

## **Plimmerton Residents' Association (PRA)**

### **Minutes of Executive Committee Meeting held Monday 9<sup>th</sup> March, 7.30pm, at Plimmerton School staffroom.**

**Present:** Dave Anderson (Chair), Allan Dodson, Robin Jones (Minute secretary), Carolyn Williams, Peter Walters, Don Gray, Warrick Procter, David Verrinder

**Councillors:** Jenny Brash (GWRC), Euon Murrell (PCC), Ross Leggett (PCC), Nathan Waddle (PCC)

**Visitors:**  
KiwiRail: Lisa Mulitalo, Peter Coles, Andy Lyon  
GWRC: Barry Fryer  
Community Shed: Merv Toomath, Neil McClellan, Paul Meehan

**Apologies:** Chris Collins, Chris Kirk Burnnand (GWRC)

#### **1. Greetings**

Allan welcomed everyone to the meeting and thanked the KiwiRail and GWRC representatives for coming to present on the PACE project .

#### **2. KiwiRail presentation on PACE Project**

KiwiRail representatives outlined the changes planned for Plimmerton Station area. This is still in the planning stage with several issues yet to be resolved. The general aim is to provide a 10 minute peak hour service out of Plimmerton effective 2022.

KiwiRail will keep PRA informed, with liaison with Carolyn and Allan.

#### **3. Apologies**

As noted above.

#### **4. Declaration of Conflicts of Interest**

None declared.

#### **5. Notice of General Business Items**

None.

#### **6. Adoption of Minutes from February meeting**

The draft minutes of the February meeting had been circulated by Robin. No changes were requested.

Motion:

"That the minutes of the February 2020 meeting of the executive committee of the PRA be accepted as a true and correct record."

Moved: Peter    Seconded: Allan                      Carried: Unanimously

#### **7. Matters Arising from Minutes**

The action list from the previous meeting was reviewed:

Robin to contact Chris re loading meeting minutes and meeting dates to be loaded on website.

**Action: Robin/Chris**

Carolyn has drafted THF website stories. Robin to review.

**Action: Robin**

#### **8. Councillors' Reports**

Euon (PCC): Updated the meeting on PCC activities – infrastructure issues, personnel changes.

Ross (PCC): Biggest issue is wastewater/stormwater, must consider harbour water quality.

Nathan(PCC): PCC heading into LTP process.

Jenny (GWRC):

- Wellington Water meeting

## 9. Financial reports (Don)

Don & Robin had circulated a summary financial report for the month to 6 February by email. Key points:

- **Receipts since 6 February: \$855 + interest \$20.97 = \$875.97**
  - Community Shed \$835 (subs+koha \$405, pest traps \$75, other products \$355)
  - PRA Member sub \$20
  - Interest \$20.97
- **Payments since 6 February (approved at meeting 10 February): \$353.65**
  - Community shed :
    - Warrick Procter - \$102.32 (shed publicity Battle Hill & stationery)
    - Coastal Fasteners Ltd \$44.53 (Seats Project)
    - Mitre 10 Mega \$143.03 (Shed supplies)
    - Powershop \$63.77 (Shed direct debit)
  - Other: *None*
- **Accounts payable to be approved and minuted –**
  - Paul Meehan - \$7.07 (Shed)
  - Mitre 10 - \$11.88 (Shed)
  - Powershop - \$58.61 (Shed)
  - Free Parking - \$47.95 (Domain name renewal 12 months, may be paid by a committee member and reimbursed) (*NB actual amount paid was \$55.14 including GST*)

No further Accounts Payable were notified at the meeting.

There were no questions on the financial report.

Motion: "That the summary financial report to 6 March 2020 be accepted and the Accounts Payable as noted above be approved for payment."

Moved: Don                      Seconded: David V                      Carried: Unanimously

Don advised that he and Robin had updated the Westpac account authorities as previously agreed and he now had full access to the bank account.

## 10. Village Planning (Carolyn )

Carolyn had reported by email (edited):

- *Fence design site visit with Bill. System will be modular and moveable with panels.*
- *Natural and social history panels for Plimmerton Domain discussed and progressed with Bill.*
- *Advice from VP team (Justine, Bill) is to move swiftly on getting these projects under way.*
- *Sandy Werner has agreed to provide nature pictures for the natural history display boards re insects, birds, lizards, plants etc*

There are plans to meet with Friends of Taupō Swamp and Catchment (FOTSC) who are planting areas of the domain and reserve.

The Steyne Ave safety and signage fence is proceeding as there is funding for it in this financial year.

Other projects include repainting the hopscotch grid in Taupō Cres Reserve as it is flaking off and also a mural for the wall on Taupō Stream that is often tagged.

Carolyn made special mention of the excellent job done by Bill and Justine at PCC, saying they are a great team to work with.

## 11. Portfolio Reports

### a. Domain Projects (David V)

David V had reported by email:

*The Friends of Taupo Swamp & Catchment Society are to plant about 1800 wetland trees & plants this coming planting season. In the meantime there is weeding to be done on these dates: 11 March, 25 March, 8 April.*

Carolyn to post in newsletter and FB.

**Action: Carolyn**

The Dog Park is progressing well.

**b. Plimmerton Farms Development (Allan D)**

Nothing to report.

**c. Communications & Website (Carolyn by email)**

- *Newsletter and Facebook posts written, checked and sent.*
- *Stories for THF re various projects drafted.*
- *Fundraising idea not yet discussed with Allan and Dave*

**d. Community Shed (Dave A)**

Dave A reported that the Shed is seeing good sales, but product stocks are down so the team are working to rebuild stocks.

Tagging in the Domain area is being addressed promptly.

**e. Dogs (David V by email, edited)**

**Dog Park:** *"Bark in the Park" is being held on Sunday, April 5, 2020 at 10 AM – 2 PM. This will launch Porirua's newest dog park at Plimmerton Domain. Should PRA get involved by having a promotion stand at this event?*

The meeting agreed PRA should have a stand.

**Action: David V**

**Dog incidents:** *Two in the last month, involving the same dog at Karehana Beach and Plimmerton Beach. A dog and its owner received stitches. Animal Control were quickly on the scene and impounded the dog and are dealing with the owners.*

**f. Heritage Project (Allan)**

Nothing to report.

**g. Emergency Management (Chris)**

Chris was absent as she was attending the EM training session. Carolyn noted the need to remind people to put an emergency plan together.

**h. Security Cameras (David V, by email edited)**

*All cameras are working fine.*

It was noted that the committee had decided in a majority vote by email not to renew the insurance on the cameras this year as we do not have specific funding for it. (Vote: 1 for renewing, 8 against)

There was some discussion about plans to replace the cameras in future and how this might be funded.

Robin noted that the maintenance contract is up for renewal at the end of March and suggested that David ask the supplier for an invoice to cover just the next three months. Last year the supplier invoiced for the year as we had secured grant funding covering that period, but that is not the case this year. David will discuss this with the supplier so the committee can then consider the amount involved and decide whether to proceed or not.

**Action: David V**

### **i. Membership & Community Database**

Warrick circulated a draft Policy and Code of Practice covering Member Private Information and asked that everyone review it and get back to him with comments.

**Action: Committee**

### **j. Village Maintenance (Carolyn)**

Carolyn has received a list of outstanding maintenance issues and their status from PCC via Euon.

Carolyn and Peter to discuss Village Maintenance portfolio roles.

**Action: Peter/Carolyn**

## **12. General business**

### **a. Queens Avenue Parking**

A resident had contacted PRA expressing concern about the lack of short term parking in Queens Ave for the beach and parks. Peter, Dave A and Allan have met to discuss this but this is now on hold pending the KiwiRail project.

The meeting closed at 8.45pm

Prepared by: Robin Jones (Minute Secretary)

### **Please note meetings for the remainder of 2020 (7.30pm):**

Monday 6 April ( avoids Easter) ZOOM

Monday 11 May

Monday 8 June

Monday 13 July

Monday 10 August

Monday 17 August AGM

Monday 14 September

Monday 12 October

Monday 9 November

Monday 7 December