



Ardlussa Community Board

OPEN MINUTES

unconfirmed

Minutes of a meeting of Ardlussa Community Board held in the Balfour Hall, Queen Street, Balfour, Waikaia on Monday, 9 November 2020 at 6pm.

PRESENT

Chairperson	Richard Clarkson
Deputy Chairperson	Ray Dickson
Members	Paul Eaton
	Clarke Horrell
	Hilary Kelso
	Councillor Rob Scott

APOLOGIES

Chris Dillon

IN ATTENDANCE

Community Liaison Officer	Tina Harvey
Committee Advisor/Customer Partner	Rose Knowles
Community Partnership Leader	Kelly Tagg
Councillor	Christine Menzies
Team Leader – Resource Management	Marcus Roy
Corporate Performance Leader	Jason Domigan
Management Accountant	Joanie Nei
Chief Financial Officer	Anne Robson
Community Facilities Manager	Mark Day

1 Apologies

There was an apology from Chris Dillon

Moved Chairman Clarkson, seconded Ray Dickson and **resolved:**

That the Ardlussa Community Board accept the apology.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

Richard Clarkson declared a conflict of interest in relation to the following report and advised he would not take part in discussion or debate on the matter as he has been involved in the project in a voluntary capacity:

- Item7.6 community Partnership Funding Allocations – 31 August 2020 Round
Riversdale School & Community Pool
Riversdale Home and School Assoc
Riversdale Bowling Club

Paul Eaton declared a conflict of interest in relation to the following report and advised he would not take part in discussion or debate on the matter as he has been involved in the project in a voluntary capacity:

- Item7.6 community Partnership Funding Allocations – 31 August 2020 Round
Waimea Plains Vintage Tractor & Machinery club
Balfour Lions Club – Fireworks
Balfour Lions Club – scooter/bike park

Ray Dickson declared a conflict of interest in relation to the following report and advised he would not take part in discussion or debate on the matter as he has been involved in the project in a voluntary capacity:

- Item7.6 community Partnership Funding Allocations – 31 August 2020 Round
Switzers Museum Waikaia
Balfour theatre Company

Clarke Horrell declared a conflict of interest in relation to the following report and advised he would not take part in discussion or debate on the matter as he has been involved in the project in a voluntary capacity:

- Item7.6 community Partnership Funding Allocations – 31 August 2020 Round
Wendonside Waikaia Tennis Club Inc

Hilary Kelso declared a conflict of interest in relation to the following report and advised she would not take part in discussion or debate on the matter as he has been involved in the project in a voluntary capacity:

- Item7.6 community Partnership Funding Allocations – 31 August 2020 Round
Riversdale Community Garden

4 Public Forum

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Ray Dickson, seconded Chairman Clarkson and **resolved:**

That the Ardlussa Community Board confirms the minutes of the meeting held on 14 October 2020 as a true and correct record of that meeting.

Reports

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

Record No: R/20/10/61141

Team Leader Resource management – Marcus Roy with Councillor Menzies were in attendance for this item.

Mr Roy advised that the purpose of the report was to inform the Board on the work the District councils resource management department is undertaking to identify outstanding natural landscapes and features within the District.

The Board noted Council is undertaking this work:

- 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 us to review what is currently in the District Plan relating to landscapes.

Resolution

Moved Ray Dickson, seconded Clarke Horrell and **resolved:**

That the Ardlussa Community Board:

- a) **Receives the report titled “Landscapes Report - Review of the Natural Features and Landscapes Chapter of the District Plan” dated 15 October 2020.**

7.2 Financial Report for the year ended 30 June 2020

Record No: R/20/10/61316

Management Accountant – Joanie Mei was in attendance for this item.

Mrs Marrah advised that the purpose of the report was to present the financial report for the year ended 30 June 2020.

The Board noted that the financial information is still being audited and that the results in the report could change.

Resolution

Moved Hilary Kelso, seconded Councillor Scott and **resolved:**

That the Ardlussa Community Board:

- a) **Receives the report titled “Financial Report for the year ended 30 June 2020” dated 2 November 2020.**

7.3 Council Policies Under Review - Consultation

Record No: R/20/10/62021

Corporate performance lead – Jason Domigan was in attendance for this item.

Mr Domigan advised that the purpose of the report was to provide information on the four policies that are currently being reviewed by Council.

The policies that will be available for consultation from 4 November 2020 are:

- Significance and Engagement Policy
- Policy on Development and Financial Contributions
- Procurement Policy
- Revenue and Finance Policy.

During discussion officers advised that in paragraph 32 of the report, the amounts which properties in each community board area pays for rates would differ depending on the facilities and infrastructure in the area and levels of service to be provided.

Resolution

Moved Chairman Clarkson, seconded Clarke Horrell and **resolved:**

That the Ardlussa Community Board:

- a) **Receives the report titled “Council Policies Under Review - Consultation” dated 23 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 some, but not all of the four 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/20/10/62656

Corporate performance lead – Jason Domigan and Management Accountant - Joanie Nei were in attendance for this item.

Mr Domigan 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.

Resolution

Moved Councillor Scott, seconded Chairman Clarkson and **resolved:**

That the Ardlussa Community Board:

- a) **Receives the report titled “Long Term Plan 2031 - Direction Setting Report” dated 2 November 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.**

Rate

Ardlussa Community Board rate

Rate GST inclusive

\$120,080

- e) **Identifies no significant issues/priority projects for the local area that need to be included in the Long Term Plan 2031 consultation process to encourage feedback from the local community.**

7.5 Balfour Lions Club - Pump Track/Bike Park Proposal

Record No: R/20/10/64171

Community Partnership Leader – Kelly Tagg was in attendance for this item.

Mrs Tagg requested the board to consider the following:

- a) if it wishes to approve the Lions Club's application to build the structure on Council land
- b) whether or not to recommend to Council that the board take over ownership and the ongoing maintenance of the structure, subject to construction being supervised by Council staff
- c) the level of funding assistance (if any) to be provided
- d) if the level of funding assistance is over \$20,000 then an additional report to Council will be required.

The board discussed the report and resolved to leave the report on the table.

Resolution

Moved Chairman Clarkson, seconded Hilary Kelso and **resolved:**

That the Ardlussa Community Board leave the Balfour Lions Club – Pump Track/Bike proposal to lie on the table until further information is received from a community meeting and survey and that on receipt of such information the item be reported to the next scheduled meeting of the Board in February 2021.

7.6 Ardlussa Community Partnership Fund - 2020 Funding Round

Record No: R/20/10/61772

Community Liaison Officer – Tina Harvey was in attendance for this item.

The purpose of this report is for the Northern community Board to confirm the allocation of grants for the August 2020 round of the Community Partnership Fund.

Resolution

Moved Councillor Scott, seconded Chairman Clarkson and **resolved:**

That the Ardlussa Community Board:

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- a) **Receives the report titled “Ardlussa Community Partnership Fund - 2020 Funding Round” dated 21 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. Riversdale School and Community Pool**
 - 2. Waimea Plains Pony Club**
 - 3. Riversdale Recreation Reserve Committee**
 - 4. Switzers Museum Waikaia**
 - 5. Riversdale Arts Centre**
 - 6. Waimea Plains Vintage Tractor and Machinery Club**
 - 7. Waimea Plains Ploughing NZ Final 2021**
 - 8. Balfour Theatre Company**
 - 9. Balfour Tennis Club**
 - 10. Royal NZ Plunket Trust – Riversdale and Balfour Services**
 - 11. Wendonside Waikaia Tennis Club Inc**
 - 12. Riversdale Home and School Association**
 - 13. Balfour Home and School**
 - 14. Balfour Gun Club**
 - 15. Balfour Playcentre**
 - 16. Riversdale Community Garden**
 - 17. Balfour Lions Club – Fireworks display**
 - 18. Balfour Lions Club – Scooter/bike track**
 - 19. Riversdale Bowling Club**
- 1 Approves a grant of \$7,000 to the Riversdale School and Community Pool to assist with the installation of a heat pump**
- 2 Approves a grant of \$2,000 to the Waimea Plains Pony Club for the purchase of equipment for a pipe dressage arena.**
- 3 Declines a grant of \$2,650 to the Riversdale Recreation Reserve Committee for assistance with mowing due to them having applied and being successful with the District Initiatives Fund.**
- 4 Approves a grant of \$1,661.00 to Switzers Museum Waikaia for the purchase of an outdoor chess and checkers set.**

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- 5** Declines a grant of \$1,878 to the Riversdale Arts Centre towards costs to get internet fibre connection for the Riversdale Community Centre.
 - 6** Approves a grant of \$2,000 to the Waimea Plains Vintage Tractor and Machinery Club for assistance for the restoration of a bullock log wagon.
 - 7** Application withdrawn from the Waimea Plains Ploughing NZ Final 2021 to assist in hosting a NZ Championships in ploughing.
 - 8** Approves a grant of \$1,000 to the Balfour Theatre Company to assist toward the purchase of a wireless communications headset.
 - 9** Approves a grant of \$2,000 to the Balfour Tennis Club to assist with the purchase of a portable toilet for the Club.
 - 10** Approves a grant of \$150.00 to the Royal NZ Plunket Trust to support the purchase of 'New Mums' packs for parents.
 - 11** Approves a grant of \$500.00 to the Royal NZ Plunket Trust to assist with the Riversdale Plunket Swim Programme.
 - 12** Approves a grant of \$4,500 to the Wendonside Waikaia Tennis Club Inc to assist with the resurfacing of the tennis courts.
 - 13** Declines a grant of \$4,500 to the Riversdale Home and School Association towards costs association with filling a new school sandpit with sand.
 - 14** Approves a grant of \$1,500 to the Balfour Home and School to assist with the construction of a run/walk/cycle trail through the Glenure Reserve.
 - 15** Approves a grant of \$3,000 to the Balfour Gun Club to assist with the upgrading of their clay target throwers.
 - 16** Approves a grant of \$500.00 to the Balfour Playcentre to assist with the purchase of a replacement sandpit cover for the Playcentre.
 - 17** Approves a grant of \$1,000 to the Riversdale Community Garden to assist with the development of a community garden in Riversdale.
 - 18** Approves a grant of \$1,000 to the Balfour Lions Club to assist with the staging of a community fireworks display.
 - 19** Approves a grant of \$3,000 to the Balfour Lions Club to assist with the development of a scooter/bike track in Balfour
 - 20** Approves a grant of \$1,000 to the Riversdale Bowling Club to assist with the upgrade of the club house.

Public Excluded

Exclusion of the Public: Local Government Official Information and Meetings Act 1987

Resolution

Moved Paul Eaton, seconded Hilary Kelso and **resolved:**

That the public be excluded from the following part(s) of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

C8.1 Ardlussa Community Board Area Approval of unbudgeted expenditure for Waikaia mowing

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Ardlussa Community Board Area Approval of unbudgeted expenditure for Waikaia mowing	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

That the
Community Liaison Officer
Committee Advisor/Customer Support Partner
Community Partnership Leader
Councillor
Team Leader – Resource Management
Corporate Performance Leader
Management Accountant
Chief Financial Officer
Community Facilities Manager

be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items **C8.1 Ardlussa Community Board Area Approval of unbudgeted expenditure for Waikaia mowing**. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed and meeting procedure.

The public were excluded at 9pm.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available unless released here.

The meeting concluded at 10.10pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE ARDLUSSA COMMUNITY BOARD
HELD ON 9 NOVEMBER 2020

DATE:.....

CHAIRPERSON:.....