

**MINUTES OF AN ORDINARY MEETING  
OF THE WESTVIEW SPECIAL FUND COMMITTEE  
HELD IN THE DARFIELD RECREATION AND COMMUNITY CENTRE,  
NORTH TERRACE, DARFIELD  
ON MONDAY 15 FEBRUARY 2021, COMMENCING AT 6PM**

**COMMITTEE:**

Councillors R H Mugford (Chair) & J A Gallagher, Malvern Community Board Member J Pascoe (Hawkins Subdivision), Mrs A Hanrahan (Darfield Township Committee) and Mrs M McCaughan (Darfield Recreation and Community Centre Management Committee) and Mr Lawrence (Independent Member)

**IN ATTENDANCE:**

Mr D Ward (Chief Executive, Selwyn District Council)

**WELCOME AND APOLOGIES**

Apologies were received from Messrs. J Morten and P McKay

**MOVED** - Mrs Hanrahan / **SECONDED** – Mrs McCaughan

*“That the Westview Special Fund Committee accepts the apologies received from Messrs. J Morten and P McKay, for information.”*

**CARRIED**

**CONFIRMATION OF MINUTES OF 7 DECEMBER 2020**

**MOVED** – Councillor Gallagher / **SECONDED** – Mrs McCaughan

*‘That the Westview Special Fund Committee confirms the minutes of the meeting held on 7 December 2020, as circulated.’*

**CARRIED**

**REPORTS**

**1. Chief Executive**

The Chief Executive spoke to his report contained with the agenda, highlighting pre-application advertising proposals and the process for receipt and consideration of applications received. In response to a member’s question the Chief Executive advised that Council staff will provide assistance to persons or organisations in the preparation of their application.

Committee members noted they would like to receive comments from applicants in regard to projects they would like to see undertaken within the defined Darfield area of benefit. They also discussed the benefit of applicants identifying additional funding sources. Committee members reviewed the documentation attached to the report and made some minor changes to the report details and the proposed advertisement.

Committee members also agreed it would be pertinent to publish an editorial in the Malvern News two weeks prior to expressions of interest being called for. Committee members gave specific thanks to Therese for her work in preparing the documentation being considered tonight.

**MOVED** - Councillor Gallagher / **SECONDED** – Mr Lawrence

*'That the Westview Special Fund Committee adopt the amended Terms of Reference and map as circulated.'*

**CARRIED**

Committee members agreed that the scheduled meetings for 15 March and 19 April be postponed as during this time they will be calling for registration of interest for the Westview Special Fund. All registrations received will be considered at the next scheduled meeting on 17 May 2021.

## 2. RESOLUTION TO MOVE INTO PUBLIC EXCLUDED

**MOVED** – Councillor Gallagher / **SECONDED** – Mrs Pascoe

*'That the Westview Special Fund Committee move into Public Excluded.'*

**CARRIED**

The committee moved into Public Excluded at 6.45pm and reconvened in open meeting at 6.50pm.

There being no further matters to discuss, the meeting closed at 6.50pm.

DATED this 26<sup>th</sup> day of May 2021

  
\_\_\_\_\_  
CHAIRPERSON