

# PLIMMERTON RESIDENTS' ASSOCIATION INC

## Minutes of Executive Committee Meeting Monday 14 June 2021, 5pm Plimmerton School Staffroom

**Present:** Roger Watkin (Chair), Robin Jones (Minute Secretary), Carolyn Williams, Dave Anderson

**Councillors:**

**Visitors:** Waka Kotahi: Matt Hunt, Steven James, Peter Ward PCC: Ron Minnema

### 1. Greetings

Roger welcomed everyone and thanked the Waka Kotahi and PCC representatives for coming.

### 2. Waka Kotahi Update “Changes to the State highway network relating to Transmission Gully”

- Reviewed design and progress of TG route, interchanges and changes to SH network
- Existing SH1 to be renamed SH59 when TG opens, although decision on revocation of SH status won't be finalised until consultation takes place (6-12 months after TG opening)
- Outlined decision making process on future of SH59, consultation, safety audits and development of a Network Operating Framework, covering form, function and usage.

There was some discussion regarding access to Plimmerton Station and village amenities both during and on completion of the station upgrade project. Robin and Carolyn to provide further detail on our concerns to Ron in hope that PCC could advise on co-ordination of the various parties involved in major projects that are taking place simultaneously in Plimmerton.

Action: Robin/Carolyn

### 3. Apologies

Noted and accepted: Don Gray, Euon Murrell (PCC NW), Jenny Brash (GWRC), Warrick Procter (rec'd 15 June)

### 4. Declaration of Conflicts of Interest

None declared.

### 5. Notification of any additional General Business items

None.

### 6. Adoption of Minutes from May 2021 Meeting

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

Motion: that the minutes of the May 2021 meeting be accepted as a true and correct record.

Moved: Robin Seconded: Dave A Carried: Unanimously

### 7. Matters arising from the minutes / Reports back on actions taken

- It was noted that the public information meeting hosted by KiwiRail was held on May 22.
- Dave reported that PVFB are not in a position to coordinate community Emergency Management activities. Roger will check if a suggested resident would be willing. Action: Roger

### 8. Councillors' reports

None received.

## 9. Financial report & A/P approvals (Robin/Don) (attached below)

Don had submitted his Financial Report and the Accounts Payable for approval by email. Additional accounts payable approved to MenzShed NZ for annual sub \$25. Future letterbox drop flier design cost of up to \$300+GST also agreed.

Motion: that the Financial Report and payment of accounts as noted below in Treasurer's financial report (plus payment for MenzShed NZ) be approved.

Moved: Robin      Seconded: Dave      Carried: Unanimously

Plimmerton Boating Club request for PRA member ID - in progress. Action: Robin/Don

## 10. AGM Planning

Reviewed checklist. Venue booked at PBC, speaker booked FOTSC.

## 11. Flood follow-up (Dave)

Flood Action Group working with PCC and Wellington Water.

The list of prioritised projects is being costed.

Ben Fountain has taken over from Olivia Dovey.

A new grate winch is being installed at Airlie Rd channel entrance at Karehana Bay.

## 12. KiwiRail PACE Update

Roger is arranging a meeting with Peter Coles.

## 13. Portfolio reports

- Village Planning & Domain project (Carolyn)  
Carolyn had presented to PCC on LTP submission, emphasising the value of the village planning programme. Mary Beckett and Deirdre Dale have done a great job researching the domain plaques. It was agreed to acknowledge their efforts with lunch. **Action: Carolyn**  
The business sign in the caravan park needs an update and a more public sign in Ulric St was proposed.
- Communications and website (Carolyn) as emailed below
- Village maintenance (Carolyn) as emailed below
- Community database/gmail contacts (Warrick) No report.
- Community shed (Dave/Don)  
A special meeting to discuss the Shed lease was held on 20 May, see minutes below. It was agreed to pursue Option 2 as proposed by PCC which is to *"vary the existing lease with two 6-month right of renewal terms, and three one-month right of renewal term, until a final expiry date of 1 September 2022"*. We are waiting on lease renewal document from PCC.
- Police and Security Cameras:  
A resident had emailed regarding concerns at the response to her request for Police to access the cameras after an incident. Roger and Carolyn met with Constable Sam Coleman, He has since contacted the resident to explain how the situation regarding police resourcing and the access to the cameras.
- Traffic safety (Roger)  
Roger met with Mike George of PCC
- Submissions (refer Robin's report below)

## 13. General Business

- Former co-Chair and committee member Allan Dodson is to receive a Porirua Civic Award following nomination by PRA and RSA. Ceremony is Monday 21<sup>st</sup> June.
- Te Ara Piko Blessing, Motukaraka Point Mon 28<sup>th</sup> June. Roger, Robin, Carolyn to attend, Roger to RSVP to PCC. Action: Roger

The meeting closed at 6.40pm.

The next meeting will be held on Monday 12 July, 5pm at Plimmerton School staffroom.  
Prepared by Robin Jones.

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#### **Addenda:**

(1) Minutes of a special meeting of the executive committee of the Plimmerton Residents' Association held on 20th May 2021 at Kafe Oranje;

Present: Dave Anderson, Carolyn Williams, Roger Watkin, Warrick Procter, Don Gray  
Apologies: Robin Jones (unwell)

The purpose of this special meeting was to discuss the PRA's response to an offer of an extension to the Shed ground lease in a letter from the PCC dated 13th May 2021.

PCC had offered three options:

1. *Terminate the existing lease under clause 3.2(c), and issue a new lease with two six-month right of renewal terms, and three one-month right of renewal terms, until a final expiry date of 1 September 2022; or*
2. *Vary the existing lease with two 6-month right of renewal terms, and three one-month right of renewal term, until a final expiry date of 1 September 2022; or*
3. *Terminate the lease under clause 3.2(c), with no replacement lease.*

It was proposed that the PRA accept option 2. There was unanimous approval from those present (Robin abstained).

Proposed by Dave and seconded by Don.

We also discussed the PRA's involvement with the Shed until the termination of the proposed lease extension that will terminate in September 2022.

It was agreed by all that the PRA will continue to support the operations of the Shed until September 2022.

Shed Insurance was also discussed. Robin had previously raised concerns regarding the level of cover. Those present agreed that our Public Liability Insurance was sufficient to cover all possible events.

## (2) Emailed Reports:

### Financial Report: (from Don)

#### PRA Financial Report for Period 10.05.21 to 07.06.21

##### Transactions Update at 7 June

- **Receipts since 10 May: \$471.18:**

Interest	\$3.72
Subscriptions	\$60.00
Donations	\$100.00

  - **Community Shed**

Shed Materials Refund	\$27.46
Product sales	\$240.00
Koha and Donations	\$40.00
- **Payments since 10 May (approved at meeting 10 May \$661.56:**

Publicity (Violet Rowe)	\$300.00
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  - **Community Shed**

Powershop (Auto payment)	\$64.73
Mitre10 (Shed materials)	\$29.60
Coastal Fasteners (Shed Materials)	\$36.29
- **Accounts payable to be approved and minuted – \$421.19:**
  - **Community Shed**

Powershop	\$63.71
Mitre10 (Shed materials)	\$327.48
Dave Anderson (blade sharpening)	\$30.00

Plus any other accounts payable?
- **Cash funds (as at 7 June) –**

Current a/c:	\$7,730.98 CR
Business Online Saver a/c:	\$19,963.85 CR

(NB: Monthly automatic transfer of \$20 from Current a/c to Bonus Saver a/c)
- **Committed funds –**

Shed – balance of seat refurbishment (PCC)	\$3,331.08
Donation ex plumbers	\$2,464 (for allocation to a future project)

##### Membership Subscriptions

Subscriptions received after 31 March are assigned to the next financial year.

Year to date (7 June):

- Subscriptions for current year paid in 2019/20 - \$155 from 8 members
- Subscriptions for current year paid this financial year - \$3,355 from 167 members
- Total \$3,510 from 175 members
- Subscriptions for 2021/2022 received this year - \$80 from 4 members

### From Carolyn:

Newsletter going out tonight. Several facebook posts and emails done this month. Main focus subs, AGM and committee.

Maintenance ongoing and village planning project seating and heritage completing soon.

AGM flier under way. Will complete this month for mid July delivery.

### From Robin:

#### Submissions:

- Attended PRA presentation to PCC on LTP, excellent work by Carolyn in support of Village Planning programme. Made a further submission on the District Plan in response to Kainga Ora submission.

Waka Kotahi SH1/SH58:

- Ongoing contact with Lachlan at Waka Kotahi to set up a meeting

AGM: Prepared checklist, continuing to maintain this

Other:

- PRA member ID for PBC, current idea is for member numbers for financial members. No further progress.