

# MINUTES PAUATAHANUI RESIDENTS ASSOCIATION COMMITTEE MEETING

Pauatahanui Residents Association Inc.  
Registered Charity CC42516  
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Email: pauatahanuireidents@gmail.com

Date of meeting:	15 April 2014
Time:	7:30pm – 9:30pm
Venue:	325 Grays Road
Members present:	Ken McAdam [Chair] Diane Strugnell [Treasurer] Erica Nicholls [Secretary] Alan Gray John Mazerier Anna Dellow Nicky Chapman Joanne Cross
In attendance:	Sharon Evans Ian Pauley
Apologies:	Andrew Manning (co-opted)

## Items

## Minutes

### Welcome and Apologies

The Chair welcomed attendees to the meeting. Welcomed Ian Pauley. Acknowledged this was Alan Gray's last meeting. Alan is stepping down from the PRA at the 20 May AGM. The Committee thanked Alan for his huge contributions to the Committee and to the Region through his work with the PRA, Council and other community groups. The Committee recognised and thanked Alan for the time he has invested in community matters, including writing submissions and keeping the community informed about matters which impact them. Sharon thanked Alan on behalf of the history group, expressing gratitude for the way he provided constructive suggestions to facilitate the work of the group. Alan was made a life member of the Pauatahanui Residents Association. Approved by Nicky and seconded by the rest of the committee members in a unanimous chorus.

### 1. Approval of minutes

The draft minutes from the previous meeting held on 18 March 2014 were approved by Diane and seconded by Alan.

### 2. Matters arising

All previous Action Items completed (highlighted in attached schedule) will be removed from future action item lists. Refer to attached action item update for details of completed items and work in progress.

The Committee **noted** the progress on action items.

### 3. History Project

#### History project

Sharon provided an update on the history book project, as follows:

- To date 186 books have been sold through retail book sellers, in addition to the direct and online sales.
- Stage two of the marketing plan is about to commence. This stage includes flyers, letters and mass mail outs. The Committee is also hoping to get a book review.
- Sharon asked for information about the MacVine International Limited Statement, which highlights a 2010 overdue invoice. This has created confusion to PRA and the history group, as the relevant invoice was requested repeatedly in 2010 and had not been received. The amount contained in the statement does not agree with the PRA's income and expenditure statements for the event.

#### 4. Resource Consents

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**Action 15042014/01:** Ken and Alan will draft a letter to MacVine on this matter. The Committee **noted** the progress report. Sharon left the meeting at 7.45pm.

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#### **Retrospective resource consent**

Alan reported that:

- PCC will select a Commissioner on 23 April, to hear the GroundUp Café notified Resource Consent
- PCC has yet to receive further information from Mr Ellis on parking and other matters. The Hearing will apparently still go ahead if this is not provided to a suitable standard in a timely manner.
- A Certificate of Acceptance has been issued by PCC, to the GroundUp Café, as an interim measure before the notified Resource Consent Hearing is held
- A Certificate of Acceptance is a separate Council process giving temporary approval to an unconsented construction
- The PRA is concerned that this sets a precedent for any construction to go ahead outside of the resource consent process; instead allowing constructions of an uncertain standard to continue trading while seeking retrospective consent when Council finally catches up with them. The PRA acknowledged that such an Acceptance was likely to cause concern for insurers. This aside if insurance is not a concern, then this Acceptance notice appears to set a precedent as a valid means to circumvent the resource consent process and remove any threat of an abatement notice to pull down noncompliant structures. Law-abiding members of the community who abide by the rules and regulations of the consent process feel justifiably upset that this illegal behaviour can appear to be rewarded this way.
- The PRA also raised a concern that as part of the Village Planning process with Council agreements have been made in writing about the characteristics of the village for the future – which would be ignored if this application succeeds.

The Committee **noted** the progress report and this matter will continue to be monitored by the Committee.

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#### **Septic Tanks/Onsite Waste Water Licensing**

Alan and Ian discussed this broad topic in respect of how the Inlet can be protected:

- The Village Dairy and GroundUp Café share a septic tank which is too small for capacity – this is an issue between the landlord and Council. The Council has been involved in discussions with the landlord but despite this there is continued overflow into the Inlet. The landlord has not taken any action.
- When the Village goes onto the PCC sewerage reticulation by June 2014, it will still be the landlord's responsibility to pay for the ground works to hook up to the new system. There has been a lack of communication between the lessees and the landlord about any such hook up.
- Given the continued overflow issues into the inlet, it is the PRA's responsibility, on behalf of residents, to ensure the matter is resolved.

**Action 15042014/02:** Ken and Alan will discuss Village sewage overflow with the Guardians of the Pauatahanui Inlet (GoPI) and potentially draft a letter to the Greater Wellington Regional Council.

The Committee **noted** the progress report and this matter will continue to be monitored by the Committee.

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#### 5. Winstone Aggregates

#### **Winstones' Clean Fill Application**

Winstone Aggregates have sought an extension of time from the Environment Court to enable them to further assess options to access the proposed cleanfill site, with a view to potentially proposing an amended design (that falls within the scope of the original application). They have requested the extension to the court's reporting deadline to allow their assessment to be completed and to hold initial discussions with the parties' traffic engineers. Winstones have indicated that they will report to the court, after consultation with all other parties, no later than 16 May 2014.

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The Committee **noted** the progress on this action item.

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**6. Northern Growth Area Structure Plan**

Alan attended Council's first public workshop on 9 April. Alan reported the plan will unlikely have any impact for PRA as it covers between Plimmerton and Pukerua Bay.

Erica advised per PCC website:

A report is now available on the Council website (Opportunities, Issues and Constraints Report 31 March 2014) summarising the outcomes of the first part of the Structure Plan preparation process for the Northern Growth Area. The report is part of the four phase approach in preparing the Structure Plan which will ultimately set out the location, nature and density of development for the Northern Growth Area.

**2nd Community Workshop tentatively scheduled for May 2014** - A second public evening session will take place in May 2014 (TBC) where the design team will outline options for a future structure plan and seek public feedback.

**Formal submissions** - It is anticipated that a proposed Structure Plan will be released for formal public consultation and submissions in August 2014 (TBC).

**Hearings** - It is anticipated submissions will be heard in October or November 2014 with the aim of finalising a Structure Plan for official adoption by the Council by December 2014.

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**7. Pauatahanui Village Planning Programme**

Anna update the Committee as follows:

**Te Ara Piko/Whitby Walkway link (Lighthouse carpark)**

Some plans have been sketched out with ideas to increase pedestrian safety for the Lighthouse carpark area. The plans will have the most impact on residents in the area, which Anna will consult with.

**Action 15042014/03:** Anna will put the plans for the Lighthouse carpark pedestrian safety on the PRA website once discuss with those most affected.

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**Bus Shelter**

Awaiting feedback from the Ministry of Education, PCC and the Principal of Pauatahanui School on the ideas received to date.

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**History Trail**

Work continues as discussed at the March meeting.

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**Te Ara Piko Walkway**

The Te Ara Piko Walkway straight towards the village is still to have its safety barrier installed. This will comprise spaced horizontal concrete pillars. In groups of three. The Committee expressed concern about the visibility of such barriers to motorists.

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**Welcome to Pauatahanui sign**

Ideas have come in after the February newsletter request and options continue to be discussed and investigated further.

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**Village Planning Meeting**

Anna and Alan to attend the PCC Annual Village Planning Programme meeting on 16 April.

The Committee **noted** the Village Planning update and will continue to pursue the various ideas.

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**8. Treasurers Report – General account**

Diane tabled her Treasurer's Report:

<b>PRA General Account</b>	Balance	<b>\$1,717.90</b>
Paid	Alan Gray admin	\$108.00

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The Committee **noted** the update.

**9. Treasurers Report – History account**

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<b>PRA History account</b>		Balance	<b>\$8,813.89</b>
	Cheque		\$8,432.68
	Paypal		\$381.21
Received	Book sales		\$1,066.81

The committee **noted** the Treasurer’s report.

**10. Other topical issues**

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**Septic Tanks / Onsite Wastewater Licensing**

PRA requested feedback from residents through its March newsletter on how the processes for relicensing was working and whether there were any challenges being presented by ongoing compliance.

This has prompted a couple of responses, where the Council has not responded to resident’s questions in written correspondence.

PRA are concerned that PCC is not effectively managing this Council registry as there has been inconsistent treatment of relicensing individual septic tanks.

Demand's for inspection and payment are being made well before the previous certificate of fitness issued by Council had expired and these appear to be entirely random but are an extra expense for property owners.

PRA will continue to keep a watch on this matter.

**Action 15042014/04:** Erica to draft a letter to Gary Simpson of PCC to make him aware of this situation. Alan and Diane will contribute to this.

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**Draft 2014-15 Annual Plan & draft Fees and Charges for resource and building consents** (For details see the Porirua City Council website [www.pcc.govt.nz/Publications/Annual-Plan](http://www.pcc.govt.nz/Publications/Annual-Plan) and search for 'Draft Annual Plan 2014-15')

The Council adopted its Draft Annual Plan 2014/15 on 2 April 2014. This plan explains variations from the Council's Long Term Plan 2012-22, and provides information on property rates, as well as budget and service provision information across all activities carried out by the Council for 2014/15.

This Draft Annual Plan proposes a 4.3% rise in the average rates increase, which is 1.3% above that forecast in the Long Term Plan 2012-22. This additional increase will begin to provide for the construction of the local roads in Whitby and Waitangirua to join the Transmission Gully Highway, as well as a contribution to the Regional Amenities Fund and additional operating costs to Capacity Infrastructure Limited.

Consultation on the City’s Draft Annual Plan opened on Monday 7 April and runs until Wednesday 7 May 2014. A Public Meeting will be held on **Thursday 17 April** in the Helen Smith Room, Pataka, at 7 pm where the public can come and discuss what’s being proposed. The Mayor and Councillors welcome all submissions.

**Action 15042014/05:** John will review the PCC 2014/15 draft Annual Plan on behalf of the PRA.

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**ANZAC 25 April commemorations**

St Albans church service will be held at 10am on 25 April followed by a ceremony at the Pauatahanui War Memorial. No other announcements have been made.

**11. PRA AGM**

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**AGM agenda**

Following ideas for the AGM were discussed and agreed (refer updated **Action 18032014/04**):

- Ken will follow up his invite to Darryl Ellis to speak on his vision for the village
- Rural Fire speaker 10-15 minutes

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- Andrew Gray on the next stage of the Te Aro Piko walkway 10 minutes
  - Jo is following up with PCC Chief Gardener "planting natives to attract native species" for 10-15 minutes
  - Website – Diane to undertake a powerpoint demo
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### **AGM logistics**

Erica provided the following update:

- Judgeford Golf Clubrooms have been booked (venue hire \$100, bond of \$100 waived)
  - Victor Snook will run the pay-as-you-go bar and provide tea/coffee facilities (to be invoiced to PRA post event at \$2.50 per crockery cup)
  - Event will run from 7pm (and up to 9.30pm if required)
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### **Subscriptions**

The notice for the proposed AGM will be sent out in April with the accompanying request for subscriptions. Subscriptions will remain \$20 per household per annum.

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### **12. Web material**

#### **Website**

There has been no response to the request for information/places of interest etc on the website. Diane is currently preparing further web pages under topics such as septic tank do's and don'ts, rural fire services. She is also hoping, in conjunction with the History Group, and alongside the work being done by Anna and Christine Stanley, to have a "Then and Now" photo page on the website.

The Committee **noted** the update.

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### **13. Newsletter material**

**Action 18032014/06:** The Committee agreed the AGM notice and subscriptions would form the April newsletter, along with notifications of how residents can have their say on:

- Draft Annual Plan - Erica
  - Draft Regional Transport Plan
  - Any other notifications
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### **14. Other communications**

Nil

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### **15. Any other business**

#### **Other Correspondence**

Noted.

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Meeting closed at 9.20pm.

#### **Next meeting**

Next meeting will be the Annual General Meeting, on 20 May, 7.00pm, at the Judgeford Golf Clubrooms.

The following meeting will be the first ordinary meeting of the PRA for 2014/15 to be held 7.30pm, 17 June 2014, venue to be determined.

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### **Approved by:**

**Ken McAdam**

Chairman

Pauatahanui Residents Association

Management Committee

Pauatahanui Residents Association Inc.  
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## PRA Action Items

Action item	Details	Responsibility	Due	Status
<b>New Action 15042014/01</b>	Draft a letter to MacVine on the statement related to 2010 outstanding invoice	Ken and Alan	June	
<b>Action 15042014/02</b>	Discuss Village sewage overflow with the Guardians of the Pauatahanui Inlet (GoPI) and potentially draft a letter to the Greater Wellington Regional Council (who share responsibility with PCC)	Ken and Alan	June	
<b>Action 15042014/03</b>	Plans for the Lighthouse carpark pedestrian safety to be placed on the PRA website once discussed with those most affected	Anna	June	
<b>Action 15042014/04</b>	Draft a letter to Gary Simpson of PCC to make him aware of the onsite wastewater licensing situation. Alan and Diane will contribute to this.	Erica	June	
<b>Action 15042014/05</b>	John will review the PCC 2014/15 draft Annual Plan on behalf of the PRA	John	Closes 7 May	
<b>18032014/01</b>	Anna to circulate the electronic version of the bus shelter plan to the Committee for feedback to her.	Anna	April	Completed
<b>18032014/02</b>	Alan will obtain the details of commemorations in Pauatahanui for circulation in the March newsletter.	Alan	March	Completed
<b>18032014/03</b>	Erica to draft an AGM agenda for discussion at the next April meeting. Erica to pursue options for venue (possibly Judgeford Golf Course or	Erica	April	Completed

	School).			
<b>Updated Action 18032014/04</b>	<p>Following speakers being arranged:</p> <ul style="list-style-type: none"> <li>• Ken will follow up his invite to Darryl Ellis to speak on his vision for the village</li> <li>• Rural Fire speaker 10-15 minutes</li> <li>• Andrew Gray on the next stage of the Te Aro Piko walkway 10 minutes</li> <li>• Jo is following up with PCC Chief Gardener "planting natives to attract native species" for 10-15 minutes</li> <li>• Website – Diane to undertake a powerpoint demo</li> </ul>	Ken, Erica, Anna and Jo	May	
<b>Action 18032014/05</b>	Erica to draft April AGM (postal) advert, in which subscriptions with also be sought.	Erica	April	Completed
<b>Action 18032014/06</b>	<p>March newsletter responsibilities:</p> <ul style="list-style-type: none"> <li>• Profile of Secretary (space permitting) – Erica.</li> <li>• Summary of meeting – Erica.</li> <li>• Update on village planning – Erica.</li> <li>• Reminder for contribution to website – Erica</li> <li>• Notice of Northern Area Structure Plan – Erica</li> <li>• Heads up on upcoming AGM on 20 May 2014 - Erica</li> <li>• Onsite wastewater System licensing – Diane</li> <li>• ANZAC Day arrangements – Alan/Erica</li> <li>• Thank residents for all of their feedback on variety of topics, all opinions appreciated - Erica</li> </ul>	Erica, Diane and Alan	March	Completed
<b>18022014/01</b>	As any further information or decisions come to hand related to the Winstone	Diane	Ongoing	<b>Work in progress</b>

	Hearing Diane will advise the Committee.			
<b>21012014/04</b>	History Group to suggest a number of points of interest in the Pauatahanui area (around 8) for a Green & Gold trail.	Alan	Next History Group meeting	<b>Work in progress</b> The identification of sites has commenced.
<b>19112013/01</b>	Determine which records should be held and the help needed to transfer these to the PRA records. <b>18 March Update:</b> Andy has expertise in document storage and will investigate some options on behalf of the PRA.	Alan and History Group  Andy	Ongoing	<b>Work in progress</b> Refer to 21 January 2014 minutes item 5 for original discussion. To be followed up at future meetings.
<b>19112013/06</b>	Confirm with the Church that they are not interested in security lighting.	Claire/Anna	ongoing	<b>Work in progress</b> Anna will update the Committee as appropriate
<b>19112013/07</b>	Plans to be drawn up for Paremata Road pathway, courtesy crossing point and improved lighting. Confirm a Transit subsidy is available for this work.	Claire/Anna	ongoing	<b>Work in progress</b> Anna will update the Committee as appropriate.
<b>19112013/09</b>	Determine whether PCC maintenance can service the Rotary garden in the village.	Claire/Anna	Ongoing	<b>Work in progress</b> Anna will update the Committee as appropriate
<b>19112013/10</b>	Follow up on Heritage trail organisation that may fund some history trail signs.	Claire/Anna	Ongoing	<b>Completed</b> support for this work is available
<b>19112013/13</b>	Feasibility of welcome to Pauatahanui sign. (Rotary are keen to be involved)	Anna	Ongoing	<b>Work in progress</b> Anna will update the Committee as appropriate
<b>19112013/14</b>	PRA to commence 2014/15 village planning.	PRA Agenda	Ongoing	<b>Work in progress</b> Anna will update the Committee as appropriate