

PLEASE NOTE THESE ARE DRAFT MINUTES WHICH HAVE NOT BEEN CIRCULATED & NOTED AS A TRUE & CORRECT RECORD UNTIL THE FOLLOWING MEETING.

Minutes of the Explore Pahiatua Incorporated Society meeting held at the Tararua District Council Service Centre, 136 Main Street, Pahiatua on 6 May 2026 at 7pm

1. Present

- 1.1. Committee Members: Raylene Treder (Chair), Georgina Morrison (Secretary), Ingrid de Graaf, Bex Brown, James Devoe (Treasurer), Anaissa Mandal
- 1.2. Tararua District Council Representatives: Cr Elisabeth Kennedy, Cr Peter Naylor
- 1.3. Public attendees: Nil

2. Apologies

- 2.1 Mayor Scott Gilmore

3. Conflicts of Interest

- 3.1 Nil

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

- 4.1 Grant Request from Pahiatua Museum

5. Confirmation of Minutes

That the minutes of the Explore Pahiatua meeting held on Wednesday, 1 April 2026 (as circulated) be confirmed as a true and accurate record of the meeting.

Carried

6. Matters Arising

- 6.1 Road Safety & Crossings: Ingrid met with David Jackson and there is continued discussion & planning.
- 6.2 Ingrid met with Fontayne re the Cycle Path who recommended creating a Business Plan.

7. Correspondence

Inwards

- i. Treasure Carnival Park: Invite to Trailmakers Hui - volunteer access to DoC Land
- ii. Steve Jones: Information request on ANZAC figurines
- iii. TDC

1. Information request on ANZAC figurines
 2. Dog Park: Info request on planning for dirt piles beside the dirt track
 3. Long Term Planning planning
- iv. Grant Requests
1. Pahiatua Museum

Outwards

- i. Georgina Morrison - Notice of unsuccessful grant application outcome to Pahiatua Information Centre

7.1 Items Arising - Raylene to send a letter to the RSA to note how wonderful the ANZAC figurines.

Action: Raylene will talk to Tim Sorenson about ideas to slow traffic for 2027 using signage etc.

That the inwards be received and outwards noted.

Carried

8. Council Report - Cr Kennedy

- This month as part of our community engagement and the long term plan, we have been running an interactive tool called "budget challenge" where people can decide where people are given a hypothetical \$1,000 budget to distribute across six key council portfolios, such as roads, parks, and environmental work. Unfortunately it has had a poor participation, less than 100 people have actually done the challenge. It runs until 31st May 2026.

9. Financial Report

9.1 Current status

Balance of Accounts:			Remainder Funding:	
Main Account	Business Group	Term Deposit	Grant Funding	Tagged funds
\$59,171.49	\$1,392.95	\$13,781.00		\$92,862.01

9.2 Invoices to be approved for payment on 20th:

MITRE 10	\$268.51
Bush Telegraph Advert	\$538.84
Toki mows	\$420.00
Georgina Morrison reimbursed Coffee Civil Defence	\$71.50
Thicket Coffee Civil Defence	\$45.50
Wreath for ANZAC Day.	\$160.50
Total Due	\$1,504.35

9.3 Tagged funds

Harvard Playground	\$20,000.00
Carnival Park (originally \$9,289.33 but reduced by invoices/charges;	\$3,212.16

reflects \$2,708.33 received for weed management share)	
Bush Telegraph Advertising	\$3,653.96
Community Garden remaining infrastructure works	\$855.19
Lawnmowing for Polish memorial (until Nov 2026)	\$1,680.00
Discretionary funding (originally \$7,507 but reduced by allocations)	\$3,119.75
Meeting fees/7 members yearly 2026	\$12,150.00
Civil Defence Group-funds for generator plug for Bush Multisports Park	\$15,000.00
Explore Christmas	\$10,000.00
Dog Park maintenance	\$1,915.00
Bush Aquatic Trust (Paid FEB 2026) \$10,000	\$0
Pavers	\$20,000
Business Group of \$1,500. (JAN 2026)	\$1,392.95
Total	\$92,862.01

Following on from James' advising his preference to step down from the treasurer role Bexx shared that Joanna Laing is happy to take this on.

The Committee agreed to Co-opt Joanna Laing to the Committee, and to the Officer role of Treasurer. Carried

Action: Georgina to follow up the morning tea shout invoice from Thyme to Rise

Action: Georgina to adjust officer info in Charities Service and the Incorporated Society Register

Action: James to meet with Joanna to do a handover session.

That the financial report for the preceding month be received and that identified invoices are approved for payment. Carried

10. Grant Application

10.1 Request received from Pahiatua Museum for \$500 to assist with maintenance.

Action: Anaissa to do a post seeking volunteers for the Museum long term.

Action: Georgina to advise Gilda of the outcome of the application.

That the grant request from Pahiatua Museum is accepted. Carried

11. Portfolio Reports

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

- Next event is scheduled for Tuesday, 19th May from 12.30 - 1.30pm which will be a co-lab between TDC and the PDBG to address burning questions from businesses and to discuss ideas for what is desired in the LTP (Budget Challenge). Advertising to commence in the next day or two.

Explore Pahiatua Marketing (Ingrid de Graaf & Anaissa)

- April Bush Telegraph - focus on Carnival Park
- May Bush Telegraph - focus on Pahiatua Museum?
- Facebook Page - post Community Readiness Day, post winners of prizes regarding Community Readiness Day, post Carnival Park update, post Carpoolin info, post TDC Budget Challenge

Cycleway project (Ingrid de Graaf)

- I caught up with Fontayne Chase about what was required from TDC's perspective and she has indicated that a proper business case is the way to move forward. She gave me some great points to consider and am hoping to make a start on this before the meeting.

Road Safety Committee (Raylene Treder)

- Nothing to update
- Next meeting 16th July 2026
- Ingrid - I met with David Jackson today (05.05.2026) to discuss the requirements of Pahiatua School. He would like to set up a meeting with NZTA to discuss what options are available. He will also dig out earlier communications with NZTA on the matter.

Swimming Pool (Raylene Treder)

- Mike Dunn - TDC Project manager has informed the Bush Aquatic Trust he has resigned from TDC. Robert Hood will now become the project lead from Council. The contract to build will hopefully be signed before the end of May. The car park will start within the next four weeks, giving the contractors an access point.
- The Bush Aquatic Trust has been approved a \$137,000 grant to pay for the non-slip flooring and the acoustic panels for the pool.

Harvard Playground Upgrade (James Devoe)

- No update from Alistair on the slide however he has got overwhelming support numbers from his survey and there may be a company in Auckland who would be able to do it.

Stage (James Devoe)

- No update this month.
- There is a refund coming in from a cancellation.

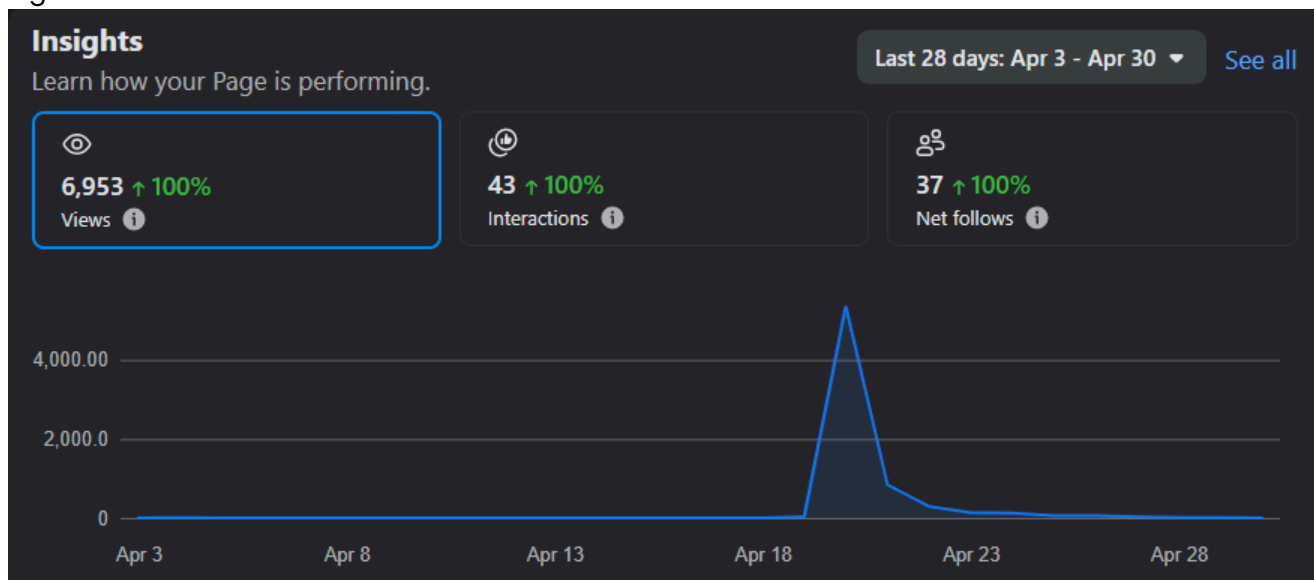
Action: for Bexx to send info on the stage.

Civil Defence (Georgina Morrison)

- I have moved the Civil Defence cabinet contents (the original cabinet is firmly connected to the wall at the Town Hall) to Bush Multisport to join the radio which was moved last month. It's awesome that staff there now join in on the Wednesday check in. We will need to review it's contents and think about what needs to be there long term.
- Our Google Form to promote readiness discussions on April 1st went reasonably well although there's lots of things we'd like to do next time - e.g. use the town signs. The hash tag on facebook didn't work so well but it's great to try things! We had 26 entries in the individual forms and 8 for the business / organisation form and I look forward to building these numbers. We've also got a good baseline from their responses - for summaries of these [click here for individual household whanau](#) and [for businesses and organisations click here](#). I'm just happy that it's inspired people thinking about looking after themselves - the more prepared we get people the less work for us during an emergency!
 - M-Tech Automotive won the business morning tea shout from Thyme to Rise for entering into the Google form and discussing their readiness prep
 - Coffee vouchers have been given out from Thicket, Tonic and Suzie's Coffee Shack to individuals who entered the same competition
- Spoke to a crowded room at Rebus. Was a great session with good questions and answers

and have promised to go back when I have the new Aged Care Civil Defence plan to discuss. Would be good to get them to fill out a similar google form. Have told them they're all my new volunteers! There are valid concerns for this group when it comes to emergency situations and we don't want them to be an after thought.

- The local flooding event had some interesting communication. Still lots of room for improvement. Need to work with Council on ensuring they have the right information for contact details without trying to clarify this during an event. Bexx, Raylene and Tim put in some hard yards and we need to book in a wee debrief to pick up the lessons.
- Met with Erica Gleeson and Tracey Lett to go through the procedures (provided from the TDC CD training) for opening a Welfare Centre. Agreed to have another meeting to apply that in a Pahiatua scenario using layout of Multisport stadium. There is an ongoing discussion (including Bexx, Tim and Raylene) about spending our funds including obtaining mattresses for Bush Multisport: options are cheaper e.g. \$80 for 10 cm e.g. [this one](#), or slightly more support for \$100 e.g. [this one](#). Need to check if they would do a bulk order. Need to consider purchasing protectors as well to extend their life. Would be keen to approach Masters Hall and Waireka to see if they would house older evacuees so they're not put at risk by getting down to a mattress on the ground.
 - James noted there is always 200x 150mm covered mattresses in stock at Abecca. Making 500 per week for prison service.
- I have meet with Jane Tylee from Rural Support Trust to understand their role in an emergency. We discussed that Jane would join our local group as a liaison with her rural connections and we'd connect town services to rural needs such as medicines, vets etc.
- Was due to meet with Ingrid and Jacob from Mitre 10 to discuss generators but it was during the recent flood event so we postponed. Bush Multisport are in the process of getting the plug which means we can test the generator.
- Facebook Civil Defence page: Thanks Raylene for sorting out admin rights. This was helpful to post updates during the recent flooding event. Could I get everyone on Explore to join this please! [Click HERE for the link](#) to the page. It wasn't connected to TDC or Manawatu Civil Defence so I've done that as sharing their updates is really important so there's one source of information rather than duplicating. We had some good pick up in visibility for the page as below so that's helpful. I've also just shared a post to find my last coffee winners so turning that issue into a positive as people should share and tag which increases the algorithm!



Action: Investigate an MoU with Abecca to utilise mattress stock in an emergency

Action: Look at purchasing camp stretchers. Talk to Hawke's Bay CD about purchasing options.

Action: Hold debrief on recent flooding communication

Community Garden (Emma Elliott)

- Fiona and Karen have stepped into planting decisions and leading the group of volunteers at the garden. There are consistently between 4 and 8 attendees at the twice a monthly working bees. Emma has moved back to Eketāhuna, remains admin on the Facebook page and manages the budget. She is currently visiting her mother in the UK.

- A request to James this week asks for community garden account transactions exported to excel for comparison to expenditure log (1 July 2025 to date). Also a request that the Mitre 10 passcode can be shared with nominated volunteer Brian Dent so that we can ensure we come in on budget.
- Continued financial support by Explore Pahiatua is expected for FY27. We have signage outstanding for our mural. This was discussed with Creative Communities panel in April.
- We ran other Kai collaboration this year with social service groups. The Burger Night was a great opportunity for general public, volunteers and local services and councillors to share kai. The rangatahi from Pahiatua Youth Group held at St. Paters Church joined us.
- This year our pumpkin harvest allowed for a share with Tararua Community Services who made pumpkin soup for part of their Kai offering to the community.
- Massive thank you to the volunteer team. Emma is away until end of July and has some outstanding expense claims from volunteers to sort out for June meeting

Explore Christmas (Bex)

- Ingrid and Bexx catching up this Friday, 8th May for a handover.

Carnival Park (Karolyn)

- Thanks to you all for weighing in on the situation at Carnival Park and helping with the recent publicity. We have received three responses regarding willingness to volunteer -
 - One of which has connected to Pete already and is meeting with him on Tuesday for some training and specific ongoing tasks for them to work on (pulling karaka seedlings from a specific site). There is already one other person working at this task.
 - One from a School wanting to engage as they say 'this term our learning topic for the term is te ao tūroa - referring to the knowledge from our local environment. We are doing a unit on the 40 Mile Bush and coming through to Carnival Park would tie in perfectly to this kaupapa.' They are not able to volunteer as the minimum age on DOC land is 12 yr olds but will do our best to bring them in for something.
 - One yet to respond to my inquiries as to how much time and effort they are willing and able to put in.
- Options to remove the exotic trees in the Reserve - Thanks also for looking at this and offering suggestions.
 - Approached by JDM Earthmoving and initially told it would be at no cost to us
 - However, now saying we need to come up with \$20-\$25k as one more digger will be needed for the work due to safety concerns and the harvest returns will not cover that extra cost.
 - Have applied to Horizon's Biodiversity fund thanks to Raylene advising it closed on Friday last week. Was mostly a copy and paste from last year with the changes to the amount required to get the job done.
 - Have asked JDM for the offer in writing as it has only been verbal until now.
 - Have expressed to Horizon's our willingness to work with them and answer any further questions etc.
 - Forwarded the application to Raylene and Ingrid so they have a copy if you want to look over it.
 - Look forward to any other offers or suggestions you may have.
 - Approached new contact at DOC - Briggs Pilkington - who advised they don't have any money left but he was willing to put it out to the rest of NZ DOC offices in case any other regional office had not been able to meet their budget for Community Projects. I have emailed him the details and request for funding and await his response.
 - Fonterra have confirmed they will remove both boundary fences and allow access to the reserve for the works, and give us usage of one paddock for 12 months to store the slash until it can be burnt. They will then dispose of the slash and re-sow the paddock - extremely generous and community focused!
 - Peter Russell has sprayed the ivy and stinking iris again in preparation for the work and reports there is very little left at this point which is encouraging for halting the massive resurgence of these weeds once the exotics are gone and the light and rain promote growth of weed species.
 - The Kanuka and Manuka will need to be prepared for planting by removing the root bind and trimming the tops by 20% to compensate before they can be planted.

- Fingers crossed we can get this done asap.

Youth Portfolio (Raylene)

- There has been discussion around exploring creating a funding arm. Will be talking to Sport Manawatu and The Trust to see what can happen. There is the potential for funding to be matched.

12. TDC & Explore Service Agreement

Mayor Gilmore noted this has been passed to another staff member following the resignation of Sarah Fountaine and will be ready shortly.

13. Date for Midwinter Explore get-together

Discussed creating a list of groups and Incorporated Society members to invite and provide an RSVP date. To be held following the June or July meeting.

Action: Georgina to investigate dates for the get-together and create list.

Next meeting date: 7.00pm 3rd June 2026 at Tararua District Council Service Centre, 136 Main Street, Pahiatua.

Meeting closed at 8.17pm.

Raylene Treder (Chair): -----