

**MINUTES OF A MEETING OF THE MALVERN COMMUNITY BOARD
HELD IN THE LAKE COLERIDGE COMMUNITY HALL,
HART PLACE, LAKE COLERIDGE
ON MONDAY 27 NOVEMBER 2017, COMMENCING AT 5.00PM**

PRESENT

Mrs J Gallagher (Chair), Mr K Pauling (Deputy Chair), Mrs J Pascoe, Mrs K Meares, Ms M Hands, Mayor S Broughton, Councillors R Mugford and J Morten

ATTENDEES

Mr T Harris (Environmental Services Manager), Ms M Gordon (Parks Policy Analyst) and Ms T Davel (Council Governance Coordinator)

Community Committee representatives: Gerald & Dee Innes; John & Tish Ballagh; Kerry & Jo Munro, and Bruce and Barbara Simpson.

APOLOGIES

None.

IDENTIFICATION OF ANY URGENT GENERAL BUSINESS

None.

CONFLICTS OF INTEREST

Cr Mugford in respect of Item 8: *Request for a Grant – Selwyn Sister City Committee*

Ms Hands arrived at 5.10pm

LOCAL COMMUNITY COMMITTEE PRESENTATIONS

	Jo Munro
Committee	Lake Coleridge Community Centre

	Gerald Innes, Chairperson John Ballagh, Committee Member Tish Ballagh & Dee Innes, Windwhistle residents and members of the Hororata Parish Vestry
Committee	Windwhistle

Several members of respective Community Committees attended the meeting and raised matters of concern to residents in the area. These included:

- Carparks outside the hall to be marked out – big groups often park on people's sections and this will avoid that.
- Toilet sign is needed where the Civil Defence sign fell off as it's not clear where the toilet is situated.
- A 'no parking' sign is needed in front of the toilets as people often park there blocking the right of way and access to recycling.
- Broom overgrowth, especially in the cemetery
- Increasing number of people on quad bikes who use the public walkways between the hall and the S-bend, ripping up gravel resulting in damage. Although they have been spoken to they do not want to adhere to the rules and with even more people coming into the village, it may increase.
- It is possible that someone from Trust Power removed a sign 'no boating in tail race'. It could never be seen well enough previously but it was a warning sign and now that it's been removed / run over, no-one can see it. It results in boats going into the tail race and they might not know about the concrete weir in there – if a boat hits it there will be the risk of serious accidents.
- Narrow roads and although maintenance guys do a good job filling up the 200mm drop down to the roadside, it remains a serious issue especially with large tankers and trucks on the road.
- The S77 needs a barrier – to this Cr Mugford noted it was an NZTA issue and is in the schedule of works.
- Vestry members noted the cemetery bylaw and the 2 days to obtain a warrant to be buried – when there is a death, you are in shock and having to make all of the arrangements, waiting 2 days for a warrant seems to draw out the anguish – to this staff and others noted 2 days had always been the norm, the wording now reads 2 working days, and this related to Health & Safety issues.
- There may be cultural issues when families will not be allowed to put in the first soil in a grave.
- Having old / former bylaws in the same place online as the proposed draft bylaws will make it easy to compare.

ACTION:

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| (a) | Board to receive a presentation on bylaws. (Council Staff) |
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ACTION:

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| (b) | Have the former / current bylaw in the same space online as the new proposed draft for ease of comparison. (Council Staff) |
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ACTION:

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| (c) | Clarify if family is allowed to fill graves up to a certain level in the first instance, and if so, up to what level. (Council Staff) |
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ACTION:

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| (d) | Clarify term used in the bylaw – berms viz beams. (Council Staff) |
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ACTION:

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| (e) | Speak to TrustPower about the removal of a warning sign “no boating in tail race”. (Mrs Meares) |
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ACTION:

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| (f) | Car parks to be marked out in front of the hall so that when there are big groups, they do not park on people’s sections. (Council Staff) |
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ACTION:

- | | |
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| (g) | Toilet sign is not clearly placed – a sign is needed where the Civil Defence sign has fallen off. (Council Staff) |
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ACTION:

- | | |
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| (h) | No Parking sign in front of the toilet to avoid people parking right in front of the toilet facilities which blocks the right of way. (Council Staff) |
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ACTION:

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| (i) | Broom to be cleaned, especially in the cemetery (Council Staff) |
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CONFIRMATION OF MINUTES

1. Minutes of the Ordinary Meeting of the Malvern Community Board held at the Darfield Service Centre on Tuesday 24 October 2017

Taken as read and accepted.

Moved – Ms Hands / **Seconded** – Mr Pauling

‘That the Board confirms the minutes of the Meeting of the Malvern Community Board held on Tuesday 24 October 2017, as circulated.’

CARRIED

MATTERS ARISING FROM MINUTES

Board Members went through the table with the following update:

Maintenance work around Rewi Alley Celebration Site

It was noted that there were some outstanding issues on the Rewi Alley site including tiles not yet cemented down and bricks still to be laid.

Action: Staff would follow up with the contractor responsible for the works.

REPORT FROM CHAIRPERSON

2. Monthly Report from the Chairperson

Taken as read, with one issue noted for staff follow-up, around whose responsibility it is to ask land owners to mow the roadsides. Mrs Pascoe noted the rural fire officer would be responsible to tell people, and then only when it becomes a fire hazard.

Action: Staff would follow up and report to the Board.

Moved – Mrs Gallagher / **Seconded** – Mr Pauling

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

CARRIED

REPORTS FROM BOARD MEMBERS

Board Member reports were taken as read with the following brief discussion:

Mr K Pauling

Rewi Alley celebration site – good progress made.

Mrs J Pascoe

Mrs Pascoe asked for information about back-up generators. She also noted that water race closures received a lot of interest and she would appreciate a briefing to the Board in this regard. Mrs Pascoe also suggested communities get together to discuss how halls are managed. This was supported by Mrs Meares.

Mrs Pascoe expressed her disappointment in the map produced by Council staff relating to the 'sphere of influence'. She indicated she would find someone else with GIS mapping capability to produce the map she wants.

Mrs K Meares

Mrs Meares noted that she was not informed of a civil defence public meeting in the area and would appreciate notice in order that she may attend. She added that the Whitecliffs community requested 'no camping' and 'no fires' signs for the area under the Whitecliffs bridge, on the west end of Whitecliffs.

Ms M Hands

Ms Hands noted the Castle Hill Community was now meeting monthly and there was a lot of discussion about the proposed reserve plan. Discussions also centred around what the village might look like and a survey will be run through the village to obtain everyone's views.

ACTION:

(a)	Staff to brief the Board on closure of water races
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ACTION:

(b)	Request for signs under the Whitecliffs Bridge
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Moved – Mr Pauling / **Seconded** – Mrs Pascoe

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

CARRIED

REPORTS FROM OFFICERS

3. Chief Executive

Chief Executive's Report – November 2017

Taken as read for information. In terms of the Windwhistle Fuel Facility it was noted that the Environment Canterbury consent had indeed been granted. The Environmental Services Manager noted that the Civil Defence Controller had been asked for a response about the battery life across the district and the Board will be notified of the outcome, as soon as possible.

The Environmental Services Manager informed the Board about the proposed gambling policy, specifically pokie machines and the fact that there is a demand for more. Council have put out a survey to interest groups in the public arena and the information will be collated and reported on, in the first quarter of 2018.

He also said the water boil notice was possibly the result of a contractor turning off the power supply for a period of 8 hours. From comments around the table it seemed the tank on the hill was compromised with the gauze on the end of the overflow pipe having been damaged. It could be that an animal got into the system there. The Environmental Services Manager commented that it was proposed that there would be an upgrade of the facility within the current financial year to provide storage facilities with proper monitoring at the intake which will show up if it was compromised.

Moved – Mr Pauling / **Seconded** – Cr Mugford

'That the Malvern Community Board receives the Chief Executive's Report – November 2017, for information.'

CARRIED

4. Chief Executive

Adoption of Proposed Meeting Schedule 2018

Taken as read for information, with the suggested amended that the Board would visit Tawera in March and Windwhistle in November.

Moved – Cr Morten / **Seconded** – Mr Pauling

'That the Board adopt the proposed meeting schedule, as amended, for 2018.'

CARRIED

5. Accounting Officer

4.1 Request for a Grant – Selwyn Sister City Committee

Having declared an interest in this item, Cr Mugford moved away from the table and did not participate in the discussion or voting.

Board Members spoke in support of the Committee's work and the fact that Rewi Alley is the reason New Zealand has a free trade agreement with China. The commemorations were seen to be a big event, not only for Selwyn, but also for New Zealand.

The Board unanimously agreed to increase the amount proposed by staff.

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

'That the Malvern Community Board grant \$1,200.00 from the Malvern Ward Discretionary Fund to the Selwyn Sister City Committee to assist with the costs of the 120th Anniversary Commemoration of Rewi Alley's birth to be held in Springfield on 2 December 2017.'

CARRIED

REPORTS FOR INFORMATION

6. Correspondence (Pages xx)

'That the Malvern Community Board receives the correspondence from the Menz Shed Darfield / Malvern and the Mayor of Yubetsu, for information.'

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

CARRIED

7. Discretionary Fund Report

Moved – Ms Hands / **Seconded** – Mr Pauling

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

CARRIED

COMMUNITY COMMITTEE INFORMATION

8. Community Committee Minutes

a) Matters Arising from Community Committee meetings

Taken as read with the following comment:

As mentioned before, there were some outstanding issues on the Rewi Alley site including tiles not yet cemented down and bricks still to be laid.

Action: Staff would follow up with the contractor responsible for the works.

b) Community Minutes Received

Township Committees

- Glentunnel Township – 30 October 2017
- Springfield Township Committee – November 2017
- Whitecliffs Township & Domain Committee – 6 November 2017

Hall and Community Centres

- Glenroy Community Hall – 17 October 2017
- Kirwee Community Committee – 16 October 2017
- Kirwee Community Committee – 20 November 2017
- Lake Coleridge Community Committee – 3 November 2017
- Tawera Memorial Hall – 1 November 2017

Reserves & Recreation Areas

- Greendale Recreation Reserve Committee – 5 September 2017
- Greendale Recreation Reserve Committee – (special meeting) 9 November
- Kimberley Reserve Hall Committee – 19 November 2017
- Kirwee Recreation Reserve – 9 October 2017
- Kirwee Recreation Reserve – 20 November 2017

Moved – Mrs Gallagher / **Seconded** – Mr Pauling

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

CARRIED

The meeting closed at 6.11pm.

DATED this 22 day of January 2017 2018


CHAIRPERSON