

Minutes of the Explore Pahiatua Incorporated Society meeting held at the Tararua District Council Service Centre, 136 Main Street, Pahiatua on 1 April 2026 at 7pm

PLEASE NOTE THESE ARE DRAFT MINUTES WHICH HAVE NOT BEEN CIRCULATED & NOTED AS A TRUE & CORRECT RECORD UNTIL THE FOLLOWING MEETING.

1. Present

- 1.1. Committee Members: Raylene Treder (Chair), Georgina Morrison (Secretary), Ingrid de Graaf, Bex Brown, James Devoe (Treasurer), Anaissa Mandal
- 1.2. Tararua District Council Representatives: Cr Elisabeth Kennedy
- 1.3. Public attendees: Alistair MacDougall

2. Apologies

- 2.1 Mayor Scott Gilmore.

3. Conflicts of Interest

- 3.1 Nil

4. Notification of Items not on the agenda / General Business

- 4.1 Nil

5. Confirmation of Minutes

- 5.1 Note to add Cr Chris Corlett as attending in February – apologies!

That the minutes of the Explore Pahiatua meeting held on Wednesday, 4 March 2026 (as circulated) be confirmed as a true and accurate record of the meeting.

Carried

6. Matters Arising

- 6.1 Note Stage Costs agreed via email as per appendix.
- 6.2 Pavers update: Council have confirmed the placement is acceptable however they have requested confirmation of the number of pavers and information around health and safety.
- 6.3 Pahiatua Information Centre Grant Request. As per Committee's email discussion, this grant is not viewed as a core function. The Committee prefers to fund one-off events and voluntary groups who aren't funded by Council.

Actions:

- Georgina to add a disclaimer around the minutes having not been reviewed or passed at the time they are passed on to Council.
- Georgina to notify Pahiatua Information Centre
- James to add the Pavers to the tagged funds

7. Correspondence

Inwards

- i. Traffic Management NZ: Increase in fees
- ii. Judy Gleeson / Rebus: Request for a speaker
- iii. Michael Shin / Pahiatua Pharmacy: Buy-a-Block \$250 Gold Block
- iv. Melody Lawrence: Thanks to Anaissa for finding new Custodian for Pahiatua Cultural Centre
- v. TDC
 1. Request for Mesh Fencing around the Dog Park from Kayla Snowden
 2. Signage design for the rules on the Dog Park Pahiatua.
- vi. Grant Requests
 1. Nil
- vii. Invoices
 1. Nil

Outwards

- i. Georgina Morrison - Request for Pahiatua Information Centre to share Civil Defence notice information

7.1 Items Arising - The increased Traffic Management charges were discussed and agreed to accept.

7.2 Dog Park Mesh request: The Committee discussed that mesh is costly, there will be increased maintenance for mesh as it would be dangerous if it breaks and it makes it much trickier to mow. The Committee decided not to progress this further.

Action: Georgina to notify Kayla Snowden of the outcome of the request for mesh wiring.

That the inwards be received and outwards noted.

Carried

8. Council Report - Cr Kennedy

- Annual Plan/Budget: The projected rates increase was just over 11% but the team has worked hard to get it to 4.83%. This is in line with the council's value of Affordability. This will mean that there won't be anything new/flashy, with a focus on core services and interest and depreciation costs.
- The next focus is on the LTP - where council members will be having big conversations with the community, how services should be provided - in line with affordability. Council has adopted the early engagement plan - ensuring that we are a future focused district where our priorities are
- In regards to Local Water Done Well - progress has been made with the Wairarapa Councils/CCO. Mayor Scott has been on the panel for recruiting the board members. Furthermore, the Letter of Expectation for the new entity has been approved and this will focus on the delivery of water services.
- Contestable fund; The allocation for the successful applications has been completed.

9. Financial Report

9.1 Current status

Balance of Accounts:			Remainder Funding:	
Main Account	Business Group	Term Deposit	Grant Funding	Tagged funds
\$60,694.78	\$1,392.95	\$137,619.55	\$3,119.75	\$73,179.33

9.2 Invoices to be approved for payment on 20th:

Bush Multisport	\$23.00
Bush Telegraph Advert	\$538.84
Total Due	\$561.84

9.3 Tagged funds

Harvard Playground	\$20,000.00
Carnival Park (originally \$9,289.33 but reduced by invoices/charges; reflects \$2,708.33 received for weed management share)	\$3,212.16
Bush Telegraph Advertising	\$3,653.96
Community Garden remaining infrastructure works	\$1,055.51
Lawnmowing for Polish memorial (until Nov 2026)	\$1,680.00
Discretionary funding (originally \$7,507 but reduced by allocations)	\$3,119.75
Meeting fees/7 members yearly 2026	\$12,150.00
Civil Defence Group-funds for generator plug for Bush Multisports Park	\$15,000.00
Explore Christmas	\$10,000.00
Dog Park maintenance	\$1,915.00
Bush aquatic trust (Paid FEB 2026) \$10,000	\$0
Business Group of \$1,500. (JAN 2026)	\$1,392.95
Total	\$73,179.33

Our term deposit has earned \$2,000 over 6 months. The committee intends to invite youth to a whiteboard session to create a youth strategy to fund and will invite a variety of students from the district to contribute. Raylene circulated documentation from a regional youth meeting for inspiration.

Action: James to contact Fontayne regarding invoicing Council.

Decision: The Committee agreed to re-invest the term deposit for 3 months at the current rate.
Carried

That the financial report for the preceding month be received and that identified invoices are approved for payment.
Carried

10. Grant Application

10.1 None received.

11. Portfolio Reports

Pahiatua Districts Business Group (PDBG) (Ingrid de Graaf)

- The PDBG/Explore Pahiatua Civil Defence workshop held on the 6th March, and hosted by Georgina Morrison, was very well attended thanks to Georgina personally inviting certain businesses to attend. It was an excellent session and a great starting point for further Civil Defence meetings. Great to bring so many heads together who have the ability to make a real difference in an emergency scenario and the business community is an important part of this.
- No April events organised yet, need to get onto this.
- General information and support was requested by a gentleman mentoring a young man hoping to start up a barber shop in Pahiatua - a detailed email was sent in response but from a personal perspective as the PDBG hasn't been posed a question like this before! May need to look into some sort of checklist for further enquiries of a similar nature.

Explore Pahiatua Marketing (Ingrid de Graaf & Anaissa)

- Bush Telegraph - March issue dedicated to Civil Defence - "Don't Be A Fool, Be Prepared" Community Readiness Day on 1st April
- April Bush Telegraph - available - for Carnival Park?
- Georgina updated the website with the Civil Defence info- formatting on landing page- links and added an extra tab page just for "community readiness"
- Facebook - shared Community Garden burger night, posted regarding Community Emergency Readiness Day, posted reminder regarding Community Emergency Readiness Day and shared event.
- Tried to boost post regarding Community Emergency Readiness Day but AI stepped in and distorted the message using text from the website.

Cycleway project (Ingrid de Graaf)

- I have been unable to reach Fontayne Chase - I am unsure what her current status is at work or for how long, or whether there is anyone else I can speak with in her absence?
- I am also having trouble connecting with Gerry Parker - I have tried to organise a time to speak with him but not much luck and don't want to bother him.
- I have started a proposed plan for the project (and which I hope to finish over Easter). Once complete, I would like the plan to be reviewed by a select few but not sure who yet? Don Cameron? A few committee members?

Action: Ingrid to bring a plan back to the Committee for review.

Road Safety Committee (Raylene Treder)

- Ingrid - I attended the meeting (online) on behalf of Raylene on the 9th March. A very well run meeting by Mayor Gilmore. However, dates for further meetings were meant to be set straight away but I haven't heard what these dates are nor seen any notes from the meeting? Possibly this has gone to someone else?
- Mayor Gilmore had requested that I address the Alliance as to whether they would feel there is any benefit from Explore Pahiatua (or any community committee) purchasing their own STMS equipment but after consideration of this after our last meeting, I personally did not feel this is the right avenue to pursue. The most expensive part of a road closure is labour, not equipment (amongst other reasons).
- Prior to the meeting, Marie Kissick forwarded me details of where she "had got to" at previous meetings with the desired new pedestrian crossing but I would like to discuss this further at our meeting. For this reason, I did not raise it at the Road Safety meeting.

- A personal request for consideration by the committee and potentially to be raised at the next Road Safety Committee meeting is that the intersection of Mangahao Road and State Highway 2 needs a Stop sign not a Give Way Sign. I would also like to discuss this at the meeting.

The Committee agreed; we still want a crossing outside the old Millsbro site, that moving the Mangahao Road crossing up towards the Main Road a block may reduce kids crossing at the Mangahao Rd/Main Street, and that a Stop Sign at that intersection would also help.

Action: Ingrid to speak to David Jackson about a recommendation to move the Mangahao Road crossing.

Swimming Pool (Raylene Treder)

- Possibility of starting the carpark very soon, this will enable access to the site for contractors. Final design and pricing to be provided within the next four weeks. TDC is discussing the commercial contract negotiation for build with the preferred contractor to establish a date contractually.

Harvard Playground Upgrade (James Devoe)

- Currently working closely with Jenny from Park Supplies to develop some concepts, and we are in the process of having the new designs drawn up so they can be properly reviewed. Once the designs are ready, we will present them to the committee for feedback and approval.
- The council has requested an expected completion timeframe, as parts of the playground have been identified as non-compliant. Specifically, this relates to the monorail (which is worn out) and the swinging seats (where the frame has entrapment areas), as this is the area we are looking at replacing the play equipment. At this stage, we are aiming to have the project completed by the end of June, subject to committee approval and final design confirmation.

Stage (James Devoe)

- James has been setting up the stage the last two weekends including for a funeral and at Tui HQ.

Civil Defence (Georgina Morrison)

- As per above reports we have been advertising the 'Don't be a fool, be prepared' day. Great to see some committee members, businesses and schools get on board and hopefully it gains momentum. The current tally for filling out the forms is 8 businesses and 26 individuals. Will be drawing winners for coffee vouchers and the morning tea shout. I've been thinking of the second prep date (I want two a year so it's active in our minds) and currently thinking of the start of spring so we can, 'Spring into Preparation Mode' or something equally as cheesy.
- Great to have a permanent tab on the website now for Civil Defence advice - thanks Anaissa
- Spent some time with Michael, Co-owner of Pahiatua Pharmacy, to understand their needs in an emergency and discuss implications of potential scenarios. Looking at creating an opt-in vulnerable person list and Michael is happy to hold this. This is for residents who, for a variety of reasons (health, lack of local support, mobility etc) would like to be checked on in an emergency. The pharmacy is a trusted place for these people so an ideal situation. All privacy requirements will be met.
- Met with Pete Sinclair and Sarah Fountaine to teach Tararua College how to use their emergency radio and learn myself. We then shifted the Emergency Radio to Bush Multisport Stadium so it's more accessible. Bush Multisport have joined the Wednesday check-in. I have since moved the rest of the contents of the Civil Defence cupboard to the stadium as well, the contents will need to be reviewed.
- Raylene/Bexx have been investigating the generator potential and have found out a plug is required. McDougalls is providing a quote for this. He's also said the current generator will only run lights. The marae has tested theirs and it is a similar story. It's good to start the

- conversation but ideally we'll find a solution that enables us to use cooking facilities etc.
- Met with Raylene/Bexx/Tim Sorenson to discuss Civil Defence planning. Looking at items we'd like to purchase including fridge magnets that get distributed to locals with readiness info.
- Have been asked to speak at Rebus
- Want to find a day to spend with generator suppliers/owners (Bissets, Mitre 10, maybe others like Power Co, Jacksons) to make a plan for priority use in an emergency.

Action: Cr Kennedy to ask Council about prioritising asset location - request to move the generator to Bush Multisport.

Youth Portfolio (Raylene)

- Unfortunately I was unable to attend the Tararua Youth Network Hui this month, Sport Manawatū have collated data from the surveys that our rangatahi have completed. Actions to be completed from the hui:
- Sport Manawatū and TDC councillors to connect and book hui in with all secondary schools and alternative education spaces to go through survey data and create bespoke pieces of work following school leaders advice.
- Sport Manawatū to pop a thank you out to rangatahi
- Sport Manawatū to look at how they can support communications/access to club information
- Keshaan to look at the possibility of organizing a Ki-o-Rahi game for rangatahi during the holidays as part of a "pop-up" youth space. Sport Manawatū can support if needed.
- Kelly to send out next invite. Meetings will be held monthly in the interim and will eventually move to bi-monthly as things progress. The next hui will be held in Pahiatua.

Explore Christmas (Bex)

- In recess Bexx still to do handover with Ingrid

Not Received: Community Garden, Carnival Park

12. TDC & Explore Service Agreement

Georgina has continued to follow up with Sarah Fountaine. Potential discussion points:

- Communication protocol between Council and Explore including Council staff working with local Pahiatua Community Groups
- Supporting Voluntary Organisations as well as Businesses
- Honouring Te Tiriti and mana whenua

13. Pahiatua Park Slide - Alistair MacDougall (QSM)

Mr MacDougall spoke to the Committee about his desire to support the replacement of the slide in Harvard Park. Mr MacDougall had initially contacted the Council and was sent to speak to the Explore Chair, Raylene, despite the park being a Council asset. Previously, the Council had removed the slide due to Health & Safety concerns and complaints from the public. Raylene apologised that the Council had incorrectly referred Alistair to Explore Pahiatua as this is not a decision that the Committee can make and informed Mr MacDougall of the correct person to speak to at Council.

Next meeting date: 7.00pm 6th May 2026 at Tararua District Council Service Centre, 136 Main Street, Pahiatua.

Meeting closed at 8.26pm.

Raylene Treder (Chair): _____

Appendix One: Stage Costs

- MOU with Bush Multisports states - 30% to Bush Multisports / 70% to Explore Pahiatua
- Set up in the Bush Multisports stadium:
 - \$200.00 Schools/Community Group Hire
 - \$300.00 Private Hire
 - \$500.00 Corporate Hire
- Set up off site:
 - \$200.00 + 6 hours labour @\$35.00 per hour Schools/Community Groups
 - \$300.00 + 6 hours labour @\$35.00 per hour Private Hire
 - \$500.00 + 6 hours labour @\$35.00 per hour Corporate HireSet up off site also incurs a \$1.17 per kilometre travel fee.

James and (any other) will be compensated by a voucher for his hours when we pay meeting fees 6 monthly and Harri will be paid out of the 30% Bush Multisports receives.

Explore Pahiatua will provide the stage FREE for Explore Christmas and Children's Day and will cover the costs for labour for these events.

Outside these scenarios, costs will be discussed between Raylene, James and Bexx.