

# MINUTES PAUATAHANUI RESIDENTS ASSOCIATION COMMITTEE MEETING

Date of meeting:	21 October 2014
Time:	7:30pm – 9:35pm
Venue:	Lighthouse Cinema, Pauatahanui
Members present:	Ken McAdam [Chair] Diane Strugnell [Treasurer] Anna Dellow Nicky Chapman Joanne Cross [temporary Secretary] Andrew Manning
In attendance:	Alan Gray, Sharon Evans
Apologies:	Erica Nicholls, John Mazerier

## Items

## Minutes

### Welcome and Apologies

The Chair welcomed attendees to the meeting and noted apologies and that Andy would arrive late.

### 1. Approval of minutes

The draft minutes from the previous meeting held on 16 September 2014 Amendment to the newsletter – Diane signalled her intention to apply to be a member on the Porirua Whaitua committee. The appointments are made by individual application and not by nomination as suggested in the September newsletter.

Subject to this correction Were moved by Diane and seconded by Nicky.

### 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

The General Stores high court case has been dropped and the lease renewal has been signed for 2 and a half years. The General Store will retain its existing lease until 2024.

Ground Up have produced a traffic assessment. However there was some discussion as to how accurate this is. The PCC was to produce their own report on 22 October 2014. This has subsequently been placed on PCC's website.

The Committee were concerned that original submitters had not been notified of the additional information now available on PCC website.

The hearing is on 17-19 November 2014.

### 4. Pauatahanui Village Planning Programme

Anna provided verbal reports on the following projects, which were **noted** by the Committee:

#### Safety Barrier (bottom Joseph Banks Drive Whitby)

Claire is trying to clarify what type of barrier NZTA will approve.

The Committee **agreed** that safety enhancements are needed.

It was **noted** that the current path is so narrow at this point that anything placed here would require the footpath to be widened.

#### Meeting to be held with the school board of trustees

22 October 2014 at 7.15pm at the Lighthouse, Pauatahanui. To be attended by

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Ken, Alan, Anna, and Diane.

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**Bus Shelter (in Village turning circle)**

Project shelved due to lack of buy-in from school and Ministry of Education.

The Committee **noted** this development.

**Action 16092014/01** Anna will discuss the options further with the Council and will seek the Ministry of Education's prior verbal approval to build the shelter in writing.

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**History Trail**

Discussions underway. Anna and Christine to work up some information/photographs for a couple of historic trail panels to be reviewed by Lauren Sadlier at Pataka, plus update information for central information post.

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**Willow tree in Pauatahanui Stream**

DOC now saying there's no funding to do this job after being let down by their contractor in the previous financial year. Claire is pursuing.

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**Village Plan update**

Anna leading early stages of work. Claire has provided contacts for other associations who have updated their plans, plus examples of updated village plans.

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**Projects for this financial year**

Now that we are not doing the bus shelter, please confirm what projects you would like to pursue instead. Could consider: Welcome Sign, more seating, development/tidy up of carpark area on corner of Grays Rd and Paekakariki Hill Rd

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**Projects for 2015/16 financial year**

Don't forget to let us know your priority projects for the following financial year. Village Planning Manager Ian Barlow needs your list by late October.

Anna is to review the village plan looking at ways to engage the community. Possible ideas were Survey Monkey or a public meeting. Discussions were held on whether we should review the original workshops or start fresh.

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Diane tabled her Treasurer's Report:

**21 October 2014**

**Transactions since previous meeting**

**PRA account**

Received

Membership	\$60.00
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Balance	<u>\$2,604.70</u>
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**PRA History account**

Received

Book Sales	\$262.69
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Paid

Balance	Cheque	\$12,317.47
	PayPal	\$374.54

<u>\$12,692.01</u>
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**Membership/Subscriptions**

- We now have 56 household memberships with a further 3 memberships renewed since the emailed reminder.
  - The Committee were pleased with the growth in memberships
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**WWII Honours Board St Alban's Pauatahanui**

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**5. Treasurers Report**

**6. Other**

## topical issues

- PRA have been approached to assist with community support for a WWII Honours Board at the St Alban's Church, Pauatahanui.

The Committee **noted** this request and **agreed** this was a valuable project, welcoming the opportunity to support it.

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### Plan Change 16 Network Utilities

The hearing for Plan Change 16 Network Utilities was held on 18-19 September 2014. PRA submitted on the Plan Change and Diane presented an oral submission at the hearing. The hearing has been adjourned while further information is sought from GWRC. This information has no direct relevance to PRA's submission. Once this information is received, no later than 14 November, the hearing will be reconvened.

The Committee **noted** this update.

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### Septic Tanks / Onsite Wastewater Licensing

A letter has been received from Jim Sutton, Manager Environmental Standards PCC, in response to PRA's letter asking for further information regarding the number of licences that have been granted and PCC's application of the 'Standard'. To date 390 current licences have been issued relating to 361 properties.

PCC has acknowledged that there have been some oversights with regard to information and they are currently changing some of their processes to address these oversights. This should include:

- providing information on the revised Standard AS/NZS 1547:2012 on the council website
- providing licence holders with an explanation when the term and conditions of a licence granted by PCC may differ from the recommendations of the Authorised Person
- providing acknowledgement on receipt of information sent to PCC, as required under the terms of the licences, such as proof of a septic tank being inspected/maintained/cleaned

The Committee **noted** this update.

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### History Group

Sharon attended the meeting and advised over 900 of the 1500 books had been sold. They are also having a stall at Lamb & Calf day and that \$15 of the sale of each book is to be donated to the school. We were not successful for either of the two awards we were nominated for.

Sharon also talked about the WWII Honours board at St Albans. PRA support donating \$1000 from the History account towards the sign and Sharon is going to advise the church.

She also talked about the burial ground, thanking Ken's crew for a wonderful job repairing the graves.

Sharon showed us photos of the first two plaques to be located in the burial ground. The Committee agreed they were lovely.

## 7. PRA Communications

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### Website material

The business directory for PRA members has been launched. An email was sent to all PRA members inviting them, if they have a business, to go to the website and complete the online form. So far the take up of the offer has been slow with 4 respondents but thanks to those who have responded. Jo has provided a list of businesses based within Porirua and Diane will arrange a direct approach to these businesses about listing on the website. The A-Z of information for local residents covering links to topics such as waste water management, rural fire service is still being developed.

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### Newsletter material

**Action 21102014/01:** The Committee agreed the following potential articles for the October newsletter:

- Profile - Nicky
- Article from GOPI

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- Working Bee follow up- Ken
  - Lavender Room win at Porirua Business Awards - Andy
  - Summary of meeting – Erica
  - Village Planning update - Anna
  - Lamb & Calf Day reminder – Anna
  - Reminder about hearing update – Erica & Alan
  - Book sales & donations of profits - Sharon

**Agreed** local groups such as GOPI, PICT and Porirua Harbour and Catchment Community Trust would be asked to submit articles about their work for future publication.

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**8. Any other business**

**Correspondence**

No correspondence was presented.

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**Next meeting**

Next meeting will be held, 18 November 2014, 7.30pm, at Joanne Cross's. We also decided not to have a meeting in December and for the January meeting to be a belated Christmas barbeque at Diane's house.

Meeting closed at 9.35pm.

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**Approved by:**

**Ken McAdam**

Chairman  
Pauatahanui Residents Association  
Management Committee

## PRA Action Items

Action item	Details	Responsibility	Due	Status
<b>16092014/01</b>	Discuss the bus shelter options further with the Council and will seek the Ministry of Education's verbal approval to build the shelter in writing.	Anna	Oct	<b>Work In Progress</b>
<b>21102014/01</b>	<p>The Committee agreed the following potential articles for the October newsletter:</p> <ul style="list-style-type: none"> <li>• Profile - Nicky</li> <li>• Article from GOPI</li> <li>• Working Bee follow up- Ken</li> <li>• Lavender Room win at Porirua Business Awards - Andy</li> <li>• Summary of meeting - Erica</li> <li>• Village Planning update - Anna</li> <li>• Lamb &amp; Calf Day reminder - Anna</li> <li>• Reminder about hearing update - Erica &amp; Alan</li> <li>• Book sales &amp; donations of profits - Sharon</li> </ul>	Erica	Oct	
<b>19082014/03</b>	September newsletter to seek out burial ground repair works volunteers and donated materials.	Ken	Oct	<b>Completed</b>
<b>17062014/09</b>	Discuss the 2015 and beyond Village Planning process of community workshops, etc with Claire Giblin of PCC.	Anna	July	<b>Ongoing</b>
<b>19082014/01</b>	Brief the PRA on the archiving work as it progresses, particularly any implications about privacy of information and storage costs.	Andy/Sharon	Oct	<b>Ongoing</b>
<b>17062014/10</b>	Contact Heritage NZ (previously the Historic Places Trust) about potential support and funding for the history trail project.	Andy	July	<b>Andy will follow-up on his email request</b>

<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.	Ann & Christine	Next History Group meeting	<b>Ongoing</b> The identification of sites has commenced.
<b>17062014/04</b>	Add the Burial Ground and its roses leaflet to the PRA website	Diane (Sharon will provide it)	July 2014	<b>Completed</b>
<b>19082014/04</b>	The Safety Barrier (Joseph Banks Drive) project should be taken forward on the basis that once some safety orientated options and costings have been developed they be discussed with the Whitby Residents Assn or their PCC rep (as appropriate). Anna will take these discussions forward with Claire Giblin of PCC in the first instance and keep the Committee informed.	Anna	Sept	<b>Work in progress</b> Discussions continue with PCC
<b>19112013/13</b>	Feasibility of welcome to Pauatahanui sign. (Rotary are keen to be involved)	Anna	Ongoing	<b>On hold</b> Other PRA priority projects progressing.
<b>15072014/06</b>	Annually businesses run in the local area will be asked whether they would like the opportunity to sponsor the PRA website.	Secretary	Annually (April)	<b>Discuss Feb/March 2015</b>