

Minutes of the Explore Pahiatua Incorporated Society meeting held at The Bush Community Centre 98 Main Street, Pahiatua on Wednesday 1st February 2023 7pm.

1. Present

- 1.1 Committee Members: Louise Powick (Chairperson), Raylene Treder (Secretary), Gerry Parker (Treasurer), Ingrid de Graaf, Ali Romanos and Fiona Stokes

Tararua District Council Representative: Cr Scott Gilmore

Apology from Cr Alison Franklin.

Members of the public: Positively Woodville Chairperson: Jenny Kendrick and Marie Kissick.

2. Apologies

Rhys Punler and Karolyn Donald.

3. Conflicts of Interest

- 3.1 Raylene Treder – Funding request from Bush Multisports Trust

4. Notification of Items not on the agenda

- 4.1 Discretionary grant – Bush Multisports Trust.

- 4.2 Co-opt Marie Kissick on to Explore Pahiatua.

- 4.3 Conflict of Interest Register – Raylene to develop a conflict register for all members to sign at each meeting.

5. Confirmation of Minutes

- 5.1 **That the minutes of the Explore Pahiatua meeting held on 7th December 2022 (as circulated) be confirmed as a true and accurate record of the meeting.**

Ali Romanos/Gerry Parker

Carried

6. Matters Arising

- 6.1 Summer Concert – Being held 11th February in the Town Centre. Louise Powick has organized five food trucks and two community groups to hold a sausage sizzle and steak sandwiches. Event is being held from 4pm – 7pm. Band Brothers of Pap playing. Ingrid to distribute posters advertising the event to local businesses.

- 6.2 Explore Gazebos – the covers will be sent as they were forgotten to be packaged with the order.

6.3 Website Upgrade – Derek Sims has completed minor changes to the website. Louise and Ali to catch up with Derek to instruct work that needs to be completed.

7. Tararua District Council Report

7.1 Written report circulated to the committee by Cr Alison Franklin.

7.2 Saturday saw the ceremony at the Mangatainoka Cemetery to celebrate the reinstatement of the Columbarium wall that collapsed in 2021. 95 family members responded to the RSVP saying they would be attending but unfortunately the weather on Saturday made it difficult for many to make the journey to Pahiatua. 60 family members were in attendance. The ceremony was well received by those in attendance, and it was followed with an afternoon tea at the Bush Community Church.

7.3 Better Off Fund – Cr Scott Gilmore to find out when the Bush Aquatic Trust will find out if funds have been tagged for the new heated community pool.

7.4 Cr Scott Gilmore to find out where the Council is at with the water tanks that were consulted on in the water by-law last year.

7.5 Lack of communication around the enforcement of water restrictions for Pahiatua on alternative days. Cr Scott Gilmore informed the committee of the app antenno that send notifications and how concerns/complaints can be made through the app. Ingrid to place a notice on the Explore Pahiatua page informing the community of the water restrictions.

8. Correspondence

8.1 Inwards – Jazz in the Park being held 6th February, no time on the poster.

8.2 Outward Correspondence – Letter sent to the Pahiatua Railcar Society to congratulate them on a successful event held on the Pahiatua Market Day.

That the inwards correspondence be received and outwards be endorsed.

Louise Powick

Carried

9. Financial Report

9.1 Invoices to pay (20th February 2023):

MITRE 10	\$470.46	Community Garden
NZME	\$488.75	Advertising
Derrick Sims	\$360.00	Web design Bush Aquatic Trust
Thicket	\$100.00	Gift Hamper
Bush Children’s Trust	\$2622.00	Discretionary Grant

9.2 Tagged Funds

Community Garden Funds	Nil
Carnival Park	\$6,132.98
Swimming Pool Project	\$30,000.00
Explore Pahiatua-Signage	\$30,000.00
Harvard Plane	\$20,000.00

9.3 Discretionary Grant application

Bush Multisports Trust \$881.00

Grant request for new signage to be placed on the new cricket nets at the park to match the other signage at the park supplied by Explore Pahiatua.

Decision – Bush Multisports to provide a mockup of the design of the sign before approval given.

9.4 General Matters

- Request that all portfolio holders provide a budget of expected expenditure needed for the 2023 year.
- New Accountant has been appointed: McPhee Accounting based in Eketahuna.
- Accounting program will change from MYOB to Xero.
- Separate monthly reporting of each portfolio will be introduced. Ceilidh McPhee accountant will set this up through Xero. This will allow separation of Community Garden, Youth Centre, Carnival Park etc.
- Youth Centre rent has increased from \$511/month to \$1245/month as from 1st January 2023.

Ali Romanos/Fiona Stokes

Carried

9.4 That the financial report is received, and accounts approved for payment.

Gerry Parker/Louise Powick

Carried

10. Explore Christmas

10.1 Nothing to report.

11.0 Website

Discussed in matters arising.

11. Portfolio Reports

11.1 Pahiatua Business Group

- First event for the year will be held in February – informal meeting to gather ideas for the year ahead– further details TBC.
- Discussions currently with Mark Maxwell regarding.
 1. Using funds tagged for the administrative position supporting the Tararua business groups (which hasn't been filled to our knowledge) to instead support better quality events for members.
 2. Expanding membership to Woodville and Eketahuna (with permission from groups in those areas) to increase membership and membership revenue therefore also being able to provide better quality events.
- Looking at working with Digital Spaces to hold (another) event to advertise what they have available and collaborate on supporting businesses with training opportunities.
- BA5s on the agenda this year – but perhaps not necessarily after 5pm – could be at other times of the day.
- Engage some good guest speakers this year but could be costly so need to work on the above points.
- Seek engagement from PDBG members about what type of events they would like to see this year – workshops, guest speakers, BA5s, information sharing, town promotion etc.

11.2 Explore Pahiatua Marketing

- January Bush Telegraph will promote the Explore Pahiatua Summer Concert. February is TBC.
- Facebook
 - Portfolio posts completed end of 2022 and early 2023. A great response to most things and sense a lot of excitement about the projects we have on the go.
 - Summer Concert promotion has begun.
 - Ingrid and Sarah Romanos will work together on the Facebook page in future.

11.3 Youth Centre

- Ali has met with Tira to discuss and plan the wish list of renovations for the Youth Centre.
- Ali to apply to the Waireka Community Trust for funding to re-roof and replace the internal guttering. Kimberley Stevens TDC is helping Ali complete the application. Ali to obtain two quotes for the work.

11.4 Carnival Park

- Peter Russell has been back and undergone further weed control. All going according to plan.
- Peter has finished the Weed Management Plan and two invoices have been submitted for payment.
- 104 possums removed since Feb 2022.
- Karolyn has contacted Fonterra Environment manager Geoff Charleson, setting up a meeting 2nd week in March with relevant parties. Geoff has indicated willingness to work with us on this project and is full of praise for what we have done so far. The boundary

fence between us and the Fonterra farm is a weedy problem, and we need their help to get that under control, so this is a good step forward.

11.5 Harvard Plane

- Callum McNeil will clean the exterior of the Harvard on the 15th February. Quoted \$250 for the job which Explore Pahiatua will pay. Gerry to ask about spraying for lichen.
- Committee to submit a CRM for the remainder of the playground to have the lichen remove. Gerry to email.
- Considering putting a storyboard in the park to explain the significance and background of the Harvard Plane.
- Consultation with the community to be held regarding the slide. Louise to organise a consultation document with the costings to re-erecting the slide or alternatives. An example could be pitching it as a photo opportunity.
- Transfer of the Harvard Plane to TDC will be completed once consultation has taken place.

11.6 Community Garden

- A lot of work has gone into the garden over January. Regular working bees have been set to encourage community volunteers.
- Funding is being sought from Food Secure Communities for the plumbing work and water pump for the tank, and the noticeboard and signage inside the garden.
- Funding application to be submitted to Internal Affairs for the edging of all the garden beds, compost, fertiliser and the purchasing of more plants.
- The shed is almost complete and is a great asset to the garden.

11.7 Swimming Pool

- Louise visited the new Sprung structure swimming pool being built in Christchurch. Photos sent to the committee.
- A golf fundraiser is planned for the 15th April and the Buy A Block campaign and Cull Cow Scheme has been launched.

11.8 Rotary Dog Park

- Ben Luders and Raylene Treder presented to Council 26th January the Proposed Dog Park Plans and the feedback from the community consultation.
- Mayor Tracey has asked if we can consult all of Kauri Place and provide the residents feedback to Council.
- Council staff to prepare a paper for Council's March meeting for decision.
- Ben in the process of obtaining quotes for the fence to be erected around the park. Once obtained quotes are to be provided to committee for discussion around funding, if Tararua District Council approval is given after the March Council meeting.

12.0 General Business

- Help and Hand signage – Fiona to provide the Super Grans and Budgeting Service logos for the sign. Louise to arrange the design.

- Town stage – Explore Pahiatua would prefer all bookings to be completed through this committee to avoid duplication of bookings.
- Committee purchased a gift hamper to thank Graeme and Alison Franklin for cooking and organising the food at the Explore Pahiatua Committee BBQ held at Carnival Park.
- That Marie Kissick is co-opted onto Explore Pahiatua Community Committee.

Raylene Treder / Ingrid de Graaf

Carried

That committee move into Public Exclusion due to Privacy of Individuals and Commercial Sensitivity at 8.20pm

Raylene Treder / Fiona Stokes

Carried

That committee moved out of Public Exclusion at 9.10pm and all decisions made are approved.

Louise Powick / Ali Romanos

Carried

Meeting Closed at 9.10pm

Chairperson _____