

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

PRESENT

Mesdames J Gallagher (Chair), Mrs K Meares, and Councillors R Mugford and J Morten

ATTENDEES

Mr S Hill (Business Relationship Manager) and Mrs N Smith (Executive Assistant)

APOLOGIES

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

‘That the Malvern Community Board receive apologies for absence from Ms Hands, Mrs J Pascoe, Mayor Broughton, and Mr K Pauling.’

IDENTIFICATION OF ANY URGENT OR GENERAL BUSINESS

None identified.

CONFLICTS OF INTEREST

It was recorded that whilst Councillor Morten had a connection to the Chair of one of the Associations seeking funding, the Board acknowledged, and ruled he did not have a conflict, and could still vote.

CONFIRMATION OF MINUTES

Minutes of the Ordinary Meeting of the Malvern Community Board held at the Tawera Hall, Tawera, on Monday 26 March 2018.

Taken as read with no further discussion.

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

‘That the Board confirms the minutes of the Meeting of the Malvern Community Board held on Monday 26 March 2018, as circulated.’

CARRIED

MATTERS ARISING FROM MINUTES

Board Members and Mr Hill ran through the matters arising from the previous meeting.

Rewi Alley Memorial Signage – Councillor Mugford is to contact the Community Committee Chair to gain further information about this request.

REPORT FROM CHAIRPERSON

1. Monthly Report from the Chairperson

Mrs Gallagher spoke to her report. Further items were discussed as per below:

West View Skate Park – during the last year, the community had asked for steps to be put up to the skate park and a path installed to eliminate the mud path. Further, the community had also asked for some seating to be installed.

Councillor Morten noted he has spent a lot of time trying to achieve an outcome on this. It was confirmed that funds are available for this work.

ACTION / OUTCOME:

1	<i>West View Stake Park</i> - The Board expects an answer for next month's meeting on the installation of steps, a path, and seating.
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Community Committees Roving Secretary – a discussion was held about a letter recently sent by Council which stated that Council would not be funding roving secretarial services from the end of June, and a request for each Committee to apply for funding for this service. The Chair has advised her community committees that they can apply through the LTP for funding. Mrs Meares noted that Glentunnel Hall has asked the question.

Councillor Mugford spoke to the high quality of the Committee minutes. He noted that some committees will look for a secretary for themselves. Mrs Meares referred to the committees where do not have a roving secretary, noting it is usually her who takes matters to these committees. She noted it is not only the minutes, but having a secretary also helps getting matters linked.

Councillor Morten stated that if the Board believes what the Committees are asking for is a good idea, then it needs to support it through the submission. This is on the grounds that the Board believes it has been a good initiative and Committees are now better structured, which is providing a far better connection between committees and Council - allowing for better outcomes. Councillor Morten noted that committees could submit on this and the Board's role is to encourage them to do so.

Councillor Morten then noted that if there is an ongoing momentum to merge community committees together – a roving secretary could be another reason to do this.

The Board went through their Draft 2018 – 2028 Long Term Plan submission noting several additional items to be included.

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

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

CARRIED

REPORTS FROM BOARD MEMBERS

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

Mrs J Pascoe

Mrs Pascoe was absent from the meeting, and no report was provided.

Mrs K Meares

Upon raising the item of Christmas Decorations in Glentunnel, Board members noted that this would need to be discussed with NZTA. Mrs Gallagher noted that she appreciated Mrs Meares’ report and having it in on time.

Ms M Hands

Ms Hands was absent from the meeting, and no report was provided.

Mr K Pauling

A late report was provided, but not discussed.

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

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

CARRIED

REPORTS FROM OFFICERS

2. Business Relationship Manager

Manager's Report – April 2018

The Business Relations Manager referred to main points from his report.

Tourism Infrastructure Fund – Mr Hill noted the possible projects to be included in Round Two with reference was made to a dump station at Glentunnel and Lake Coleridge. It was also noted that perhaps Castle Hill was a better location than Lake Coleridge. Further discussion held. Mrs Meares referred to Harper Road around the lakes. Councillor Morten noted that it may be better putting funding into district signage.

Councillor Mugford referred to Campermate, noting that 80% of campervans have GPS units attached to them, which will help track where the people are going.

Draft Long Term Plan – Mr Hill referred to the LTP currently underway. He also referred to community engagement events with Councillor Mugford giving a brief update from the recent Darfield community engagement event.

Freedom camping – Councillor Mugford noted that the key points set out in the recent Zone 5 & 6 Freedom Camping Symposium is that freedom camping is a national and a South Island issue - not just a Selwyn issue. He noted that there is not need for Selwyn to look at developing its own bylaw.

Mr Hill ran through the main issues as set out in his report. He noted that Council has been feeding information into the Campermate App for some time now. Councillor Mugford referred again to the GPS units installed within campervans. He noted that attendees at the Zone 5 & 6 meeting were in favour of a tourist tax, and that it should be universal. 50% of delegates thought there should be bylaws, and 50% did not. It was also noted that delegates referred to signage about where you people can camp.

Mrs Meares noted the need for more careful wording when agencies promote New Zealand overseas, suggested that they not promote New Zealand as a country where you can do everything for free.

Business Relationship Department – Mr Hill gave an overview of his role, the role of his team and the work they perform which included front desk reception and customer services, communication, marketing and graphics services. He also noted that his team is available to assist the Malvern Community Board and their communities, and they are happy to take enquiries to assist with projects.

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

'That the Malvern Community Board receives the Manager's Report – April 2018, for information.'

CARRIED

3. Accounting Officer

3.1 Request for a Grant – Lily Champion-Smith

Taken as read and accepted.

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

‘That the Malvern Community Board grant \$325.00 from the Malvern Ward Discretionary Fund to Lily Champion-Smith to assist with the costs of participating in the Te Waipounamu Maori Netball Tournament held in Gisborne from 29 March to 1 April 2018 as a member of the Otautahi U13 team.’

CARRIED

3.2 Request for a Grant – Malvern Indoor Bowls

A discussion was held regarding the nature of the submission, being for the provision of uniforms. Councillor Morten noted his concern that to agree to this may set a precedent. Councillor Mugford noted that this type of request had been granted before.

Councillor Morten suggested that the Board let this request lie on the table due to the low number of Board members present, stating that other Board members may have a different view.

The Chair stated that the Board could decline the application, or put it on the table and discuss it again next month in order to gain the full view of the Board.

Further discussion was held regarding the use of the shirts, being for a Malvern representative team, noting they will be used by 25-30 people for various tournaments. It was noted that the current stock of shirts is 15 years old. It was stated that the shirts are not individually owned, but rather would they go into a pool for use. Councillor Morten then stated that as they were being used by representatives from an entire ward, then this may be a good defence. Parallels were then drawn between other Malvern-wide codes.

Councillor Mugford noted the small per unit cost.

Mr Hill noted there were some good points raised which could allow for a further discussion next month by all Board Members. He also spoke of the need to consider precedent setting.

ACTION / OUTCOME:

2

Malvern Indoor Bowls Grant request – to be put back on the agenda for the May meeting to allow further discussion by the full Board.

‘That the Malvern Community Board grant \$650.00 from the Malvern Ward Discretionary Fund to Malvern Indoor Bowls to assist with the purchase of shirts to be worn by representative teams.’

NOT CARRIED

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

‘That the recommendation put before the Malvern Community Board today, lie on the table due to the limited number of Board Members at today’s meeting, noting that this Grant decision requires a discussion from the full Board representation.’

CARRIED

3.3 Request for a Grant – Malvern Community Arts Council

As noted earlier in the meeting, the Board acknowledged the connection between Councillor Morten and the Chair of the Arts Council, but ruled a conflict did not exist, and could still vote.

The Chair asked it to be documented that if the Board was to give this grant, she would like to see it used for administration, publicity and stationery, not for food and drink.

It was noted that it is acceptable for the Board to place these conditions on the grant. As such, it was agreed that the recommendation be adopted with the aforementioned proviso.

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

‘That the Malvern Community Board grant \$500.00 from the Malvern Ward Discretionary Fund to the Malvern Community Arts Council to assist with the 20th anniversary celebration costs of the opening of the Selwyn Gallery and the 40th year of the inception of the Malvern Community Arts Council, as amended:

- a) *the funds must be used for the administration, publicity and stationery; and*
- b) *the funds must not be used for the purchase of food and alcohol.’*

CARRIED

CORRESPONDENCE

Greendale School Car Parking – Mrs Meares noted that car parking at schools is a problem across the district. Councillor Morten stated that the Education Department is provided with funding to provide facilities which included the building of schools and the provision of car parks. He stated that Council needs to hold its line.

Mrs Meares suggested that the District Schools write a collaborative letter to the Education Department and put some pressure on them regarding this common problem.

Councillor Morten also suggested that the school could submit to the LTP if they disagree with the decision of the Malvern Community Board.

Mr Hill suggested that a letter be sent from the Board suggesting the writer contact their Board of Trustees asking them to raise the issue with the Ministry as part of a collaborative letter with other District schools.

ACTION / OUTCOME:	
3	<i>Greendale School</i> - It was agreed that a letter would be written to the school advising them of this suggested way forward.

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

‘That the Malvern Community Board receives the correspondence from the Greendale School, for information.’

REPORTS FOR INFORMATION

No reports for information were received.

4. Discretionary Fund Report

It was noted the total figure as shown is pending the decision of the Malvern Bowls Grant.

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

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

CARRIED

COMMUNITY COMMITTEE INFORMATION

5. Community Committee Minutes

a) Matters Arising from Community Committee meetings

Mr Hill noted that the dog signage across the district is being updated and that each sign has to fit the status of each Reserve.

Mrs Meares spoke to the planting at Tarling Common and the noise from the Bathurst mine, noting that complainants were being asked for evidence to support

their claims. She noted she is keeping in contact with Council staff around this issue.

b) Community Minutes Received

Township Committees

- Coalgate Township – 27 March 2018
- Glentunnel Township – 26 February 2018
- Glentunnel Township – 26 March 2018
- Hororata Citizens – 27 March 2018
- Springfield Township – 6 March 2018
- Springfield Township – 3 April 2018

Hall and Community Centres

- Glenroy Community Hall – 20 March 2018
- Glentunnel Community Centre – 20 March 2018
- Kirwee Community Committee – 19 February 2018
- Kirwee Community Committee – 19 March 2018
- Lake Coleridge Community Committee – 16 March 2018

Reserves & Recreation Areas

- Kimberley Reserve – 22 February 2018
- Kirwee Recreation Reserve - 12 March 2018
- Kirwee Recreation Reserve – 9 April 2018

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

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

CARRIED

GENERAL DISCUSSION

Mrs Meares requested that the minutes from the Board meeting be circulated a week following the Board meeting. This was agreed, noting that they will be in draft form.

ACTION / OUTCOME:

4

Meeting Minutes – to be sent to Board members in draft form as soon as possible following the meeting.

The Chair thanked the staff and Board members who attended the meeting.

The meeting closed at 6.05pm.

DATED this 28 day of May 2018


CHAIRPERSON