

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD  
HELD IN THE DARFIELD LIBRARY & SERVICE CENTRE  
ON MONDAY 23 JULY 2018, COMMENCING AT 4.30PM**

**PRESENT**

Mesdames, J Pascoe and K Meares, Mr K Pauling (Deputy Chair), Ms M Hands, Mayor S Broughton, and Councillor R Mugford

**ATTENDEES**

Mr. S Hill (Business Relations Manager) and Ms T Davel (Governance Coordinator)

**APOLOGIES**

Apologies were received from Board Chair Mrs J Gallagher, Board member Councillor J Morten and Chief Executive Mr D Ward.

In the absence of Mrs Gallagher, Mr Pauling presided as Chair.

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

*‘That the Malvern Community Board receive the apologies for absence from Mrs J Gallagher, Councillor J Morten and Mr D Ward.’*

**CARRIED**

**IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS**

None identified.

**CONFLICTS OF INTEREST**

None identified.

**PUBLIC FORUM**

<b>Sheffield School Board of Trustees</b>	Condition of roadside and parking / drop off options
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*Deferred to the August meeting.*

## **CONFIRMATION OF MINUTES**

**Minutes of the Ordinary Meeting of the Malvern Community Board held in the Darfield Library and Service Centre on Monday 25 June 2018.**

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

*‘That the Board confirms the minutes of the Meeting of the Malvern Community Board held on Monday 25 June 2018, as circulated.’*

**CARRIED**

## **MATTERS ARISING FROM MINUTES**

The matters arising from the previous meeting were taken as read with nothing new added.

## **REPORT FROM CHAIRPERSON**

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

In the absence of the Chairperson, the report was taken as read.

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

*‘That the Malvern Community Board receives the Chair’s Report - July 2018, for information.’*

**CARRIED**

## **REPORTS FROM BOARD MEMBERS**

Board members had opportunity to briefly address main issues from their reports. The Business Relations Manager was able to add last minute comments as received from staff. Below are additional points noted and discussed.

### **Board Member Mr Kerry Pauling**

Mr Pauling noted that the Property and Commercial Manager attended the last Springfield Township Committee meeting and was able to resolve several issues raised by the Committee.

In response to a question about the public meeting of the Sheffield Township Committee to form an incorporated society, Councillor Mugford noted the meeting went very well and the status was that the hall ownership was back with Council.

In relation to the rubbish bins, the Mayor commented that he did not think 44 gallon bins would be sufficient. He commented Council should look to a more permanent solution much like the bins used on Arthurs Pass. There should also be recycling options.

### **Board Member Mrs Karen Meares**

The Business Relations Manager provided additional comments in particular around the replacement of a basketball hoop in Lake Coleridge. Mrs Meares said that given the area is remote there was really a need for one-on-one or one-on-two items of play for children. She noted she spoke with Council staff about the hoop having been removed, and that it had been provided by a private person who may wish to have it returned. Mrs Meares also asked about the cost which seemed quite high and queried where the funds will come from – from the Committee's current funds or a separate fund over and above. The Mayor noted the Committee can expect the money to come from its existing funds as there has been no new money earmarked for it.

Ms Hands thought it would be good to see a breakdown of how the contractors arrived at \$7000.

Mrs Meares noted the Committee will invite Council staff to attend a future meeting to talk about playground equipment as there seemed to be a lot of interest about it.

### **Board Members Mrs Judith Pascoe**

Mrs Pascoe noted that the Kirwee Reserve Management Committee meeting would appreciate receiving more information on the role of the caretaker, including what the role is responsible for from Council's point of view.

Referring to additional comments from staff around the Waimakariri Gorge Road the Business Relations Manager said there was a possibility to do a portion of Leaches Road and Waimakariri Gorge Road or do all of the Leaches Road section and leave Waimakariri Gorge Road for 2019/20. The Mayor noted Council received a lot of comments during the LTP process around Leaches Road and encouraged the Board to share their view either way, with Council staff.

In the discussion Board members noted at least it was on the list of roads scheduled for works and the issue of traffic was discussed. The Board asked that Council staff consider putting a traffic counter on the Waimakariri Gorge Road to be aware of the amount of traffic the road actually takes.

### **Board Member Ms Megan Hands**

Ms Hands spoke about the Castle Hill and Glentunnel Hall meetings, noting the Glentunnel Hall brochure has not yet been completed. The Business Relations Manager undertook to address the issue.

There was also a serious issue with lighting in the Hall as some of the light fittings have actually burnt. The stove needed to be replaced as well as it was no longer in any condition to be used for cooking.

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

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

**CARRIED**

## REPORTS FROM OFFICERS

### 2. Business Relations Manager

#### Manager's Report – July 2018

The report was largely taken as read with the Business Relations Manager pointing out the Local Government New Zealand Conference where the high profile issue of water was discussed. Councillor Mugford added that there was a conflict with the issue of localism and the Mayor noted there was an interesting discussion on climate change.

The Business Relations Manager also referred to a Council workshop scheduled for 8 August to which all Board members are invited. At the workshop the Chief Executive Local Government New Zealand, will talk about the 3 Waters opportunities and challenges.

In response to an item on the report, Ms Hands questioned whether Council had a broader biosecurity policy and, if not, whether it could be developed. She commented that there were more and wider biosecurity risks than M. Bovis and there needed to be a comprehensive policy in place with '*clean on – clean off*' being a good standard practice to start from.

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

*'That the Malvern Community Board receives the Business Relations Manager Report – July 2018, for information.'*

**CARRIED**

### 3. Accounting Officer

#### 3.1 Request for a Grant – Mt Cheeseman Ski Club

The Board requested that in any correspondence with the applicants, it be clearly noted the basis of declining their application was in relation to the club being a Commercial Operation, and not due to the fact that replacing a fireplace was considered a capital expense.

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

*'That the Malvern Community Board decline the application from Mt Cheeseman Ski Club for funding to assist with the costs of replacement of the existing lodge fireplace'*

**CARRIED**

### 3.2 Request for a Grant – Darfield High School

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

*‘That the Malvern Community Board grant \$520.00 from the Malvern Ward Discretionary Fund to Darfield High School to assist with the costs of thirteen students resident in the Malvern Ward to participate in the regional Tournament of the Minds competition to be held in Christchurch on 1 September 2018’*

**CARRIED**

### **CORRESPONDENCE**

No correspondence submitted.

### **REPORTS FOR INFORMATION**

No reports for information were received.

### 4. **Discretionary Fund Report**

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

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

**CARRIED**

### **COMMUNITY COMMITTEE INFORMATION**

### 5. **Community Committee Minutes**

Taken as read with the following additional comments made:

There was a discussion about walks around Coalgate Township – be it the River Walk or the Bluff Walk. It was noted that signs would go a long way to identifying the different walks and there should also be a sign up to say part of the track was currently not open. Councillor Mugford noted a temporary track had actually been cleared in the meantime. The Board agreed that representatives from the various Township and Reserve Committees need to work together on these tracks and cycle/walkways. Councillor Mugford would raise this at a meeting on Tuesday night, and get as many people as

possible from the various committees, including Board members, to physically go and walk the tracks to decide together what they want to plan for it.

Mrs Meares questioned on behalf of the Glentunnel Museum Committee whether they will continue to receive \$500 and whether this can be increased. Councillor Mugford said the \$500 will not continue and should the Committee require funding going forward they would need to apply for it from Council. It would come from the Community Grants Fund.

Mrs Pascoe wanted it noted that the Kirwee Community Committee requested a purchase order on 20 June but received it quite late and then it was dated 2 July. They now have special permission to overspend their new budget as it was a Council error.

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

**b) Community Minutes Received**

*Township Committees*

- Coalgate Township – 26 June 2018
- Glentunnel Museum – 21 June 2018
- Glentunnel Township – 25 June 2018
- Springfield Township – 3 July 2018
- Whitecliffs Township – 11 June 2018
- Whitecliffs Township – 9 July 2018

*Hall and Community Centres*

- Glenroy Community Hall – 19 June 2018
- Kirwee Community Committee – 18 June 2018
- Sheffield Waddington – 20 June 2018
- Tawera Memorial Hall – 4 July 2018

*Reserves & Recreation Areas*

- Coalgate / Glentunnel Reserve – 3 July 2018
- Kirwee Recreation Reserve – 9 July 2018

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

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

**CARRIED**

## GENERAL DISCUSSION

The Mayor raised the issue of chlorination. He noted the risk-based approach being taken by Council in relation to Malvern Hills and Sheffield/Waddington and asked whether the Board want to assist an OIA requestor financially with the associated administration costs.

The Acting Chair noted it would be a reasonable request but that more information would be good. Ms Hands commented the Board needs to be seen to be open and transparent. The Mayor agreed the Board should have access to the question and noted the process forward. He would encourage the requestor to contact the Deputy Chair to add this item to the next agenda. If approved, the Board will pay for part of the costs from their Discretionary Fund. He noted the questions were mostly related around the history of the scheme.

Mrs Meares raised an issue with the Glenroy Monument. She had noticed that contractors were adding kerbing and building a garden. She questions why money is spent for this as it will not necessarily make that part of road any safer. She asked Councillor Mugford to raise this at the next Road Safety meeting. He agreed to report back to the Board with what he learns at that meeting. To this, Mrs Pascoe asked whether the Board could also see the safety audit of the plan for the site.

The meeting closed at 5.53pm.

DATED this 27<sup>th</sup> day of August 2018

  
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CHAIRPERSON

### Action Points

Enquire from Road Safety Committee as to why money is being spent for kerbing and developing an oblong garden at the Glenroy Monument

Add to August Board agenda an item to consider contributing to administration costs of a LGOIMA request in relation to chlorination in Malvern.

Applicants for a grant (Mt Cheeseman Ski Club) to be informed the application was declined due to it being a commercial operation and not because it's a capital expense

If Council does not yet have a wider biosecurity policy, it needs to be developed, this in response to its policy on managing M-bovis during site visits.

Glentunnel Hall lighting and stove urgently needs replacement / repair

Kirwee Reserve Management Committee would appreciate an opportunity to view the Caretaker Job Description so they know what the responsibilities of the role are.

Consider a traffic counter on the Waimakariri Gorge Road to observe the amount of traffic, and to determine whether this road needs to be rehabilitated as priority over Leaches Road.

As the Lake Coleridge Basketball Hoop removed by Council was someone's private property on loan to the playground, would Council consider handing it back to the owner.

Council to provide a breakdown of costs for a hoop replacement as \$7000 is thought to be very expensive.

Consider a more permanent solution for Springfield Rubbish bins which includes recycling – much like the ones in Arthurs Pass and elsewhere.