



OPEN MINUTES

UNCONFIRMED

Minutes of a meeting of Milford Community Trust held as a Virtual meeting via Microsoft Teams on Monday, 21 February 2022 at 7.03pm (7.03pm – 8pm).

PRESENT

Chairperson	Ebel Kremer
Trustees	Rosco Gaudin
	Brad Johnstone
	Stephen Norris
	Tony Woodham

IN ATTENDANCE

Community partnership leader – Simon Moran
Graduate accountant – Brie Lepper
Accountant – Dee Patel

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

Rosco Gaudin advised that he had a conflict of interest in relation to item 4.2 – Invoicing operators. He advised that he would not take part in discussion or vote on the item.

4 Public Forum

Department of Conservation – Regional issues manager Southern, Rachel Moore addressed the Trust relating to funding for the Cleddau flood scheme.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Chairperson Kremer, seconded Trustee Gaudin and resolved:

That the Milford Community Trust confirms the minutes of the meeting held on 28 June 2021 as a true and correct record of that meeting.

Reports

4.1 Milford Community Trust's draft Performance Report for the year ended 30 June 2021

Record No: R/22/2/3771

Community partnership leader – Simon Moran, Graduate accountant – Brie Lepper and Accountant – Dee Patel were in attendance for the item.

The officers advised that the purpose of the report was to provide the trust with the draft Milford Community Trust Performance Report for the year ended 30 June 2021 and an update on the audit of the performance report.

Resolution

Moved Chairperson Kremer, seconded Trustee Norris and resolved:

That the Milford Community Trust:

- a) **Receives the report titled “Milford Community Trust's draft Performance Report for the year ended 30 June 2021” dated 16 February 2022.**

(Rosco Gaudin withdrew from the meeting due to a conflict of interest.)

4.2 Invoicing operators

Record No: R/22/2/3143

Community partnership leader – Simon Moran, Graduate accountant – Brie Lepper and Accountant – Dee Patel were in attendance for the item.

Officers advised that the purpose of the report was to seek direction from the Trust on whether it wished to continue to provide financial relief to the tourism operators in Milford Sound Piopiotahi by foregoing the revenue for the last six months of the current 2021/22 financial year as well as for all of the 2022/23 financial year due to the ongoing impacts on **operators’ businesses from Covid-19.**

Resolution

Moved Chairperson Kremer, seconded Trustee Woodham and resolved:

That the Milford Community Trust:

- a) **receives the report titled “Invoicing operators” dated 7 February 2022.**
- b) agrees not to invoice for the revenue budgeted for the last two quarters of the 2021/22 financial year (\$75,292 excl GST).
- c) agrees not to invoice for any revenue for the 2022/23 financial year (\$0.00 excl GST).

(Rosco Gaudin returned to the meeting.)

4.3 Draft Statement of Intent 2022-2025

Record No: R/22/2/3164

Community partnership leader – Simon Moran, Graduate accountant – Brie Lepper and Accountant – Dee Patel were in attendance for the item.

Officers advised that the purpose of the report was to **obtain the Milford Community Trust's** approval of the Statement of Intent and its subsequent reporting to Council and public availability.

Resolution

Moved Chairperson Kremer, seconded Trustee Gaudin and resolved:

That the Milford Community Trust:

- a) **receives the report titled “Draft Statement of Intent 2022-2025” dated 12 February 2022.**
- b) approves the Draft Statement of Intent 2022 – 2025, provides a copy to Council, and makes it publicly available via the Southland District **Council’s website.**

4.4 Half Year Financial Report to 31 December 2021

Record No: R/22/2/3286

Community partnership leader – Simon Moran, Graduate accountant – Brie Lepper and Accountant – Dee Patel were in attendance for the item.

Officers advised that the purpose of the report was to present the half yearly financial report for the period ending 31 December **2021 for the Trustee’s information.**

The Trust noted that at 31 December 2021 there had been minimal expenditure. The trust continues to be in a strong financial position with a significant amount of cash invested in term deposits, awaiting the progression of the community centre project.

Resolution

Moved Chairperson Kremer, seconded Trustee Woodham and resolved:

That the Milford Community Trust:

- a) **receives the report titled “Half Year Financial Report to 31 December 2021” dated 16 February 2022.**
- b) approves the half yearly report for the six month period to 31 December 2021, and recommends that the report be submitted to the Southland District **Council for information purposes and subsequently distributed to the Trust’s stakeholders.**

The meeting concluded at 8pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE MILFORD COMMUNITY TRUST HELD ON MONDAY 21 FEBRUARY 2022

DATE:.....

CHAIRPERSON:.....