

Minutes of the Explore Pahiatua Incorporated Society meeting held at Bush Multisports Turf Pavilion, 78 Huxley Street, Pahiatua on Wednesday 6th September 2023 7pm.

1. Present

1.1 Committee Members: Louise Powick (Chairperson), Raylene Treder (Secretary), Marie Kissick (Treasurer), Ali Romanos, Karolyn Donald, Ingrid De Graaf and Rhys Punler

Tararua District Council Representative: Cr Alison Franklin

Members of the public: Nil

2. Apologies

2.1 Nil

3. Conflicts of Interest

3.1 Add to the conflict-of-interest register Ali Romanos is a Trustee of the Bush Charitable Trust and Raylene Treder a Trustee of the Waireka Community Trust.

4. Notification of Items not on the agenda

4.1 School Patrol Treat

5. Confirmation of Minutes

5.1 **That the minutes of the Explore Pahiatua meeting held 2nd August 2023 (as circulated) be confirmed as a true and accurate record of the meeting.**

Ali Romanos/Maree Kissick

Carried

6. Matters Arising

6.1 Nil

7. Tararua District Council Report

7.1 Reserve Management Plan

The Committee asked Cr Alison Franklin to find out from Council if Poplar Reserve will be covered in the Reserve Management Plan. The committee has concerns about the amount of rubbish being illegal dumped at this reserve and who's responsible for cleaning the site. Previously CRM's have been lodged and the site has had rubbish removed but have the last couple of years this site has not been maintained.

7.2 Marima Domain

Cr Alison Franklin gave a verbal report on the status and future of Marima Domain. In 1989 a Resolution was passed at Council for the development of the Domain. None of these plans have come to fruition and Council would like to revoke the motion made.

Explore Pahiatua endorse the revoking the motion but would like access closed off to the public and for the gates to be locked to allow the bush to regenerate.

8.0 Correspondence

Inward Correspondence

Woodville Meet the Candidates – 21st September @ 7pm

TDC - Michael Bierenbroodspot

Discretionary Grant - Maxine Walsh – School Patrol Treat

Kimberley Stevens TDC – Pahiatua Community Plan

Don Cameron TDC Cyclone Recovery Manager – Update on recovery programme.

Rocketspark – confirmation of new email address for Explore Christmas.

Carol Wilton Positively Woodville – Enquiry about what Public Liability Insurance EPI has.

Allie Dunn -TDC emailed a report about the Marima Domain – to be discussed by Cr Alison Franklin.

Paul Lea – Email correspondence

Eugene Priest TDC – Project manager

Outward Correspondence

That the inwards correspondence be received.

Raylene Treder/Karolyn Donald

Carried

9. Financial Report

9.1 Invoices to pay (20th September 2023):

	Payee	Description	Amount
1.	NZME	Bush Telegraph feature	\$513.19
2.	Mitre 10	Community garden various	\$729.93
3.	Louise Powick	Reimbursement for toilet sign	\$ 77.50
4.	Ingrid deGraaf	Reimbursement Facebook post	\$50.00
5.	Louise Powick	Reimbursement security lights	\$57.96

Retrospectively Invoice for August 2023.

	Payee	Description	Amount
1.	Little Green Grocer	PDBG voucher	\$50.00
2.	Rocketspark	Email address for Explore Christmas	\$22.07
		TOTAL	\$72.07

9.2 Tagged Funds

	Project	Amount
1.	Swimming Pool	\$30,000.00
2.	Explore Pahiatua signage	\$20,000.00
3.	Dog Park	\$22,000.00
4.	Harvard Plane	\$20,000.00
5.	Carnival Park	\$985.00
	TOTAL	\$92,985.00

Invoice sent to Adele Small - Tararua District Council for the annual grant amount.

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

Marie Kissick/Karolyn Donald

Carried

9.4 Application received from Maxine Walshe (NZ Police) for funding to take the Primary School Road Patrol volunteers to the local movie theatre as a thank you.

That the funding is approved for the School Road Patrol Treat.

Louise Powick

Carried

10.0 Pahiatua Community Plan

All the committee provided feedback, Louise Powick to edit the document with the changes made by the committee and forward to Kimberley Stevens.

11.0 Polish Memorial Upgrade Project

The Pahiatua Museum will lead the Polish Memorial upgrade to be completed before the 80th anniversary in November 2024. A member of the Pahiatua Museum Committee will be asked to attend the Explore Pahiatua monthly meeting to provide updates of how the project is progressing.

A discussion was held about the lack of mowing and rubbish removal at the Polish Memorial and how disgraceful it looks. The committee agreed for Ingrid de Graaf to approach Ian Galloway about mowing the grass and removing any excess rubbish. Ingrid de Graaf will inform the committee if he is available to undertake this work. Explore Pahiatua to pay for his services.

12.0 Portfolio Reports

12.1 Pahiatua Business Group

- Confirmed Events Coming Up This Year:
CEDA Pop In – 26 September 2023
Business FUNdamentals Workshop – 11 October 2023, advertising has started.
Bush Telegraph / Marketing – 7 November 2023

- Ingrid will prepare a line up for PDBG events for the year and advertise this as an extra advert in the Bush Telegraph, Ingrid de Graff will also hit the streets and promote these events by getting out there and talking to people.
- Quiz night - Ingrid de Graaf and Raylene Treder will organise a quiz night for businesses to attend as a social event.
- Business Directory – Ingrid de Graaf to complete, once finalise this will be loaded on the Explore Pahiatua website.
- PDBG feedback was requested earlier in the year for which one lucky winner would win free membership for a year. As we no longer have a membership fee, this was replaced with a \$50 voucher of choice. This was won by Janelle from MJM Beauty and she chose a voucher from the Little Green Grocer.

12.2 Explore Pahiatua Marketing

- August Bush Telegraph featured Explore Christmas, call for stall holders and food trucks. This was also shared on Facebook and boosted (\$50 spend)
- September Bush Telegraph will focus on the Christmas Parade and Christmas Window Competition. This will also be shared on Facebook
- Explore Christmas stall and food truck reminder to go out on Facebook at the end of September.
- Explore Christmas main event poster to go in Bush Telegraph on 20th November and be promoted on Facebook heavily prior to this. Yellow town signs are also booked for week before event. A corflute sign will also be put up in the town centre in late October.
- Facebook in September – will do reminders for Woodville Meet the Candidates and Explore Pahiatua AGM.
- Explore Pahiatua received a free Bush Telegraph half page in August from Nikki O’Leary and this was for a repeat of our AGM advertisement.

12.3 Youth Centre

- Ali Romanos is in the final stages of finalising a plan to send to builders for quotes. Louise Powick, Rhys Punler and Ali Romanos met last month at the Youth Centre to discuss renovation tactics. Ali Romanos will aim to have this plan prepared and sought quotes from Josh Roberts, Joss Tua-Davidson and Kyle Dench by the next meeting.

12.4 Carnival Park

- Proposed Tree Removal on Western Boundary.
- Geoff Charleson from Fonterra has confirmed support for this project and Fonterra Farm Staff personnel support for the works as well as support towards an application for funding towards it.
- Fonterra funding application (\$5k max) to be completed September 2023 to include weed management on this boundary as a priority to support the weed management already started in the Reserve and balance towards the tree removal outlined in the attached proposal. Will be able to apply each year for each stage of the 3 year tree removal process.
- Peter Russell has confirmed his return at the beginning of November. Wendy Gray (DOC) has time scheduled in October for Annual Review and general re-connection. DOC remains

short-staffed and Wendy Gray's time allocated to Community Partnerships has been severely clipped. She is frustrated about that but unable to do anything to change it.

- Richard Hansen (Carnival Park Custodian and current Possum Control volunteer) is a possible stand-in / replacement for Karolyn Donald on the Explore Pahiatua committee and in the space of working with Peter Russell in the Reserve and with ongoing Health and Safety. (105 possums removed to date).
- Karolyn Donald will stay on as liaison and to train Richard Hanson until he is confident to take over without her and Karolyn Donald is also happy to stay on the Treasure Carnival Park Committee and to manage fund-raising and other paperwork as required.
- Karolyn Donald has reached out to the Treasure Carnival Park committee to meet in early October prior to Peter Russell's return and well into spring to plan for the next year. Also, to be ahead of annual review with DOC to contribute to that review and proposed plan for the coming year.
- Karolyn Donald spoke about the proposed funding plan and the commitment Treasure Carnival Park are requesting from Explore Pahiatua.

That Explore Pahiatua fund the 33% contribution for the weed management plan for the next five years as displayed below.

Moved Louise Powick

Carried

Weed Management in Carnival Park Scenic Reserve					
Year	Estimated Hours	Hourly Rate	Annual Cost	33% Contribution	
22-23	255	\$ 67.00	\$17,085.00	\$ 5,695.00	NB. Carnival Park pledged and paid \$6k towards 2022-23 years
23-24	192	\$ 67.00	\$12,868.00	\$ 4,289.33	NB. Carnival Park pledged and approved for payment \$5k towards
24-25	125	\$ 67.00	\$ 8,375.00	\$ 2,791.67	
25-26	76	\$ 67.00	\$ 5,092.00	\$ 1,697.33	
26-27	59.5	\$ 67.00	\$ 3,986.50	\$ 1,328.83	
27-28	95.25	\$ 67.00	\$ 6,381.75	\$ 2,127.25	

12.5 Community Garden

- Rhys Punler and David Powick have erected a new fence in the stock pound.
- Security lights have been installed.
- Pahiatua Enviro group have been attending weekly and have been busy gardening.
- Hungry worm bin installed.
- Fortnightly weeding during October to February
- Two gardening workshops to be held in September.

12.6 Swimming Pool

- LTP presentation to Council was well received.
- Consultation on draft LTP December/January 2024.
- Discussion required on seasonal pool use for summer 2024/25.

12.7 Rotary Dog Park

- David Swansson from Bang it Fencing will start the build of the fence surrounding the dog park in October now due to the wet weather.
- Email received from Eugene Priest TDC Project Manager advising that Council will not be going ahead with any storm water retention in Rotary Park due to viability reasons. The most likely option at this stage is an upgrade of kerb & channel on Princess St and surrounds and will not interrupt dog park construction work.

12.8 Road Safety Committee

- Rhys Punler to talk to the road safety group about the gardens outside the Regent Theatre. The plants need to be trimmed back due to poor visibility leading into the give way. Rhys Punler also to submit a CRM to Council.
- Rhys Punler to have a discussion with Waka Kotahi about the markings of the pedestrian crossings in the Main Street of Pahiatua. The State Highway was recently closed to re mark for 6 hours and the expectation was the old pedestrian crossing would be marked out. The marking is very confusing.

12.9 Explore Christmas

- Good number of registrations received to date.
- Waiting on TMNZ quote for road closure.
- A decision has been made to have no stage this year for dance performances.
- The event will be held on Saturday 2nd December 3.30pm-7.00pm
- Christmas Parade to start at 4pm
- 15 Stalls to date and 7 food trucks have confirmed.
- Band has been booked at a cost of \$2,000.
- Horse and Cart from Feilding will be at the event and this will be user pays.

13.0 General Business

- 13.1 Cr Alison Franklin to ask the Tararua District Council's Facilities Manager about the library/town hall toilets being open to the public during library hours. This was proposed during the Main Street upgrade as a solution to the lack of public toilets at the southern end of town.

Up until recently they have been open to the public with the Service Centre staff being relocated to the Town Hall. Now staff have returned to the Service Centre the toilets are no longer opened to the public.

The Explore Pahiatua Committee request that library staff open the town hall entrance for these toilets to be made available while the library is open, and for a public toilets sign to be erected.

Meeting Closed at 9.25pm

Chairperson _____