

Minutes of the Explore Pahiatua Incorporated Society meeting held at the Tararua District Council Service Centre 136 Main Street, Pahiatua on Wednesday 7 February 2024, 7:00pm.

1. Present

- 1.1 Committee Members: Ali Romanos (Chair), Louise Powick (Deputy Chair), Raylene Treder (Secretary), Marie Kissick (Treasurer), Ingrid de Graaf, and Rhys Punler.

Tararua District Council Representative: Cr Alison Franklin

Members of public: Richard Hansen (co-opted to committee during meeting)

2. Apologies

- 2.1 Nil

Raylene Treder/ Ali Romanos

Carried

3. Conflicts of Interest

- 3.1 Nil

4. Notification of Items not on the agenda

- 4.1 Karolyn Donald resignation

- 4.2 Richard Hansen co-option to Explore Pahiatua Community Committee

- 4.3 Tararua District Draft Urban Plan

- 4.4 Meeting venue

5. Confirmation of Minutes

That the minutes of the Explore Pahiatua meeting held Wednesday 6 December 2023 (as circulated) be confirmed as a true and accurate record of the meeting.

- Clarification on reimbursement for Ingrid de Graaf: \$145.55

Ali Romanos/Rhys Punler

Carried

6. Matters Arising

- 6.1 **Karolyn Donald resignation**

Email received from Karolyn Donald tendering her resignation from the Explore Pahiatua Community Committee. Resignation accepted with Ali Romanos expressing the committee's thanks to Karolyn for her service.

Committee discussed an appropriate gift to acknowledge Karolyn's service, in particular her dedication to Carnival Park and the Swimming Pool. It was agreed to provide Karolyn with a movie/meal voucher for \$200. Ali Romanos to arrange.

Ali Romanos/Ingrid de Graaf **Carried**

6.2 **Richard Hansen co-option**

With Karolyn Donald's resignation, **motion to co-opt Richard Hansen onto the Explore Pahiatua Community Committee.**

Ali Romanos / Louise Powick **Carried**

Ali Romanos welcomed Richard onto the committee and thanked him for agreeing to lend his time to the community.

7. **Tararua District Council Report**

No report.

Ali Romanos/Raylene Treder **Carried**

7.1 **Meeting Venue**

The committee believe the amount being charged to hire the Pahiatua Service Centre is not a good use of funds and there are cheaper venues in Pahiatua to hold monthly meetings. Some expressed concern, as a matter of principle, of the committee being charged at all for use of the Service Centre given the committee's function.

Cr Alison Franklin informed the Committee the fees and charges are being reviewed in the Long Term Plan process. The community rate is one currently being discussed.

It was resolved to hold off making a decision on venue, until the fees and charges have been finalised.

8.0 **Correspondence**

Inwards

- From: TDC – Invoice for hire of the Service Centre.
- From: Kimberley Stevens TDC – actions for the Community Plan.
- From: TDC – Cyclone Recovery Programme December Update.
- From: Helen Kohunui – donation Buy a Block Swimming Pool.

- From: Adele Small TDC – asking for the contact for Children’s Day.
- From: Pare Kore – Newsletter.
- From: Rocketspark – Christmas hours.
- From: Toni Chapman TDC – Event Weathering the storm workshop in Dannevirke.
- From: Pahiatua Shears – Asking for funding for upcoming event.
- From: IRD – Return reminder.
- From: Rocketspark – Invoice.
- From: Callum Brock - Donation Buy a Block Swimming Pool
- From: TDC – Cyclone Recovery Programme January Update.
- From: Katrina Wilson – Volunteering to help with the dog park.

That the inwards correspondence be received.

Raylene Treder/Ali Romanos

Carried

9.0. Financial Report

That the financial report from Marie Kissick (Treasurer) for the preceding month be received and identified invoices approved for payment.

- Marie Kissick to query the NZME monthly invoice, has been increased with no notification.

Marie Kissick/Raylene Treder

Carried

9.1 Additional invoices received and approved for payment:

- Mitre 10 – amount to be queries as the discount doesn’t appear to have been applied; payment approved in principle, to be paid upon invoice being amended.
- Hira Tua – seedlings \$985.00 for Carnival Park.
- Rhys Punler – reimbursement for \$88.00 to Awapanui Nurseries for community garden.

9.2 Tagged Funds

\$3,000 to be added to the tagged funds for the Youth Centre in respect of the upcoming renovations.

9.3 Pahiatua Shears Funding Application

Funding application received from the Pahiatua Shears Committee requesting \$1,000 for the Pahiatua Shears 2024 event to be livestreamed.

Committee approved grant. Ali Romanos to contact Pahiatua Shears Committee to see how Explore Pahiatua can be acknowledged / promoted.

Ali Romanos/Raylene Treder

Carried

10.0 Community Plan

Some amendments to the Plan were discussed, namely:

- Substitute Census 2018 data for Census 2023 data when available (expected in May 2024).
- Include testimonials from four members of the community.
- Include a basic summary and profile of the Explore Pahiatua Community Committee.
- Add more community groups.

Portfolio holders to update their respective portfolios and communicate to Ali Romanos, who will hold master plan and communication with Kimerley Stevens of TDC.

11.00 Draft Urban Growth Strategy

Discussion was held on the draft strategy and the rezoning of Pahiatua.

Ali Romanos and Raylene Treder to attend the public meeting / feedback session, being held at the Pahiatua Service Centre Wednesday 21st February 2024, 5.00pm – 7.00pm.

Ingrid to reiterate above meeting details on Facebook page.

Draft submission to be completed by Ali Romanos after attending the meeting. This will be forwarded to the committee for comment before being submitted to Council.

12.0 Incorporated Societies Act Compliance

Agreed that Ali Romanos and Marie Kissick will take the lead in updating the documentation for Explore Pahiatua to comply with the new Incorporated Societies Act 2022.

A new temporary portfolio, "ICA Compliance", is now created.

13.0 Portfolio Reports

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

- Combined Chambers event to be held on the 8th May at Tui HQ (similar to last year)
- Teaming up with Digital Spaces to hold 1–2 events this year (funded by them) – Social media workshop.
- BA5 to be held at The Little Green Grocer – date TBC

13.2 Explore Pahiatua Marketing (Ingrid de Graaf)

- January Bush Telegraph featured update on the Dog Park.
- February Bush Telegraph will provide an update on committee portfolios, and particularly for what to expect in 2024.
- April Bush Telegraph will feature the Bush Aquatic Trust Golf Tournament.

13.3 **Youth Centre** (Ali Romanos)

- Funding applications for the renovations to be completed by Raylene Treder and Louise Powick. Ali Romanos thanked Raylene and Louise for agreeing to take on this responsibility.

13.4 **Carnival Park** (Karolyn Donald / Richard Hansen)

- Annual review complete with DOC. H&S Manual and Risk Management Plan reviewed, submitted, approved, signed off by the regional office manager.
- Campground has been well utilised over summer.
- Sewerage system is currently being upgraded.
- Pavilion by the playground has been renovated with seating.

13.5 **Community Garden** (Emma Elliott)

- Inaugural volunteers BBQ was held at end of January. A fun and well received event.
- The shelter over the picnic table has been constructed and is being well used. An application to Creative Communities for a mural here and on the garden shed is being considered for March.
- Emma recorded disappointment with the recent Bush Telegraph article, for not being emailed for checking, and for using a picture of Herbertville Community Garden.

13.6 **Swimming Pools** (Louise Powick)

- Meeting planned for February to get an update on funding from Mike Dunn.
- Waiting for confirmation that the draft LTP includes the swimming pool in year 1.
- Annual Bush Aquatic Trust golf tournament to be held in April.

13.7 **Rotary Dog Park** (Raylene Treder)

- Article in the Bush Telegraph 5th February, informing the community the dog park is open but is still a work in progress.
- Focusing on asking the community for donations of materials and labour to help get the agility equipment and lime track completed around the perimeter.
- Donation received of native plants.
- Fence needs minor dog proofing for small dogs on the western side of the park. Rhys Punler to undertake same.
- Sign for the park is being designed by Freedom designs. Raylene Treder and Louise Powick working with designers. Hopefully the final proof will be available at the next monthly meeting.
- Cr Alison Franklin to ask Council if funding is available for a dog bin and bag dispenser. There used to be one on-site but was removed.
- Cr Alison Franklin to obtain the QR code from Council to be placed on the sign.

13.8 Road Safety Committee (Rhys Punler)

- No update.

13.9 Harvard Plane Photo Attraction (Rhys Punler)

- No update.

13.10 Polish memorial / 80th Reunion (Gilda McKnight)

- Preparations for 80th Anniversary of the arrival of the Polish refugees in Pahiatua (November 2024).
- Upgrade of the Polish Memorial Site.
- The general plan is to upgrade the site – three groups (Aliens, Polish children, Displaced Persons) actually used this site during and after WW2, and currently there is no information on site clarifying this history, focusing on the Polish Reunion for this year.
- Reflect and represent the three groups, which made up the camp's history.
- Redefine the area to focus on the south end overlooking the site of the actual camp buildings.
- This will involve 3 false building facades with corresponding storyboards depicting the camp's 3 stages of history, nearer the monument and following a timeline.
- On the southernmost side of the monument, will stand the internment construction and history, beside this the Polish History, and on the northern most side, to the right of the monument, will be the Displaced Persons' history.
- Some of the bushes and lower limbs of the pine tree will need to be removed to create a clear view of the camp area.
- The north end of the site remains a picnic and rest area.
- Relocate the picnic tables, council signage and rubbish bins to the northern end. Remove the present storyboards, reusing the display cases on the new facades. The poles could be used for a tabletop.
- Consult with Council regarding the above and draw up plans for these initial changes.
- Next meeting for Polish Reunion Group is on 9 February 2024.

14.0 Items not on the agenda

All discussed during the meeting.

Meeting Closed at 8.34pm.

Ali Romanos (Chair): _____

Invoices for Payment

	Payee	Description	Amount
1.	NZME	Bush Telegraph feature	\$603.90
2.	Mitre 10	Community garden various (including materials for covered seating area) <i>Note: Louise is looking at these - to discuss at meeting.</i>	\$2,501.99
		TOTAL	\$3,105.89

In addition, approval of the following invoices which have been paid since December's meeting are to be ratified:

	Payee	Description	Amount
1.	NZME	Jan invoice – Bush Telegraph feature	\$513.19
2.	Mitre 10	Community garden various – paid 20 Jan	\$319.59
3.	TDC	Hire of Council Buildings for Oct, Nov and Dec Meetings – paid 20 Jan	\$123.00
4.	TDC	Road Closure for Christmas Parade – paid 20 Jan	\$150.00
5.	IRD	GST for 6 mnths ended 31/12/23	\$2,150.90
6.	AON	Insurance for Youth Centre – paid 1 Feb	\$3,276.37
7.	Information Centre	Signs for Explore Christmas – paid 12 Dec	\$120.00
8.	Ingrid – reimbursement	FB boosting for Summer Concert – paid 12 Dec	\$50.00
9.	Ingrid – reimbursement	FB boosting for PDBG – paid 12 Dec	\$170.00
10.	Ingrid – reimbursement	FB boosting for Explore Christmas – paid 12 Dec	\$145.65
11.	Small Town Comfort	Broken toy from Explore Christmas – paid 12 Dec	\$17.00
12.	Aotearoa Biodiversity Conservation	Weed Mngt for Carnival Park (CP tagged funds to be reduced accordingly). – paid 12 Jan	\$1,736.25
		TOTAL	\$8,771.95

As a reminder, the following amounts are tagged funds:

	Project	Amount
1.	Swimming Pool	\$30,000.00
2.	Explore Pahiatua signage	\$20,000.00
5.	Harvard Plane	\$20,000.00
6.	Carnival Park (originally \$9,289.33 but reduced by \$1,736.25 for Jan invoice)	\$7,553.08
	TOTAL	\$77,553.08