

MINUTES PAUATAHANUI RESIDENTS ASSOCIATION COMMITTEE MEETING

Pauatahanui Residents Association Inc.
Registered Charity CC42516
PO Box 54141
Mana 5247
Email: pauatahanuiresidents@gmail.com

Date of meeting:	15 July 2014
Time:	7:30pm – 9:30pm
Venue:	407 Grays Road
Members present: (Quorum is 3)	Ken McAdam [Chair] Erica Nicholls [Secretary] Diane Strugnell [Treasurer] Joanne Cross
In attendance:	-
Apologies:	Anna Dellow, Nicky Chapman, John Mazerier, Andrew Manning

Items

Minutes

Welcome and Apologies

The Chair welcomed attendees to the meeting and noted apologies above.

1. Approval of minutes

The draft minutes from the previous meeting held on 17 June 2014 were moved by Jo and seconded by Ken.

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. Resource Consents

Ground Up

Ken reported that:

- Resource Consent Hearing has been postponed. The Hearing is now scheduled for October 2014.
- It was agreed that the PRA would write a letter to indicate concerns that the decision is not being made within reasonable timeframes.

Action 15072014/01: Ken McAdam will draft a letter expressing PRA's concerns about the delay in the Hearing of this Resource Consent.

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

4. Pauatahanui Village Planning Programme

Anna emailed the Committee the follow-up update from Claire Giblin of Council providing an update on PRA projects in the Village:

Te Ara Piko/Whitby Walkway link (Lighthouse carpark)

As you'll have noticed there's been a lot of work done on the carpark pedestrian safety project just south of the Lighthouse Cinema. Claire is now tracking down the Te Ara Piko sign and some road signs for the one-way bridge & speed hump. She is also talking to our gardening team about plants. And there is a seat still to go in. The area is well used, particularly with people walking from Whitby. It's been a great project to get people off the road and over the bridge safely.

Once that work is finished – PRA and Council will start planning the next projects for 2014/15, being:

- The school bus shelter
- The historic trail through the village

· Conversations are also occurring about the barrier at the end of Joseph Banks Drive/SH1 for pedestrian safety
The Committee **noted** the update.

5. Treasurers Report – General account

Diane tabled her Treasurer’s Report:

15 June 2014

Transactions since previous meeting

PRA account

Received

Membership	\$180.00
Donation	\$200.00

Balance	<u>\$2,157.42</u>
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Total subscriptions to date representing 3 households	\$680.00
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Membership/Subscriptions

There continue to be new memberships with the total of paid up households at 34. The Committee agreed the membership form would not continue in the newsletter, instead a direct email approach would be used.

Membership subscriptions can now be undertaken through the PRA website.

Action 15072014/02 Erica will draft an emailed membership subscriptions reminder to those who currently receive newsletters but have not paid this year’s membership.

Action 15072014/03 Jo will place a post on the “Pauatahanui Neighbourhood Group” on Facebook about membership and subscriptions.

Action 15072014/04 Erica will issue a thank you letter to Inlet Motors who made the \$200 donation to the PRA during July.

The Committee **noted** Treasurer’s report.

6. Treasurers Report – History account

PRA History account

Received

Book Sales	\$1,507.10
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Balance	Cheque	\$11,354.78
	PayPal	\$295.84

	<u>\$11,650.62</u>
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The committee **noted** the Treasurer’s report.

7. Other topical issues

History book donation to NZTA

PRA agreed that any book donations to be made to parties who contributed to the History Book, on the recommendation of the History Group should be made from History Group stock.

Action 15072014/05 Erica to advise History Group of the request for any book donations they wish to make to parties who contributed to the History Book, should be from the History Group and should be taken from History Group stock.

8. Other topical issues

Local Alcohol Policy

It was noted, that the policy would not remove the right for the PRA or residents

to comment on any future plans for Pauatahanui which might involve alcohol related matters.

It was agreed the PRA would not put in a submission on the Local Alcohol Policy. The PRA advertised the policy earlier in the year to residents and expects individuals to respond as they see appropriate.

Law Education presentations

These presentations have been advertised through the "Pauatahanui Neighbourhood Group". It was agreed the PRA would not advertise these further.

Action 17062014/13 completed.

9. 2014 residents survey

Erica provided a verbal update to the Committee as follows:

- 40 residents have responded to the Survey monkey
 - 50% had attended the AGM
 - Of those who attended 14 viewed it as informative, 6 said it was OK
 - 23 respondents were paid up members, 14 were not and 3 were unsure whether they were.
 - Of the 14 residents above who are not members, 7 answered the question of what has stopped them: 2 are not interested in joining, 2 do not know how to join and 3 did not know the PRA existed
 - Overwhelmingly respondents supported the current focus of the PRA:
 - 39/40 respondents agreed with the focus on topic issues to the area re road, sewerage and water
 - 35/40 respondents agreed with the focus on topic issues to the area re local land and resources
 - 25/40 respondents like to hear about the upcoming environmental protection activities
 - 19/40 respondents like to hear about local recreation and social activities
 - 14/40 respondents like to hear about matters related to health and safety
 - Other suggested areas for the PRA to comment on, were made by 4 residents, quote:
 - What changes to expect with the commencement of Transmission Gully road construction.
 - Neighbourhood watch
 - The total cancellation of the On Site Waste Water need for Registration and WOF - it is excessive regulation and we are the only Wellington Area Council that requires it.
 - Keeping the speed limit low around the Inlet. Protection of local flora and fauna, Linking Camborne Walkway and Te Ara Piko
 - 12 residents also made other comments, as follows:
 - I would have the whole ordeal with Darryl blow over, keeping the dairy and Rural Trading Post as they are.
 - Increased membership to ensure the loudest voice
 - Nothing to add at this time. Think its a great community and appreciate the commitment of the PRA council
 - I believe we have an excellent committee. Can you offer a bank account no. so we can continue our membership of the Association?
 - I think that PRA needs to keep perspective around issues in the community and not be judgemental towards other community members whose opinions are different. Keep to focus of issues not get involved in petty behaviour.
 - PCC cost cutting leading to reduced rural road drainage maintenance. Inequality with the existing rating system, i.e urban compared with rural. Pauatahanui village antics. Reduction in the use of Roundup for weed control by PCC contractors.
 - On matters of dispute or divided opinion in the community the PRA should not take sides, form its own opinion in absence of democratic process, or advocate for one side or the other prior to fully illuminating the circumstances. Furthermore, the PRA should use its leverage and influence to enable the full picture to be known to all concerned; describe
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- the varying views and solicit democratic opinion from its community.
 - A market day in the village. Anything to promote the village.
 - Take a stand on issues like Ground Up expansion, and the proposed retail development and bring the community into the discussion and the debate. You cannot stop progress, so done well, it might be an improvement to what is there now.
 - Anything that PCC is doing that affects the Pauatahanui area
 - This survey is helpful. Also, I found out about Wellington Restoration Day through your newsletter. I attended it this year because of your notice in the newsletter. And it was a very useful event. Thank you. I also visited the Lodge for the first time. Another nice venue in Pauatahanui

Erica highlighted that one resident had made the comment the PRA are a "Boring bunch of self-important twats!" The Committee **noted** this feedback and hoped this resident would put themselves up for election to the PRA Management Committee.

The Committee **noted** the update indicating the survey has been useful. The Committee **noted** the survey has confirmed the PRA is concerning itself with the right things. It has also reinforced the valuable work Diane has put into the PRA website to keep residents informed.

The committee **agreed** a summary of the results should appear in the July newsletter.

10. Web material

Website

Diane has prepared some new web pages to go under the menu heading of Local Info which will include local business and service directories as well as an A-Z of information for local residents covering links to topics such as waste water management, rural fire service.

The Committee **noted** the update.

Action 15072014/06: Annually businesses run in the local will be asked whether they would like the opportunity to sponsor the PRA website.

Action 15072014/07: Diane will draft an item (for the email distributing the July newsletter) which asks local businesses and services in the area whether they would like to be included in the local business and services directory.

11. Newsletter material

Action 15072014/08: The Committee agreed the following articles for the July newsletter:

- Profile – Anna Dellow
- Village sewerage scheme opening - Anna
- Summary of meeting - Erica
- Lamb & Calf Day parking request
- 2014 residents survey results
- Thank residents about their Wastewater Licencing and seek others feedback
- Wellington Airport nomination - Erica

Agreed an update on the progress and content of the PRA website would be an interesting article for the August newsletter.

12. Other communications

Refer to Action log, completed items.

13. Correspondence

Upper Hutt District Plan Change 38 (Renewable Energy)

The Committee **noted** the PRA's submission on the Draft Proposed District Plan Change 38 – Network Utilities and Renewable Energy Generation has been lodged with Upper Hutt City Council. The Committee thanked Diane for her work on this matter. The submission seeks to ensure the Upper Hutt City Council consider the policies contained within PCC's plan changes and to work towards consistency between the two Council's policies related to network utilities and renewable energy generation.

14. Next

Next meeting and attendees

meeting

Next meeting will be held, 19 August 2014, 7.30pm, at 390 Flightys Road [Ken's house].

15. Invitees

Sharon Evans to be invited to the next meeting to give a History Group and Burial Ground update.

Meeting closed at 9.00pm.

Approved by:

Ken McAdam

Chairman

Pauatahanui Residents Association

Management Committee

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PRA Action Items

Action item	Details	Responsibility	Due	Status
New Action 15072014/01	Draft a letter expressing PRA's concerns about the delay in the Hearing of this Resource Consent.	Ken	August	
New Action 15072014/02	Draft an emailed membership subscriptions reminder to those who currently receive newsletters but have not paid this year's membership.	Erica	August	
New Action 15072014/03	Place a post on the "Pauatahanui Neighbourhood Group" on Facebook about membership and subscriptions.	Jo	August	Completed 16 July post
New Action 15072014/04	Issue a thank you letter to the party who made the \$200 donation to the PRA during July.	Erica	August	
New Action 15072014/05	Erica to advise History Group of the request for any book donations they wish to make to parties who contributed to the History Book, should be from the History Group and should be taken from History Group stock.	Erica	August	
New Action 15072014/06	Annually businesses run in the local will be asked whether they would like the opportunity to sponsor the PRA website.	Secretary	Annually	
New Action 15072014/07	Diane will draft an item (for the email distributing the July newsletter) which asks local businesses and services in the area whether they would like to be included in the local business and services directory.	Diane	August	
New Action	The Committee agreed the following	Erica & Anna		

15072014/08	<p>articles for the July newsletter:</p> <ul style="list-style-type: none"> • Profile – Anna Dellow • Village sewerage scheme opening - Anna • Summary of meeting - Erica • Lamb & Calf Day parking request • 2014 residents survey results • Thank residents about their Wastewater Licencing and seek others feedback • Wellington Airport nomination - Erica <p>Agreed an update on the progress and content of the PRA website would be an interesting article for the August newsletter.</p>			
17062014/01	Arrange a day to sell books at the Whitby Mall prior to Father's Day.	Jo	7 Sept 2014	Completed Occurring 30 August 2014
17062014/02	Investigate book sale table at the Pauatahanui annual lamb & calf day (1 st Saturday of November).	Anna	1 Nov 2014	
17062014/03	Draft an application for the Wellington Airport Heritage & Culture award and circulate the draft to the PRA for comment.	Sharon & Alan	Closes 30 June 2014	Completed
17062014/04	Add the Burial Ground and its roses leaflet to the PRA website	Diane (Sharon will provide it)	July 2014	
17062014/05	At next month's Burial Ground meeting Sharon will raise Ken's idea to rally some volunteers in the summer to restore graves and improve footpaths.	Sharon	August 2014	Work in progress
17062014/06	The Committee agreed that History Group and Burial Ground updates would	Erica	July 2014	Completed

	continue to be valued and that Sharon will be given a standing invitation to every second meeting of the PRA.			
17062014/08	Erica will draft a Survey monkey, off the back of the AGM, to seek feedback on the AGM and ask for ideas to support the Committee's 2014/15 work programme.	Erica	July 2014	Completed
17062014/09	Discuss the 2015 and beyond Village Planning process of community workshops, etc with Claire Giblin of PCC.	Anna	July 2014	
17062014/10	Contact Heritage NZ (previously the Historic Places Trust) about potential support and funding for this project.	Andy	July 2014	
Updated 17062014/11	Follow up about the potential for Lottery Environment & Heritage funding.	Diane Anna – heritage trails, sign & bus shelter Sharon & Andy - archiving	July 2014 August 2014	Work in progress Funding is for a specific project. We do have possible projects that could meet the criteria: <ul style="list-style-type: none"> • development of heritage trails including the design and incorporation of interpretive panels and material • archiving and digitisation of records. • Welcome to Pauatahanui sign • Bus shelter We would need to do quite a bit of work to prepare to put in an application for these. This will be discussed further with Sharon and Anna at the August meeting.
17062014/12	Identify what the process requirements are for the bus shelter, given it is to be placed on Ministry of Education land.	Anna	July 2014	Work in progress
17062014/13	Ensure the survey monkey asks about interest in Law Education seminars.	Erica	July 2014	Completed Covered through advertisement on the Pauatahanui neighbourhood Group Facebook page.

17062014/14	The Committee agreed the following articles for the June newsletter: <ul style="list-style-type: none"> • Summary of meeting - Erica • Profile – John (July Anna Dellow) • Village sewerage scheme opening - Anna • Onsite wastewater licensing – Erica • Google Earth, bird corridors article – Jo • Notice of book sales at Whitby mall – Jo • Subscriptions form - Erica 	Erica, John, Anna, Jo	27 June 2014	Completed: <ul style="list-style-type: none"> • John was not available to complete his profile. • The Village sewerage scheme article will be prepared for the July newsletter.
15042014/01	Draft a letter to MacVine on the statement related to 2010 outstanding invoice	Ken and Alan	June	Completed The invoice values have been agreed with MacVine and payment will be made by PRA forthwith.
Updated 15042014/04	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.	Diane	July August	Work in progress The progress of a response from Council will be followed up at the August meeting.
21012014/04	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	Work in progress The identification of sites has commenced.
19112013/01	Determine which records should be held and the help needed to transfer these to the PRA records. 18 March Update: Andy has expertise in document storage and will investigate some options on behalf of the PRA once the History Group stocktake is completed.	Sharon and History Group Andy	Ongoing	Work in progress Refer to 21 January 2014 minutes item 5 for original discussion. To be followed up at future meetings.
19112013/09	Determine whether PCC maintenance can service the Rotary garden in the village.	Claire/Anna	Ongoing	Work in progress Anna will update the Committee as appropriate
19112013/13	Feasibility of welcome to Pauatahanui	Anna	Ongoing	Work in progress

	sign. (Rotary are keen to be involved)			Anna will update the Committee as appropriate
19112013/14	PRA to commence 2014/15 village planning.	Anna	Ongoing	Work in progress Anna will update the Committee as appropriate