

Minutes of the Explore Pahiatua Incorporated Society meeting held at the Tararua District Council Service Centre, 136 Main Street, Pahiatua on 3 December 2025 at 7pm

1. Present

1.1. Committee Members: Raylene Tredder (Chair), James Devoe (Treasurer), Georgina Morrison (Secretary), Ingrid de Graaf, Anaissa Mandal, Bex Brown

1.2. Tararua District Council Representatives: Mayor Scott Gilmore, Cr Elisabeth

Kennedy

1.3. Public attendees: Debs

2. Apologies

2.1 Nil

3. Conflicts of Interest

3.1 Nil

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

4.1 Nil

5. Confirmation of Minutes

That the minutes of the Explore Pahiatua meeting held Wednesday, 5 November 2025 (as circulated) be confirmed as a true and accurate record of the meeting.

Carried

6. Matters Arising

6.1 Footprints - Walkway of Fame. Have only received the two quotes. James will be in contact with both to clarify the specifics and contract the most appropriate on behalf of the Committee.

6.2 Mangatainoka Friends of the Cemetery were happy with the grant.

6.3 No response from Peter Whimsett re security cameras. Raylene/Mayor Gilmore to follow up.

6.4 Georgina has created a Google Drive.

ACTION: Georgina to ask members for Gmail addresses to allow access to the drive.
ACTION: George to create and circulate a new Conflict of Interest Register to sit in the drive.

7. Correspondence

Inwards

- i. Robert Smith: Mowing services
- ii. Steven Marshall: Seeking Funding sources information
- iii. Emma Elliot: Mural opening @ Community Garden
- iv. Mike Butterick: Availability to meet the Public
- v. St John: AED Product Correction Notification
- vi. Ceri Treder: Aon - Insurance Policy
- vii. Stephanie Whyte: Christmas Parade Info
- viii. TDC
 1. Simone Anthony: Jared Gardner (Meeting speaking request)
 2. Simone Anthony: Request for Meeting Minutes
- ix. Buy a Block - Feilding 60's Up Movement - Bronze block
- x. Funding Requests - St Johns re Health Shuttle
- xi. Invoices
 1. Robert Smith: Toki Mows
 2. Ceri Treder: Aon - Insurance
 3. Stephanie Whyte: St Anthony Road Patrol Treat

Outwards

- i. Georgina Morrison - Simone Anthony re Minutes
- ii. Georgina Morrison - Jared Gardner re Meeting speaking request
- iii. Georgina Morrison - Melody Lawrence re Court Support request
- iv. Georgina Morrison - Help n' Hand; Invite to speak at Dec Meeting
- v. Georgina Morrison - Steven Marshall: Re Funding Information request

7.1 Items Arising - Nil

ACTION: Georgina to create list of successful grant recipients from the 2025 year.

That the inwards be received and outwards noted.

Carried

8. Council Report - Cr Kennedy & Mayor Gilmore

- Council is still in recruitment for the CE - there will be a handover through to March
- Portfolios have been assigned. Cr Kennedy assigned to Explore Pahiatua.
- Central Government decisions affecting Council. The System Improvement Bill will redefine what District Council can and can't do. The Simplifying Local Government means Regional Councils will be redefined. Proposed rates caps won't come in until 2029. Resource Management Act proposals are due in coming weeks.

- The service agreement has been forwarded to Sandy who agreed it needed a refresh. Council will look to come up with a draft. It was clarified Pahiatua Information Centre reporting only requires their reporting to go straight to Council and they will be advised of this.

Mayor Gilmore wished the Committee a Merry Christmas and thanked Committee members for their work.

ACTION: Georgina to add Cr Kennedy to the distribution list.

9. Financial Report James Devoe

9.1 Current status

- The balance of the main account is \$ 233,119.84 (including term deposit \$ 135,921.36).
- The balance of the Business Group account is \$ 184.76

9.2 Invoices to be approved for payment on 20 December & 9.3 Invoices since last meeting for retrospective approval:

Invoice to be approved for payment on DEC 20th.	
	AMOUNT
Bush Tele	\$538.84
Murray contractors	\$156.00
Explore Christmas Photography	\$750.00
Mitre 10	\$174.03
BUSH Multi Quiz	\$50.00
Lawnmowing for Polish memorial	\$400.00
	\$2,068.87

Invoices since last meeting for retrospective approval:		
INV#	Description	AMOUNT
	Explore Christmas mural reveal emma reimbursement	\$1,868.88
		\$188.75
		\$2,057.63

9.4 Tagged funds - James spoke to these and will send through the table.

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				\$4,731.64
Community Garden remaining infrastructure works				\$1,556.75
Lawnmowing for Polish memorial (until Nov 2025)				
Discretionary funding (originally \$7,507 but reduced by allocations)				\$7,619.75
Meeting fees/7 members yearly				\$12,150.00
Civil Defence Group – funds for generator plug for Bush Multisports Park				\$15,000.00
Explore Christmas				\$5,032.85
Dog Park maintenances				\$2,000.00
			Total	\$71,303.15

There is a \$137 shortfall for the quiz that the Committee approved to cover.

That the financial report from James Devoe (Treasurer) for the preceding month be received and that identified invoices are approved for payment.

Carried

11. Grant Application - St Johns

Raylene approached the Bush Charitable Trust to cover this and this grant was approved by that Committee and therefore they no longer require this from Explore.

12. Insurance

Our new cover means we've got a refund from the previous policy as it covers events but we need to notify them when we are running events.

13. Roles and Responsibilities

No suggestions or changes.

ACTION: Georgina to note these have been reviewed in Dec 2025

14. Portfolio Reports

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

- PDBG Social Quiz was a huge success! 9 teams, lots of fun, a great night. A huge thanks to Bexx Brown for the quiz questions and helping to organise the venue, Raylene Treder for helping to mark the questions, Sarah Polglase-Wills on the bar, Clint Worthington as emcee and Ruby Cole and Ayla Bisset for running papers and helping to clean up.
 - Events in the pipeline for next year:
 - Civil Defence for businesses with Georgina Morrision
 - Side hustles
 - Collaboration with TDC (just an idea, not investigated yet)
- Need to reset the budget in January next year

Explore Pahiatua Marketing (Ingrid de Graaf & Anaissa)

- Facebook has focussed on Explore Christmas and the PDBG quiz
- November Bush Tele - 24 Nov - Explore Christmas main poster
- December Bush Tele - 15 Dec - Explore Christmas debrief
- Anaissa working on a Civil Defence advert
- Ingrid to post regarding the stage on Facebook this week

Explore Christmas (Ingrid de Graaf)

- A meeting was held today which will be our last meeting before the event:
 - Elf Land is nearly organised - just need to complete the volunteer schedule
 - 27 stalls registered
 - 8 food trucks registered
 - 12 registered for parade so far but need to keep pushing the pre-registrations
 - Road closure is sorted
 - Window competition judging is underway - a few less entries than usual, only 7
 - Concert is nearly confirmed but need to see if Tararua College Kapa Haka are in?
 - Santa is organised
 - Facebook teasers to roll out this week
 - Decoration of town centre to begin on Wednesday, 3rd December

Community Garden (Emma Elliot)

- None received

Swimming Pool (Raylene Treder)

- QS provided estimates which were not aligned with the current market and pricing expectations. Council have had to enter into a redesign and value engineering phase with

architects and main contractor HMC. Currently revising costings. Hoping to have these finalised by 12th December 2025.

Road Safety Committee (Raylene Tredler)

- Nothing to report - no meeting held.

Civil Defence (Georgina Morrison)

- Attended Regional Civil Defence Meeting
- Meeting with Schools & Go Bus - Brent Tomlinson
- Listening to [Under the Weather podcasts](#) from Post Cyclone Gabrielle - well worth a listen if you're into podcasts but a warning that they're super rough to listen to. There is so much valuable learning in them though!

Harvard Playground Upgrade (James Devoe)

- Awaiting playground report

Stage

- Ingrid to put up Facebook post this week
- Stage unpacked and erected in the stadium by James in the weekend for Explore Committee members to have a look at.
- Put in a price structure after 6 months. Current booking which Committee agreed to \$200

Cycleway project (Ingrid de Graaf)

- No progress due to focus on Explore Christmas - have contacted Gerry Parker regarding catching up with him but not heard back.
- Still need to look into land titles.

Youth (Raylene)

- Raylene attended an inaugural Tararua Youth Network meeting. Raylene noted it was good to hear what others are doing in this space. Discussed barriers, needs and so on. Some discussion of trying to bring students from the College into the youth group in the future. They're really interested in the marae programme and learning.

Carnival Park (Karolyn)

- No report received

Swimming Baths (Karolyn Donald)

- No report received

Next meeting date: 8.20pm 4th February 2026 at Tararua District Council Service Centre, 136 Main Street, Pahiatua.

Noted that there is no January meeting and that a Thank Event will be held in February with

Members of the Society invited.

Meeting closed at 8.32pm.

Raylene Tredder (Chair): -----