

MINUTES PAUATAHANUI RESIDENTS ASSOCIATION COMMITTEE MEETING

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

Date of meeting:	18 February 2014
Time:	7:30pm – 9:30pm
Venue:	390 Flighty's Road
Members present:	Ken McAdam [Chair] Diane Strugnell [Treasurer] Erica Nicholls [Secretary] Alan Gray John Mazerier Anna Dellow Joanne Cross
In attendance:	Andrew Manning
Apologies:	Nicky Chapman Lance Wadham (co-opted member)

Items

Minutes

Welcome and Apologies

The Chair welcomed attendees to the meeting. Apologies were accepted. Noted that Lance has had to pull out of the Committee as a result of ongoing work commitments.

Andrew Manning agreed to be co-opted onto the PRA Management Committee.

1. Approval of minutes

The draft minutes from the previous meeting held on 21 January 2014 were approved by Diane and seconded by Anna.

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 Book sales

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

The books are being sold via www.pauatahanuihistorybook.co.nz website, Pataka, Paper Plus - Porirua, Lower Hutt and Coastlands, Unity Books, Porirua Resene Shop and Capital Books, as well as by Jo Cross and her helpers door-to-door and at the Whitby Mall.

Sample book copies and business cards directing buyers to the website are at the Lighthouse, the Rural Trading Post and Flying Colours in Porirua.

The Committee **noted** door-to-door book sales will commence in Whitby during March.

Stage II of the marketing plan has commenced, as minuted at the January meeting.

The Committee **noted** that book reviewers have yet to be secured. This work continues.

4. History Book proceeds

Discussion deferred until the March meeting.

5. History book resources storage	Discussion deferred until the March meeting.
6. History book other	Discussion deferred until the March meeting.
7. Winstone hearing update	<p>Diane update the Committee as follows:</p> <p>On 31 January the commissioners announced their decision on the Winstones' application for a cleanfill tip off SH58. The application was denied, primarily on the traffic safety concerns although environmental concerns that were not adequately addressed also contributed. Winstones can appeal against the decision and have until 24 February to do so.</p> <p>Action 18022014/01: As any further information or decisions come to hand related to the Winstone Hearing Diane will advise the Committee.</p>
8. Northern Growth Area Structure Plan	<p>Erica provided the following update:</p> <p>Council have advised the PRA will be kept informed about the Northern Growth Area Structure Plan. Claire Giblin has been tasked with doing all the communications around it – and top of her list is to keep key resident associations in the loop.</p> <p>Peter Matich who is driving the programme within Council and Claire are meeting to discuss how they best keep residents and resident associations informed and involved.</p> <p>Claire has created a webpage http://www.pcc.govt.nz/News---Events/Public-Consultation/Northern-Growth-Area-Structure-Plan and there is some information in the last Village Planning Programme newsletter.</p> <p>Public consultation is currently planned for March.</p>
9. Resource Consent GroundUp Cafe	<p>Alan and Ken provided the following update:</p> <p>There has been a good response to the PRA public notice and it has raised awareness in the community about the GroundUp Café consent. The majority of the residents have supported the PRA's draft submission and a number of individual residents have advised they will make submissions, raising similar concerns.</p> <p>A number of residents supported a public meeting, with most indicating the subject of such a meeting should be about any future proposed plans for the site, rather than have a meeting about this retrospective consent application. On this basis, and given the short time frames to advertise and call a meeting, the PRA agreed that a meeting would not be called at this time.</p> <p>Based on residents feedback the Committee agreed that a public meeting should be called once there was some transparency and substance to these future plans. As we know there will be a richness of input our community could make to any ideas for the area.</p> <p>Action 18022014/02: Alan and Erica to develop the communications back to residents who provided feedback and a newsletter article.</p>
10. Village co-operative	<p>Andrew, supported by Alan, supported by Andrew shared the UK's very successful village co-operative idea. Whereby members of the community have a collective ownership in the assets and maintenance of key community assets. The ideas were noted by the Committee.</p>
11. Whitby walkway	<p>Anna provided a verbal update to the Committee.</p> <p>Further discussions have been held with Council to address the safety concerns related to the current Whitby walkway (SH58). This work is ongoing and will be reported back to the Committee. Other ideas discussed included:</p> <ul style="list-style-type: none"> • Improving the barrier arm on the Whitby side of the pathway • Improving signage for the path • Where the closed road joins the new SH58 include an offset barrier to prevent motor cycles taking a short cut through this route, posing hazard to

pedestrians.

12. Village sewerage & reticulation

Anna indicated that the works are progressing, with a number of logistical issues being worked through with affected residents. The Committee **noted** the update and will continue to monitor progress on action 19112013/15.

13. Village other

Te Aro Piko Walkway

The joining of the current Te Aro Piko walkway to the Village has commenced. This has prompted Council to investigate how the pathway will link to the wildlife reserve. At this stage the path will stop at the reserve's side entrance, with the remaining section from the entrance to the Village corner (Paekakariki Hill Road) remaining grassed.

The Committee discussed the following ideas, which Anna will take forward with PCC:

- A stile to be built at this point in the reserve
- Not to underestimate the foot traffic and parked cars which will be generated from this section of the pathway being completed – consideration should be given to parking
- The section of walkway from the reserve entrance to the village to be a pathway, rather than grass.

Bus Bay

The concept of a bus shelter for the village continues to progress. Anna has put a call into the Ministry Of Education to discuss the matter further.

Welcome to Pauatahanui sign

Anna will follow-up on Rotary's proposals. The idea of a Pauatahanui/RD1 business directory sign was also discussed.

Historical/Nature Trail

Christine and Anna have looked at possible sites of interest, and will commence pulling together photos and material to take this concept to the next stage, including conversations about potential Heritage Trail funding.

The Committee **noted** the Village programme update and will continue to monitor progress. Once proposals start to be formed the nature of community consultation will be discussed.

14. Treasurers Report – General account

Diane tabled her Treasurer's Report:

PRA General Account		Balance	\$1,777.85
No transactions			
Total subscriptions to date	\$820.00	Representing 40 households	

The Committee **noted** the update.

15. Treasurers Report – History account

PRA History account		Balance	\$5,155.82
	Cheque		\$4,645.35
	Paypal		\$510.47
Received			
	Book sales		\$3,495.33
Paid			
	Sales costs e.g. Advertising, postage, website		\$60.94

History Book sales

The sales have definitely slowed down but do continue.

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

16. ANZAC Day celebrations

Alan indicated that the Military Vehicles idea has not panned out. Further discussions about the commemorations will be continued closer to the time.

17. Website

The PRA website has received positive feedback. On 2 February Jo, Anna and Diane did a training session with Fraser from Flightdec. There was no cost attached to this training which was included within the initial pricing "package". The outcome of the training is that PRA can now independently make changes and upload new material to the website, with Fraser providing ongoing assistance as required. Some changes have been made and Jo, Anna and Diane are working on preparing new articles and topics to add. Suggestions and recommendations as well as further offers for material are welcome.

The Committee **noted** the update and thanked Diane for her dedicated work to get the website up and running, its successes is to her credit.

18. PRA Newsletter articles

Action 21012014/05: The Committee agreed the following items for it's February newsletter:

- Community response to GroundUp Café consent application
 - Summary of meeting – Erica.
 - Profile of Secretary (space permitting) – Erica.
 - Update on village planning – Anna.
 - Other
-

19. Any other business**Northern Growth Area Structure Plan**

Alan tabled information about the Northern Growth Area Plan. The Northern Growth Area Structure Plan project is a land-use planning exercise to develop a 30-year strategy for future growth in Porirua's northern suburbs, between Mana and Pukerua Bay, and adjacent rural area.

The Structure Plan will consider future urban growth issues including:

- Providing for a range of housing and building options to meet demand from a growing population,
- Planning for Mana Esplanade and SH1 following the opening of Transmission Gully Motorway,
- Investigating future residential intensification potential in Camborne, Mana and Plimmerton.

Community engagement for this project will occur throughout 2014.

Action 21012014/06: Erica to write on behalf of the PRA to indicate we would like to be kept informed as this work progresses.

Next meeting

Next meeting is scheduled for 18 March, 7.30pm, venue to be confirmed.

20. Correspondence

The Committee **noted** the inward and outwards correspondence

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 18022014/01	As any further information or decisions come to hand related to the Winstone Hearing Diane will advise the Committee.	Diane	Ongoing	
New Action 18022014/02	Alan and Erica to develop the communications back to residents who provided feedback and a newsletter article.	Erica, Alan and Ken	End Feb	Completed
21012014/01	History Book project contributors be strongly encouraged to seek reimbursement for expenses incurred, by 28 February cut off.	Sharon	Next History Group meeting	On hold until next History Group meeting
21012014/02	Unaudited accounts to accompany Lotteries Commission Accountability Report for history book grant.	Diane	25 February 2014	Completed
21012014/03	The Committee commended the History Group and other supporters for their fabulous work, which has contributed to the success of the book and subsequent repayment of all debts. The Committee requested their thanks for this work be passed onto the History Group.	Sharon	Next History Group meeting	On hold until next History Group 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.
21012014/05	The Committee agreed the following items for the January newsletter: <ul style="list-style-type: none"> Website – Diane. 	Diane, Erica, Ken, Anna	4 February 2014	Completed

	<ul style="list-style-type: none"> • Summary of meeting – Erica. • Profile on Chair – Ken. • Update on village planning/Carols evening – Anna. • Follow-up on resident’s survey – Erica. 			
21012014/06	Letter to PCC to indicate PRA would like to be kept informed as the Northern Growth Area Structure Plan develops.	Erica	Feb 2014	Completed Claire Giblin is the PCC rep.
19112013/01	Determine which records should be held and the help needed to transfer these to the PRA records.	Alan and History Group	Jan 2014	Work in progress Refer to 21 January 2014 minutes item 5. To be followed up at future meetings.
19112013/06	Confirm with the Church that they are not interested in security lighting.	Claire/Anna	Jan 2014	Work in progress Anna will update the Committee as appropriate
19112013/07	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	Jan 2014	Work in progress Anna will update the Committee as appropriate. The extent of community consultation will be considered once planning materials are available.
19112013/09	Determine whether PCC maintenance can service the Rotary garden in the village.	Claire/Anna	Jan 2014	Work in progress Anna will update the Committee as appropriate
19112013/10	Follow up on Heritage trail organisation that may fund some history trail signs.	Claire/Anna	Feb 2014	Work in progress Anna will update the Committee as appropriate
19112013/13	Feasibility of welcome to Pauatahanui sign. (Rotary are keen to be involved)	Anna	Feb 2014	Work in progress Anna will update the Committee as appropriate
19112013/14	PRA to commence 2014/15 village planning.	PRA Agenda	Feb 2014	Work in progress Anna will update the Committee as

				appropriate
19112013/15	Send PRA Committee the details of Sewerage Scheme work schedule.	Anna	Dec 2013	Work in progress initial works will commence in December Anna will update the Committee as appropriate.

Bring-ups – future meetings

Meeting	Action	Responsibility
18 March 2014	21 January 2014 minute proposal: AGM proposed for May 2014. The notice for the proposed AGM be sent out in April with request for subscriptions.	Erica/Diane