

**Minutes of the Explore Pahiatua Incorporated Society meeting held at The Bush Community Centre 98 Main Street, Pahiatua on Wednesday 5th April 2023 7pm.**

**1. Present**

1.1 Committee Members: Louise Powick (Chairperson), Raylene Treder (Secretary), Marie Kissick (Treasurer), Karolyn Donald, Rhys Punler, and Fiona Stokes.

**Tararua District Council Representative:** Cr Alison Franklin.

**2. Apologies**

Ali Romanos and Ingrid de Graff

**3. Conflicts of Interest**

3.1 None

**4. Notification of Items not on the agenda**

4.1 Flood relief and Help n Hand Signage discussed in matters arising.

**5. Confirmation of Minutes**

5.1 **That the minutes of the Explore Pahiatua meeting held on 1<sup>st</sup> March 2023 (as circulated) be confirmed as a true and accurate record of the meeting.**

**Fiona Stokes/Rhys Punler**

**Carried**

**6. Matters Arising**

**6.1 Flood Relief**

The committee has received no further communication from George and Co regarding support for a Flood relief event being held in Pahiatua to raise funds for the victims of Cyclone Gabrielle.

**6.2 Help n Hand Signage**

Fiona Stokes has been working with Kathy Braddick from Help 'n Hand to get the logos and design of the signs complete. Fiona presented the signage at the meeting for approval. Supergran's logo is changing at the AGM. When the new logo has been provided the signs can be ordered. Invoice to Freedom Design to be paid \$566.00.

**That Explore Pahiatua approve the production of 2 signs for Help n Hand costing \$566.00.**

**Fiona Stokes/Raylene Treder**

**Carried**

**6.3 Flag**

The flag gifted by the Governor General has been taken down, the flag was damaged, and the pole needs remedial work to stop the flags becoming entwined around the pull cord. Cr Alison Franklin has emailed Minister Kieran McNulty to inform him and has asked if the flag needs to be returned. The committee to discuss new ideas for a Pahiatua themed flag to replace this one.

#### **6.4 Smiths Track**

Rhys Punler to follow up with Gerrit Arends to see when the gate will be installed at the bottom of the track.

The committee to ask Council for an update on the Council's Biking and Walking Strategy to find out what progress has been made and if there is any update on the walkway from Pahiatua to the Tui Brewery.

#### **6.5 Regent Cinema**

No update received from the Cinema or Pahiatua Repertory Society, but it appears that the Cinema has been closed. Cr Alison Franklin to see if she can get an update to the Committee for the next meeting.

#### **6.6 Post Office Box**

Raylene Treder has closed the Post Office Box due to the increase in the annual fee, all mail will be directed to the Pahiatua Service Centre. A decision was made not to pay for redirection as the Committee doesn't receive a substantial amount of mail each month.

### **7. Tararua District Council Report**

- 7.1 Cr Alison Franklin gave an update on the Mayoral Relief Fund. Council is in the Recovery phase of Cyclone Gabrielle. To date seventeen applications have been received for the fund and the committee is currently prioritizing money to allocate to the appropriate beneficiaries.

The council is currently working on completing the Annual Plan and starting the Long Term Plan.

Community Wellbeing and Development meeting held a discussion on the proposal of the dog park to be located at Rotary Park, a paper will be presented at the Council meeting at the end of the month for approval.

Pahiatua Service Centre is nearing completion with the carpet and electrical work to be finished.

### **8. Correspondence**

- 8.1 Email received from Nigel Brewin from the Tararua District Council asking if the Explore Committee would like to meet with Staff and Governance to discuss the annual plan and to ask if the committee would like to discuss any topics.

Raylene Treder to reply to the email to inform Nigel Brewin of the date of the next Explore Pahiatua Committee meeting. The topics the committee would like to discuss are the Pahiatua Swimming Pool, water tanks, walking tracks and the community garden.

**That the inwards correspondence be received, and outwards be endorsed.**

**Louise Powick/Karolyn Donald**

**Carried**

## **9. Financial Report**

### **9.1 Invoices to pay (20<sup>th</sup> April 2023):**

Aon Insurance	\$2,902.62 (Paid)
KJ Mitre 10	\$289.79 Community Garden (Paid)
Derek Sims	\$180.00 Website (Paid)
Traffic Signs NZ (paid)	\$647.80 Event signage and cones
Bush Telegraph	\$488.75 Advertisement
Louise Powick Reimbursement	\$96.15 Community Garden
Peter Russell	\$1,936.00 Carnival Park
Derek Sims	\$180.00 Website
Trophy Engraving	\$81.50 Explore Christmas
Freedom Design	\$138.00 Help n Hand signs
Freedom Design	\$138.00 Harvard Consultation
Rhys Punler Reimbursement	\$70.97 Community Garden

### **9.2 Tagged Funds**

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

### **9.3 That the financial report is received, and accounts approved for payment.**

**Louise Powick**

**Carried**

## **10.0 Portfolio Reports**

### **10.1 Pahiatua Business Group**

- Feedback on PDBG sought from members by Facebook and email – one lucky member will win a year's free membership.
- BA5 held at Mangamaire Sunflower Field on 1 March.
- Discussions currently being held with CEDA (and Business Mentors NZ) regarding holding an event and what it might look like.
- Discussions currently being held regarding holding an event at Café 88 in Woodville, with Leigh-Ann Powell.
- BA5 to be held at MCI & Associates in late May.
- Joint Chamber event (Dannevirke, Wairarapa, Manawatu & PDBG) to be held on 3 May.

- Discussions held with Toni Chapman at Digital Spaces regarding collaborating on events and the special equipment they have for “hire”. To advertise the hire equipment on Facebook and by email soon to PDBG members.

## 10.2 Explore Pahiatua Marketing

- Facebook and Bush Telegraph predominately focused on the Harvard Plane Consultation – item 10.5.
- April Bush Telegraph – Harvard Plane design competition.

## 10.3 Youth Centre

- JTD Ltd – Joss Tua -Davidson has indicated he will undertake the work late April/early May.
- The Youth Centre will require \$30,000 for this work to be completed.

## 10.4 Carnival Park

- Peter Russell has finished his weed management for the financial year / contract period.
- A new contract will need to be drafted for Peter Russell going forward, potentially a three-year term.
- A proposal has been submitted to remove the fourteen Lawson's Cypress trees on the North-eastern boundary of the Reserve. Kevin Nicholson has agreed to complete this work with Peter Russell working under him and in harmony with Kevin Nicholson's H&S Plan and Task Analysis for the planned work. At the same time, Kevin Nicholson's has agreed to assess Peter Russell's chainsaw competency so that he can be approved under the Community Agreement to use a chainsaw. A proposal to the Carnival Park Management Board to pay for this work (\$2500 + GST).
- Wendy (DOC) informed that the focus has once again been taken away from community projects and engagement, and we will probably see less of Wendy going forward although that is not how she would like it to be. They are still understaffed, and priority works are the areas affected by the cyclones currently.
- Peter Russell's total proposed budget for the next financial year for his work is \$12,868.00 which is in line with his original forecast.
- The removal of Wilding Pines and Lawson's Cypress in the Northwest corner (proposed for April 2024) will be handled by Kevin Nicholson, and he has been asked to quote for this work. Kevin Nicholson is contacting local mills and firewood suppliers to see if they are interested in harvesting any of the trees.
- 105 possums trapped to date since Feb 2022.
- Geoff Charleson - Environmental Manager Fonterra (Meeting held on site 8th March). Peter Russell will be submitting a quote for weed control on Fonterra's side of the fence. Decision made to remove the gum trees and fence along the western boundary and restore the area to pasture. Fonterra can support with manpower for removing some trees and help with removal and re-building of the fence lines and provide use of their land to harvest those trees.

## 10.5 Harvard Plane

Harvard Plane Consultation

A post was placed on Facebook for community feedback regarding the future of the Harvard Plane and slide. Overwhelming support for the not replacing the slide and using the plane as a photo opportunity to promote Pahiatua.

An article will be placed in the Bush Telegraph regarding the decision of the slide. The committee will run a competition for design ideas and the winner will get the first photo taken with the new design, and an acknowledgement of design contribution.

The asset can now be transferred to Council – Cr Alison Franklin to find out the process for this to be transferred.

## 10.6 **Community Garden**

- Two working bees have been held this month to get on top of weeding and increase plant production following Cyclone Gabrielle.
- All garden beds have now been cultivated with the intention of transitioning to a “no dig” approach by Spring 2024.
- Lupin has been sown in some beds as a winter cover crop to increase organic matter.
- Tararua Family Services held a successful community barbeque in the garden.

## 10.7 **Swimming Pool**

- 43% of total funds have been raised for swimming pool construction.
- Three community fundraisers at present are currently on the go – Cull Cow Scheme, Buy A Block, Golf Tournament.
- A meeting has been held with Mayor Tracey Collis and CE Bryan Nicholson to discuss next steps.

## 10.8 **Rotary Dog Park**

Council staff to present a paper at the April Council meeting.

## 10.9 **Road Safety Committee**

Nothing to report.

## 10.10 **Smith’s Track**

Discussed in 6.4.

## 10.11 **Website**

Derek Sims and Louise Powick have spent the last month updating the Explore Pahiatua website. The Committee suggested a few minor changes are needed mainly to do with wording, updating photos and the business page to include a directory of business names. Louise Powick to update website from the feedback received. Derek Sims services will no longer be needed as the website is close to being updated.

## 11.0 **General Business**

### 11.1 **Committee Succession planning**

Louise Powick would like to stand down as the chairperson at the AGM in October, due to other commitments. The committee was urged to start thinking of a succession plan going forward to future proof Explore Pahiatua and address the declining number of community volunteers.

### 11.3 Information Centre Signs

The information signs located at the entrance of town need modernising. Lots of ideas were discussed on how the signs could be upgraded and include Explore Pahiatua branding. Louise Powick has discussed this with Martha Field who is in agreeance. Martha Field to contact Waka Kotahi to see if the sign located at the Harvard Park could be moved and placed in the next block.

Meeting Closed at 9.23pm

Chairperson \_\_\_\_\_