

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD  
HELD IN THE DARFIELD LIBRARY AND SERVICE CENTRE MEETING ROOMS,  
ON MONDAY 31 JANUARY 2022, COMMENCING AT 4PM**

**PRESENT**

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

**ATTENDEES**

Mr D Ward (Chief Executive) and Ms T Davel (Governance Coordinator)

**LCOME**

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

The Chief Executive said under the red traffic light any meeting held in a Council facility should obey the following rules:

Be double vaccinated; sit separately; wear masks.

In relation to a situation described by Mrs Meares of a recent meeting she attended, the Chief Executive and Chair noted that if anyone attended a meeting where the rules were not being followed they are to leave. They need not police the situation. The Chief Executive said he would circulate information to the Board in the next couple of days.

**APOLOGIES**

An apology was received from the Mayor.

**IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS**

The Chief Executive said he would talk in more detail about the current traffic light system and implications during his report later in the meeting.

**CONFLICTS OF INTEREST**

None.

**CORRESPONDENCE**

The Board received a letter from the newly appointed Yubetsu Deputy Mayor.

**ACTION:** The Board Secretary will draft a letter of acknowledgement and thanks, to the Deputy Mayor of Yubetsu.

## **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 22 November 2021**

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

*‘That the Board confirms the minutes of the Meeting of the Malvern Community Board held on Monday 22 November 2021, as circulated.’*

**CARRIED**

## **Actions from Previous Meeting**

The Board received the progress on the three items on the list and requested a further update on one of these.

**ACTION:** Provide an update on the item regarding the Springfield School.

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

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

**CARRIED**

## **REPORT FROM CHAIRPERSON**

### **1. Monthly Report from the Chairperson**

The Chair said this was a time to look after ourselves and be aware of protocols as set out by the New Zealand Government. He added it would likely impact on Board members’ ability to deal with the community and said members could consider getting involved again with, for example, home deliveries for people in their communities who were not able to get out and about.

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

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

**CARRIED**

## **REPORTS FROM BOARD MEMBERS**

### **2. Board Member Mr Ken May**

Mr May talked about the water in Springfield Township and referred to property owners who were waiting for a report due back to them in March. He also spoke about a boil water notice over Christmas which was eventually lifted within 12 hours after someone had complained. Mr May said it was unacceptable and the water should have been tested regularly.

**ACTION:** Staff should make the Board aware about progress with Springfield Township water.

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

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

**CARRIED**

### **3. Board Member Mrs Karen Meares**

Mrs Meares noted she attended a Whitecliffs Burger evening. She also noted that Lake Coleridge was having a public meeting on 19 February to discuss being a Resident's Association. Mrs Meares said she would like to see that there was some recognition of Board members before the change-over to a new Board.

The Chair said training and getting the new Board up to speed was the responsibility of the Chief Executive.

Councillor Mugford said it was reasonably important to outgoing Board members to be acknowledged. Mrs Pascoe said the members should have an informal discussion of their projects with the new incoming Board so that they were aware of what was going on around the District.

The Chief Executive said an incoming Board may not have the same ideas or vision as the former Board.

It was agreed to have a function after nominations close to thank the outgoing Board for its service.

**ACTION:** Dinner on 26 September 2022 to thank Board members who were leaving and wish those standing again, good luck. A venue to be booked.

**ACTION:** Arrange for framed certificates for Board members to thank them for their contribution.

Mrs Meares then spoke about the old St John building and wondered whether it could be used for a little museum. Councillor Mugford said there was a lot of interest in restoring the building but that it could cost \$300k or more to have it fixed. He suggested the Community Board host a public meeting to gauge interest from someone who would be willing to run with such a project. It needed to be made very clear that this was not a Community Board project.

**ACTION:** Public meeting on Thursday 15 Feb 7.30pm in the Darfield Recreation Centre. Book the venue and run an advert for the Malvern News (Board Secretary and Chair)

Mrs Meares also asked whether the Board could be supplied with masks to use when going to meetings.

**ACTION:** Board Secretary to arrange a couple of boxes of masks to be sent to the Darfield Library for Board members to pick up.

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

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

**CARRIED**

#### **4. Board Member Mrs Judith Pascoe**

Mrs Pascoe raised the issue of how the Board could support committees that wish to continue. She referred to the Council's recent approved resolution in this regard noting that several letters were sent out by staff to committees over the past while. In the latest letter Council made it very clear they wanted nothing to do with committees, nor did it want to continue receiving minutes from them. Mrs Pascoe said the Board needed to have a workshop and talk about how they can support the committees. The Board could decide to ask for their minutes, to help them with projects or help them plan for the future.

The Chief Executive said a workshop would be a good idea but it also needed the appropriate staff in the room, for example from Mrs Kidd's team.

**ACTION:** Prior to the next Board meeting on Monday 28 February, the Board will hold a workshop with Mrs Kidd in attendance to talk about how best the Board could support committees during the next couple of months. The workshop will take place between 2pm – 4pm.

Mrs Meares suggested that Board members come up with questions in preparation for the workshop. It was agreed to send it through to the Chief Executive by 21 February, cc all Board members.

Mrs Pascoe next referred to the Council resolution about public art in Malvern and asked whether the Board could please be involved in the decision-making on what art and where. This could also be discussed with Mrs Kidd at the workshop as her team is responsible for public art.

Mrs Pascoe asked about the Darfield – Rolleston pipeline to which the Chief Executive responded that 14km of the 26km had already been installed. In response to a question from Mrs Pascoe about the Board receiving draft minutes immediately following a meeting,

the Chief Executive reiterated the previously communicated response, which is that it is not Council policy to do so.

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

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

**CARRIED**

## **5. Board Member Mr Bill Woods**

Mr Woods said that Sheffield Waddington already had two committees, of which one is a community collective or community club. He said the good thing about having two different committees was that one could compare which model worked best. It was interesting that the community collective mainly dealt with the nicer projects in the township, for example community dinners, outdoor movies, a cycling club and picking up rubbish. When it came to the normal day to day operational matters such as roading it was the Council committee who ended up being the liaison with Council.

Mr Woods said he also wanted to get away from the draconic way where members of the public can only speak during public forum and not during the rest of the meeting. He introduced public forum at the end of meetings and now when someone attends the meeting and they have something to say on anything that happened during the meeting, they can do so at the end of the meeting.

**Moved** - Mr Woods / **Seconded** – Mr May

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

**CARRIED**

## **6. Councillor Bob Mugford**

Councillor Mugford reported that the bridge at Harper Canal was completed just before Christmas. Whitecliffs Bridge has just had an engineers report done but he has not yet seen it. He told the Board of a piece of land in Coalgate which Council just purchased. He also said the rural water supplies were very close to being augmented with other water sources so some of the sections without water at the moment, will soon be able to hook up to the system.

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

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

**CARRIED**

## **7. Councillor Jenny Gallagher**

Councillor Gallagher said she enjoyed a quiet Christmas but had a number of queries on the Council vaccination policy. She was also pleased to see the rebuilding of the Kirwee pub was going ahead as the site already had fencing up around it.

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

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

**CARRIED**

## **REPORTS FROM OFFICERS**

### **8. Chief Executive**

*Manager’s Report – January 2022*

The Board heard from the Chief Executive about a number of matters. In relation to the Board’s drop-in sessions, it was agreed to swap the visits of Arthurs Pass & Castle Hill around with the Springfield visit. The Board Chair and Secretary will liaise with the affected committees regarding this change.

The Chief Executive also spoke about the draft Annual Plan projects for the Malvern Ward. He also told the Board that there was a shortage of resourcing across the Council.

Other items in his report include:

#### **Legislative review**

##### **3 waters**

Transition unit has put out their programme of work.  
Staffing issues, not only technical but also support staff.

#### **RMA**

Enacted in 1991, the Resource Management Act was now going to be replaced by three pieces of legislation - the sector has had repeated engagement with Minister Parker.

#### **Future for local government**

Schedule of meetings taking place. Selwyn meeting will be postponed / cancelled due to COVID restrictions.

#### **Civil Defence**

Council received notice of changes on 10 January and have three weeks to respond.

#### **COVID**

The Chief Executive noted that Council now has a vaccination policy as without a vaccine pass restricted numbers of people are able to visit the facilities.

Council is working with staff on how to deal with those not vaccinating, for example:

Redeployment where necessary; working from home if possible; and as a last option termination of employment.

The Canterbury District Health Board (CDHB) indicated they would be looking to have booster clinics around rural areas.

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

*‘That the Malvern Community Board:*

- (a) Receives and adopts the 2022 Malvern Community Boards’ Drop-in Session Dates;*
- (b) Receives the Executive Leadership Team meeting roster for 2022; and*
- (c) Receives the Manager’s Report – November 2021, for information.’*

**CARRIED**

## **REPORTS FOR INFORMATION**

No discretionary funds applications were received for the meeting.

### **9. Discretionary Fund Report**

The Chief Executive asked the Board to consider ways in which to spend their Discretionary Fund appropriately.

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

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

**CARRIED**

### **10. Board Financial Report**

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

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

**CARRIED**

## **COMMUNITY COMMITTEE INFORMATION**

### **11. Community Committee Minutes**

- a) Matters Arising from Community Committee meetings**

Noted.

- b) Community Minutes Received**

*Township Committees*

- Arthurs Pass – 13 November 2021
- Castle Hill Citizens – 29 November 2021
- Kirwee Township – 20 December 2021
- Sheffield Waddington Township – 16 December 2021

*Hall and Community Centres*

- Kirwee Community – 15 November 2021

*Reserves and Recreation Centres*

- Kirwee Recreation Reserve – 13 December 2021

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

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

**CARRIED**

There was a comment made about the poor cellphone reception in the Ward and the Chief Executive noted he would let the appropriate group dealing with the matter know.

**ACTION:** Feedback from Canterbury Councils group who are reviewing black spots.

**GENERAL BUSINESS**

The meeting was closed at 6.15pm.

DATED this 6<sup>th</sup> day of May 2022

  
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**CHAIRPERSON**