

PLIMMERTON RESIDENTS' ASSOCIATION INC

Minutes of Executive Committee Meeting Monday 14 March 2022, 5pm by Zoom (due to Covid 19)

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

Co-opted Volunteers:

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

Visitors: None

1. Greetings

Dave welcomed everyone.

2. Apologies

Warrick Procter, Allan Dodson, David Verrinder

3. Declaration of Conflicts of Interest

None declared.

4. Notification of any additional General Business items

None.

5. Adoption of Minutes from the February 2022 Meeting

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

Motion: "That the minutes of the February 2022 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 very busy with Three Waters reforms. In response to a question from John, Jenny said the four main entities proposed will remain but there will be sub entities, and government will need to listen to the working party report recommendations. Josh also commented from PCC perspective, where the general consensus is that reform is necessary. The Wellington Water model is already well established, and concerns largely related to governance.
- Passenger transport will be half price for the next 3 months, revenue from public transport is down.
- Natural resources plan, looking at how to implement the Whaitua plan for Porirua.
- Transmission Gully - two stormwater consents outstanding. Jenny has received information on TG's impact on stormwater from Ian Barlow at Paremata RA.

PCC - Josh Trlin:

- PCC are preparing for the annual plan process. There will not be public consultation on this but PCC won't be able to deliver as much as was planned as they are trying to avoid rates rises in the face of rising interest rates and inflation.
- Introduction of paid parking delayed until 2023 due to Covid pressures.
- Noted that the flooding response allocation has gone in total to Plimmerton.

Community MenzShed: John updated Josh on the latest proposal to move the Shed to behind the Domain toilet block. He noted the positive responses from Parks team, Julian Emeny and Matt Hoffman. Dave has preliminary costings for the move. KiwiRail want to put the path through the existing site in July.

8. Election of New Committee Member

There had been previous discussion and agreement by email regarding David Verrinder rejoining the executive committee, and David has agreed to this.

Motion:

“That David Verrinder be elected as a member of the PRA Executive Committee.”

Moved: Dave Anderson Seconded: Robin Carried: Unanimous

David will take on the Police, security camera, traffic and mailbox drop portfolios. Robin will send him the new Police contact details. **Action: Robin**

9. Resignation of Roger Watkin

It was noted that Roger Watkin had resigned from the executive committee on Sunday 20 February with immediate effect. The committee noted his contribution during his time on the committee.

The Chair position is now vacant and will be discussed at the next meeting.

Don will update the Charities website with these committee changes. **Action: Don**

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

Don had submitted his monthly Financial Report and the Accounts Payable for approval by email (see report attached).

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

Moved: Don Seconded: John Carried: Unanimous

11. Community Response Network (Carolyn/John)

The Community Response Network is going well, and a Zoom meeting of street coordinators along with WREMO, PCC and emergency services representatives has been held.

The focus is now on specific streets and areas where coverage is lacking.

John thanked Carolyn for all the work she has put into this initiative.

Dave Morahan is leading the overall emergency management response and John is now formally his second in command.

12. KiwiRail PACE project (Carolyn)

Carolyn and Robin had undertaken a walkabout with KiwiRail and Downers comms regarding plans for the Easter and ANZAC closure. We continue to have concerns regarding the detour routes, signage and pedestrian safety.

Jenny will speak again to Barry Fryer (GWRC) re concerns about access to the station. Robin to contact her to brief her. **Action: Robin**

13. Portfolio reports

- Village Planning & Domain project (Carolyn)
Carolyn and Robin had met online with PCC's VP review consultant and passed on a strong message in support of retaining the VP programme. Jenny noted how vital the programme has been to maintain trust between the council and the communities it serves.
Refer Carolyn's report below.
- Village maintenance (Carolyn)
Some seats need refurbishing. Dave noted this will be ongoing because of the proximity to the sea. Refer Carolyn's report below.
- Communications and website (Carolyn)
Focusing on street groups and recruiting coordinators. Refer Carolyn's report below.
- Emergency Management (Carolyn)
Refer Item 11 above and Carolyn's report below.
- Business Directory (Rudi)
Nothing further to report.
Action carried over from previous meeting: Rudi and Don to discuss costs and approval process for signing up businesses. **Action: Rudi/Don**
- Community database/gmail contacts (Warrick)
Don has supplied a copy of the subscription database to Warrick.
- Community shed (Dave)
See item 7 above. Shed team are busy making bird feeders which are in hot demand.
- Karehana Park (Dave A)
Restoration of pavers will cost around \$700. PCC will install at no cost to PRA.
- Traffic safety - no report
- Police and Security Cameras - no report
- Submissions & Consultations (Robin):
Refer Robin's report below.
Robin updated the meeting on progress being made with the PCC Transport Planning group on an overall Plimmerton Plan for the various projects on the go.

14. General Business

John asked that we acknowledge that all of PCC's flood mitigation budget of \$18 million has been allocated to Plimmerton, which is fantastic for those affected by flooding in our area.

Robin noted that we now have a Zoom Pro subscription, being paid on a month to month basis.

The meeting closed at 6.05pm.

Prepared by Robin Jones.

Emailed Reports:**Financial Report: (from Don)****PRA Financial Report for Period 13.02.22 to 12.03.22****Transactions Update at 12 March**

- *Receipts since 13 February: \$616.72:*

Interest	\$6.72
Subscriptions	\$20.00

 - *Community Shed*

Product Sales	\$480.00
Koha and Donations	\$110.00

- *Payments since 13 February \$358.50:*

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

Powershop (Auto payment)	\$58.50
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- *Accounts payable to be approved and minuted – \$128.33:*

Robin Jones (Zoom subscription)	\$21.29
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 - *Community Shed*

Mitre10 (Shed materials)	\$54.97
Powershop (auto payment)	\$52.07

Plus any other accounts payable?

- *Cash funds (as at 12 March) –*

Current a/c:	\$11,836.38 CR
Business Online Saver a/c:	\$20,182.32 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)

Emailed report from Carolyn Williams (edited):**Maintenance:**

Zoom meeting with Bill re maintenance and VP issues

Bill has put in an order for our picnic tables and seats to be tidied up again. All photographed and numbered and let's hope it is approved. We covered a range of things to be addressed when time is right. Abandoned car finally moved!

Village programme:

Robin and I spent an hour and a half on a zoom meeting with PCC's consultant on VP and our discussion was very positive based on our earlier submission and presentation to PCC.

PACE KiwiRail:

Robin and I did a walkabout with Downer and KiwiRail comms managers to look at signage required urgently for upcoming closures and access issues. They are sending detailed info for us to send out via our comms channels. This will be under their branding not ours. Crossing on Steyne will be permanently closed from Easter and the subway will also be closed at that time.

Emergency planning:

John has now taken over the long term emergency PRA planning role and is working with Dave Morahan, Whetu Bennett etc

Emergency planning ... street groups:

Lots of meetings this month with emergency professionals including Tony Sutorius (fire and emergency) Pete Barton (PCC strategic partnerships) Whetu Bennet (WREMO) etc

Working with these people to communicate with our street group coordinators and to recruit for the areas still not covered. All professional services recommend and encourage street groups as the most vital community tool to assist them in their work. Street groups can save lives.

Allan and Pip have done well responding and recording replies. Sam has done sterling work with setting up a Facebook group for the coordinators and running this week's Zoom meeting.

Communications:

Sam and I have worked on many posts and a newsletter was sent out to our mailing list and some community groups last week.

We urgently need a supplementary email list of clubs and groups (bowling, boating, churches, schools, sports, service clubs like Lions and Zonta etc) Could Warrick perhaps pull this together in the next week or two? This will enable us to target specific information to different groups as they are requesting.

Exciting news is that the moderators of Plimmerton Camborne Facebook group have invited Sam as our representative on their management team. They have endorsed this relationship and are keen to work more closely with PRA. They have restructured and put firmer rules in place to keep the group (now around 8000) on a positive community-focussed track.

Emailed Report from Robin Jones:

Submissions - PCC District Plan: Nothing to report

PCC Liaison on "Plimmerton Plan" :

- The Plimmerton Plan identifies the many issues and projects facing our area, and seeks to get some oversight of the various agencies involved (PCC, KiwiRail, Waka Kotahi, GWRC etc)
- Carolyn and I had a very useful "walkabout" through the station/rail area and along SH59 and Steyne Ave with Jane Pearson, Jane Black and Adam Lawrence of PCC.
- Follow-up with Jane Pearson. Olivia will be project manager for the master plan. She will also be responsible for flood action response. Plan is to meet in about 2 weeks' time. Also discussed KiwiRail work over Easter and associated signage and access concerns.

KiwiRail:

- Carolyn and I met with KiwiRail and Downers comms reps (Anna and Belinda). Walked round work area, showed them walking routes people use, and identified key locations for signage. We asked for signage to be large, clear, specific and posted early enough for people to have advance warning. We expressed our concerns about pedestrian safety once normal access routes close, especially along SH59. We asked for tied bollards along the edge of the footpath to indicate the walking route and encourage pedestrians to keep away from the kerb, and also alert drivers to increased pedestrian activity. While most of our suggestions seemed to be either Waka Kotahi or PCC responsibility, Belinda did say the tied bollards could be possible during Easter closure. I also need to discuss this with Jane Pearson at PCC and see if they can talk to WK.

General:

- Worked with Sam on setting up Zoom Pro account. Sam now has access to the PRA Comms gmail a/c.
- Participated in Village Planning review with Carolyn and PCC consultant by Zoom.