

Moved – Councillor J Gallagher / **Seconded** – Mr K May

‘That the Malvern Community Board:

a) receives the Manager’s Report – September 2020, for information; and

CARRIED

Mr Morten declared an interest in the item, in particular in relation to the Westview Fund Committee appointments. He stepped back as Chair with Mrs Meares presiding as Chairperson.

Mrs Meares called for nominations to appoint two members from the Board to the Westview Special Fund Committee.

Moved – Councillor J Gallagher / **Seconded** – Mr K May

b) appoints Board Member John Morten and Board Member Judith Pascoe to the Westview Special Fund Committee.’

CARRIED

REPORTS FOR INFORMATION

CORRESPONDENCE

The Board considered the letter from Darfield High School and upon advice from the former Chair approved that funding be made available towards their prize-giving.

Moved – Councillor B Mugford / **Seconded** – Councillor J Gallagher

'That the Malvern Community Board approves a grant of \$250 to the Darfield High School in respect of its 2020 school prize-giving.'

CARRIED

Action Point:

Councillors Gallagher and Mugford to look into progress with the scholarship interviews

7. Discretionary Fund Report

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

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

CARRIED

8. Board Financial Report

Moved – Councillor J Gallagher / **Seconded** – Mr K May

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

CARRIED

COMMUNITY COMMITTEE INFORMATION

9. Community Committee Minutes

a) Matters Arising from Community Committee meetings

b) Community Minutes Received

Township Committees

- Arthurs Pass – 27 July 2020
- Castle Hill – 7 September 2020
- Coalgate Township – 25 August 2020
- Glentunnel Museum – 20 August and 15 September 2020
- Glentunnel Township – 31 August 2020
- Lake Coleridge – 21 August 2020
- Springfield Township – 1 September 2020

Hall and Community Centres

- Glentunnel Community – 15 September 2020
- Kirwee Community – 17 August and 21 September 2020
- Tawera Memorial Hall – 3 September 2020

Reserves and Recreation Centres

- Kirwee Rec Reserve – 10 August and 14 September 2020

Moved – Councillor J Gallagher / **Seconded** – Councillor B Mugford

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

CARRIED

Action Point:

That the minutes and meetings list be amended to reflect the recent Board representation changes.

GENERAL BUSINESS

The meeting was closed at 5.20pm

DATED this 27 day of OCTOBER. 2020



CHAIRPERSON