

# PLIMMERTON RESIDENTS' ASSOCIATION INC

## Minutes of Executive Committee Meeting Monday 13 June 2022, by Zoom due to weather conditions

**Present:** David Verrinder (Meeting Chair), Robin Jones (Minute Secretary), Carolyn Williams, John Meeuwsen, Don Gray, Dave Anderson, Robynne McIntyre

**Co-opted Volunteers:**

**Councillors:** Jenny Brash (GWRC), Josh Trlin (PCC)

**Visitors:** None

### 1. Greetings

David welcomed everyone.

### 2. Apologies

Warrick Procter

### 3. Declaration of Conflicts of Interest

None declared.

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

John (1)

### 5. New Meeting Arrangements at school

Deferred till next meeting.

### 6. Chair Vacancy

David Verrinder confirmed he was happy to take on the role of Chair. There were no other candidates.

Motion: "That David Verrinder be elected Chair of the PRA Executive committee."

Moved: Robin                      Seconded: John              Carried: Unanimous

### 7. Adoption of Minutes from the May 2022 Meeting

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

Motion: "That the minutes of the May 2022 meeting be accepted as a true and correct record."

Moved: John              Seconded: Don              Carried: Unanimous

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

John asked Josh to follow up on whether the PCC workshop on the harbour has happened or is scheduled.

Action: Josh

### 9. Weekend Storm Update

Carolyn had been in contact with Olivia Dovey (PCC). Most issues this time have been on public land. A communications problem was identified as Dave Morahan hadn't been contacted, so a solution to ensure continuity of contact is required.

### 10. Councillors' reports

PCC - Josh:

- Council have voted by majority to be an accredited Living Wage employer

- Village Planning Review - Council have approved moving to Phase II of the review, looking at 3 options and will consult. No new capital funding until review complete but OpEx will continue. Approval of new programme expected by 30 June 2023.
- At this point the committee noted that Carolyn Williams had been awarded a Porirua City Civic Award in recognition of her 14 years of service to the Plimmerton community, Congratulations, Carolyn!

GWRC- Jenny:

- New airport bus service from 1 July
- Snapper card starting on Kapiti Line from November
- On demand bus being trialled in Tawa, similar idea north of Paremata Bridge could be a possibility in future? Jenny and Josh to discuss. **Action: Jenny/Josh**
- Continuing submissions to central government on Three Waters, Climate, RMA
- Metlink plans could see 24 rail movements per hour, raising concerns about access in/out of Plimmerton. Jenny talking to Barry Fryer about this. **Action: Jenny**

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

Don had submitted his monthly Financial Report and the Accounts Payable for approval by email. He had also circulated the draft PRA annual performance statement by email and asked everyone for their comments. **Action: All**

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

Moved: Don

Seconded: Carolyn

Carried: Unanimous

Don also noted that the subscription drive is well underway.

### 12. AGM Planning

David will organise a meeting of the AGM sub committee (David, Don, Carolyn, Robin).

A prize draw is being used to encourage subs.

Dave Lowe has been suggested as guest speaker.

### 13. KiwiRail PACE project (Carolyn)

Carolyn has met with Peter Coles, KiwiRail project manager and Anna Jaquierey (Comms) for an update. Carolyn will invite Peter back to an exec committee meeting.

### 14. Portfolio reports

- Village Planning & Domain project (Carolyn)  
Nothing to report.
- Village maintenance (Carolyn)  
Liaison with PCC re various issues, including drains, tagging, vegetation. All sorted.
- Communications and website (Carolyn)  
Newsletter, emails and posts, as usual. Sam Duff doing an excellent job on FaceBook. David and John both complimented Carolyn on the overall quality of PRA communications.
- Business Directory (Rudi)  
Nothing further to report. David V following up on next steps.
- Community database/gmail contacts (Warrick)  
Warrick and Don are cross checking email addresses as members subscribe/renew.
- Community Shed (Dave)  
PCC have provided timeframe for Shed relocation and supplied a very helpful crew to clear the Shed and put contents into storage.

John is very close to completing the application for an incorporated society, Plimmerton Community MenzShed Inc. **Action: John**

Don and Robin are to look at the reconciliation of the Shed's financial inputs and outputs before transfer to the new incorporated society. **Action: Don/Robin**

Dave and John will look at the Shed's future needs after incorporation and the move. The roof repair/replacement will be considered then. **Action: Dave A/John**

- Karehana Park Pavers (Dave/Carolyn)  
Dave and Carolyn met with Julian Emeny (PCC) and Allan Dodson at Karehana Park regarding a picnic table and tree near the playground. Roger J is doing a plan for the new paver path. All very positive.
- Emergency Management (John)  
Carolyn has highlighted the need for an up to date network of contacts for emergencies. John is meeting others on the 21<sup>st</sup> to discuss the Hub at the school. **Action: John**  
Street coordinators network going well.  
John noted that the latest storm has reminded us we all need to help each other.
- Traffic safety - (David V)  
David is meeting Athul Harris from PCC to discuss road safety issues in the village:
  - Vehicle speed management
  - Line of sight for both vehicles and pedestrians at the courtesy crossings Steyne Avenue
  - School Road roundabout
  - Motuhara Road approach to the School Road roundabout
- Police and Security Cameras - (David V)  
Replacement camera will cost \$200, free installation. *(NB: later amended to \$600)*  
The second camera will undergo maintenance.  
David is building a relationship with the new Community Constable. A link to local crime stats has been provided.
- Submissions & Consultations (Robin):  
District Plan Review:  
Robin continuing to monitor the process on the DP Intensification Variation.  
Waka Kotahi:  
A resident has sent in suggestions regarding traffic light phasing on SH59. Robin will follow up with them regarding our consultation with Waka Kotahi.

## 15. General Business

(1) John is aware of a GWRC candidate wanting to attend our meetings to get a feel for issues in the area. The committee agreed our policy is we are neutral and no electioneering by candidates is appropriate, however there is no objection to someone observing our meetings.

(2) Don advised the new requirements under revised Incorporated Societies Act will require significant attention in future, although there will be a transition period. This will require a new constitution and increased requirements for officers. Don to send out a note on this. **Action: Don**

(3) David V noted the passing of Mike Gould who was a key instigator for the Community Shed. The committee expressed its regrets and extended its condolences to the family.

(4) Robin reminded all the committee to pay their subs.

(5) David called for a round of applause for Carolyn in honour of her Civic Award.

The meeting closed at 7.20pm

Prepared by Robin Jones.

## Emailed Reports:

## Financial Report: (from Don)

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### PRA Financial Report for Period 09.05.22 to 11.06.22

#### Transactions Update at 11 June

- **Receipts since 9 May: \$1,705.58:**

Interest	\$15.58
PRA Subscriptions	\$1,160.00
PRA Donations	\$225.00

  - *Community Shed*

Product Sales	\$255.00
Koha and Donations	\$50.00
  
- **Payments since 9 May: \$585.83:**

Robin Jones (Zoom subscription)	\$21.29
Don Gray (Freeparking hosting)	\$185.15

  - *Community Shed*

Powershop (Auto payment)	\$56.27
Mitre10 (Shed materials)	\$281.12
Dave Anderson (Packing materials)	\$42.00
  
- **Accounts payable to be approved and minuted – \$379.10:**

Robin Jones (Zoom subscription)	\$21.29
Violet Rowe	\$300.00

  - *Community Shed*

Powershop (auto payment)	\$57.81
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Plus any other accounts payable?
  
- **Cash funds (as at 11 June) –**

Current a/c:	\$12,447.68 CR
Business Online Saver a/c:	\$20,275.99 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 (11 June):

- Subscriptions for 2021-2022 paid in 2020-2021 - \$1,040 from 52 members
- Subscriptions for 2021-2022 paid in 2021-2022 - \$2,925 from 147 members
- Total for 2021-2022 - \$3,965 from 199 members
- Subscriptions for 2022-2023 paid in 2021-2022 - \$1,180 from 59 members