

PLIMMERTON RESIDENTS' ASSOCIATION INC

Minutes of Executive Committee Meeting Monday 6 December 2021, 5pm Plimmerton School Staffroom

Present: Dave Anderson (Acting Chair), Robin Jones (Minute Secretary), Carolyn Williams, Robynne McIntyre, Don Gray, Warrick Procter

Co-opted Volunteers: Rudi Grace, Allan Dodson

Councillors: Jenny Brash (GWRC)

Visitors: None

1. Greetings

Dave welcomed everyone.

2. Apologies

Roger Watkin, John Meeuwsen, Josh Trlin

3. Declaration of Conflicts of Interest

None declared.

4. Notification of any additional General Business items

Carolyn suggested that Rudi Grace and John Meeuwsen be invited to formally join the executive committee. Rudi declined the offer due to other commitments.

5. Adoption of Minutes from the November 2021 Meeting

The draft minutes of the November meeting had been circulated. No changes were requested.

Motion: "That the minutes of the November 2021 meeting be accepted as a true and correct record."

Moved: Robin Seconded: Carolyn Carried: Unanimous

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

None.

7. Councillors' reports

GWRC- Jenny Brash:

- GWRC are engaged in discussions on Three Waters Reform, focus is on ongoing governance and accountability.
- GWRC progressing Transmission Gully consents as they are submitted.
- Summer events programme planned.
- GWRC are considering a vaccination policy for councillors and staff.
- Wellington Water actively involved in flood management and infrastructure projects.

8. PRA Covid 19 Vaccination Policy

There was discussion on the PRA position on requiring vaccination for those attending face to face meetings under the Covid 19 Protection Framework settings. Points raised included protecting the

health of those attending meetings and also the requirements of our usual host venues (namely the school, St Andrew's church and Plimmerton Boating Club) that are mandating Vaccine Passes. The committee agreed that all attending should be fully vaccinated against Covid 19 and in possession of a Vaccine Pass. This includes all visitors and councillors attending in person. Any unvaccinated members or residents wishing to engage with PRA are to be encouraged to do so via email or other electronic means.

Motion: "That all attendees at PRA meetings (including executive committee meetings, AGM, and any public meetings) under the Covid 19 Protection Framework settings be fully vaccinated and holding a valid Vaccine Pass."

Moved: Robin Seconded: Warrick Carried: Unanimous

Robin sighted and noted Vaccine Passes for all those attending the meeting.

9. Planning

Carolyn will revise the 2021-22 plan. The business promotion sign is on hold for now. Robin and Carolyn are meeting with PCC officers on December 16th to further the discussions on a "Plimmerton Plan" drawing together the various projects and issues in our area, and assigning responsibilities for particular projects.

10. Financial report & A/P approvals (Don) (attached below)

Don had submitted his monthly Financial Report and the Accounts Payable for approval by email. He noted the accounts payable (see report attached). Don noted that the Community Shed product sales continue to go well.

Motion: "That the Financial Report and payment of accounts payable as noted below in Treasurer's financial report be approved."

Moved: Don Seconded: Robin Carried: Unanimously

11. Big Spring Clean (Roger/David V)

Overall, a very successful day. David Verrinder had reported via email (see below).

12. Flood Followup (Dave)

Dave and Allan have attended several meetings in connection with the flood follow up and changes planned for Karehana Park area:

- Councillor Ross Legget
- Keiran Thorpe (Stantech, contractor to Wellington Water)
- The wind-up of the Flood Action Group as PCC and Wellington Water are now progressing specific strategies. Ongoing feedback to the community on progress will continue.

13. KiwiRail PACE Update (Carolyn)

No changes to plans previously advised for work over the Christmas/NY period. Subway murals are being taken down by KiwiRail and will be stored.

14. Portfolio reports

- Village Planning & Domain project (Carolyn)
Nothing new to report. WW1/WW2 commemoration plaques to be looked at next year.
- Village maintenance (Carolyn)
Nothing to report.
- Communications and website (Carolyn)
Comms team focus is on getting emergency management street groups underway.
- Emergency Management (Carolyn)
Follow-up continues on street coordinator contacts, Pip Hay is recording and mapping these.

- Business Directory (Rudi)
Rudi has spoken to Anne Johnston. A few visual changes to the website are planned. Currently investigating third party payment gateways and ways to allow business users to maintain their own listings. Quote received from Anne.
Rudi and Don to discuss costs and approval process for signing up businesses.
Action: Rudi/Don
- Community database/gmail contacts (Warrick) Warrick has downloaded some information, continuing to have access issues with MailChimp.
- Community shed (Dave/Don)
Product sales going well, and have had to turn some projects down. More regular members needed. Mana Lions have invited the shed team back to the Battle Hill Fair.
John M had emailed a suggested motion regarding the incorporation of the Shed as a separate entity. It was noted that the majority of Shed members support incorporation.
There was some discussion about the wording and intent of the full motion as proposed by John, and the executive committee agreed on the following motion, which was carried unanimously.
Motion: “That the PRA executive committee supports the registration of a separately established incorporated society for what will become known as Plimmerton Community MenzShed Inc (PCM).” Moved: Dave A Seconded: Warrick Carried: Unanimous
It was further noted and agreed that following incorporation there will need to be further detailed discussion regarding transfer of assets, finance, equipment, lease and other issues.
- Police and Security Cameras (Roger):
Invoice received from supplier for the regular maintenance. Contact being made with Porirua Police.
- Traffic safety (Roger)
Nothing to report.
- Submissions & Consultations (Robin):
Waka Kotahi - SH59: Roger and Robin had met with Paremata RA and Pukerua Bay RA reps to share our associations’ respective views on the future of the SH corridor after TG opens.

13. General Business

None.

The meeting closed at 6.10pm.

Prepared by Robin Jones.

(2) Emailed Reports:**Financial Report: (from Don)****PRA Financial Report for Period 08.11.21 to 05.12.21****Transactions Update at 5 December**

- **Receipts since 8 November: \$525.08:**

Interest	\$5.08
Subscriptions	\$60.00
• <i>Community Shed</i>	
Product Sales	\$450.00
Koha and Donations	\$10.00

 - **Payments since 8 November \$72.23:**

• <i>Community Shed</i>	
Powershop (Auto payment)	\$60.04
Mitre10 (Shed materials)	\$12.19

 - **Accounts payable to be approved and minuted – \$1,184.72:**

Violet Rowe (Publicity)	\$300.00
Rexercet Ltd (Camera Maintenance)	\$828.00
• <i>Community Shed</i>	
Powershop (auto payment to be advised)	\$56.72

Plus any other accounts payable?

 - **Cash funds (as at 5 December) –**

Current a/c:	\$11,963.04 CR
Business Online Saver a/c:	\$20,102.38 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.
To date (5 December):
- Subscriptions for 2021-2022 paid in 2020-2021 - \$1,040 from 52 members
 - Subscriptions for 2021-2022 paid in 2021-2022 - \$2,845 from 143 members
 - Total \$3,885 from 195 members

From: David Verrinder (edited)**Plimmerton Spring Clean Report 2021**

- Around 28 people participated
- Two families with a total of 5 kids enjoyed rides in the fire bus en route to their designated clean up areas
- Some people thought they would benefit from Hi Viz vests
- Some asked if we could ask PCC for more rubbish bins around Camborne especially where Grays Road meets SH1
- Much glass, mostly broken bottles was found around Steyne Ave and Ulric St
- Some people suggested the idea that we arrange a Camborne and vicinity spring clean hosted from the car park at Camborne Walkway on Grays Road.
- The Shed folks were great supplying the tea and Russell was FAB on the bbq.
- Unused rubbish bags, gloves and masks stored in Shed. I also have half a rubbish bag roll.
- A well-coordinated team event which worked out well all round.