

Woodville Community Committee
(Previously known as Woodville Districts' Vision)
Annual General Meeting
Tuesday 2nd August 2022, 7.00pm, Woodville Sports Stadium

Present

P Tayler (Acting Chair), V Tomlinson (Acting Secretary), G Haglund (Treasurer), J Wiri, E Natrass, C Wilton, P Johns, B Tomlinson, P Cocks, J Preston, N Lovett, D Quinney, G Parkes, A Robin

In Attendance

Councillor Raylene Treder, D Henman, Glen, I Dally, E Robin

Apologies

K Tayler, J Lovett, P Thornton

V Tomlinson moved that the apologies be accepted.

P Johns/Carried

Minutes of Previous AGM

Minutes taken as read.

P Johns moved that the minutes be taken as a true and accurate record.

V Tomlinson/Carried

Brief of Procedures under New Constitution

P Tayler noted the process the committee will be taking under the new constitution. V Tomlinson read through aspects of the new WCC Constitution including its new Vision, Mission Statement and Objectives. She also noted that due to the new Incorporated Society rules, under the new Act, a register of members is required to be kept, including name, address, phone number and email. V Tomlinson noted the region of interest for the society, which is the Woodville Postal District. She confirmed anyone can attend and talk, but only those registered can vote/nominate.

Chair's Report

P Tayler noted his thanks to the members of the Executive Committee over the last few months that helped keep things running within the society.

Financial Report

G Haglund talked through the end of year accounts. He noted that more advertising should be used going forward for the discretionary grants.

G Haglund moved that the WCC Financial Report for 30 June 2022 be taken as read.

J Wiri / Carried

Election of Officers

Each nominated person was appointed as follows:

P Tayler nominated Katrina Tayler for Treasurer

G Haglund / Carried

B Tomlinson nominated Vicky Tomlinson for Secretary

P Tayler / Carried

V Tomlinson nominated Paul Tayler for Deputy Chair

B Tomlinson / Carried

G Parkes nominated John Preston for Chair

P Thornton / Carried

Election of Executive Committee Members

Jenny Lovett nominated by John Preston

P Thornton / Carried

Janice Wiri nominated by Vicky Tomlinson

P Johns / Carried

Evan Natrass nominated by Peter Johns

J Wiri / Carried

Subscriptions

The society discussed the timing of subs and agreed, it would vote for subscriptions for this and next financial year as this would assist with the new procedures around voting for Executive Members. It was checked and this was allowed as per the Constitution.

P Tayler moved that WCC has a \$5 per person subscription for 2022/2023 financial year and 2023/2024 financial year.

P Johns / Carried

Appointment of Chartered Accountant

G Haglund talked about and noted that the current accountant, Ask Away Accounting does a great job.

G Haglund moved that Ask Away Accounting be appointed as WCC's accountant. *V Tomlinson / Carried*

Meeting Dates and Times

P Tayler moved that the monthly meeting of WCC takes place on the first Tuesday of every month, except for January (2023) at 7.00pm.

V Tomlinson / Carried

Signatories / Payments

V Tomlinson noted the importance of ensuring bills are paid through the transition of the new Committee so recommended G Haglund stays as signatory until the new treasurer is all signed up and online through the bank. The Society discussed having four signatories just in case people are sick or away. E Natrass noted that three have worked fine in the past and he didn't see the need for a fourth. It was noted that the Society hasn't lived through a global pandemic before.

V Tomlinson moved that G Haglund remains as signatory until the new Treasurer, K Tayler, and J Preston, new Chair, are signed up at the bank and have full access.

P Johns / Carried

E Natrass against

The AGM closed at 7.59pm.

MINUTES OF THE WOODVILLE DISTRICTS' VISION ANNUAL GENERAL MEETING
Held on Tuesday 5 October 2021 at 7.00pm
Sports Stadium, Woodville

PRESENT:

Vicky Tomlinson (Chair), Jane Hill (Secretary), Geoff Haglund (Treasurer), Rosie McMillan (Coordinator), Merril Hoare, Jo Field, Nicola Ngametua-Smith, Brent Tomlinson, Ian Daily, Evan Natrass, Paul Tayler, John Preston, Peter Thornton, Kari Gray, Janice Wiri

IN ATTENDANCE: Councillor Raylene Treder, Councillor Peter Johns, Brooke Carter (DIA), Angela Rule (TDC)

APOLOGIES:

Peter & Stephanie Bonser, Chris Archer, Denise Quinney, Bruce Hutton, Doug Coutts, Malcolm Stuart, Turia Brackenbury, Dave & Carole Wilton, Kevin & Joan McIntyre, Val James

V Tomlinson moved that the apologies be accepted.

R McMillan/Carried

ITEMS NOT ON THE AGENDA:

Nil

CONFLICTS OF INTEREST:

No new conflicts or potential conflicts of interest registered.

MINUTES OF PREVIOUS AGM:

V Tomlinson moved that the minutes be taken as read.

P Tayler/Carried

CONSTITUTION:

The Chair updated the meeting on the status of the draft Constitution. She noted that it does currently incorporate aspects of the proposed 'Incorporated Societies Bill' which is currently going through Parliament and for members to be aware of some specific changes.

CHAIR'S REPORT:

The Chair read out her AGM report.

V Tomlinson moved that her report be received.

B Tomlinson/Carried

FINANCIAL REPORT:

The Treasurer noted that he was still awaiting the final financial report from the accountant as they have only provided a draft copy so far. Currently the Treasurer is in dialogue with the accountant regarding the formatting of our financial reports.

The Treasurer noted that he had provided the format that the financial statement should be in, and they have not delivered on that. The statement produced was provided in the interim by the Treasurer.

I Daily moved that the financial statement provided by the Treasurer be accepted. *G Haglund/Carried*

ELECTION OF OFFICERS:

The Chair sought nominations from the floor for the positions of Deputy Chair and Secretary.

Deputy Chair:

V Tomlinson nominated Paul Tayler

R McMillan/Carried

Secretary:

G Haglund nominated Jane Hill, seconded by *E Natrass*

V Tomlinson nominated Nicola Ngametua-Smith, seconded by *P Tayler*

Councillor R Treder was announced as scrutineer by the Chair so a ballot could be undertaken.

N Ngametua-Smith won the votes.

ELECTION OF EXECUTIVE COMMITTEE:

The Chair sought nominations from the floor for Executive Committee Society members:

V Tomlinson nominated Janice Wiri

R McMillan/Carried

V Tomlinson nominated Jane Hill

B Tomlinson/Carried

V Tomlinson nominated Evan Natrass

J Wiri/Carried

SUBSCRIPTIONS:

J Preston moved that subscriptions for 2021/2022 remain at \$5 per annum

I Daily/Carried

APPOINTMENT OF CHARTERED ACCOUNTANT:

G Haglund moved that Ask Away Accounting remain our accountant for the coming year.

V Tomlinson/Carried

MEETING DATES AND TIMES:

V Tomlinson moved that meetings continue to be held on the first Tuesday of every month at 7.00pm in the Sports Stadium supper room and that there are no general meetings in January 2022. *J Hill/Carried*

SIGNATORIES/PAYMENTS:

V Tomlinson moved that the Chair, Secretary and Treasurer are to be signatories for bank accounts and IRD. The previous signatory is to be removed and the Treasurer is to arrange changes as soon as possible for the new Secretary. *B Tomlinson/Carried*

OTHER:

The Chair expressed thanks to departing secretary J Hill for her work during her term.

There being no further business the AGM closed at 7.35pm.

Woodville Community Committee – Conflict of Interest Register

Name of Society Member	Description of interest	Has the Society been notified?	Date of disclosure	Steps taken by the society for dealing with the conflict	Society member action to address the conflict
Geoff Haglund	Partner of D Quinney, person who gets paid for the delivery of the Woodville Wire As at Aug 21 Woodville Wire is no longer delivered by D Quinney	Yes	6/10/20		Geoff will abstain from any votes related to Woodville Wire.
Denise Quinney	Currently undertakes business with one of the shortlisted accounting firms. Receives money from WDV, via the Woodville Wire Sub-Committee, for delivery of newsletter As at Aug 21 Denise no longer delivers the Woodville Wire	Yes	6/4/21	Disclosed at meeting, noted/recorded	Geoff abstained from voting on the shortlist of Accountants
Denise Quinney	Receives money from WDV, via the Woodville Wire Sub-Committee, for delivery of newsletter As at Aug 21 Denise no longer delivers the Woodville Wire	Yes	6/10/20		Denise will abstain from any votes related to Woodville Wire.
Vicky Tomlinson	Chair of Holy Trinity Anglican Church Vestry Chair of Woodville Bowling Club Executive Team	Yes Yes	2/2/21 7/12/21	Disclosed at meeting, noted/recorded. As per above	Vicky will abstain from any votes related to Holy Trinity Church. Vicky will abstain from any votes related to Woodville Bowling Club.
Janice Wiri (became a member after 2/2/21)	Member of Holy Trinity Anglican Church, Vestry Member of Woodville Bowling Club Executive Team	Yes Yes	2/2/21 7/12/21	Disclosed at meeting, noted/recorded. As per above	Janice will abstain from any votes related to Holy Trinity Church. Janice will abstain from any votes related to Woodville Bowling Club.

Name of Society Member	Description of interest	Has the Society been notified?	Date of disclosure	Steps taken by the society for dealing with the conflict	Society member action to address the conflict
Rev Rosie McMillan	Member of Holy Trinity Anglican Church, Vestry	Yes	2/2/21	Disclosed at meeting, noted/recorded.	Rosie will abstain from any votes related to Holy Trinity Church.
Turia Brackenbury	Chair of WRAP (formally known as WIFI)	Yes	2/2/21	Disclosed at meeting, noted/recorded	To be worked through on a case-by-case basis.
Malcolm Stuart	Member of WRAP	Yes	2/2/21	Disclosed at meeting, noted/recorded	To be worked through on a case-by-case basis.
Carole Wilton	Member of WRAP	Yes	2/2/21	Disclosed at meeting, noted/recorded	To be worked through on a case-by-case basis.
Rosie Karena	Member of Woodville School BoT	Yes	1/2//22	Disclosed at meeting, noted/recorded	To be worked through on a case-by-case basis.

Woodville Community Committee Inc

Financial Reports For the Year Ended 30th June 2022

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Woodville Community Committee Inc

Compilation Report For the Year Ended 30th June 2022

Compilation Report to the of Woodville Community Committee Inc

Scope

On the basis of information you provided we have compiled, in accordance with Service Engagement Standard No. 2: Compilation of Financial Information, the financial statements of Woodville Community Committee Inc for the period ended 30 June 2022. These financial statements have been prepared in accordance with the policies as detailed in Note 1 to the financial statements.

Responsibilities

You are solely responsible for the information contained in the financial statements and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements

No Audit Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit engagement has been performed and accordingly no assurance is expressed.

Disclaimer

As mentioned earlier in our report, we have compiled the financial statements based on information provided to us which has not been subject to an audit engagement. Accordingly, neither we, nor any of our employees accept any responsibility for the reliability, accuracy or completeness of the compiled financial information nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on the compiled financial information.

Ask Away Accounting
Reviewers

29 July 2022

Woodville Community Committee Inc

Trading Account

For the Year ended 30th June 2022

	2022 \$	2021 \$
INCOME		
Subscriptions	117	261
Donations & Grants	-	30 000
Bank of New Zealand Interest (Net)	38	786
Tararua District Council Grants	41,075	40 270
Donations	-	470
Mad Hatters	-	378
Mad /Hatters TDC Contribution	-	780
Community Garden	2,609	
Event 1950s	1,630	
rippa	26	
Gym Fee	6,365	
Total Income	<u>51,860</u>	72 945
LESS COST OF INCOME		
Christmas Parade Expenses	4,292	6 352
Anzac Day/Armistice	374	154
Event - 1950's	1,904	275
Sculpture Tree Repair	-	2 751
Discretionary Grants See Note 5	500	11 204
Mad Hatters Account	-	3 136
Grants/Donations See Note 6	10,932	3 532
DIA Community Garden	9,986	235
Events Community Discussion	101	670
DIA Kidz Club	8,572	244
Community BBQ	-	716
Event - Matariki	1,631	95
Railway garden	-	300
DIA Gymnastics	10,348	
Event - Welcome to Woodville	62	
First Aid	2,487	
Gym Club	3,081	
Total	<u>54,270</u>	29 664
GROSS SURPLUS FROM TRADING	<u><u>(\$2,410)</u></u>	543,281

NOTE This Statement is to be read in conjunction with the Notes to the Financial Statements

Woodville Community Committee Inc

Statement of Financial Performance For the Year ended 30th June 2022

	2022 \$	2021 \$
GROSS PROFIT (LOSS) FROM TRADING	(2,410)	43 281
SUNDRY INCOME		
Interest Received	236	
Total Income	(2,174)	43 281
Less Expenses		
Accountancy Fees	113	435
Advertising	76	319
Website Fee	191	232
Bank Charges	(2)	
Courier/Woodville Wire Delivery & Display Stands	100	1 176
Meet the Candidates	-	250
General Expenses	234	614
Representative Costs See Note 7	4,350	1 000
Insurance	500	275
Printing & Stationery	211	212
Total Expenses	5,773	5 313
Net Surplus Before Depreciation	(7,947)	37 968
Less Depreciation Adjustments		
Depreciation as per Schedule	3,663	4 744
Net Surplus	(11,610)	33 224
NET SURPLUS/(DEFICIT)	<u><u>(11,610)</u></u>	<u><u>\$33 224</u></u>

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements

Woodville Community Committee Inc

Statement of Movements in Equity For the Year ended 30 June 2022

	2022	2021
	\$	\$
EQUITY AT START OF PERIOD	110,272	
PLUS:		
Net Surplus After Tax	<u>(11,610)</u>	33,224
Total	(11,610)	33,224
OTHER MOVEMENTS		
PLUS		
Incorporated - Income	<u>86</u>	<u>77,048</u>
EQUITY AT END OF PERIOD	<u>\$98,748</u>	<u>\$110,272</u>

NOTE This Statement is to be read in conjunction with the Notes to the Financial Statements

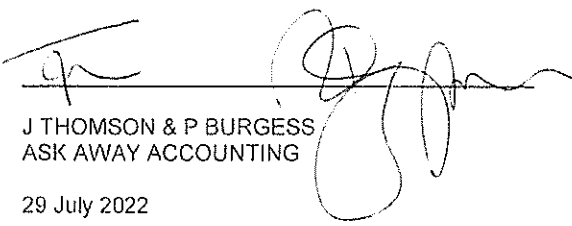
Woodville Community Committee Inc

Statement of Financial Position As at 30th June 2022

	2022	2021
	\$	\$
CURRENT ASSETS		
BNZ Working Account (00)	57,467	59,592
BNZ Discretionary Fund	<u>14,935</u>	<u>9,595</u>
Total Current Assets	72,402	69,187
NON-CURRENT ASSETS		
Fixed Assets as per Schedule	14,776	18,439
Investments		
BNZ Term Deposit Account See Note 8	11,482	26,461
Petrol Vouchers	<u>300</u>	<u>300</u>
Total Non-Current Assets	<u>26,558</u>	<u>45,200</u>
TOTAL ASSETS	98,960	114,387
CURRENT LIABILITIES		
GST Due for payment	212	3,705
Accounts Payable	<u>-</u>	<u>410</u>
Total Current Liabilities	212	4,115
TOTAL LIABILITIES	<u>212</u>	<u>4,115</u>
NET ASSETS	<u>\$98,748</u>	<u>\$110,272</u>
Represented by:		
SOCIETY FUNDS		
Accumulated Fund	<u>98,748</u>	<u>110,272</u>
TOTAL SOCIETY FUNDS	<u>\$98,748</u>	<u>\$110,272</u>

VERIFICATION

We have examined the books and records of the Woodville Community Committee Inc. In our opinion the foregoing Statements present a true and fair view of the Board's financial position and operations.



J THOMSON & P BURGESS
ASK AWAY ACCOUNTING

29 July 2022

NOTE This Statement is to be read in conjunction with the Notes to the Financial Statements

Woodville Community Committee Inc

Schedule of Fixed Assets and Depreciation For the Year ended 30th June 2022

Asset	Cost Price	Book Value 01/07/2021	Additions Disposals	Gain/Loss on Disposal	Capital Profit	Depreciation Mth Rate	Accum Deprec 30/06/2022	Book Value 30/06/2022
PLANT & EQUIPMENT								
Shipping Container	1,778	384				12 12.0% DV	46	1,440
Woodville Signpost	667	3				12 36.0% DV	1	665
LED Sign	8,558	744				12 20.0% DV	149	7,963
Fitness Equipment	12,338	70				12 40.0% DV	28	12,296
Flagpole	1,512	676				12 8.0% DV	54	890
Street CCTV Cameras	13,914	1,022				12 40.0% DV	409	13,301
Picnic Tables	9,958	1,919				12 24.0% DV	461	8,500
Water Tanks x2	1,894	950				12 12.0% DV	114	1,058
Lindauer Arts Walway Sign x 2	2,150	1,329				12 10.0% DV	133	954
Christmas Lights	1,729	856				12 20.0% DV	171	1,044
Christmas Lights	1,139	790				12 20.0% DV	158	507
LED Sign	14,840	9,696				12 20.0% DV	1,939	7,083
Sub-Total	70,477	18,439					3,663	55,701
TOTAL	70,477	18,439					3,663	55,701

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements

Woodville Community Committee Inc

Notes to the Financial Statements For the Year ended 30th June 2022

1 STATEMENT OF ACCOUNTING POLICIES

Woodville Community Committee Inc is an Incorporated Society registered under the Incorporated Societies Act 1908. These Financial Statements are special purpose management financial statements and have been prepared in accordance with generally accepted accounting practices.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis have been used.

(a) **Changes in Accounting Policies**
There have been no changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

(b) **Fixed Assets & Depreciation**
The entity has the following classes of fixed assets.

Plant & Equipment

All fixed assets are initially recorded at cost with depreciation being deducted on all tangible fixed assets other than freehold land, in accordance with rates set out in the Income Tax Act 1994.

(c) **Goods & Services Tax**
The Statement of Financial Performance and Statement of Cashflows (where included) have been prepared so that all components are stated exclusive of GST. All items in the Statement of Financial Position are stated net of GST, with the exception of account receivables and payables.

(d) **Income Tax**
The income generated is exempt from tax.

(e) **Investments**
Investments are stated at cost.

2 AUDIT

These financial statements have not been subject to audit.

3 CONTINGENT LIABILITIES

At balance date there are no known contingent liabilities (2021 \$0).
The Incorporated Society has been awarded costs by the District Court against the plaintiff in a dispute, however, to date those costs have not been received.

4 INCORPORATED SOCIETY DISCLAIMER

We have compiled the Annual Report of Woodville Community Committee Inc for the year ended 30 June 2022 as set out on the following pages.

A compilation is limited primarily to the collection, classification and summarisation of financial information supplied by the client. A compilation does not involve the verification of that information. We have carried out a review based on this compilation. Accordingly neither we nor any of our employees accept any responsibility for the accuracy of the information from which the Annual Report has been prepared.

Further, the Annual Report has been prepared at the request of and for the purpose of our client and neither we nor any of our employees accept any responsibility on any grounds whatsoever, including liability in negligence, to any other person.

5 DISCRETIONARY GRANTS

Discretionary Grants	500	13,200
Horticultural Society \$ 500		

6 DONATIONS/GRANTS

Donations/Grants	10,932	3,750
Woodville Radio \$ 495, Notice Board \$ 1490, Bowling Club \$ 2000, Bush Multisport \$ 406.96, Woodville School \$ 5000, ANZAC \$ 540.18, Kumerua Community Pool \$ 1000		

7 REPRESENTATIVE COSTS

Representative Costs	4,350	1,500
J Hill \$ 450, Hon Secretary \$ 600, Hon Chairperson \$ 1500, G Haglund \$ 1800		

8 BNZ TERM DEPOSITS

BNZ Term Deposits	(14,980)	1,400
.008 \$ 5,828.07, .011 \$ 5,653.73		

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements

MINUTES OF THE WOODVILLE COMMUNITY COMMITTEE INC (WCC) MEETING
(Previously known as Woodville Districts' Vision Inc)
Held on Tuesday 2nd August 2022 at 8.10pm, Sports Stadium, Ross Street, Woodville

PRESENT:

J Preston (Chair), P Tayler (Deputy Chair), V Tomlinson (Secretary), B Tomlinson, J Wiri, E Natrass, D Quinney, N Lovett, P Cocks, A Robin, G Parkes, P Johns

IN ATTENDANCE:

Councillor R Treder, G Haglund

APOLOGIES:

K Tayler, J Lovett, P Thornton, C Wilton

V Tomlinson moved that the apologies be accepted.

J Preston / Carried

P Tayler chaired this meeting.

CONFLICTS OF INTEREST:

No new conflicts of interest were noted regarding the items noted on the agenda.

MINUTES:

P Johns moved that the minutes from the general meeting on 5th July 2022 be taken as read.

B Tomlinson / Carried

ACTION POINTS:

Action points updated as per attached.

Item 35: Tree Sculpture: P Johns advised that the Woodville Lions Club has offered to take the Tree Sculpture from WCC. The meeting discussed potential assistance with funds towards the tree and agreed that it was now up to the Woodville Lions Club to formally approach WCC with a budget plan for the tree if they need assistance.

P Tayler moved that the Tree Sculpture is gifted to Woodville Lions Club.

J Wiri / Carried

P Johns abstained from voting due to the potential/perceived conflict of interest, being a member of the Woodville Lions Club.

Item now closed.

Item 40: Recycling Bins: P Johns advised that it was best individuals contact Tararua District Council directly as they are handling individual cases.

Item closed.

Item 41: Christmas Parade: Please see notes below on main agenda.

Item closed.

EXECUTIVE MEETING MINUTES:

V Tomlinson moved that the Executive minutes are received.

P Tayler / Carried

CORRESPONDENCE:

Inwards:

19/7 – 29/7: Nomination forms/letters (see AGM minutes).

2/8: Email re HRC teleconference re hearing timeframe.

Outwards:

10/7: Email to Traffic Management NZ re quote for Christmas Parade.

FINANCE REPORT:

G Haglund talked to the monthly finance report.

V Tomlinson moved that the invoice to Ask Away Accounting for \$130 is paid. *J Wiri / Carried*

J Preston moved that a letter of thanks go to Ask Away Accounting for their ongoing support of our annual accounts. *P Tayler / Carried*

V Tomlinson moved that the report be accepted. *P Johns / Carried*

CHAIR'S REPORT:

Nil

COUNCIL REPORT:

Councillor Johns noted nothing to report.

GENERAL BUSINESS

Legal Matter

P Tayler gave an update on the legal matter re A Nepe / J Hill / HRC. He noted that J Hill's late submission had been accepted and that notification of a teleconference with HRC had been received for late August to discuss the timeframe for the hearing. P Tayler noted that WCC will now need to employ a legal representative who has experience in this particular field. It was suggested that WCC approach the Law Society to seek their advice re a suitable lawyer.

P Tayler moved that WCC employ a legal representative to represent WCC in the HRC case who has experience in this/similar matters. *B Tomlinson / Carried*

Christmas 2022

V Tomlinson advised that she had received only a verbal approximation for the traffic management for December and that it was approximately \$5,500. Councillor Treder advised that Explore Pahiatua had received a quote for \$6,500 for their one. The meeting discussed the options and if they felt comfortable spending that much money on traffic management when the money could go towards the young ones of Woodville.

The meeting discussed and agreed it would be great to have a static parade around the square and not to have one down the main street this year. Markets and decorating are highly sought after to give the town a Christmas feel and spirit.

B Tomlinson moved that WCC focus on community activities instead of spending money on traffic management. *J Wiri / Carried*

1950's Festival

V Tomlinson noted that the previous Executive had supported the 5th November event going ahead, she sought, and gained verbal confirmation that the society was still happy for this event to go forward.

Thanks

V Tomlinson noted the great work that G Haglund had done over the last two years as treasurer for WDV/WCC, as he gave absolute clarity over the finances, that had not been there for some time.

V Tomlinson moved that a formal note of thanks be conveyed for the wonderful work G Haglund has done over the last two years as treasurer. ***P Tayler / Carried***

The meeting closed at 8.57pm.

Woodville Community Committee – ACTION LIST

As at: 2 August 2022

#	Date of Meeting	Action	Owner	Due Date	Status/Update
1	7/7/2020 3/11/20	Clarification is sought from Richard Taylor, Governance Manager regarding honorary payments .	V Tomlinson	June 2022	Chair and Treasurer to follow up. Chair and Treasurer agreed to defer until constitution has been finalised. 5/7: V Tomlinson to follow up.
9	7/7/2020 6/10/20 3/11/20 4/12/20 5/4/22 5/6/22	Induction Pack for new members to cover historic items and ongoing projects.	V Tomlinson	Ongoing June 22 July 22 Aug 22	Chair and Secretary to produce. A draft has been produced. To be edited before circulating to members for review On hold till some historic issues are resolved. If new Constitution is voted in at SGM (6/4) then only awaiting resolution of historic issues, which currently sit with TDC. A new registration form was circulated for review. This will form part of a larger induction pack for WCC, for existing and new members. 5/7: Recommendation to defer till appointment of new committee, meeting agreed. V Tomlinson to hand over draft document to new committee once elected. 2/8: Taking to Executive committee first.
16	4/8/2020 6/10/20 3/11/20 4/12/20	Mayor to investigate whether Chorus Scan Power boxes can be painted.	Mayor V Tomlinson		Noted in TDC meeting. It is not a Chorus box; it belongs to Scanpower. L Gray-Stuart to make enquiries. Permission has been granted to paint boxes, in consultation with Scanpower. Chair to contact Scanpower to get details. Chair has spoken with Scanpower and they are happy for the box to be painted, in consultation with them.

#	Date of Meeting	Action	Owner	Due Date	Status/Update
	6/4/24			June-22	Chair suggested a competition with local school children. Matter to be further discussed in 2021.
	1 Feb-22			Aug 22	V Tomlinson moved that this item is managed by the Events Team. Second T Brackebury/Carried Chair advised that a competition will be run for school children to enter ideas of what to paint the box. Due May 2022
	5 July 22				5/7: Waiting to hear back from ScanPower to ensure they are still happy with a competition being run at Woodville School. Panel of Judges to be convened also, if all ok to go ahead. 2/8: Still waiting to hear from Scan Power.
36	3/8/21	WDV Website/s: Work required on WDV website.	WDV Exec	Oct-24 April-22	5/10: The Chair noted this will be an item for the new Executive Team to discuss going forward. 1/3: As per Exec Minutes, investigatory work is underway to find a new website platform. Funds already available to assist with upgrade. Will investigate quotes and bring back to April meeting. 5/4: Will wait now to see if new constitution is past, as that will affect website design/decisions. 5/6: Please see Exec Mins. It noted the possible costs involved. P Tayler will discuss with TDC re options of linking with their website/I-Site.
39	5/4/22	Business Forum: D Henman to work with WDV Exec and TDC to form a Woodville Business Group.	Exec/D Henman	June-22 Aug 22	5/7: Deferred to August 2/8: With WCC Executive. 2/8: Further discussions required with Executive.

Woodville Community Committee – Conflict of Interest Register

Name of Society Member	Description of interest	Has the Society been notified?	Date of disclosure	Steps taken by the society for dealing with the conflict	Society member action to address the conflict
Geoff Haglund	Partner of D Quinney, person who gets paid for the delivery of the Woodville Wire As at Aug 21 Woodville Wire is no longer delivered by D Quinney	Yes	6/10/20		Geoff will abstain from any votes related to Woodville Wire.
Denise Quinney	Currently undertakes business with one of the shortlisted accounting firms. Receives money from WDV, via the Woodville Wire Sub-Committee, for delivery of newsletter As at Aug 21 Denise no longer delivers the Woodville Wire	Yes	6/4/21 3 Aug 21	Disclosed at meeting, noted/recorded	Geoff abstained from voting on the shortlist of Accountants Denise will abstain from any votes related to Woodville Wire.
Vicky Tomlinson	Chair of Holy Trinity Anglican Church Vestry Chair of Woodville Bowling Club Executive Team	Yes Yes	2/2/21 7/12/21	Disclosed at meeting, noted/recorded. As per above	Vicky will abstain from any votes related to Holy Trinity Church. Vicky will abstain from any votes related to Woodville Bowling Club.
Janice Wiri (became a member after 2/2/21)	Member of Holy Trinity Anglican Church, Vestry Member of Woodville Bowling Club Executive Team	Yes Yes	2/2/21 7/12/21	Disclosed at meeting, noted/recorded. As per above	Janice will abstain from any votes related to Holy Trinity Church. Janice will abstain from any votes

Name of Society Member	Description of interest	Has the Society been notified?	Date of disclosure	Steps taken by the society for dealing with the conflict	Society member action to address the conflict
Rev Rosie McMillan	Member of Holy Trinity Anglican Church, Vestry	Yes	2/2/21	Disclosed at meeting, noted/recorded.	related to Woodville Bowling Club. Rosie will abstain from any votes related to Holy Trinity Church.
Turia Brackenbury	Chair of WRAP (formally known as WIFI)	Yes	2/2/21	Disclosed at meeting, noted/recorded	To be worked through on a case-by-case basis.
Malcolm Stuart	Member of WRAP	Yes	2/2/21	Disclosed at meeting, noted/recorded	To be worked through on a case-by-case basis.
Carole Wilton	Member of WRAP	Yes	2/2/21	Disclosed at meeting, noted/recorded	To be worked through on a case-by-case basis.
Rosie Karena	Member of Woodville School BoT	Yes	1/2/22	Disclosed at meeting, noted/recorded	To be worked through on a case-by-case basis.
Peter Johns	Member of Woodville Lions Club	Yes	2/8/22	Disclosed at meeting, noted/recorded	To be worked through on a case-by-case basis.

WOODVILLE COMMUNITY COMMITTEE

Treasurer's report 31 July 2022

Discretionary Fund	Opening Balance			\$ 14,934.67
		<u>Income</u>	<u>Expenditure</u>	
8/07/2022 Friends Of the Cemetary			\$1,658.28	
		<u>\$ -</u>	<u>\$ 1,658.28</u>	
	Closing Balance			\$ 13,276.39
General Working A/c	Opening balance			\$ 57,466.51
		<u>Income</u>	<u>Expenditure</u>	
5/07/2022 INLAND REVENUE	GST-IRD		\$ 211.21	
5/07/2022 V G Tomlinson*	Event-Matariki		\$ 500.00	
5/07/2022 K J Mitre 10	DIA-Com Garden		\$ 37.62	
6/07/2022 SUBS	SUBS	\$	5.00	
6/07/2022 CONTACT ENERGY	Gymnastics-Power		\$ 344.60	
8/07/2022 Peter Murray	website-		\$ 220.00	
15/07/2022 Woodville Recreation	T Gym Sport-Evnt Centre Lease		\$ 433.33	
20/07/2022 SUBS	Members Fee-Katrina Tayler	\$	5.00	
28/07/2022 TARARUA DISTRICT COU	photocopying-		\$ 28.80	
28/07/2022 TARARUA DISTRICT COU	Hall Hire-		\$ 28.00	
	Closing Balance	<u>\$10.00</u>	<u>\$1,803.56</u>	\$ 55,672.95

Committed funds (Including GST)			
ongoing	Secretary	Honorarium	\$1,050.00
ongoing	Chair	Honorarium	\$500.00
	31/12/2022	GST to IRD	-\$361.18
ongoing	Event - 1950's Refund	Event - 1950's Refund	\$30.00
ongoing	DIA Community Initiative - Kldz Club		\$1,361.21
ongoing	DIA Community Initiative		\$11,500.00
reserved	Com Garden Grant		\$2,757.13
reserved	Rippa Rugby		\$30.00
reserved	Gym Fees	\$2,837.79	\$2,837.79
ongoing	Lease Gym Area until 17/1/2023 (No GST)	\$2,166.65	\$0.00
	Voucher for Legal Advice		\$100.00
Total Committed:			\$19,804.95

Note: The Gym Fees, less GST, are used to pay the Lease of the Gym area.
The Gym Fees are required to be reserved in order to pay the Lease of the Gym area.

Approved Projects (Balance)	Date Approved:	
Recreation and Play Park (1000)	2/02/2021	1000
Website Development (1,200)	4/06/2019	980

Total Approved:	\$	1,980.00
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Expected Projects		
Tree sculpture repairs	Verbal Discussion	8,336.92
Annette Nepe legal action - Defence fund		20,000.00
Total Expected:	\$	28,336.92

Accounts to be approved for payment on 2/8/2022

Ask Away Accounting	Year end Accounts	130.00
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Total for Payment:	\$	130.00
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TOTAL AMOUNTS Committed / Approved / Expected / Received:	\$50,251.87
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Potential Available General Funds 2022/23	\$ 5,421.08
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Term Deposits #008	Grant fr Meridian for	Walkway	\$	5,828.07
#011	Funds allocated to	150 Year celebration	\$	5,653.73
	Total funds in reserve		\$	11,481.80

Notes:

- Items is for a reimbursement

If your koha is an unconditional gift you do not have to pay GST on it.
An unconditional gift is a voluntary payment to a non profit body that does not benefit the payer or giver in the form of goods or services.

MINUTES OF THE WOODVILLE COMMUNITY COMMITTEE EXECUTIVE TEAM MEETING
Held on Tuesday 19th July 2022, 7.00pm, Anglican Church Hall

PRESENT: Paul Tayler (Acting Chair), Vicky Tomlinson (Acting Secretary, via phone), Geoff Haglund (Treasurer), Janice Wiri (via phone), Evan Natrass

APOLOGIES: Rosie McMillan

IN ATTENDANCE: Katrina Tayler

P Tayler introduced K Tayler to the team noting she was observing the meeting
Katrina Tayler attended the meeting, which was agreed by all.

Events

P Tayler noted the email received regarding the next Woodville Civil Defence meeting on 4th August in the Sports Stadium, and that it is open for everyone to attend.

V Tomlinson noted the invite from Sports Manawatu to attend a meeting on 27th July regarding the Woodville Recreation Grounds.

The team discussed the 1950's Event (market day and dance/supper) on 5th November and agreed in principle for its ongoing support, noting it was up to the future Executive Team regarding the final decision. V Tomlinson noted that she would let T Judd of the Bush Rock 'n' Roll Group know. E Natrass noted it would be good to have another market day like Mad Hatters Day. The team discussed and noted it would be up to the new Committee to take it forward, if they wanted to.

E-Charging Stations

P Tayler noted that Tararua District Council had been in touch again regarding the possible charging stations on Pollen Street. They will be installed at the cost of the company, so it is not a cost to ratepayers.

Accounts

G Haglund moved that the payment of two invoices, one for Sports Stadium hireage (WCC meetings) \$28.00 and one for photocopying (WCC papers) \$28.80 be approved. **P Tayler / Carried**

Skate Park

V Tomlinson updated the team on the Skate Park noting the business case is going to Council in August as there is no meeting in July.

Main Street Gardens

V Tomlinson provided an update on the status noting she was working with K Gray.

P Tayler is to send J McKenzie and M Hore an email regarding the update.

K Tayler left the meeting.

Annual General Meeting

The team discussed the process of the Annual General Meeting and the roles. The team discussed the timing of fees and timing of nominations. G Haglund noted that the financial statements will be ready in time for the Annual General Meeting.

The meeting closed at 8.07pm.

