

Plimmerton Residents' Association (PRA)

Minutes of Executive Committee Meeting Held Monday 26 February 2018, 7.30pm, at Plimmerton School staffroom

Present: Colin Bleasdale (Chair), Robin Jones (Minute Secretary), Tim Sheppard, David Verrinder, Judi Thomson, Alan Reader, Carolyn Williams

Councillors: Dale Williams (PCC NWC), Jenny Brash (GWRC)

Visitors: Mike Gould, Dave Anderson

Apologies: Roger Beckett

1. Greetings

Colin welcomed everyone to the meeting.

2. Apologies

As noted above.

3. Declaration of Conflicts of Interest

None declared.

4. Notice of General Business Items

See Item 16 below.

5. Adoption of Minutes from November meeting

The minutes of the November meeting had been circulated by email. There were no changes notified.

Motion: "That the minutes of the November 2017 meeting of the executive committee of the PRA be accepted as a true and correct record."

Moved: Colin

Seconded: Tim

Carried: Unanimously

6. Matters Arising from Minutes of November meeting

Jenny congratulated the team on the completed installation of the security cameras.

7. Cyclone Gita Aftermath

The committee expressed its appreciation to PCC staff for their prompt response to clean up the waterfront areas. Duncan Mclean was also commended for his efforts to clear drains in Cluny Rd.

Carolyn noted that there is further significant erosion around Goat Point undermining the coastal path and threatening the future stability of the main trunk rail line. Jenny asked Carolyn to send her a photo. She'll then contact TransDev and try to arrange an on-site meeting. **Action: Carolyn/Jenny**

8. Crew Shed (Dave A/Mike G)

Mike and Dave updated the meeting on their visit to the Kapiti Menz Shed. The Kapiti group has 30-40 regular active attendees, and is open two days a week. They donated a band saw to our group, which is much appreciated.

PRA now owns the former Boys Brigade (BB) shed. The BB container has been removed. Security for the shed needs to be strengthened.

Dale confirmed that a PCC council meeting had agreed to a three year land lease, with a formal lease document to follow.

Mike reported that tools and a trailer had been left by the BB, and activities can start immediately. Some old tyres are available, which Dale suggested may be of use to the Pukerua Bay community garden. If so, Dave A will deliver these.

Dave A asked if PCC would consider allocating one park with yellow lines adjacent to the shed so it could be used for offloading equipment and materials.

A sign is to be erected. "Plimmerton Shed - by the community for the community". Carolyn will get a design drafted. **Action: Carolyn**

It was noted that there is \$5000 allocated in Plimmerton VP for capital expenditure on the shed project. Carolyn and Colin will set up a meeting with Bill, Dave and Mike to discuss priorities. **Action: Carolyn/Colin**

Dave is trying to get a quote from State Insurance. It was noted that the Kapiti Shed just has public liability insurance. Colin suggested an insurance broker and will advise a contact to Dave. **Action: Colin**

An open day is to be held. Sunday 25 March in the morning. Carolyn to publicise. **Action: Carolyn**

After discussion it was proposed that financial members of the PRA can join the Shed without charge, and a \$15 fee would apply for others.

Other points noted were that it is \$25 a year to join the NZ Menz shed association with no need to be called a "Menz Shed", and that those attending will need to sign an indemnity form. No personal or hobby projects will be allowed as the aim is to pursue projects benefitting the community.

Everyone commended Dave and Mike on their efforts to date and thanked them.

9. Security Cameras (David V)

The cameras were installed in November and are operating well. They are being monitored by Rex Aulbrey at least once a month. Police are already accessing the data and have indicated the information has proved useful for various enquiries. Signs have been erected at either end to advise that security cameras are operating in the area.

10. Village Planning

A report had been received from Justine McDermott (PCC) by email. Colin to forward to committee.

Action: Colin

Robin reported that the Taupo Crescent Slide grant has been approved.

Judi is expecting another meeting with Mike George on traffic matters, and she again emphasised the need to slow traffic down through the village. Carolyn advised that Gordana will be the ongoing contact for traffic and roading issues.

Dale commented that the survey had indicated 4% of vehicles were speeding and a traffic planning report is in progress. It was agreed to wait until this is complete before taking further action.

11. New Park Area – Steyne Ave/Queens Ave

Two houses are being moved off land owned by PCC. The consent to move the houses has been approved. A new beachside park will be developed.

12. Financial reports (Roger B)

Roger had sent through his monthly report (with financials to 21 January) by email. Key points:

- *Receipts since 24 November* – \$108.87 comprising a member donation \$15, payments by 3 businesses for advertising on Motorhome Park noticeboard \$90, and interest for November and December \$3.87. Interest of \$1.63 earned for January
- *Payments since 24 November:*
 - \$737.68 to GYB Insurance Brokers (12 months to 28 Nov 2018) and balance of first quarterly payment to Rexercet, \$99.14 for maintenance checks re security cameras; and
 - \$500 to 29th Wellington Boys Brigade for purchase of community shed.
 - the first month's electricity account at \$49.07 for the community shed (one element of new and ongoing project operating costs)
- *Payments to be approved and minuted* – Community shed operating costs: monthly electricity account (ongoing).

Motion: "That the ongoing monthly account(s) payable for electricity for the Community Shed as noted above be approved for payment."

Moved: Colin

Seconded: Robin

Carried: Unanimously.

Motion: "That the Treasurer's monthly financial report be adopted."

Moved: Colin Seconded: Robin Carried: Unanimously.

13. Subscriptions

It has been proposed that the subscription rate be raised to \$20 per household for the next financial year. Tim commented that it was important that any increase be justified and explained to members. In the ensuing discussion, committee members noted the increase was needed to cover the ongoing operating costs of the security cameras and the community shed, and contributions towards buying the community shed (\$500) and towards the Taupo Cres slide (\$3,000).

Motion: "That the PRA subscription rate be increased to \$20 per household for the next financial year."

Moved: Colin Seconded: Robin Carried: Unanimously.

14. Councillors' reports

Jenny Brash (GWRC):

- Public transport is a focus for GWRC. Electric buses arriving later this year. Contractual transitions being worked through.
- Long Term Plan in progress
- Rail ballast: Jenny has emailed a contact at KiwiRail.
- Transport rate for Porirua to come down
- Flood protection rate also being adjusted.

Dale Williams (PCC):

- Dale had provided a comprehensive report by email.
- Potholes on Steyne Avenue are being patched and then resealing will follow.
- He commented that the caravan park business promotion sign seems to be attracting more visitors into Plimmerton.
- Jenny asked if PCC LTP will include the sea wall at Plimmerton. Dale noted the significant challenges to come from rising sea levels in future.

15. Portfolio Reports

a. Taupō Stream (David V)

Further assessment of the Cape Pond weed situation planned in the next few weeks.

b. Communications (Carolyn)

Newsletter and Facebook going well, no issues.

c. Website

Noted that contact forms emailed from website had not been passed on to Violet. Robin to address with Colin/Tim. **Action: Robin**

d. Archiving and Cloud Storage (Robin, by email)

Warrick has Pip's computerised records and Robin is to provide access to a folder in the RA Secretary's Google Drive area for him to upload these. She has provided access for Violet to newsletters for the website. A medical issue has hampered progress on getting all major and project documents into our Cloud storage. More work required individually with Colin, Roger, Carolyn and David to achieve this. **Action: Robin**

Tim commented on the need to improve our record keeping as far as correspondence goes.

Some committee members are having difficulty opening email attachments. Robin is sending out documents in standard Word and PDF formats. Individuals are using a variety of devices and operating systems so she asked that everyone ensure they can open PDF docs as a minimum. This may involve downloading an app or other software on some devices.

e. Heritage Trail (no report)

f. Emergency Management (Alan R)

The emergency radios were deployed in the community in preparation for Cyclone Gita.

g. Taupō Crescent Community Space (Robin)

We applied in January to Trust House Foundation for a grant of \$8,679 being the balance required to fund the slide. THF have agreed to our request in full. Bill Inge of PCC is now progressing work with the preferred supplier (Playco) and a contractor.

Funding breakdown against total cost is:

PCC Village Planning \$9,200 (inc GST)

PRA \$3,000 (agreed at Finance & Budget Sub Committee meeting, 13 Dec 2018)

Trust House Foundation \$8679

Total Cost \$20,879 inc GST

h. Dogs (Judi)

Judi is following up on bins on Sunset Parade.

i. Speed & safety (Judi)

See Item 10 above.

j. Chair (Colin, by email)

Key points:

- Communication with our FB and web people. Establishing 'engagement protocols', especially with facebook.
- Multiple emails with various Plimmerton people including some committee members.
- Meetings with Bill Inge, Carolyn, Albie Playford (re PCC weeding 'issues'), Kevin Clark (re rail concern)
- Numerous phone calls with many on varied PRA matters.
- Dave Anderson and the "Crew Shed", Claire Giblin.
- NZMCA - talk with some folk and the PRA sign, also to look at writing a piece for their magazine.

16. General business

AGM Organisation:

The AGM will be held on 14 May, 7.30pm. David V to coordinate. David will convene a meeting to discuss arrangements (Colin, Carolyn, Tim, Robin). **Action: David**

It was noted that the notice of motion to change the financial year end must be notified at least 14 days prior to the AGM. **Action: Robin**

The meeting closed at 9.02pm

Robin Jones (Minute Secretary)

Please note meetings for the remainder of 2018 (7.30pm):

Monday 26 March

Monday 23 April

Monday 14 May (PRA AGM, 7.30pm)

Monday 28 May

Monday 25 June

Monday 23 July

Monday 27 August

Monday 24 September

Monday 29 October

Monday 26 November