

MINUTES OF PAUATAHANUI RESIDENTS ASSOCIATION COMMITTEE MEETING

Date of meeting:	10 March 2016
Time:	7.30pm
Venue:	21 Paekakariki Hill Road
Members Present:	Ken McAdam [Chair] Diane Strugnell [Secretary] Lynne Hayes Maria McDonald Anna Dellow Jo Cross
Apologies:	Nicky Chapman Andy Manning

Items

Minutes

- Welcome and Apologies**

The Chair welcomed attendees to the meeting and noted apologies.
 - Approval of minutes**

The draft minutes from the previous meeting, held on 18 February 2016, were **moved** by Anna and **seconded** by Maria.
 - Matters arising**

All previous Action Items completed will be removed from future action item lists. The Committee **noted** the progress on action items.
 - Treasurer's Report**

Jo tabled the Treasurer's Report:

Cheque Account Balance	\$3381.30
History Account Balance	
Cheque	\$7416.39
Term Deposit	\$10,111.78 (New maturity 15/6/16 @3.2%)

Transactions since last meeting – Income
PRA a/c - Interest \$6.37
History a/c - Book sales (2) \$100.00, Interest \$20.34

Action – Draw cheque for \$250 from History a/c to PRA a/c being grant from PCC automatically deposited into incorrect a/c
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- Audit Requirements**
Jo outlined for the Committee the changes to the financial reporting (from 1 April 2015) required by PRA as a Tier 4 charity under the

new standards (under \$125,000 in operating payments). The PRA is still required to provide a financial report to the Annual General Meeting and to file this along with the Annual Return to the Charities Services. There is no longer a requirement for PRA to appoint an auditor and it was noted that should PRA wish to use an auditor that it could become more difficult under the new requirements for auditors to find someone to do the audit and/or become very expensive. Following discussion the Committee agreed that it would like to retain the provision to appoint an auditor but to change the PRA rules to enable this to be at the Committee's discretion rather than mandatory. It was therefore agreed to put the following remit, moved by Jo, to the AGM to change Rule 21 to read "An Auditor shall be appointed, at the discretion of the Committee, to audit the books and accounts of the Association and certify as to the correctness of the annual Statement of Accounts."

5. Village Planning

Anna provided the Committee with updates on the Village Planning. These included

- Claire Giblin, PCC, provided the Committee with an update of the finances for the Village Planning
Annual Budget for Pauatahanui Village Development is \$41,731.42
Spending so far
 - \$3828 – Askew contract for installation of bollards, rubbish bin and seat
 - \$805 – Big Mac Slabs Furniture for seat by main heritage trail boardEstimated spending to come - \$19,500
 - Installation of 10 history trail plinths –\$6000
 - Construction of second major heritage trail sign - \$5000
 - Printing of all heritage trail signs (except 3 to be done by Pataka) - \$3000
 - Installation of second heritage trail sign and seat at Grays Rd - \$2500
 - Work on temporary solution at school bus bay - \$3000Balance available towards Village sign \$17,500
 - The photos and the text for the Heritage Trail plinths and information board/s have been completed by Anna and Christine and they are meeting with PCC next week to confirm the text. Anna has spoken to the Village residents who will have a plinth close to their property as well as writing to all Village residents to provide an update on the project and explain the specific siting of the plinths.
 - There has been a delay in getting the new seat to be placed at the new information board. The correct seat is due to be installed soon.
 - The Committee has written to the History Group asking for a contribution of \$5000 could be made towards the cost of the second information board which would cover the cost of the board itself. The balance of costs including installation could then be funded from the Village Planning programme. The Committee is waiting for a response from the History Group.
 - A meeting between the key stakeholders is to be held on Friday 18 March to discuss the design work that has been done by Downer for the school bus bay.
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- It was agreed that the provision of a bus shelter by the school bus bay is still an item for the Village Planning Programme however the issues around traffic safety associated with parking and use of the bus bay need to be addressed first.
 - The Committee is still pursuing the need for a roundabout at the Paekakariki Hill-Grays Road intersection.
 - There has been no new information on maintenance of the area of village path at the Grays Road end or of the culvert at the end of Te Ara Piko.
 - The Committee will continue to advocate to PCC to ensure the key projects requiring funding are kept under active consideration. This will include PRA including these in its submission to PCC's Annual Plan 2016-17
 - The "Welcome to Pauatahanui" sign (funded through the Village Planning programme budget for 2015-16) is continuing to progress. Jo is to approach PCC for some contacts who could assist with the design. Key points to be included in the brief to the designer/s are that
 - There will be two identical signs - one for the SH58/roundabout end of the Village and one for the Grays Road end. The signs will be the same design but could be different sizes to allow for the different sites.
 - They will be based on the PRA logo
 - They will just have the word 'Pauatahanui'
 - They will be constructed from a combination of wood and steel
 - They will meet NZTA's "crumple" requirements
 - They will give the message that Pauatahanui is "old but progressive"
 - After the AGM PRA will continue with the plan to organise a specific community meeting to completely review the Pauatahanui Village Planning programme and to set new objectives.

6. Topical issues

SH58 Upgrade

Nothing new to report although it was noted that concerns are being expressed within the community about future access for roads onto SH58, particularly from Flightys Road and Harris Road.

Transmission Gully

The latest plans for the Pauatahanui Interchange have been received and are available on the PRA website. Progress on the project is now becoming more visually evident.

Pauatahanui Burial Ground

Ken was pleased with the turnout of 20 helpers for the working bee on Saturday 5th March at the Pauatahanui Burial Ground. Repairs were made to two graves and there has been positive feedback from a family associated with one of the graves as well as from Sharon Evans and Rosemary Paterson.

Draft Annual Plan

PCC's draft Annual Plan will be open for submissions from 1-29 April. As previously, PRA will put in a submission. Points of note so far include

- The maintenance schedule for the Village
- Seeking assurance of continuation of Village Planning funding
- The roundabout at Paekakariki-Grays Road intersection

10. Communications

Newsletter material

The Committee agreed the following articles for the March newsletter:

- Minutes update
- Advance notice of AGM and request for new committee members
- Notice of change to Rule 21 – Auditor

Website

Diane will update the TG information to include a link to the 'fly over' video

The possibility of having a "hit counter" for the website was discussed. Diane will explore this further.

Facebook

Diane has had some discussion with Andrew Frazer about PRA joining the Pauatahanui Neighbourhood Group (Pauavegas). This is a closed group but the advantage for PRA would be that PRA could upload the minutes, newsletter and notices to the Facebook page. Diane will follow this up.

11. Annual General Meeting

It has been confirmed that the Judgeford Golf Club has been booked for the Annual General Meeting on Tuesday 3 May 7.30pm.

RDA and the History Trail are definite topics for the agenda and Maria is following up speakers on the SH58 Upgrade and the Transmission Gully update. Once these speakers are confirmed there will be final confirmation of the date and Diane will go ahead and notify the meeting as required.

Ken will be absent for the AGM but has arranged for Nicky to chair the meeting.

12. Correspondence

The following correspondence was **noted**

Correspondence – Inwards

25/02 – Judgeford Golf Club – AGM venue hire

26/02 - Rebecca Kraakman, TG-SH58 Update

1/03 - PCC – Draft Annual Plan Newsletter #3

PCC Democratic Services – Council Meeting Documents

Correspondence – Outward

22/02 - Judgeford Golf Club – AGM venue hire

3/03 – History Group – Funding of History Trail Information Board

February Minutes & Newsletter

Next meeting

- Next ordinary PRA meeting will be held **Thursday 21 April 2016, 7.30pm** at

Please note change back to 3rd Thursday of month

Sharon will be invited to attend this meeting to provide a History Group and Burial Ground update.

Meeting closed at 10.15pm

Approved by:

Ken McAdam

Chairman

Pauatahanui Residents Association

Management Committee