

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

1. Present

1.1 Committee Members: Louise Powick (Chairperson), Raylene Treder (Secretary), Marie Kissick (Treasurer), Ali Romanos, Ingrid De Graff, Rhys Punler and Cr Scott Gilmour.

Tararua District Council Representative: Cr Scott Gilmour.

Members of the public: Nil.

2. Apologies

2.1 Cr Alison Franklin and Karolyn Donald.

3. Conflicts of Interest

3.1 No conflicts declared.

4. Notification of Items not on the agenda

4.1 TDC PARS Strategy.

4.2 Harvard Plane Photo opportunity.

5. Confirmation of Minutes

5.1 **That the minutes of the Explore Pahiatua meeting held 7th June 2023 (as circulated) be confirmed as a true and accurate record of the meeting.**

Ali Romanos/Ingrid De Graff

Carried

6. Matters Arising

6.1 Point - 7.4 Change the wording "defamation" to "defacement".

6.2 Ali Romanos wrote an email to Paul Lea regarding the comments and defacement of Explore Pahiatua face book page, the matter has now been resolved. Facebook post removed and Paul Lea apologized.

6.3 Ali Romanos to ask Paul Lea if he can provide material for an information board for the Harvard Plane, to be located next to the Plane. Explore Pahiatua will pay for the information board to be printed.

6.4 Ali Romanos to ask Paul Lea to provide a collection of photos of the Main Street since inception for a photo board to be placed in the window of the Foodstuffs building next to New World. Explore Pahiatua will design the photo board once photos have been received. Kimbolton have placed photo boards in their empty shop windows.

- 6.5 Rhys Punler to approach a sign company to make a “Pahiatua” sign for a photo opportunity located next to the Harvard Plane, like what is on the waterfront in Wellington.
- 6.6 Bush Aquatic sign is in production, this sign is to be located at New World. Rhys Punler to collect the sign from Freedom design once its ready.
- 6.7 Louise Powick to write role descriptions for committee members prior to the AGM in October.
- 6.8 Marie Kissick to write an article for the Bush Telegraph and place a post on face book profiling the committee, what projects are currently in progress and informing the community that the AGM is in October. This will be inserted in the August edition of the Bush Telegraph.

7. Tararua District Council Report

- 7.1 Annual Plan adopted at 13.17%. Cr Scott Gilmour thanked Explore Pahiatua for their submission.
- 7.2 Cr Scott Gilmour and Mayor Tracey Collis will be attending the Local Government Conference in Christchurch on the 26th/27th July, they are planning to visit Kings Swim School, to check out the new Sprung aquatic facility. This is the same structure the Bush Aquatic Trust have in their design for the New Pahiatua Swimming Pool.

8. Correspondence

Inward Correspondence

- 8.1 Email received from Anna Howell TDC with a copy of the Impact Assessment of Cyclone Gabrielle on the Tararua District – Email forwarded to all committee members.
- 8.2 Email received from Allie Dunn TDC – Play Active Recreation Sport Strategy – circulated to the committee for discussion.
- 8.3 Email received from Michelle Davis – Tararua Alliance acknowledging receipt of the Road Closure for Explore Christmas.
- 8.4 Email from Kimberley Stevens about the TDC Funders forum to be held 16th August. Karolyn Donald will attend the luncheon and Ali Romanos will attend the presentation. It was asked if Explore Pahiatua would like to be noted in the forum booklet as a funder – The community decided unanimously to be left out of the booklet. Louise Powick to inform Kimberley Stevens of attendees and decision regarding the booklet.
- 8.5 Email received from Bush Multisports to attend their AGM on the 18th July 7pm. Marie Kissick to attend on behalf of the committee.
- 8.5 Ali Romanos received an email from Paul Lea with some suggestions and pictures of how the Harvard Plane could be put on a pedestal.
- 8.6 Rates rebate application form received from TDC.

8.7 Lease Agreement for the Community Garden received. Louise Powick to sign document on behalf of the Explore Pahiatua Committee.

8.8 Email received from Tararua Facilities Jessica McKenzie about a tree planting and plaque for the King's Coronation. None of the committee were aware of the planting and plaque being gifted.

Cr Scott Gilmour explained to the committee the background story. It was decided that Carnival Park would be an appropriate place. Louise Powick to ask the Carnival Park Board if this would be a consideration.

Outward Correspondence

8.9 Rates rebate submitted to TDC.

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

Ali Romanos/Rhys Punler

Carried

9. Financial Report

9.1 Invoices to pay (20th July 2023):

KJ Mitre 10	\$ 18.22 Padlock for Youth Centre.
NZME	\$488.75

Retrospective invoice for June 2023.

Wairarapa Property Management	\$200.00
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9.2 Tagged Funds

Swimming Pool Project	\$30,000.00
Explore Pahiatua-Signage	\$20,000.00
Harvard Plane	\$20,000.00
Dog Park	\$22,000.00
Carnival Park	\$ 985.00
Youth Centre	\$16,649.93

Explore Pahiatua's accountant has been contacted to start preparing the financial accounts for the year end.

Marie Kissick to contact Adele Small about the annual grant payment. The inflation adjustment calculation is to cover 2 years after being overlooked in 2022.

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

Marie Kissick/Ali Romanos

Carried

10.0 Community Plan

The Committee has provided content in the shared document supplied by Kimberley Stevens TDC for the Pahiatua Community Plan. Discussion held on the content that the committee would like to see in the plan. Louise Powick to tidy up and forward to Kimberley for development of the first draft.

11.0 Portfolio Reports

11.1 Pahiatua Business Group

- Ingrid de Graff has spent many hours working on the Pahiatua Business Directory for the Explore Pahiatua website. It will be a useful resource to have and be the ongoing responsibility of the PDBG to maintain it.
- Postponed MCI BA5 – they have requested to hold later in the year (Oct/Nov) – going to change format.
- Postponed Bush Tele/Meet the New Editor event – working on a new date for later this month – and a slightly different concept.
- Teaming up with Digital Spaces to hold a Business FUNdamentals course – likely to be in August.
- Ingrid de Graff has re-approached CEDA (hadn't heard back) about attending one of our events.
- Feedback was provided to Ingrid de Graff on how the PDBG business group could be run going forward. It was suggested that only four events be held each year with a guest speaker. Attendees would be charged a small fee for attending with no annual subscription fees charged. Explore Pahiatua will help fund guest speakers.
- A suggestion for the next PDBG guest speaker was Dale Williams. Ingrid de Graff to take on feedback and report back at the next meeting.

11.2 Explore Pahiatua Marketing

- June Bush Telegraph was focused on the Community Garden.
- Committee agreed to sign for another year the partnership agreement with NZME.
- The Facebook page continues to share relevant information and events.
- Explore Christmas poster is in the hands Jordanna at Freedom to come up with a fresh design for this year.
- Town signs are booked for Explore Christmas.

11.3 Youth Centre

- Josh Roberts engaged for Youth Centre job, total cost \$16,649.43 incl GST. Josh is hoping to have the job completed by Friday.
- Joss was understanding and gracious of the need for us to move to a different builder given the various delays.
- Once roof/internal guttering job complete, will then move to planning stage two of the renovations.

11.4 Carnival Park

- As per Community plan, Karolyn Donald is proposing that both Explore Pahiatua and Carnival Park Management board commit one third each of the annual costs of the weed

management plan and then funding to be sought for the remainder of that work as well as exotic tree removal and propagation of native seedlings and saplings.

- With the end of the financial year, the Carnival Park financial and annual reports will be completed next week and AGM held late July. Karolyn Donald will also put together the expected budget for the Reserve work for consideration and approval at that AGM and will forward the same to Explore Pahiatua for consideration and approval at the August meeting.
- Peter Russell back this month. Need to get a contract in place for Peter Russell for this next year of work. Karolyn Donald will use the same format as last year with his increased rates and this year's proposed hours. Karolyn Donald to liaise with Louise Powick.
- Field trip to south Wairarapa native nursery with Hiria Tua proposed. Date to be confirmed.
- Treasure Carnival Park committee to meet with Peter Russell ahead of this year's work.

11.5 **Community Garden**

- Premature harvesting of produce has left the committee with no option but to lock the garden temporarily.
- Focus now is to prepare garden beds for spring planting.
- Food Secure Communities funding received from TDC.

11.6 **Swimming Pool**

- Scanpower have donated logs to sell for fundraising. They have been delivered to Beales Trucking yard and Regan Beales is happy for them to be stored there until the weather improves to split. Jo Hirst kindly paid for the transporting of these logs as a donation. Jo Hirst has recently been in contact again and they have more logs they would like to donate. They will be delivered and stored at Beales Trucking yard.
- LTP consultation meeting pushed out to August so Cr Alison Franklin can attend.

11.7 **Rotary Dog Park**

- Lotteries grant open to apply for funding, awaiting Ben Luders to inform Raylene Treder of what agility equipment he thinks is suitable for the park and to provide quotes.
- Louise Powick has been dealing with a community member who is worried about the existing Kauri trees at the park concerned with what affect it would have on them with the building of the surrounding fence.
- Raylene Treder to work with the TDC Facilities Manager to formulate an MOU between Explore Pahiatua and Council for the dog park.

11.8 **Road Safety Committee**

- Rhys Punler requested the minutes from the Road Safety meeting – still waiting.

11.9 **Explore Christmas**

- First meeting held and responsibilities assigned.
- Concert and children's area to be simplified for ease of management.
- Road closure application completed.

12.0 General Business

12.1 TDC PARS Strategy

A discussion was held about providing feedback to TDC on the strategy. The committee decided it needed more time to read the full document to be able to provide constructive feedback. This will be provided to TDC following the Explore Pahiataua August meeting.

12.2 Harvard Plane Photo Opportunity

Discussed in matters arising.

Meeting Closed at 9.37pm

Chairperson _____