

Minutes of the AGM of Explore Pahiatua Incorporated held at the Tararua District Council Service Centre, 136 Main Street, Pahiatua on Wednesday 2 October 2024 at 7:00pm.

1. Present

1.1 Committee Members: Ali Romanos (Chairperson), Louise Powick (Deputy Chairperson), James Devoe, Raylene Treder and Ingrid de Graaf.

1.2 Council Representative: Kimberley Stevens.

1.3 Members of the public: Karolyn Donald.

2. Apologies

2.1 Georgina Morrison, Marie Kissick, Cr Alison Franklin.

3. Confirmation of the last AGM Minutes

3.1 That the minutes of the Pahiatua on Track AGM meeting held on 5 October 2023 be confirmed as a true and accurate record of the meeting.

Raylene Treder/Ingrid de Graaf

Carried

4. Matters Arising

4.1 Nil

5. Chairperson's Report

5.1 That the chairperson's report (attached) as read by Ali Romanos be accepted.

Ali Romanos/Raylene Treder

Carried

6. Reports from Umbrella Organisations

6.1 Carnival Park – Karolyn Donald presented the report for Carnival Park. The committee congratulated Karolyn Donald for all the work/projects that has been completed in the last twelve months 12 months. Karolyn spoke about the future projects they are wanting to complete.

6.2 Pahiatua Swimming Baths – Karolyn Donald presented the statement of financial performance and informed the committee of the challenges ahead for this coming season. Currently a report is being written by Mike Dunn for Council with the cost of repairing the leaks in the pool to enable the pool to be opened this coming season, if given approval. The pool staff have cleaned for the pool for upcoming season.

6.3 Pahiatua Information Centre – Report received from the Information Centre, committee commended them on the work they have achieved in the last six months.

That the financial statements and annual accounts from the Umbrella Organisations be accepted.

Ali Romanos/James Devoe

Carried

7. Financial Report

7.1 Louise Powick presented in Marie Kissick absence the audited performance report for the year ended 30 June 2024.

7.2 That the financial statements and auditors' reports be accepted.

Louise Powick/Ingrid de Graaf

Carried

7.3 That Audit Plus be appointed as auditors for 2024.

Ali Romanos/Raylene Treder

Carried

8. Adoption of Constitution

That the constitution be adopted with below changes:

Bullet Point on 4.1 add (f), Bullet Point 22.1 change to the committee will consist of at least 5 members instead of 6 members.

Ali Romanos/Louise Powick

Carried

9. Election of Committee

Nominations received:

- Ali Romanos
- James Devoe
- Georgina Morrison
- Marie Kissick
- Raylene Treder
- Ingrid de Graaf

That the above persons be elected for executive committee

Ali Romanos/Ingrid de Graaf

Carried

10. Election of Officers

10.1 That Ali Romanos be nominated for position of Chairperson.

Raylene Treder/Ingrid de Graaf

Carried

That Raylene Treder be nominated for position of Deputy Chairperson.

Ali Romanos/Louise Powick **Carried**

That Georgina Morrison be nominated for position of secretary

Raylene Treder/Ali Romanos **Carried**

That Marie Kissick be nominated for position of treasurer

Ali Romanos/Louise Powick

11. Meeting Fees

11.1 That meeting fees for Explore Pahiataua committee members remain as follows:

- **Chairperson @ \$300 per meeting**
- **Secretary and treasurer @ \$150 per meeting**
- **Executive committee members @ \$150 per meeting**

Ali Romanos/James Devoe **Carried**

12. Society Membership

12.1 That Society membership remains at \$1.

All committee members

Louise Powick

Karolyn Donald

Fletcher Bellamy

Alison Franklin

Graeme Franklin

Sarah Romanos

Emma Elliott

Raylene Treder/Ingrid deGraaf **Carried**

13. Officer Role Description

Ali Romanos to forward all committee members the Office roles descriptions.

15. General Business

Nil.

Meeting closed at 7:43pm

Chairperson
Ali Romanos



Community Committee
committee@explorepahiatua.co.nz
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Chair's Report 2024

Explore Pahiatua Incorporated (**EPI**) managed a successful year in unsettling times. When reflecting on the strides taken across our projects and portfolios, the replenishment of committee personnel, and our constructive dealings with Tararua District Council (**Council**) representatives and officials, 2024 should go down as a very positive year for the Society and its executive committee.

As Marie Kissick's Treasurer's report attests, we have prudently managed EPI's books, while ensuring we do not sit as a bank, but rather tag and utilise our funding for maximum community good.

With the enactment of the Incorporated Societies Act 2022, Marie led the update of EPI's constitution. We are very grateful to Marie for her considerable time and conscientious efforts balancing a constitution not only compliant with the new regulations, but also tailored to our Society's circumstances.

In our representative capacity, EPI prepared and sent formal submissions to Council on its Urban Growth Strategy and Long-Term Plan. Committee members attended Council meetings, Council affiliate meetings, and other community meetings, where we advocated for Pahiatua residents on contentious issues. At the same time, we have maintained excellent working relations with Council representatives and officials. We thank Crs Alison Franklin and Scott Gilmore for the suggestions, judgement, and humour they have brought to our meetings. We further thank Kimberley Stevens and Colin Yonge, not only for their regular attendances and contributions, but, moreover, for all their hard work behind the scenes, which bears immeasurably on our activities.

Turning to EPI's projects and portfolios, our 'headline result' was Council's adoption of its Long-Term Plan, wherein it committed \$2.5m towards Pahiatua's new pool. Just as importantly, Council committed these funds in the Plan's first year. This result is a testament to the multi-year advocacy of the Bush Aquatic Trust (**BAT**), and particularly Louise Powick and Raylene Treder, who have shepherded Pahiatua's aspirations through Council's processes to lead us to this point. In years to come, those reading this report will hopefully appreciate the massive voluntary contributions, and achievements, of Louise, Raylene and the other BAT trustees, Dana Broughton, Erica Gleeson, Karolyn Donald and Stan Wolland.

Rotary Dog Park is now operational. Its beautification has been a matter of regular update and progress. Credit to Raylene Treder, and Police Constable Ben Luders, for their ongoing efforts, both in securing external grants, and overseeing various works. Meanwhile, EPI's longstanding contribution to Carnival Park's regeneration has continued, with weed and pest management continuing.

The community garden continues to bear fruit (and vegetables). As matters stand, the infrastructure is virtually complete. EPI now finds itself able to confidently budget for this asset on an ongoing basis. Credit to Emma Elliott, Marie Kerapa-Connolly, Louise Powick, David Powick and Rhys Punler for their significant contributions over the past year. It is worth recording that, earlier this year, the EPI Committee resolved to pay Emma Elliott the equivalent of ordinary monthly meeting fees, to recognise her time and effort maintaining this asset.

Ingrid de Graaf has made tremendous contributions, first running the Pahiatua Districts Business Group (**PDBG**), which has continued to offer a variety of social and business events in Pahiatua. To promote inclusion and accessibility, the EPI committee resolved to remove the previously applied


annual subscription, instead now funding PDBG events from our own resources. Ingrid has also spearheaded EPI's marketing, with a great deal of work between meetings, to ensure EPI's activities and contributions are appropriated recorded in both mainstream and social media. Finally, Ingrid has led the Explore Christmas sub-committee. Ingrid has amply demonstrated her irreplaceable value to EPI's activities.

It had been a productive year for EPI's relationship with Tararua Community Youth Services (TCYS), which leases EPI's building at 183 Main Street. EPI secured around 70% of the required funding for our planned internal renovations of the activity space. Credit again to Raylene Treder for her time spent on these applications. As matters stood, we were confident EPI would obtain the balance of funds in short order, and this work would have been completed by year's end. A disco was planned to mark the enhancement of services and activities for our tamariki and rangatahi, and complete what had been a multi-year renovation project of the Youth Centre. Indeed, EPI had already invested over \$20,000 towards the building's external improvements in the past two financial years. The rental income was shortly to be ringfenced, and this building was poised to be a long-term and self-sufficient community asset. Unfortunately, we have recently learned TCYS has suffered substantial funding cuts. Devastatingly, the Youth Centre is now to close.

In terms of EPI committee personnel, we farewelled Karolyn Donald, who was replaced by Richard Hansen in the Carnival Park portfolio. And after some 8 years of service, Rhys Punler called time on his role with the committee. The committee publicly recognised Karolyn and Rhys for their valuable service. At the same time, the committee was excited to announce its co-option of Georgina Morrison and James Devoe. George leapt into her role, taking charge of a new Civil Defence portfolio. George also prompted some constructive improvements to our committee's meeting processes. James, for his part, took over what had become a vexed project, the "Harvard Plane Photo Attraction". With the benefit of James's fresh eyes, it became apparent to the committee there were practical and likely insurmountable challenges facing this project, as well as what the committee identified as a potentially low local benefit. Therefore, the decision was made to recast this project as "Harvard Playground Upgrade" – to utilise previously tagged funds towards improvements to the playground area itself, which the Committee believes is a better spend of funds for our local whanau, community and visitors.

Looking forwards, the next year presents real challenges. Council has significantly cut community funding across the district – a reflection of the economic times and nationwide infrastructure deficit. For EPI, this represents an annual funding cut of approximately 40%. For the record, the EPI Committee supported these cuts as a necessary measure. However, there will be flow-on effects. Whereas over the past year, EPI has committed funding to the likes of Pahiatua Shears and Tararua Colleague's CACTUS programme, our ability to maintain such grants is no longer certain. Further still, the cuts may inhibit our ability to fund community events beyond Explore Christmas, as well as any new projects that may be conceived.

More positively, the town is eagerly awaiting the Pahiatua Children's 80th Anniversary – a weekend to commemorate the 733 Polish children and their 102 caregivers, who arrived in Pahiatua as World War II refugees. Gilda McKnight of Pahiatua Museum deserves enormous credit, along with the rollcall of volunteers who have been involved in the event's planning.


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Ali Romanos (Chair)

2 October 2024

Minutes of the Explore Pahiatua Incorporated Society meeting held at the Tararua District Council Service Centre 136 Main Street, Pahiatua on Wednesday 2nd October 2024, 7:45pm.

1. Present

- 1.1. Committee Members: Ali Romanos (Chairperson), Raylene Treder (Deputy Chair and Acting Secretary), James Devoe and Ingrid de Graaf.
- 1.2. Tararua District Council Representatives: Kimberley Stevens
- 1.3. Members of the public: Karolyn Donald, Louise Powick

2. Apologies

Marie Kissick (Treasurer), Georgina Morrison (Secretary) and Cr Alison Franklin

Ali Romanos/Raylene Treder

Carried

3. Conflicts of Interest

- 3.1. Nil.

Ingrid De Graaf/James Devoe

Carried

4. Notification of Items not on the agenda

- 4.1. Lawn Mowing at the Polish Memorial
- 4.2. Toll Free Tararua Submission

5. Confirmation of minutes

That the minutes of the Explore Pahiatua meeting held Wednesday 4th September 2024 (as circulated) be confirmed as a true and accurate record of the meeting with the below changes:

Louise Powick/James Devoe

Carried

6. Matters Arising

- 6.1 Nil

7. Correspondence

Inwards

From: Rocket Spark – Buy a Block \$50.00 Tracey Musson
From: Companies Office – Reminder to file Annual Return
From: Paul Parsons – Enquiry about the Christmas Parade
From: Babu Jacob – Community Job Board
From: Michael Long - Fluoride Letter

Outwards

Nil.

Ali Romanos to contact Babu Jacobs to ask him if he would like to present his idea of an online Community Jobs Board to the Committee.

Interesting Letter sent by Cr Mike Long regarding Fluoride – Committee discusses and Council have been given a directive from the Ministry of Health.

That the inwards be received and outwards endorsed.

Ali Romanos/Raylene Treder

Carried

8.0 Tararua District Council Report

Cr Alison Franklin emailed her Council report.

By-Law Review: Council has been working through By-Laws that are due for review with the latest being Trade Waste, Waste Management and Minimisation and Traffic & Road use. Consultation will be published in the Public Notice Section of the Bush Telegraph with copies of the Draft By-Laws available on TDC's Website. Submission open on 12th October and close of 16th December. A Submissions Hearing date will be made available towards the end of the consultation period.

80th Polish Reunion – Plans for the reunion are well underway, Registration Forms have been made available by the Polish Association. A programme of events has been finalised but there may be some minor tweaks to that. Sir Dave Dobbyn will be singing “Welcome Home to the Polish “children” in both Reo and English – this will be a highlight of the opening ceremony which will be at the Town Hall at 1.30pm on 1st November. Kiwi Street will be cordoned off once the buses arrive to enable safe exiting of the buses. The upgrade to the Polish Memorial site is also underway, the stumps have been removed, we have removed one tree, some scruffy bushes have been tidied up with some small saplings removed. We are planning a working bee for a weekend later in the month to do the major cleanup of the site with the Concrete Plinth and pathway for the signs hopefully laid next week (weather permitting) with the signboards scheduled to be installed on the 22nd October, again, weather permitting. Masters Hall is fully booked for the occasion, with a large group also staying over in Palmerston North. The caterers are confirmed, with Thyme to Ryes catering the luncheon, and the Marae providing the evening meal on the Friday. We will also be providing breakfast food, Tea, Coffee etc for use at Master's Hall. The 1st Battalion will be attending and on parade on Saturday, with the Linton Medical Corp escorting the buses from the railway station to the Town Hall. Unfortunately, it wasn't possible to bring the guests by train, however, we will be making sure they come into town on the same route as they did 80 years ago.

Ingrid de Graaf to find out if the Explore Pahiatua Committee are being invited to the 80th Polish Reunion and the follow up about the Explore Pahiatua signage to be installed at the site.

Toll-free Tararua: You all will have seen and felt the strong resistance from across the Manawatu Region to this proposed Toll. The council has prioritised this as a battle we can't afford to lose. Public Meetings have been held in both Woodville and Dannevirke, with TV coverage of both events, followed with a televised interview with Cr Gilmore standing alongside our Toll Free Tararua sign on SH2 north of Woodville. Mayor Tracey has organised Toll Free Tararua T-shirts which have been a real hit. Pahiatua Woodville Racing Club named Race 3 on Saturday “Toll Free Tararua Hurdles” with our signage very clearly displayed at the track. Wednesday night after our Council Meeting we're all travelling over to Ashhurst to support their community meeting. Submissions are pouring into NZTA, in fact we even heard the submissions referred to as a “Tsunami”!! It defies belief that this Consultation has been held online, Councils would never get away with online consultation. Sadly, this feels more like a “Quasi-consultation” with NZTA being given the ability to “summarise” the Submissions! If this Toll goes ahead it is going to be a very blow for our communities with so many of our people living here and commuting to Palmerston North for work, not to mention those who need treatment at

Palmerston North Hospital, we have heart patients, cancer patients, renal patients (to mention just a few) who have to travel over the hill to access the care they need and there is no Public Transport available. The cost to our Health Shuttle services will be a very real concern and residents can expect price rises across goods and services that require transportation from the Manawatu to the Tararua District. One of Council’s greatest concerns is, the manner with which this proposal has been dealt with – NZTA have breached every Gateway in their own Road Toll Policy, they insist on refereeing to Te ahu a Turanga as a “new road” when, in fact, it is a replacement road. Only new roads and roads undergoing significant upgrades can be considered for tolling, according to their own rules. Using the “cost blow-out” of \$200,000 as a reason to Toll this replacement road is grossly unfair when Transmission Gully blew out by \$2,000,000,000, and they have a perfectly good toll-free alternative route.

That Cr Alison Franklin’s Council Report be received.

Raylene Treder/Ingrid De Graaf

Carried

9.0 Financial Report

The balance of the main account is \$153,750.09 as we have now received the annual grant from TDC.

The balance of the Business Group account is \$444.33.

We also have the following invoices to be approved for payment on 20 October (or earlier, as noted below):

	Payee	Description	Amount
1.	NZME	Bush Telegraph feature	\$538.84
2.	Mitre 10	Community Garden	\$20.83
3.	Mitre 10	Dog Park Materials	\$1,301.96
4.	McPhee Accounting	Annual Financial Statements (due 4 October)	\$1,725.00
5.	Audit Plus	Annual Audit Fee (due 10 October)	\$2,242.50
		TOTAL	\$5,829.13

Additional payments – Louise Powick reimbursement community garden - Awapuni Nurseries \$38.50 and Ingrid de Graaf for \$266.19 for Polish Reunion.

We have also paid the following invoice since the last meeting which is to be retrospectively approved:

Horizons Regional Council	Rates – paid 27 September	\$233.54
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The following amounts are tagged funds:

	Project	Amount
1.	Swimming Pool	\$30,000.00
2.	Explore Pahiatua signage	\$20,000.00
3.	Harvard Playground	\$20,000.00
4.	Carnival Park (originally \$9,289.33 but reduced by \$1,736.25 for Jan invoice, \$985 for seedlings, \$1,471.25 ABC invoice June, \$1,000 tree removal June.)	\$4,096.83
5.	Youth Centre refurbishment	\$3,000.00
6.	Contribution towards Polish reunion event in November	\$ 5,000.00
7.	Dog Park – Waireka Grant - \$10K less \$260 digger works, \$3,256.11 seats and \$1,301.96 at Mitre 10).	\$5,181.93
8.	NZME Partner Programme less payments since 1 August	\$4,219.64
9.	Community Garden remaining infrastructure works	\$600.00
10.	Community garden operating costs for year ended June 2025	\$1,882.51
11.	Explore Christmas	\$10,000.00
	TOTAL	\$103,980.91

A discussion to be held at the November Explore Pahiatua meeting regarding the tagged funds. To add in Membership fees and Emma Elliott's for her work in the community garden.

That the financial report from Marie Kissick (Treasurer) for the preceding month be received and identified invoices approved for payment.

Ali Romanos/James Devoe

Carried

10.0 Service Level Agreement

Work in progress.

11.0 Community Plan

- Explore Pahiatua Community Plan to be presented to Council at the Community Development and Well being Committee meeting on the 6th November. Kimberley Stevens to design a poster for the Community Plan.

Update from Kimberley Stevens:

- Tararua Funders Forum to be held at the Pahiatua Town Hall, there will be a soft launch for the mobile trailer in which there a six spaces per session to have a live demo.

- Economic Development is reducing the level of service provided to the community, resulting in there will no longer being a role in economic development. There will be one role being a Community Partnerships co-ordinator role.
- The contestable fund criteria will hopefully be developed before the end of the year. Explore Pahiatua no longer provided funding for this fund it is to be a District wide contestable fund.
- Louise Powick to remove the discretionary funding application on the Explore Pahiatua website.

12.0 Carnival Park Portfolio

- Karolyn Donald to provide an update report for the monthly meetings.

13.0 Portfolio Report

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

- Work From Home event held on 10 September – 5 attended (including Ingrid de Graaf and Georgina Morrison) – some great discussion about Pahiatua! Did discuss the possibility of a printed “What’s On in Pahiatua” newsletter and also wondering if we can find out what is in the TDC new citizen welcome packs and if it is worth Explore Pahiatua being more involved with what they contain? (both items to be discussed further at a later stage)
- Looked into HR training through EMA but the cost was very high
- Ingrid de Graaf to look into the idea of having a Christmas shopping + Christmas movie night ie. shops stay open until 7pm followed by a screening of a family Christmas movie at the cinema. The committee was in full support of this idea.
- Ingrid de Graaf attended the last meeting of the Polish Reunion committee to see how the PDBG could support the event. From that Ingrid de Graaf has ordered Polish decorations from Temu (bunting, balloons and flags) which she will make up into packs and distribute to all businesses in early October. The plan is to have the town looking very festive for the occasion and to encourage businesses to be involved in whichever manner they choose.
- Ingrid de Graaf and Raylene Treder to organise a quiz night for businesses.

13.2 Explore Pahiatua Marketing - Ingrid de Graaf

- September Bush Telegraph was a feature on the Pahiatua Community Garden. It was decided that the Community Garden can have two bookings per year. If we need to fill a page the Community Garden would then be asked to fill it if the Committee had nothing else for that month
- October Bush Tele (7th October) will feature Explore Christmas (as will November Bush Telegraph)
- Extra ½ Page Bush Tele (21st October) for Polish Reunion feature
- Facebook: Posted regarding AGM, shared Positively Woodville post regarding toll meeting, shared PDBG Work From Home event, shared Positively Woodville post regarding toll meeting, posted regarding Pahiatua Community Garden, shared BAT post regarding Pahiatua Property Brokers Home and Garden Tour, shared Children’s Day Tararua post regarding search for volunteers, shared post Friday Night Food Trucks.
- Ingrid de Graaf will use Canva wherever possible in future to make adverts/Facebook posts to save design costs.

13.3 Youth Centre - Ali Romanos

- Discussion about the future of the service and the building, to be discussed further at the November meeting.
- Fletcher Clarke to be paid \$250.00 for his quotes and preparatory works for the Youth Centre.

13.4 Carnival Park

- No report.

13.5 Community Garden - Emma Elliott

- September working bees have had improved attendance, we really have created a great group and manage to complete most tasks each time.
- The Beginners gardening sessions on August 25 and September 29 have been well received. Feedback from participants was quoted in The Bush Telegraph editorial in September 23 edition. This article was enhanced by an outstanding advert from Ingrid. At the Planting your Spring Garden session, we had five adults, one primary school student and a toddler attend. We once again covered gardening cycle and planted yams direct in the garden and beans and pumpkin seed in trays. We started to prepare the raised beds for beetroot seed and will purchase some netting to stop birds.
- Our No Pets Allowed sign has yet to be installed. One of our newer volunteers bought his dog to the working bee and I did not want to put the sign up without talking to him first.
- The application to Creative Communities (for mural project) is in.

13.6 Swimming Pools - Louise Powick

- A meeting was requested with Mike Dunn to find out where Council were at with project management.
- It is likely the resource consent will expire before the project can start. This will be an extra cost to fundraise.
- It was discovered the quote from HMC included GST which is a saving of \$810,000 for the project.
- BAT is seeking the green light to start and better communication from Council.

13.7 Rotary Dog Park - Raylene Treder

- The plan is to have the geotech fabric matting laid this week and lime delivered. Ben Luders to start this work.
- Two seats that were purchased have arrived, awaiting lime to be laid before installing.
- Signage is still to be erected but waiting for the park to be complete to decide the best location.

13.8 Road Safety Committee - Marie Kissick

- Marie Kissick to send letter to NZTA/Waka Kotahi about the crossing.

13.9 Harvard Playground Upgrade - James Devoe

- No updates this month.

13.10 Polish memorial / 80th Reunion - Gilda McKnight

- The committee to meet next week to confirm numbers.
- They will now be busing up from Wellington instead of using a train.

13.11 Incorporated Societies Act Compliance – Ali Romanos / Marie Kissick

- Constitution adopted at the AGM.

13.12 Explore Christmas- Ingrid de Graff

- Last meeting held on 26th September, next meeting planned for 15th October
- Large stage is booked, concert planning is well underway, Ali Romanos is emcee
- Elf Land entertainment is nearly all confirmed
- Advertising materials have been signed off and advertising to commence ASAP
- Planning rustic decorations to be made with public involvement
- Stall registrations slow but another push (emails/FB) has just been made
- A good number of food trucks have been confirmed
- Awaiting quote for road closure so we can accurately budget for event

13.13 Civil Defence - Georgina Morrison

- No update

14. Items not on the agenda

14.1 Toll Free Tararua

Ali Romanos to submit a submission on behalf of Explore Pahiatua opposing the toll to NZTA / Waka Kotahi.

14.2 Polish Memorial Lawns

Ingrid de Graaf to check if Bevan Bissett is still keen to continue mowing the lawns at the Polish Memorial. Ingrid de Graaf to confirm at the November meeting.

Meeting Closed at 9.06pm.

Ali Romanos (Chairperson): _____