

# MINUTES PAUATAHANUI RESIDENTS ASSOCIATION COMMITTEE MEETING

Date of meeting:	16 September 2014
Time:	7:30pm – 9:30pm
Venue:	470 Paremata Road
Members present: (Quorum is 3)	Ken McAdam [Chair] Erica Nicholls [Secretary] Diane Strugnell [Treasurer] Anna Dellow Nicky Chapman Joanne Cross Andrew Manning
In attendance:	-
Apologies:	John Mazerier, Anna 7.30-8pm

## Items

## Minutes

### Welcome and Apologies

The Chair welcomed attendees to the meeting and noted apologies and that Anna would arrive at 8pm.

### 1. Approval of minutes

The draft minutes from the previous meeting held on 19 August 2014 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

- Noted the PCC reply to the PRA's concerns about the length of time that has passed since the submission process has closed on the GroundUp application. The Council agreed with the PRA's concerns about the delay and expect a Hearing date to be set before the end of the year.

The Committee **noted** this reply and were pleased steps were being taken in the right direction.

### 4. Pauatahanui Village Planning Programme

Anna (arrived at 8pm) provided verbal reports on the following projects, which were **noted** by the Committee:

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

- Safety Barrier at the bottom of JBD - a suggestion has been put forward by PCC. This one involves realigning the footpath that goes around the corner from JBD towards the underpass. The path would go closer towards the bank. Then on the road edge a rockery style garden would be created. Thus hoping to slow the kids down advising them to think about going around the corner more carefully. Or breaking their fall a bit before they get to the road.
- The safety barrier idea (action 19082014/04) will be reconsidered depending how the ideas progress with Council.

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.

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### Safety Path from Lighthouse Theatre

- There is a photo and mention of this work in the Kapi Mana this week and Anna has had some feedback from the locals saying they now feel more confident driving across the bridge knowing that the kids are on the path. Also that the cars have slowed down. There has been a request for a rubbish bin which Anna is now following up.

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### Rubbish bins

- A rubbish bin has been placed on the Te Aro Piko Path at the Grays Rd junction.

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### Bus Shelter (in Village turning circle)

- PCC have said they cannot own a structure on someone else's land but they could gift it to the school as long as the school or the community agrees to take ownership for it and thus maintain it.
- PCC Village Planning would help to fund it but would like to see it done more as a community type project with local businesses helping to support its construction.
- Anna has the Pauatahanui School Board of Trustees decision on the building of it - basically it involves no direct funding from the school now or in the future or for maintenance. They see that the students as they are now at Pauatahanui school, won't be using it. They do not see the link between the college students and Pauatahanui School.

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 verbal approval to build the shelter in writing.

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### History Trail

- Anna is taking lots of photos of examples of information boards. There is a lot of great work going on out there. Some really amazing parks and gardens are springing up or being revamped.
- Have you seen the big park in Tawa by the swimming pool or the work that's been going on in Plimmerton? Why not take a walk up to the lookout in Whitby above Spinnaker Drive. There's an interesting new information board and photos up there.

## 5. Treasurers Report

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Diane tabled her Treasurer's Report:

### 16 September 2014

#### Transactions since previous meeting

#### PRA account

Received

Membership	\$260.00	
Interest		\$7.28
Balance		<u>\$2,544.70</u>
Total subscriptions to date	\$1080.00	representing 54 households

#### PRA History account

Received

Book Sales		\$872.39
Interest		\$35.12
Paid		
Whitby Post		\$63.20
Balance	Cheque	\$12,054.78
	PayPal	\$374.54
		<u>\$12,429.32</u>

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## 6. Other topical issues

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### Membership/Subscriptions

- We now have 54 household memberships paid of which 11 are memberships renewed since the emailed reminder. There has been some comment received that people are unclear of when their membership needs to be renewed. Consideration may need to be given to whether a specific email reminder is sent as well as the notices contained within the general communications and newsletters.

The Committee **agreed** this would be a useful addition to the current process.

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### Financial Reporting

- PCC Councillor Tim Sheppard forwarded a copy of the Plimmerton Resident's Association financial reporting and budgets. He noted that whilst PRA may not have an annual budget nor the same level of detailed accounting PRA might like to consider these when looking at the project partnership with PCC in the village programme.

The Committee **noted** this email and are very happy with the current arrangements we have with PCC to facilitate the budgeting of any collaborative projects.

The Committee **noted** the Treasurer's report and thanked Diane for her work.

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### WWII Honours Board St Alban's Pauatahanui

- 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 is to be held on 18-19 September 2014. PRA submitted on the Plan Change and will present an oral submission at the hearing.

The Committee **noted** this update.

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### Septic Tanks / Onsite Wastewater Licensing

- A letter has been written to PCC in response to their letter of 31 July 2014. PRA is asking PCC for information regarding the number of licences that have been granted. PRA is also asking about PCC's application of the 'Standard' "The authorised person recommendation is considered but if these differ from the 'Standard' (AS/NZS 1547:2012) then the Standard takes precedence". This standard was not in place when the bylaw was proposed and enacted in 2011 and is not referenced at all in the bylaw.

The Committee **noted** this update.

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### Upper Hutt Network Utility and Renewable Energy Plan Change

- On 28 August, Diane represented PRA at a meeting with UHCC representatives and Gina Sweetman, Planner regarding Upper Hutt's Plan Change that will include determining the city's policies and objectives related to wind farms. PRA had made an approach recommending that UHCC consider implementing policies in line with PCC's Plan Change 7 (700m setback). Whilst UHCC has rejected this recommendation they have made some changes in response to PRA's approach, putting more emphasis on landscape and amenity and on cross-council boundary consistency. It is anticipated that the draft Plan Change will be notified in 2-3 months time and PRA will be notified and will have the opportunity to formally submit.

The Committee **noted** this update.

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### Porirua Whaitua / Catchment Committee

- Diane attended a meeting, on 11 September, held by Greater Wellington Regional Council, on the setting of the new catchment committees or whaitua. The Porirua Whaitua Committee will be made up of people from the Porirua community, local Iwi, Porirua and Wellington city councils and GWRC, tasked with looking at the issues of water management and land use for the

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catchment of the Porirua Harbour including the Pauatahanui Inlet. Diane is considering an application to the committee as a member of the Pauatahanui and rural communities as it is seen as important that there is some representation on the committee for the local community. It is anticipated that the committee will form for a period of 2 years with the outcomes helping to form regional and local policies on water management.

The Committee **noted** this update.

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#### **Transmission Gully**

- Andy attended the 27 August "meet the Transmission Gully team" event.
- It was advised that Transmission Gully tolling was not an option being considered.
- Any issues arising about the project should be directed to the Transmission Gully team directly – details will be provided in the September newsletter.

The Committee **noted** this update and **agreed** residents should be encouraged to take their concerns directly to the above contacts.

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### **7. PRA Communications**

#### **Website material**

- The feedback on the website continues to be positive.
- The business directory for PRA members is all set to be launched.
- There is an online form and Diane has drafted an email to be sent to all PRA members inviting them, if they have a business, to go to the website and complete the form.
- The other part of the business directory is for those businesses within the Pauatahanui area.
- Diane would like help to draw up a list and has wondered if a direct approach from PRA would be best. The A-Z of information for local residents covering links to topics such as waste water management, rural fire service is still being developed.

The Committee **noted** this update and suggested contacts, as a starting point, to draw this list together.

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#### **Newsletter material**

**Action 16092014/02:** The Committee agreed the following potential articles for the September newsletter:

- Profile - Andy
- Transmission Gully update – Andy
- Cemetery clean-up article - Ken
- WWII Honours Board - Ken
- Summary of meeting – Erica
- Village Planning update - Anna
- Lamb & Calf Day reminder - Anna

**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**

The Committee **noted** the correspondence. All matters arising from it were addressed during the meeting.

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#### **Next meeting**

Next meeting will be held, 21 October 2014, 7.30pm, at The Lighthouse Theatre.

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#### **Attendees**

Ken will discuss with Sharon Evans whether she has updates on the History Group and Burial Ground for October.

Meeting closed at 9.40pm.

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**Approved by:** **Ken McAdam**  
Chairman  
Pauatahanui Residents Association  
Management Committee

## PRA Action Items

Action item	Details	Responsibility	Due	Status
<b>New Action 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>New Action 16092014/02</b>	<p>The Committee agreed the following potential articles for the September newsletter:</p> <ul style="list-style-type: none"> <li>• Profile - Andy</li> <li>• Transmission Gully update - Andy</li> <li>• Cemetery clean-up article - Ken</li> <li>• WWII Honours Board - Ken</li> <li>• Summary of meeting - Erica</li> <li>• Village Planning update - Anna</li> <li>• Lamb &amp; Calf Day reminder - Anna</li> </ul> <p><b>Agreed</b> 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.</p>	Erica	Oct	
<b>19082014/03</b>	September newsletter to seek out burial ground repair works volunteers and donated materials.	Ken	Oct	
<b>17062014/09</b>	Discuss the 2015 and beyond Village Planning process of community workshops, etc with Claire Giblin of PCC.	Anna	July	Anna will discuss this further with Claire Giblin.
<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	Ongoing
<b>17062014/10</b>	Contact Heritage NZ (previously the	Andy	July	Andy will follow-up on his email request

	Historic Places Trust) about potential support and funding for the history trail project.			
<b>19082014/06</b>	Andy will attend the Transmission Gully – “meet the team” event on behalf of the Committee and report back to the PRA September meeting	Andy	Aug	<b>Completed</b>
<b>19082014/05</b>	Follow-up letter to PCC on wastewater management.	Diane	Sept	<b>Completed</b> 4 September 2014
<b>19082014/02</b>	Organise a reconnaissance of the burial ground repair work required to ensure the skills and materials required match the task.	Ken/Sharon	Oct	<b>Completed</b>
<b>19082014/07</b>	Diane will look at the practicalities of having up-to-date business information and links on the PRA website. If such a proposal is viable she will draft an email to the PRA circulation list about this opportunity. Diane will also draft an August newsletter article about the PRA website and invite business interest.	Diane	Sept	<b>Completed</b>
<b>19082014/08</b>	The Committee agreed the following articles for the August newsletter: <ul style="list-style-type: none"> <li>• Profile – Jo</li> <li>• Website article - Diane</li> <li>• Summary of meeting - Erica</li> <li>• 2014 residents survey actions – Erica</li> <li>• Notification of the GoPI Inlet clean-up day Erica</li> <li>• Titahe Bay Marine Hall’s future – Erica (per Claire’s 11/8 email)</li> <li>• Wellington Airport nomination results</li> </ul>	Erica, Jo & Diane	Sept	<b>Completed</b>
<b>17062014/02</b>	Investigate book sale table at the Pauatahanui annual lamb & calf day (1 <sup>st</sup> Saturday of November).	Anna	1 Nov 2014	<b>Completed</b> Table arranged

<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>Work in progress</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>Work in progress</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>