

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

1. Present

- 1.1. Committee Members: Louise Powick (Deputy Chair) Raylene Treder (Secretary), Marie Kissick (Treasurer), Ingrid de Graaf and Georgina Morrison.
- 1.2. Tararua District Council Representatives: Cr Alison Franklin, Cr Scott Gilmore, Colin Yonge and Lizzie Burns from Wayfinder.
- 1.3. Members of the public: Nil.

2. Apologies

- 2.1. Ali Romanos (Chairperson), James Devoe and Kimberly Stevens (TDC)

Louise Powick/Raylene Treder

Carried

3. Conflicts of Interest

- 3.1. Nil.

Louise Powick/Raylene Treder

Carried

4. Notification of Items not on the agenda

- 4.1. Explore Pahiatua Polish Memorial Signage.
- 4.2. Children's Day. Ingrid de Graff to follow up with last year's committee on the progress for organising the event for March 2025.

5. Confirmation of Minutes.

That the minutes of the Explore Pahiatua meeting held Wednesday 3rd July 2024 (as circulated) be confirmed as a true and accurate record of the meeting with the below changes:

Financial report – change Ingrid de Graff to Bisset Honda.

Correct to the correspondence Rocketspark is the email service provider.

Marie Kissick/Louise Powick

Carried

6. Matters Arising

- 6.1. St John's Building and fundraising. Cr Alison Franklin has spoken to David Lea and an update will be provided to the community upon his return from an overseas trip.

7. Correspondence

Inwards

- From: Email: Richard Hansen – Resignation
- From Maxine Walshe – School Patrol Treat
- From Colin Younge (TDC) Updated slides for the presentation at the August Meeting.
- From: Aimee Charmley (TDC) Requesting to present the Urban Design Strategy and Public Workshops
- From: Bridget Bailey – Buy a block
- From: Charlotte Hewitt – Buy a Block
- From: Mike Butterick (MP) clinic being held in Pahiatua 22nd July.
- From: Karsten van der Oord (TDC) Kiwirail announcement of opening up the line between Masterton and Pahiatua.

Outwards

- To: Maxine Walsh (NZ Police) confirming application for funding received.

That the inwards be received and outwards endorsed.

Raylene Treder/Georgina Morrison

Carried

8. Richard Hansen resignation from the committee.

- Ali Romanos received a resignation email from Richard Hansen

9.0 Carnival Park portfolio

- A brief discussion was held on the Carnival Park portfolio, it was decided to circulate the Community Agreement between DOC and Explore Pahiatua before deciding about the next steps for the portfolio.

Action: Louise Powick to circulate the Community Agreement to the committee

10.0 Urban Connectivity Upgrade Strategies and Public Workshops (Colin Younge and Lizzie Burns)

Lizzie Burns from Wayfinder and Colin Younge spoke about the urban connectivity strategy that Wayfinder Consultants have been contracted to develop.

Funding for this strategy has come from the Better Off Fund in conjunction with the Growth Strategy. This is collaborative piece of work is to establish a strategy to enhance the urban environment with a projected growth in population. Requested ideas for the best way to reach out to the community to get their feedback.

Once the strategy is developed it will be up to volunteers to implement due to funding constraints.

Concerns voiced from the Committee:

With the recent upgrade of the Main Street in Pahiatua, the community and businesses may not have a positive response to this strategy.

Tagged funding was removed from the Pahiataua Swimming Pool and PARS strategy, but this strategy is still progressing.

No money in the Council budget to deliver on the strategy once completed, and an expectation that volunteers will lead the projects and raise funds required.

The strategy timeframe for implementation may result in a document that is not utilized in the future.

11. Tararua District Council Report

Cr Alison Franklin presented her Council report.

LTP has been signed off, with an unqualified report from the auditors.

Concern about the fly tipping happening in the Southern Ward, Council to look at installing cameras to identify the culprits.

That Cr Alison Franklin's Council Report be received.

Raylene Treder/Georgina Morrison

Carried

12.0 Financial Report

- The balance of the main account is \$108,833.46.
- The balance of the Business Group account is \$681.27.

The following invoices to be approved for payment on 20 August:

	Payee	Description	Amount
1.	NZME	Bush Telegraph feature	\$538.84
2.	Mitre 10	Community Garden	\$181.55
3.	Tararua District Council	Road Closure for Explore Christmas	\$150.00
4.	New World	Platters for PDBG Digital Spaces	\$160.00
		TOTAL	\$1,030.39

We have also paid the following invoices since the last meeting which are to be retrospectively approved:

- Rocketspark - \$26.88 for the new Civil Defence portfolio.
- Ingrid – \$127.27 as reimbursement for Food for Digital Spaces Event.

9.1 Tagged Funds

The following amounts are tagged funds:

	Project	Amount
1.	Swimming Pool	\$30,000.00

2.	Explore Pahiatua signage	\$20,000.00
3.	Harvard Playground	\$20,000.00
4.	Carnival Park (originally \$9,289.33 but reduced by \$1,736.25 for Jan invoice, \$985 for seedlings, \$1,471.25 ABC invoice June, \$1,000 tree removal June.)	\$4,096.83
5.	Youth Centre refurbishment	\$3,000.00
6.	Contribution towards Polish reunion event in November	\$ 5,000.00
7.	Dog Park – Waireka Grant - \$10K less \$260 digger works	\$9,740.00
8.	NZME Partner Programme less payments since 1 August	\$5,927.32
9.	Community Garden remaining infrastructure works	\$600.00
10.	Community garden operating costs for year ended June 2025	\$2,000.00
	TOTAL	\$100,364.15

9.2 Other Financial matters

Request made by the NZ Police Maxine Walsh for funding for the school patrol students to be taken to the movies at the Regent Theatre in Pahiatua as a treat.

Motion: Explore Pahiatua approves a grant for the students from Pahiatua School and St Anthony's to be taken to the Movies in Pahiatua as a treat for their contribution to providing the School Patrol.

Louise Powick/Georgina Morrison

Carried

Raylene Treder to inform Maxine Walshe that this grant has been approved – the Regent theatre to send an invoice for the students that attend.

Motion: Explore Pahiatua to open a bank account for the rent received from the Youth Centre to be deposited into. Marie Kissick to arrange the opening of the account.

Raylene Treder/Marie Kissick

Carried

Action: Raylene Treder to update the Incorporated Society officers with Georgina Morrison and James Devoe as new members of the Committee.

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

Marie Kissick/Ingrid de Graaf

Carried

13.0 Portfolio Reports

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

- A successful Canva workshop was held in collaboration with Digital Spaces on the 24 July. It was a shame we had 5 “no shows” as it was limited to 20 spaces and all spaces were filled, but 5 did not turn up and did not advise – these spaces could have been filled by others.
- Now looking towards next events for the year, possibly a human resources or business planning workshop and planning towards another quiz night.

13.2 Explore Pahiatua Marketing (Ingrid de Graaf)

- July Bush Telegraph was used for the Pahiatua Civil Defence refresh article
- August Bush Telegraph to be used for advertising BAT golf fundraiser
- Facebook – Posted regarding Matariki Community Event (essentially a share), shared Children’s Day Pahiatua post regarding volunteers, posted thank you regarding LTP submissions, posted Pahiatua Civil Defence Refresh post, shared PDBG Canva Workshop post.

13.3 Youth Centre (Ali Romanos)

- We received a commitment of \$22,500 from ECCT.
- Raylene Treder sent a letter to Bush Charitable Trust seeking the balance of fundraising (approx. \$15,000). There were not enough trustees present for a decision to be made, so the decision has been called over to the trustees next meeting (late August). Meantime, Jeanne O’Brien from Tararua Community Youth Services will provide more information about how the space may be utilised post-renovation, in support of our application to BCT.

13.4 Carnival Park

- No report.

13.5 Community Garden (Emma Elliott)

- Marie Connolly-Kerapa has rejoined the garden committee. Discussion regarding a fourth member is in progress. A summer planting plan has been created and monthly committee meetings will be reinstated.
- Our July working bee took place in the rain. The growing bed edging was completed by David Powick with assistance from volunteers. In August we switched back twice monthly working bees on 1st and 3rd Saturdays. Our core volunteer base is still strong. Louise continues with weekly mowing, Emma, and now Marie, continue to undertake unfinished tasks during the weeks in between working bees. Overharvesting, materials on site and slow growth have warranted gates locked at the garden in July but harvest shares via sharing shelves at Tararua Community Services and Hamua Ora Heartlands continue. Following this Saturday’s working bee the gates were unlocked again.
- Sam Te Tau from Pātaka Kōrero will be attending 17 August working bee to reset our worm farm. Worm castings have been used to fertilise the garlic patch.
- We look forward to earmarking a September working bee in order complete the final infrastructure project around the compost bins

- Beginners gardening sessions on 4th Sunday of August, September, October and November are expected to be signed off by Wairarapa REAP this week.
- Emma Elliott attended Manawatu Food Action Network Winter Hui in July, taking part in discussions regarding food sovereignty in the region and how community gardens are resourced. Pahiatua has certainly caught up with its neighbours in Ashhurst and indeed some Palmerston North gardens. It was a great networking and ideas generating event.
- No word from Pahiatua School enviro group regarding outside compost signage or a return to contributing to the community garden. Students are currently working with Bush Supergrans and tending to gardens of elderly residents. Their own school garden is also being revamped.
- The community garden application to Creative Communities will be submitted in September. The committee will seek additional funding, if necessary, via the new TDC grant portal.

13.6 Swimming Pools (Louise Powick)

- Good strategy meeting with Council PMO to discuss next steps.
- A surge of donations has been received following news of TDC \$2.5m funding boost.
- Golf fundraiser to be held on the 7th September.

13.7 Rotary Dog Park (Raylene Treder)

- No progress due to the weather.

13.8 Road Safety Committee (Marie Kissick – new portfolio holder)

- No report as no meeting held.

10.9 Harvard Playground Upgrade (James Devoe)

- James Devoe met with Jeffery Glynn (TDC) at the Harvard Playground regarding playground upgrades, he mentioned playground upgrades are currently on hold due to unconfirmed budgets. They have a prioritized list of potential improvements ready to implement once funding is secured.
- Jeffrey Glynn mentioned if Explore Pahiatua wants to add something to the Harvard Playground, a shelter with a BBQ would be a very good idea, The shelter would offer more community value and longevity. The perfect place we thought the shelter would go is where the long swing is, we'll need to remove the long swing, which takes up considerable space. A community consultation to gauge support for this change is essential.

13.10 Polish memorial / 80th Reunion (Gilda McKnight)

- Event planning is well underway. Ingrid de Graff met with Gilda McKnight to discuss PDBG/Explore Pahiatua involvement by encouraging business window displays (poster being created by Kimberley Stevens to use), encourage food retailers to be open/have a special/Polish food, and potentially Polish bunting.
- Explore Pahiatua had a design approved for signage to be placed at the Polish Memorial which has been left out of the upgrade. Louise Powick expressed her disappointment, and a compromise of a smaller sign was agreed upon by the committee.

13.11 Incorporated Societies Act Compliance – Ali Romanos / Marie Kissick

- No progress.

13.12 Explore Christmas

- Planning is well underway for the event: road closure is in progress, bookings made for Elf Land, Lions confirmed for parade, Santa confirmed, new poster/marketing materials are underway, stage for concert investigated, email to market stall providers gone out/to go out soon, food trucks contacted, discussions had with local businesses. Next meeting is scheduled for 29 August.

13.13 Civil Defence (Georgina Morrison)

- Georgina Morrison will be attending an Emergency Management Welfare Group Meeting in Dannevirke on Thursday on behalf of our Pahiatua group
There is another Civil Defence Centre & Needs Assessment Training Course in Dannevirke on September 10th if anyone is keen to attend.
- An email address civildefence@explorepahiatua.co.nz to use for all civil defence related emails. This should help keep contacts and information in one place and able to be transferred to the next portfolio owner etc.
- Advertisement placed in the Bush Telegraph, one member of the public interested in being involved. Thanks to Ingrid de Graff for organising the advertisement.

14. Items not on the agenda

14.1 Community plan

- Informed by Colin Younge that the plan is at the printers. The committee voiced their concern as the document hasn't been adopted by the Committee.

Georgina Morrison left the meeting at 8.41pm.

Meeting Closed at 8:55pm.

Louise Powick (Deputy Chair): _____