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# Wallace Takitimu Community Board

## OPEN MINUTES

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Minutes of a meeting of Wallace Takitimu Community Board held in the Southland District Council Otautau Office, 176 Main Street, Otautau on Thursday, 5 November 2020 at 5pm.

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### PRESENT

|              |                      |
|--------------|----------------------|
| Chairperson  | André Bekhuis        |
| Deputy Chair | Maureen Johnston     |
| Members      | David Cowie          |
|              | Bev Evans            |
|              | Peter Gutsell        |
|              | Councillor Don Byars |

### NOT IN ATTENDANCE

Kelly Day

### IN ATTENDANCE

|                                  |               |
|----------------------------------|---------------|
| Governance and Democracy Manager | Melissa Brook |
| Community Partnership Leader     | Kelly Tagg    |
| Community Liaison Officer        | Kathryn Cowie |

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1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

Chair Bekhuis advised that he had a conflict of interest in relation to report 7.6 - Community Partnership Fund Allocations - 31 August 2020 Round application c – Otautau Golf Club and would not take part in discussion or voting.

Maureen Johnston advised that she had a conflict of interest in relation to report 7.6 - Community Partnership Fund Allocations - 31 August 2020 Round application e – Otautau School and would not take part in discussion or voting.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Peter Gutsell, seconded Deputy Chair Johnston and resolved:

That the Wallace Takitimu Community Board confirms the minutes of the Board meetings held on 1 October 2020 and 21 October 2020 as a true and correct record of those meetings.

Reports

7.5 Unbudgeted Expenditure Request - Otautau Community Pool

Record No: R/20/10/62859

Community Liaison Officer – Kathryn Cowie was in attendance for this item.

Mrs Cowie advised that the purpose of the report was for the Board to approve a recommendation to Council to approve the unbudgeted expenditure for the Otautau Community Pool Incorporated

The Board noted that the funds to be uplifted are available in the Otautau baths reserve.

Resolution

Moved Deputy Chair Johnston, seconded Bev Evans and resolved:

That the Wallace Takitimu Community Board:

- a) **Receives the report titled “Unbudgeted Expenditure Request - Otautau Community Pool ” dated 29 October 2020.**
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Recommends to Council to approve the unbudgeted expenditure for the Otautau Community Pool Inc. to uplift the \$23,015 in the Otautau baths reserve.

#### 7.6 Community Partnership Fund Allocations - 31 August 2020 Round

Record No: R/20/10/60389

Community Liaison Officer – Kathryn Cowie was in attendance for this item.

Mrs Cowie advised that the purpose of the report was to allocate grants to various applicants who applied for funding to the Community Partnership Fund.

Moved Maureen Johnston, seconded David Cowie recommendations a to d. The motion was put and declared CARRIED.

Moved Bev Evans, seconded Councillor Byars recommendation e as follows:

- e) Approves/~~Declines~~ a grant of \$756 to the Otautau Bowling Club towards new matting on the outdoor green ditch surround.

The motion was put and declared CARRIED.

Moved Maureen Johnston, seconded Peter Gutsell recommendation f as follows:

- f) Approves/~~Declines~~ a grant of \$5,000 to Otautau Community Charitable Trust towards funding to employ a community development co-ordinator, assisting local families with access to community services they may need.

The motion was put and declared CARRIED.

Chair Bekhuis withdrew from the table due to a conflict of interest.

Deputy Chair Maureen Johnston assumed the chair.

Moved Maureen Johnston, seconded Peter Gutsell recommendation g as follows:

- g) Approves/~~Declines~~ a grant of \$1,490 to the Otautau Golf Club towards costs for weed spray for the annual spraying programme for the course greens.

The motion was put and declared CARRIED.

Chair Bekhuis returned to the Chair.

Moved Maureen Johnston, seconded Bev Evans recommendation h as follows:

- h) Approves/~~Declines~~ a grant of \$1,500 ~~\$2,300~~ to the Otautau Museum towards costs to replace rotten window frames at the museum.

The motion was put and declared CARRIED.

Deputy Chair Maureen Johnston withdrew from the table due to a conflict of interest.

Moved Peter Gutsell, seconded David Cowie, recommendation I as follows:

- i) Approves/~~Declines~~ a grant of \$5,400 to Otautau School for funding towards an in-ground netball/basketball hoop at their new all-weather turf development.

The motion was put and declared CARRIED.

Deputy Chair Maureen Johnston returned to the table.

Moved Maureen Johnston, seconded Bev Evans recommendation j as follows:

- j) Approves/~~Declines~~ a grant of \$3,624 to the St Andrews Scouts for funding towards a gas hot water system at the scout den.

The motion was put and declared CARRIED.

Moved Bev Evans, seconded David Cowie recommendation k as follows:

- k) Approves/~~Declines~~ a grant of \$2,500 ~~\$6,620~~ to the Takitimu School PTA towards costs associated with installing a school garden with the funding approval letter to include stipulations that the Takitimu School PTA discuss the project with the local gardener and the project not use any tanalised timber.

The motion was put and declared CARRIED.

Moved Maureen Johnston, seconded Peter Gutsell, recommendation I as follows:

- l) Approves/~~Declines~~ a grant of \$1,746 to the Takitimu Swimming Club towards costs associated with providing swimming lessons to club members over a weekend in February 2021.

The motion was put and declared CARRIED.

Final Resolution

That the Wallace Takitimu Community Board:

- a) **Receives the report titled “Community Partnership Fund Allocations - 31 August 2020 Round” dated 29 October 2020.**
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Receives the applications from the following:
1. Otautau Bowling Club
  2. Otautau Community Charitable Trust
  3. Otautau Golf Club
  4. Otautau Museum
  5. Otautau School
  6. St Andrews Scouts
  7. Takitimu School
  8. Takitimu Swimming Club
- e) Approves a grant of \$756 to the Otautau Bowling Club towards new matting on the outdoor green ditch surround.
- f) Approves a grant of \$5,000 to Otautau Community Charitable Trust towards funding to employ a community development co-ordinator, assisting local families with access to community services they may need.
- g) Approves a grant of \$1,490 to the Otautau Golf Club towards costs for weed spray for the annual spraying programme for the course greens.
- h) Approves a grant of \$1,500 to the Otautau Museum towards costs to replace rotten window frames at the museum.
- i) Approves a grant of \$5,400 to Otautau School for funding towards an in-ground netball/basketball hoop at their new all-weather turf development.

- j) Approves a grant of \$3,624 to the St Andrews Scouts for funding towards a gas hot water system at the scout den.
- k) Approves a grant of \$2,500 to the Takitimu School PTA towards costs associated with installing a school garden with the funding approval letter to include stipulations that the Takitimu School PTA discuss the project with the local gardener and the project not use any tanalised timber.
- l) Approves a grant of \$1,746 to the Takitimu Swimming Club towards costs associated with providing swimming lessons to club members over a weekend in February 2021.

7.1 Landscapes Project - Review of the Natural Features and Landscapes Chapter of the District Plan

Record No: R/20/10/61137

Policy Planner - Resource Management – Margaret Ferguson was in attendance for this item.

Miss Ferguson advised that the purpose of the report was to inform the Board about the work the resource management department is undertaking to identify outstanding natural landscapes and features within the Southland District.

The Board noted that the key reasons for doing this work are:

- to look after our special landscapes for now and for future generations
- legal requirements under the Resource Management Act 1991 to identify and protect our special areas
- Council has asked for a review on what is currently in the District Plan relating to landscapes.

Resolution

Moved Peter Gutsell, seconded Bev Evans and resolved:

That the Wallace Takitimu Community Board:

- a) **Receives the report titled “Landscapes Project - Review of the Natural Features and Landscapes Chapter of the District Plan” dated 29 October 2020.**

7.2 Financial Report for the year ended 30 June 2020

Record No: R/20/10/61314

Senior Management Accountant – Susan McNamara was in attendance for this item.

Resolution

Moved Deputy Chair Johnston, seconded Peter Gutsell and resolved:

That the Wallace Takitimu Community Board:

- a) **Receives the report titled "Financial Report for the year ended 30 June 2020"** dated 29 October 2020.

7.3 Council Policies Under Review - Consultation

Record No: R/20/10/62018

Strategy and Policy Manager – Michelle Stevenson was in attendance for this item.

Miss Stevenson advised that the purpose of the report was to update the Board on the Significance and Engagement Policy, Policy on Development and Financial Contributions, Procurement Policy and Revenue and Finance Policy which are currently open for consultation.

The Board noted that the consultation period for the four policies opened on 4 November and closes on 4 December 2020.

Resolution

Moved Bev Evans, seconded David Cowie and resolved:

That the Wallace Takitimu Community Board:

- a) **Receives the report titled "Council Policies Under Review - Consultation"** dated 29 October 2020.
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Determines that it will make a formal submission on the following draft policies:
  - Significance and Engagement Policy
  - Policy on Development or Financial Contributions
  - Procurement Policy
  - Revenue and Financing Policy.
- e) Notes that the consultation period is from 8am, 4 November to 5pm, 4 December 2020.

7.4 Long Term Plan 2031 - Direction Setting Report

Record No: R/20/10/62651

Strategy and Policy Manager – Michelle Stevenson was in attendance for this item.

Miss Stevenson advised that the purpose of the report was for the Community Board to allocate local budgets for 2021-2031 and to recommend to Council local rates for the year commencing 1 July 2021.

Moved David Cowie, seconded Peter Gutsell, recommendations a to c. The motion was put and declared CARRIED.

Moved Maureen Johnston, seconded Bev Evans that an additional \$10,000 be added to the Community Partnership Fund to be funded through the Wallace Takitimu Community Board rate.

The motion was put and declared CARRIED. Peter Gutsell and Councillor Don Byars requested that their dissenting votes be recorded.

Moved Maureen Johnston, seconded David Cowie recommendation d with changes.

- d) Recommends to Council that the following rates and charges (including GST) for the year commencing 1 July 2021 be included in the Long Term Plan 2031 with the following change (as indicated with ~~strike through~~ and underline).

| <u>Rate</u>                           | <u>Rate GST inclusive</u>                 |
|---------------------------------------|---|
| Wallace Takitimu Community Board rate | <del>\$283,068</del><br><u>\$294,568*</u> |
| Nightcaps Hall rate                   | \$17,230                                  |
| Ohai Hall rate                        | \$17,466                                  |
| Otautau Pool rate                     | \$13,519                                  |
| Takitimu Pool rate                    | \$14,205                                  |

\* the addition of the \$10,000 for the additional \$10,000 for the Community Partnership fund to be funded through the Wallace Takitimu Community Board rate.

The motion was put and declared CARRIED.

Moved Maureen Johnston, seconded Bev Evans, recommendations e. The motion was put and declared CARRIED.

Note: Recommendation f of the officers report was not put by the meeting.

Final resolution

That the Wallace Takitimu Community Board:

- a) **Receives the report titled “Long Term Plan 2031 - Direction Setting Report”** dated 29 October 2020.



- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Recommends to Council that the following rates and charges (including GST) for the year commencing 1 July 2021 be included in the Long Term Plan 2031.

| <u>Rate</u>                           | <u>Rate GST inclusive</u>                 |
|---------------------------------------|---|
| Wallace Takitimu Community Board rate | <del>\$283,068</del><br><u>\$294,568*</u> |
| Nightcaps Hall rate                   | \$17,230                                  |
| Ohai Hall rate                        | \$17,466                                  |
| Otautau Pool rate                     | \$13,519                                  |
| Takitimu Pool rate                    | \$14,205                                  |

\* the addition of the \$10,000 for the additional \$10,000 for the Community Partnership fund to be funded through the Wallace Takitimu Community Board rate.

- e) Recommends to Council the setting of the following Wallace Takitimu Community Board hall fees and charges (including GST) for the year commencing 1 July 2021 for inclusion in the Long Term Plan 2031 (subject to any amendments made at this meeting).

| <u>Nightcaps Hall fees and charges description</u>         | <u>Fee/Charge (GST Incl)</u> |
|--|------------------------------|
| Funerals   | \$100.00                     |
| Cabaret, Socials, Wedding                                  | \$125.00                     |
| Rifle Club (Full Season)                                   | \$200.00                     |
| Netball and Ruby Club (per Hour)                           | \$15.00                      |
| Meetings (per Hour)  | \$15.00                      |
| Hire of kitchen, supper room and meeting room for function | \$80.00                      |
| Funerals for RSA Members and spouses                       | No charge                    |
| Bond (no GST)  | \$125.00                     |

| <u>Ohai Hall fees and charges description</u> | <u>Fee/Charge (GST Inc)</u> |
|---|-----------------------------|
|   |                             |

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|   |          |
|---|----------|
| Wedding Dance/Cabarets                  | \$115.00 |
| Wedding Reception only/Banquets         | \$100.00 |
| Hall Group Hire (per hour)              | 15.00    |
| Non-Profit Organisation Hire (per hour) | 10.00    |
| Bond                                    | \$250.00 |

The meeting concluded at 7.06pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE WALLACE TAKITIMU COMMUNITY  
BOARD HELD ON THURSDAY 5 NOVEMBER 2020.

DATE:.....

CHAIRPERSON:.....