

Plimmerton Residents' Association (PRA)

Minutes of Executive Committee Meeting Held Monday 28 September 2015, 7.30pm, at Plimmerton School

Present: Colin Bleasdale (Chair), Robin Jones (Minute Secretary), Carolyn Williams, Pip Piper, Roger Beckett, Alan Reader, Sandy Werner, Andrew Deller, Jenny Brash

Apologies:, Tim Sheppard, David Verrinder, Judi Thomson, Brendan Gardner, Anita Baker

Visitors: Heather Goode

1. Greetings

Colin welcomed everyone to the meeting.

2. Apologies

As noted above.

3. Adoption of Minutes from previous meeting

Robin had circulated the minutes of the meeting of August 24th prior to the meeting.

Robin proposed that the minutes previously circulated be adopted as a record of the August meeting. Seconded by Carolyn. Carried unanimously.

4. Matters Arising From the Previous Minutes

It was noted that Barry McEwen had been approached regarding the seating project and had agreed to help.

Dave V had asked for a wrap-up discussion of the AGM and this had been deferred from the August meeting due to lack of time. As he was not present this was again deferred.

5. Notice of any General Business Items for end of meeting

1. Colin – Isabella Cawthorn
2. Sandy
3. Pip – Steyne Avenue

6. Crime Prevention & Security

Security Camera proposal:

Robin reported in on the emailed updates sent in by Brendan to the committee. Two camera sites have been identified at either end of Plimmerton and these have been approved by one of the security firms he is talking to. Another firm will also be asked to quote.

Colin, Brendan and Carolyn have had meetings with the mayor (Nick Leggett) and also with Ian Barlow. They are supportive of measures to prevent crime such as cameras and there is some technology already available within the city. The need for public consultation was emphasised.

Robin suggested compiling a list of cameras already operating within Plimmerton. Carolyn stressed the need for cameras to be of evidential quality that could be admissible as evidence in court. The focus should be to capture the make/model of the car and the number plate. The police will view the video footage when specific incidents occur. Carolyn added that we should proceed carefully and cautiously to ensure we get the right outcome, and that we need to engage in public consultation. The next meeting will be with the District Commander of Police.

Jenny commented that PRA had looked at CCTV before, and asked who would pay for the system. It was noted that there are now more sophisticated systems available than previously. There have been preliminary discussions on the issue of funding with the mayor and Ian Barlow. A fundraiser suggestion has also been received from ZooDoo.

Heather Goode said public consultation was a good idea, and she suggested consulting the Privacy Commission for their guidelines. She felt there needs to be clarity regarding the aim of installing security cameras – is it for prevention of crime or for catching offenders?

Carolyn noted that associated signage would not need to be large.

Pip asked what we did before technology, and stressed the need to “know your neighbours”.

Tagging spree on weekend of 26/27 September:

Peter Williams cleaned off most of the tags on Sunday. Brendan has enquired about any video footage at Mainline Steam. They have some available and Alan R volunteered to look through it.

Action: Alan R

7. Financial Report and Budget (Roger Beckett)

Roger B had circulated his financial report and budget by email prior to the meeting.

In summary:

- *Receipts since 21 August* – \$924.12 comprising 2 subs \$30, Karehana Park paver donations \$750 and interest for August \$144.12.
- *Payments since 21 August* – \$23,100 comprising Askew Contracting for Karehana Park scooter path \$23,000 (approved by email) and reimbursement to Carolyn re coffee koha at business meetings \$100.
- *Net surplus for year to date* – \$4,104.18.
- *Cash funds* – \$47,682.66.
- *Payments to be approved and minuted* – \$283.96 comprising ChilliWeb for website hosting fee \$77.97 and 3 domain name registration fee \$65.99 (12 months), and NZ Post for PO box hire \$140 (to 3 August 2016).
- *Receipt outstanding* – Reimbursement from PCC re bridge balustrade catering \$40.61 (invoiced 13 April).
- *Committed funds* – \$27,330.48 comprising funding for Karehana Park \$24,912.93 (community donations and balance of MCGF playground grant), Project Snapshot \$917.55 (balance of 2009 Robb donation \$1,000), and PRA grant for Camborne seat \$1,500.
- *Available reserves* – After allowing for committed funds and a retained reserve, around \$18,000 available for PRA projects has been allocated to discretionary projects in budgets for 2015/16 and 2016/17.
- *Subscriptions* – \$2,790 from 186 members, comprising 112 renewals (62%) and 74 new. Of this \$1,185 from 79 members was prepaid before the start of the current year.
- *Member donations* – \$890 from 51 members, of which \$365 was prepaid in 2014/15.

Accounts Payable to be Approved:

- \$283.96 comprising ChilliWeb for website hosting fee \$77.97 and 3 domain name registration fee \$65.99 (12 months), and NZ Post for PO Box hire \$140 (to 3 August 2016).

Proposed: Roger B Seconded: Colin Carried: Unanimously

Roger noted that the \$23,000 payment to Askew Contracting had been approved by email and that Karehana Park project managers Allan Dodson and Roger Johnston will report back to Mana Community Grants Foundation. It was noted that the park is looking great and the planting working bee was a great success.

Action: Allan Dodson/Roger Johnston

Roger B proposed that his monthly financial report be accepted. Seconded by Colin. Carried unanimously.

8. Correspondence (Pip)

Pip summarised inbound correspondence from Porirua City Council:

28 August	Te Komiti – traffic bylaw changes, nothing affecting Plimmerton. Reports from Partners Porirua and Porirua Chamber of Commerce
11 September	Hearings Appointment Subcommittee – appointment of commissioner to consider aged care facility in Whitby

9. Councillors' Reports

Jenny Brash (GWRC) reported the following:

- New CEO of PCC is Wendy Walker
- New chair of GWRC is Chris Laidlaw, who is working on liaising with the various councils in the region. Barbara Donaldson is deputy.
- GWRC negotiating bus and rail contracts
- Jenny wants lights to be installed at Paremata roundabout for use in peak hours to allow freer access to and egress from the station carpark.

- Jenny is on Wellington Water committee. GWRC monitor Taupo Stream weekly. Levels of toxicity are OK at present.
- Submissions have closed on Natural Resources Plan. There are concerns about structures on coastlines such as seawalls, given the rising sea levels.

10. Village Planning (Carolyn)

Carolyn asked that all project managers complete project plans according to the template previously circulated.

Action: All Project Managers

Carolyn has talked to Ian Barlow about the installation of a combo outdoor shower unit at Karehana Bay, possibly similar to the one installed at Paremata. Installation expected before summer. PRA will pay for it.

Jenny B noted that several of the picnic tables need sanding and staining, including the one donated by the late Alastair Robb. Carolyn will raise with Ian B at PCC. **Action: Carolyn**

Boating Club Seating Project – Allan Dodson, Roger Johnston and Barry McEwen will jointly manage this project to install seating in the area between the boating club and Hongoeka. Their help is much appreciated by the committee. Resident Sue Rose has raised the possibility of installing penguin nesting boxes in this area, and Jenny noted that Aotea College students had helped build some at Whitireia Park.

Others from the community have offered to help with projects and their help is gratefully welcomed. Ryan Kellahan (who organised the beach clean-up) has building skills. Martyn Newman-Hall and Roger Johnston are investigating Cloud storage. Warrick Procter is helping Sandy with the website.

11. Portfolio Reports

a. Karehana Park/WW100/Snapshot (as emailed by Allan Dodson)

Project Snapshot

No action

Project WW100

Still working on Boer War stories, all now completed and proofed and being loaded up onto poriuawarstories.com. Also loaded a list of 200 names of men and women from the broader Porirua area, including Plimmerton, which are in various stages of research and these will be loaded in October 2015.

Project Karehana Park

The scooter path and picnic areas have now been poured and already proving popular to the local kids. The next stage of the project is the Community planting on the 26th September 2015. This will / has been promoted in the PRA Newsletter and Facebook page.

Prior to the official opening on the 22nd November 2015 the picnic table and benches will be installed and the concrete road markings completed. It is also hoped that all the pavers will be installed. There have been issues with 11 but mitigation is underway.

The costs will be within the funds raised by paver sales and the Mana Community Grants Trust. The second of the Askews payments, due next month, will mean that the MCGT funding of \$25,000 will have been used and their required forms etc can be completed and returned.

b. Taupo Stream (Dave V)

No report available.

c. Newsletter (Carolyn)

Newsletter has gone out.

d. Website (Sandy)

The website subcommittee has held its “annual” review and Sandy reported this was very productive. The questions asked were “is the website successful?” (there are metrics to help answer this) and “are we serving our community?” (answer: yes, but we can do better) . Last year Allan D’s Anzac stories and newsletter prompts helped push website hits.

We have three more domain names so now if people google Plimmerton or Camborne they will get the website.

Sandy is meeting with designer and Wordpress specialist Anne Johnston to look at the website and the web editor. Warrick Procter is also helping and now has access to make changes. The

team is looking at proceeding with MediaWiki software. Eduardo of Chilliweb is looking at the costing of additional search functions. A Wiki site will be established for the Heritage Trail project. The meeting agreed that some payment should be made to Sandy for the investigative work. A proposal and project plan will be completed after Sandy meets with Anne, and this will include costs.

(Heather Goode left, 8.50pm)

e. Heritage Trail (Andrew)

Andrew has completed a draft project plan.

Anne Johnston is doing some design work for the website. Sandy noted the content needs to be on the website or WikiMedia.

The project will be using 29 existing sites and adding 10 more, with existing information updated.

Descriptions of each site will be put on WikiMedia for peer review.

It is likely to be named the Taupō-Plimmerton Heritage Trail or Plimmerton-Taupō Heritage Trail.

New signs are to be designed. Ian Barlow has access to 50 metres of macrocarpa posts.

f. Emergency Management (Alan R)

Alan had circulated an update by email prior to the meeting:

1. *New Zealand Shakeout is planned for 15 October at 0915. Has been advertised on Plim /Camborne Facebook.*
2. *Community Response Plan. Scheduled for review at end of October with WREMO. Camborne and Mana to be invited to participate too via Facebook.*
3. *Neighbourhood groups. I have been in touch with Amy Lou, who organized the recent meeting with local police, to liaise with her on encouraging formation of groups. Watch this space.*
4. *WREMO booklets have been put in Big Salami and I will keep the supplies going as they are taken.*
5. *I've still to do my project plan and budget, but have found a good cheap radio we could use for reconnaissance purposes. There is still some research to do on it.*

Alan drew attention to the Great NZ Shakeout on 15 October.

Alan suggested purchasing a dozen handheld radios at around \$60 each, and noted that WREMO already uses the model identified.

There was further discussion on the establishment of neighbourhood groups. Carolyn reminded the meeting about the idea of "party packs" for those hosting group meetings. Jenny suggested Neighbours Day Aotearoa (19-20 March 2016) could be a focus for this.

g. Traffic Management

Judi and Dave V had met with Peter Bailey of PCC regarding speeding in the village and this was also discussed with Nick Leggett by Colin and Carolyn.

Judi had asked for contact details of those who had volunteered to help PRA at the crime prevention meeting as they could help with surveying the school, Plunket and kindergarten on traffic and parking issues. Robin to email contacts. **Action: Robin**

Colin plans to address Te Komiti on the matter. Jenny noted the need for any solution to take account of the need for emergency services to operate. It was noted that the fire service is not happy with the speed humps. Pip commented on speeds on Steyne Avenue, noting most drivers travel around 40kph over the humps.

Also discussed dog litter problem. Carolyn reported Anne Johnston is designing signs.

h. Taupo Crescent Seat/Playground (Robin)

Robin had circulated an update prior to the meeting. Key points:

1. *Seat:*
PRA funding \$1500 to be used by 31 March. Residents have approved location. Macs Slabs to be approached for a seat. Low retaining wall and concrete slab required to set seat into.
2. *Working Bee:*
PCC keen to see residents involved in working bee on Pope Street steps. This is planned as part of Plimmerton Big Spring Clean on Sunday 8th November.)
3. *Playground Upgrade:*
Porirua City council Village Planning funding \$5000 to be used by 30 June 2016, possible access to Adopt-a-spot funding \$1000 for mural. Survey has been done. Plan to have a street meeting in October to refresh idea with community and get a team together to progress project

i. Police Liaison

Previously covered in Agenda Item 6 above.

j. Chair Report (Colin)

Colin has had meetings on the Heritage Trail, website, and with the mayor. He will attend Te Komiti to present on traffic issues.

12. General Business

a. Ex officio members

Colin proposed the following motion:

" That the PRA vote in favour of having Brendan Gard'ner, Allan Dodson, Roger Johnston, Barry McEwen, Andrew Deller, Warrick Procter and Martyn Newman-Hall all elected as being "Ex officio committee members for various projects".

Proposed: Colin Bleasdale Seconded: Carolyn Williams Carried: Unanimously

b. Big Spring Clean

Date set at Sunday 8th November. Dave V to organise. **Action: Dave V**

c. Rail Liaison

Dave V had spoken to Dave Anderson but he is not available to take on the role of Rail Liaison so we are still in need of someone for this. Carolyn noted that the rail ballast is coming through the fence and that the South Beach access track is deteriorating.

d. Isabella Cawthorn wishes to attend the PRA October meeting to talk about Motuhara bush.

e. Steyne Avenue (Pip)

Pip's list of areas needing repair along Steyne Avenue has been passed to Ian Barlow. Pip expressed concern regarding the condition of trees in the shopping area. He says around 24 trees are required and should be planted before summer. Trees would be supplied from PCC nursery. Sandy asked that PCC do not remove too many existing trees. Pip to talk to Ian and report back to PRA. **Action: Pip**

The meeting closed at 9.33pm

Next meeting at Plimmerton School Staffroom on Monday 19 October 2015 at 7.30pm .

Robin Jones

Minute Secretary

15 October 2015