

Minutes of the Explore Pahiatua Incorporated Society meeting held at the Tararua District Council Service Centre 136 Main Street, Pahiatua on Wednesday 3 July 2024, 7:00pm

1. Present

- 1.1. Committee Members: Ali Romanos (Chair), Louise Powick (Deputy Chair), Marie Kissick (Treasurer), Georgina Morrison (Acting Secretary), Richard Hansen, and James Devoe.
- 1.2. Tararua District Council Representatives: Cr Alison Franklin, Cr Scott Gilmore and Mayor Tracey Collis.
- 1.3. Members of the public: Nil.

2. Apologies

- 2.1. Raylene Treder (Secretary), Ingrid de Graaf, Kimberley Stevens, and Warrick Greaves.

James Devoe/Louise Powick

Carried

3. Conflicts of Interest

- 3.1. Nil.

4. Notification of Items not on the agenda

- 4.1. Children's Day
- 4.2. St John's Ambulance Centre
- 4.3. Flagpole
- 4.4. Replacement Kowhai Tree

5. Confirmation of Minutes

That the minutes of the Explore Pahiatua meeting held Wednesday 5 June 2024 (as circulated) be confirmed as a true and accurate record of the meeting.

Marie Kissick/James Devoe

Carried

6. Matters Arising

- 6.1. Nil.

7. Community Plan

- 7.1. Discussion had regarding:

- the wording of “council support” for various projects and whether it sufficiently clear as to what council was committing to (whether financial, as a stakeholder, etc.).
- the place of the local marae in the plan (and future iterations of the plan), and particularly whether more input should be sought of tangata whenua. Georgina and Ali to investigate renewing collaboration, and tangata whenua voice on local projects.
- whether sufficient consultation had occurred despite the opportunity for feedback at Explore Christmas.
- the status of the plan as a “snapshot” of the projects currently occurring, and noting it is a living plan, and moreover a district-wide plan which aims to raise awareness of projects which Explore Pahiatua is already undertaking.
- whether ongoing consultation is included, and feedback sought, in the document.
- Ali conveyed several ideas Ingrid had to increase participation and feedback, which were warmly supported by the committee.

7.2. Ali to liaise with Kimberley to incorporate feedback received, with being minded to complete document in short order since it is already in its 13th draft.

8. Correspondence

Inwards

- Rocketspark re Buy a Block submissions, with sixteen received totaling \$3,750.
- Eastern and Central Community Trust re requesting more information for the Youth Centre application.

Outwards

- Tararua District Council re Rates Rebate Form Sent 13 June 24 by DX.
- Eastern and Central Community Trust providing information requested.

That the inwards be received and outwards noted.

Ali Romanos/Georgina Morrison

Carried

9. Tararua District Council Report

9.1. Cr Alison Franklin delivered an oral report. Recent council events have been centered around LTP submissions, including the Pahiatua Community Pool. The Pool was supported by both iwi and some groups from elsewhere. The Rangitāne verbal submission supporting the pool

was conveyed as incredibly powerful. Cr Franklin suggested Explore Pahiatua make oral submission in future to supplement written submission as said to be more powerful than written submissions.

- 9.2. Rangitāne made a presentation about the Hillcrest site which has cultural significance to mana whenua. Tu Mai Ra Trust were also present. Business case being undertaken. Geotech reports have been made. Subdivision plans have been created. They are looking for funding from several sources. The bright-line test expected to aid affordability. They're looking for efficiencies in terms of building costs and will offer mixed opportunities for different stages of life and for different options of purchasing, renting, leasing, etc. All properties will be solar-powered. They are planning to save as many existing trees as possible. Also, they want to become mortgage lenders and providers, and offer better rates than the banks. Their focus is on providing 'homes', not just houses; and building communities, not just making money.

That Cr Alison Franklin's Council Report be received.

Ali Romanos/James Devoe

Carried

10. Financial Report

10.1. Balances and payments

- The balance of the main account is \$107,579.52.
- The balance of the Business Group account is \$967.44.

The following invoices were approved for payment on 20 July:

	Payee	Description	Amount
1.	NZME	Bush Telegraph feature	\$513.19
2.	Mitre 10	Community Garden	\$224.05
3.	Ingrid	Facebook Boosting	\$100.00
4.	Bisset Honda	Business Group Event balance	\$158.90
TOTAL			\$996.14

- Committee meeting fees have also been paid, with some bank account details still being awaited.

10.2. Tagged funds

	Project	Amount
1.	Swimming Pool	\$30,000.00

	Project	Amount
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 memorial event in November	\$ 5,000.00
7.	Dog Park – Waireka Grant - \$10K less \$260 digger works	\$9,740.00
8.	NZME Partner Programme	TBC
9.	Community Garden works	\$600.00
TOTAL		\$92,436.83

10.3. Other Financial matters

- Cr Alison Franklin noted a clarification that the \$5,000 was for the reunion event.
- Re Community Garden, the infrastructure part of the garden has been mostly completed. Going forward for accounting purposes it would be good to identify an amount for a budget, especially with the constrained funding.

That \$2,000 be tagged as annual operational expenditure for the Community garden.

Ali Romanos/James Devoe

Carried

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

Marie Kissick/Louise Powick

Carried

11. Portfolio Reports

11.1. Road Safety Committee (Marie Kissick)

- Waka Kotahi to provide transport update, which Mayor Tracey Collis will forward through to Marie.
- Discussion over a pedestrian crossing at the southern end of town to increase safety. Noted this has been raised for some time but has not occurred. Comment that the two crossings in the middle of town were design- rather than based safety-based.

- Noted the cost for a new pedestrian crossing is \$300,000 and, if created, an existing crossing may be lost.
- Marie to discuss further with Glen Connolly.

11.2. **Harvard Plane Playground Upgrade (James Devoe)**

- Waiting for a response from Fontayne Chase regarding Explore Pahiatua wanting to put some money into upgrading/adding some equipment to the Harvard Playground.
- James had a phone call from Jeffery Glynn who manages parks and playgrounds. Seeking a meeting regarding what they have in plans for the Harvard Playground, and what funds Explore Pahiatua can offer.

11.3. **Pahiatua Districts Business Group (PDBG) (Ingrid de Graaf)**

- Business Resilience Evening: A good night with pretty good turnout. Frustrating to have 11 last-minute cancellations, given all the effort put into creating the event. A huge thanks to TDC and Digital Spaces for their help and support with this event
- Next event is a Canva Workshop on 24 July at Bush Multisport. At last count, 15 registered (out of 20 available spaces). This event is being run again in collaboration with Digital Spaces.

11.4. **Explore Pahiatua Marketing (Ingrid de Graaf)**

- June Bush Telegraph was used for advertising Business Resilience Event.
- July Bush Telegraph is available. Ingrid to finalise appropriate content, perhaps with Explore Christmas information. Also to include a thanks to the community for their LTP submissions in support of the pool. Discussion had regarding future update of Carnival Park project.
- Re Facebook promotions: shared Business Resilience event post by PDBG; Bush Aquatic Trust post re. TDC commitment to pool; updated cover photo to Buy a Block poster.

11.5. **Explore Christmas – Ingrid**

- First meeting held with new committee and responsibilities determined.
- Discussed idea of replacing band with a DJ (Ali at this stage) which will be something a bit different, be easier to liaise with the concert performers, and will save money that can be used for other aspects of the day, such as community Christmas decorations (which can also serve future years).

- In 2023, we spent \$10,200 less income from stalls = \$9359. In 2022, we spent \$10,384 less income from stalls and grant = \$8,893. Therefore, anticipated budget for 2024 event = \$10,000.
- Next meeting: Sunday 21 July at 11am at Thicket.

11.6. **Carnival Park** (Richard Hansen)

- Richard to meet with Frances Walsh of DOC for half-year meeting.

11.7. **Youth Centre** (Ali Romanos)

- Re Lease agreement: Jeanne O'Brien of TCYS notified Ali the entity plans to become a charitable trust, instead of continuing to run as an incorporated society. Jeanne enquired whether any changes required to lease. Committee discussed and agreed no change required. Ali to convey to Jeanne.
- Re renovations: Unfortunately, ECCT did not consider our application at its previous meeting. However, they are actively considering it now, Ali having had exchanges with Neil Attapattu, ECCT's Community Advisor, to provide further requested information about the application.
- Ali has informed Karen at TCYS and Fletcher from Proscapes as to the delay.
- Ali remains hopeful the fundraising will be received and the project completed by year's end.

11.8. **Incorporated Societies Act Compliance – Ali/Marie**

- Ali has exchanged messages with Kawtar Tani, TDC's Group Manager – Safety & Community Wellbeing. Ali draft a proposal of changes/updates to Explore's Service Agreement with Council.
- Marie is to prepare a revised constitution/Rules, based on our existing documents.
- The timeline is to have these documents prepared and finalised for adoption at our AGM in October. The Committee will have a chance to review these in draft before they are finalised.

11.9. **Swimming Pools** (Louise Powick)

- A good number of LTP submissions from the community in support of the pool. Waiting on the outcome of the consultation process to determine next steps.

11.10. Civil Defence – George

- Meeting scheduled for 10 July. Pahiatua Civil Defence group members Shirley Hull and Tim Sorenson to discuss previous civil defence planning and future plans. Ali to attend this first meeting, as will Everlynne Chase and Hiria Tua from Pahiatua Marae, David Jackson - Principal of Pahiatua School, Greg Archibald, Peter Sinclair from TDC and myself. The current plan hasn't been reviewed since 2016.
- With a fresh group of keen new people, George is confident we can create some action and positive planning for civil defence in the area.

11.11. Polish Reunion/Memorial Upgrade (Gilda McKnight)

- The planning committee is very grateful for the funding provided by Explore Pahiatua.
- The design of the Information Panels has been completed, and planning for the groundwork at the memorial site is underway. The concrete foundation will be carried out well before the panels are installed two weeks prior to the anniversary (in consultation with Waka Kotahi).
- Gilda raised whether EP would consider erecting a rubbish-removal sign. The Committee discussed this request and noted rubbish bins come under the mandate of Waka Kotahi. The committee supports such a sign but cannot take independent action on this.
- Gilda asked for the Explore Sign so its placement could be planned. Louise to look into signage options and to communicate with Gilda.
- Gilda noted the Hall had been booked for both days and the Sports Stadium also, should numbers exceed the limit for the hall. Gilda asked whether Explore would organise an event for the families of descendants at the Stadium would be a good fit with the bar. The committee discussed this, with no firm commitment given by anybody as to our committee members' capacities at this time. Ali to ask Gilda to ask for more information and to clarify expectations.
- Gilda noted Marsha Shearman had agreed to change the Market Day to Saturday 2 November. She asked whether businesses might have stalls on the footpath. Ali to clarify this matter with Gilda.
- Gilda noted the Main Street shops will be asked to decorate their windows.
- Gilda noted that once the order of events for the two days are confirmed with the Polish Association, she will share with Explore Pahiatua.
- The next planning meeting will take place on the 2 August at 12.30pm at the Service

Centre. EP members invited.

11.12. Dog Park (Raylene Treder)

- Awaiting for the matting that has been ordered to arrive to go under the lime path.

11.13. Community Garden (Emma Elliott)

- Support by Explore for the completion of infrastructure has been gratefully received.
- There were some new faces at the last working bee.
- Donated seedlings from Mitre 10 are few and far between.
- None of the lupin has germinated for cover crops, so Emma has purchased broad bean seedlings. These plus new plantings of brassicas are heartening of on Emma's doorstep prior to planting after the new moon and forecast change of weather away from continuous rain.
- The garden currently has silverbeet, spinach and lettuces available with brassicas slowly coming on.

12. Items not on the agenda

12.1. Children's Day

- Jess McNicol, head of the Bush Children's Day Committee, would like to know whether the Explore Pahiatua committee would entertain Bush Children's Day Committee sitting as a portfolio on Explore Pahiatua. Jess has noted the committee is struggling with the volunteer help required to keep the event going. Jess feels that to protect the future of Bush Children's Day, the committee needs extra support which Jess perceives Explore Pahiatua can provide.
- Ingrid to speak to Jess to clarify expectations. It was discussed there may be some ways to support such as sharing information on social media, but that individual committee members' capacities are already pushed. It may need wider community involvement i.e. different volunteers, if indeed there is an appetite to keep the event running.

12.2. St Johns Ambulance Centre

- Ali reported on concerns being raised with him about the progress of this project, especially given the many individuals and community entities that have donated to it (or committed funds).
- Ali relayed anecdotes of ambulances having not been available, significant delays, etc.

- The committee identified two issues for investigation: First, a desire to know where funds have gone. Secondly, secondly, it could be helpful to explain the pressure of ambulance systems and the delays at Palmerston North Hospital.
- Ali to investigate and, if appropriate, write a letter on behalf of the committee.

12.3. **Flagpole**

- Ali reported queries regarding utilisation of the flagpole. Cr Franklin explained there was an issue with the installation of flagpole, including facing the wrong direction. In short, the flagpole's installation was defective, making it cumbersome to display flags regularly, and also problematic depending on weather conditions.

12.4. **Kowhai Tree Replacement**

- Cr Alison Franklin noted this would be planted in spring and funded by Ian Arbuthnott.

Meeting Closed at 9:03pm.

Ali Romanos (Chair): _____