



Waihopai Toetoe Community Board

OPEN MINUTES

Minutes of a meeting of Waihopai Toetoe Community Board held in the Memorial Hall Wyndham, 44 Balaclava Street, Wyndham on Tuesday, 29 June 2021 at 7pm. (7pm – 9.24pm)

PRESENT

Chairperson	Pam Yorke
Deputy Chairperson	Denise Fodie
Members	Pani Grey-Thomas
	Gay Munro
	Melanie Shepherd
	George Stevenson
	Andrea Straith
	Councillor Julie Keast (via phone link)

IN ATTENDANCE

Councillor Paul Duffy
Committee advisor - Fiona Dunlop
Community liaison officer - Tina Harvey
Community facilities manager - Mark Day

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

There were no conflicts of interest declared.

4 Public forum

There was no public forum.

5 Extraordinary/urgent items

There were no extraordinary/urgent items.

6 Confirmation of minutes

Resolution

Moved Deputy Chairperson Fodie, seconded George Stevenson and resolved:

That the Waihopai Toetoe Community Board confirms the minutes of the meeting held on 27 April 2021 as a true and correct record of that meeting.

Reports

7.1 Project scope confirmation - 2021/2022 locally funded projects

Record No: R/21/6/25952

Community facilities manager – Mark Day was in attendance for this item.

Mr Day advised that the purpose of this report was to seek approval from the Board for the scope of the locally funded projects within their board area that will be delivered in the 2021/2022 financial year.

The Board noted that the projects are as follows:

- i. Edendale Wyndham multi use track investigation - Parks and Reserves code P-10862
- ii. Edendale drinking fountain - Parks and Reserves code P-10866
- iii. Wyndham hall kitchen upgrade - Community Facilities code P-10870
- iv. Edendale walking track - Parks and Reserves code P-10928

- v. Edendale war memorial - Parks and Reserves code P-10929
- vi. Fortrose investigation - Parks and Reserves code P-10942
- vii. Streetlight level of service programme 2021-2022 (Waihopai Toetoe) P-10920
- viii. Footpath programme 2021-2022 (Waihopai Toetoe) P-10900, P-10910

Resolution

Moved Deputy Chairperson Fodie, seconded Andrea Straith recommendations a to c and d with an addition to dvii (as indicated) and resolved:

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Project scope confirmation - 2021/2022 locally funded projects” dated 22 June 2021.**
- 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) Agrees to approve the scope of the projects identified (as indicated below) with the details defined in attachments to the staff report:
 - i. Edendale Wyndham multi use track investigation - Parks and Reserves code P-10862
 - ii. Edendale drinking fountain - Parks and Reserves code P-10866
 - iii. Wyndham hall kitchen upgrade - Community Facilities code P-10870
 - iv. Edendale walking track - Parks and Reserves code P-10928
 - v. Edendale war memorial - Parks and Reserves code P-10929
 - vi. Fortrose investigation - Parks and Reserves code P-10942
 - vii. Streetlight level of service programme 2021-2022 (Waihopai Toetoe) P-10920 subject to clarification at Woodlands.
 - viii. Footpath programme 2021-2022 (Waihopai Toetoe) P-10900, P-10910

7.2 Community Partnership Fund applications - March 2021 funding round

Record No: R/21/5/24746

Community liaison officer – Tina Harvey was in attendance for this item.

Mrs Harvey advised that the purpose of the report was for the Board to allocate funding for the March 2021 funding round.

Resolution

Moved Chairperson Yorke, seconded Andrea Straith and resolved:

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Community Partnership Fund applications - March 2021 funding round” dated** 1 June 2021.
- 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 application from the following:
 1. Gorge Road Country Club Incorporated
 2. Waimahaka Districts Historical Committee
 3. Royal NZ Plunket Trust – Tokanui Waimahaka Plunket Community Services
 4. Tuturau School
 5. Gore RSA – Edendale War Memorial
 6. Wyndham Pony Club
- e) Approves a grant of \$4,000 to the Gorge Road Country Club towards the upgrade of the playground subject to the playground being advertised and available to the community and public to use.
- f) Approves a grant of \$2,000 to the Waimahaka Districts Historical Committee towards the installation of heritage boards and shelter at the Waimahaka Hall.
- g) Approves a grant of \$900 to the Royal NZ Plunket Trust – Tokanui Waimahaka Plunket Community Services towards costs associated with music and movement and swim programme.
- h) Declines a grant Tuturau School towards the costs of students attending swimming lessons in Gore.
- i) Approves a grant of \$350 to the Gore RSA towards costs to add two plaques to the Edendale War Memorial.
- j) Approves a grant of \$6,026 to the Wyndham Pony Club towards the purchase of a storage container and solar powered lights.

7.3 Community Partnership Fund - Funding rounds and criteria from 1 July 2021

Record No: R/21/5/24879

Community liaison officer – Tina Harvey was in attendance for this item.

Mrs Harvey advised that the purpose of the report was for the Board to discuss and confirm the number of funding rounds and funding criteria for the Waihopai Toetoe Community Partnership Fund effective from 1 July 2021.

Resolution

Moved Deputy Chairperson Fodie, seconded Melanie Shepherd recommendations a to d, new e (as indicated) and f and resolved:

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Community Partnership Fund - Funding rounds and criteria from 1 July 2021” dated 8 June 2021.**
- 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) Agrees to continue with the funding criteria set by the Waihopai Toetoe Community Board at its meeting on 30 June 2020 as follows:
 - consideration will be given to all funding requests, however requests must be not for profit and demonstrate community benefit
 - The board will give preference to applications that directly benefit the community board area and align to the community board plan outcomes.
 - Applications for salaries and operating costs will not be considered
 - There is no cap on the amount applicants can request
 - Co-funding is preferable, but not essential. This will be assessed on a case by case basis
 - More than one quote is preferable, but if it is not possible to get more than one quote an explanation why will be sufficient
 - Applicants may be requested to speak to the board about their funding request
 - Applicants do not have to be a legal entity to apply
 - **The board can grant money ‘subject to the balance of funding being secured’.**

New e) Agrees that the current funding round of two rounds per year stay with closing dates of 31 March and 30 September and will be effective from 1 July 2021.

~~e) Agrees that the current criteria of two funding rounds per year is reduced to one funding round with a closing date to be determined and this change be effective from 1 July 2021.~~

- f) Agrees to communicate this change to the community board area through the community facebook page and local community newsletters.

7.4 Community leadership report

Record No: R/21/5/24297

Community leadership officer – Tina Harvey was in attendance for this item.

Resolution

Moved Andrea Straith, seconded Melanie Shepherd and resolved:

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Community leadership report” dated 21 June 2021.**

7.5 Operational Report for Waihopai Toetoe Community Board

Record No: R/21/5/23700

Community facilities manager – Mark Day was in attendance for this item.

Resolution

Moved Melanie Shepherd, seconded Pani Grey-Thomas and resolved:

That the Waihopai Toetoe Community Board:

- a) **Receives the report titled “Operational Report for Waihopai Toetoe Community Board” dated 18 June 2021.**

7.6 Council report

Record No: R/21/5/24330

Councillor Duffy took the Board through the Council report.

Resolution

Moved Deputy Chairperson Fodie, seconded Melanie Shepherd and resolved:

That Waihopai Toetoe Community Board:

- a) **Receives the report titled “Council report” dated 26 May 2021.**

7.7 Chairperson's report

Record No: R/21/6/34814

Chair Yorke took the Board through her report.

Resolution

Moved Chairperson Yorke, seconded Melanie Shepherd and resolved:

That the Waihopai Toetoe Community Board:

- a) **receives the report titled “Chairperson's report” dated 21 June 2021.**
- b) **receives the chair’s report presented to the 27 April 2021 meeting.**

The meeting concluded at 9.24pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE WAIHOPAI TOETOE COMMUNITY
BOARD HELD ON TUESDAY 29 JUNE 2021.

DATE:.....

CHAIRPERSON:.....