

PLIMMERTON RESIDENTS' ASSOCIATION INC

Minutes of Executive Committee Meeting Monday 13 September 2021, 5pm Plimmerton School Staffroom

Present: Roger Watkin, Robin Jones (Minute Secretary), Carolyn Williams, Dave Anderson, Don Gray, Robynne McIntyre, Doug Widdowson

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

Visitors:

1. Greetings

Roger welcomed everyone, and in particular acknowledged our new PCC ward councillor liaison Josh Trlin and new executive committee members Robynne and Doug. Robin then took the chair.

2. Apologies

Rudi Grace, Warrick Procter

3. Declaration of Conflicts of Interest

None declared.

Doug advised he may not be able to attend all meetings as he has work commitments.

4. Notification of any additional General Business items

None.

5. Election of officers for 2021-22 year

There was one nomination for each position:

Chair: Roger Watkin

Secretary: Doug Widdowson

Treasurer: Don Gray

Motion: "That the individuals nominated be elected to the Chair, Secretary and Treasurer positions for the 2021-22 year."

Moved: Robin

Seconded: Carolyn

Carried: Unanimously

Note: Robin will continue to act as Meeting and Minute secretary.

Roger took over the chair.

6. Adoption of Minutes from the August 2021 Meeting

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

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

Moved: Don

Seconded: Dave

Carried: Unanimously

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

Dave will follow up on getting the signed Shed lease variation back from PCC. Action: Dave

8. Councillors' reports

PCC - Josh Trlin

- Representation Review: Josh outlined the issues and council's preferred option after initial feedback. The proposal is for a Māori ward Parirua (1 councillor), and two general wards Pāuatahanui (4 councillors) and Onepoto (5 councillors). Consultation open till 6 October. Carolyn to publicise via newsletter and Facebook. Action: Carolyn
- Three Waters reform: This is being proposed by central government, with significant changes to how infrastructure assets are owned and operated. PCC is currently part of Wellington Water consortium. Jenny also reported on this from the GWRC perspective. The governance model is still being worked on. Doug requested that PCC and GWRC keep their communities informed. There was further discussion on this.
- Plimmerton flood: Josh commented on a recent presentation to council by PCC officers on climate change and flood resilience, and noted he was impressed by the amount of research that has been done. The costs are significant but will be spread over many years.

GWRC- Jenny Brash:

- Three Waters reform: as above
- Review into the Future of Local Government: initiated by central government, ongoing.
- Transmission Gully: GWRC waiting on resource consent applications from development consortium

Robin noted that any supporting documents from councillors could be sent through to her for circulation to the committee.

9. AGM Follow-up

It was noted the AGM had gone well, over 50 attended, and the FOTSC presentation was very well received. The timing was excellent with the Level 4 Covid lockdown announced the next day!

10. KiwiRail PACE Update

Carolyn had had a Zoom meeting with KiwiRail. She updated us on the major work planned over the next few months. Robin will edit and distribute her meeting report.

Action: Robin

11. Planning

Carolyn had circulated a comprehensive planning document by email, showing just how much is happening on multiple fronts this year. Robin will copy to Josh and Jenny. Action: Robin

Projects need to be costed and funding sources identified.

Action: Carolyn, Don & project managers

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

Don had submitted his monthly Financial Report and the Accounts Payable for approval by email. Don has done an email reminder which was successful in bringing in another 20 or so subs, and it was agreed no further follow-ups should be done at this stage.

Don has filed the annual return with Charities Services, and will update the officer details for the current year.

Action: Don

One further A/P had been received, from Plimmerton Boating Club for AGM catering, \$350.

Motion: "That the Financial Report and payment of accounts as noted below in Treasurer's financial report plus \$350 for Plimmerton Boating Club be approved."

Moved: Don Seconded: Robin Carried: Unanimously

Plimmerton Boating Club request for PRA member ID - no progress to date Action: Robin/Don

13. Flood Followup (Dave)

Dave reported on the latest updates from Ben Fountain at PCC. Mitigation measures have been costed. Significant costs are involved but will be spread over many years. One proposal is to locate a pumping station under Karehana Park with a controlled channel to divert the flow. Costs of raising houses up are \$50k to \$100k per house. Dave, Allan and Roger Johnston are meeting Ben at the park to discuss how the existing community assets can be retained. Dave noted how impressed he is with the work the council team are doing.

14. Portfolio reports

- Village Planning & Domain project (Carolyn)
Carolyn had reported by email, appended below. She plans to meet soon with Bill Inge.
- Village maintenance (Carolyn)
Refer attached report.
- Communications and website (Carolyn/Rudi) as emailed below. Carolyn is mindful of how best to use Sam and Violet's time as both have other commitments.
- Community database/gmail contacts (Warrick) No further progress to report.
- Community shed (Dave/Don)
Dave following up on return of signed lease variation. Still waiting on getting trees trimmed back. Dave is talking to PCC about possible sites for Shed relocation and also looking at a couple of other locations in Steyne Ave and Ulric St. Action: Dave
He noted that one of the Shed's regulars had passed away recently and acknowledged his contribution to the Shed team.
- Police and Security Cameras (Roger):
Nothing to report on cameras.
- Traffic safety (Roger)
PCC plan to install a raised walkway on Moana Rd for a safer crossing, near the cutting.
- Emergency management :
Dan Ross is meeting with Alan Reader to address this.
- Submissions & Consultations (Robin):
The meeting with Ron Minnema and Jane Black from PCC and Robin, Carolyn and Roger was postponed due to illness and then Covid restrictions. It is being rescheduled. This is to discuss the coordination of various projects happening in our area.
Robin will present for PRA in the first hearing stream for the District Plan Review on September 27.

13. General Business

Dave : Karehana Park - some pavers need replacing, we have a donation reserved that could be used for this. Dave is getting costings from PCC for this work. Action:Dave

Doug - Climate Change - Doug would like to see climate change in PRA planning, with a focus on what the community can do at a local level. Doug to prepare a proposal for consideration.
Action: Doug

The meeting closed at 6.10pm.

The next meeting will be held on Monday 11 October, 5pm
Note: Venue TBC as it is school holidays

Prepared by Robin Jones.

(2) Emailed Reports:

Financial Report: (from Don)

Good afternoon

The financial report for the next Executive Committee meeting is attached.

Two additional things to mention:

1. Following the AGM, I have completed our annual return to Charities Services. Their charge for this is \$51.11 which has been paid.
2. Thanks to the efforts of Carolyn, Sam and Violet we have completed a targeted email campaign aimed at the 80 or so who paid subscriptions last year but haven't paid this year. This resulted in a further 20 subs being paid. I don't want to follow this up too soon with another email as it could cause more irritation than benefit. However later in the year would be a good time. We now have received 186 subs compared with the 175 received for the whole of the last financial year.

Regards

Don Gray

Treasurer

PRA Financial Report for Period 09.08.21 to 11.09.21

Transactions Update at 11 September

- Receipts since 9 August: \$2,273.05:

Interest	\$3.05
Subscriptions	\$1,420.00
Donations	\$590.00

 - Community Shed

Product Sales	\$185.00
Subscriptions	\$20.00
Koha and Donations	\$55.00
 - Payments since 9 August \$741.80:

Other payments (Audit)	\$300.00
Publicity (Violet Rowe)	\$300.00

 - Community Shed

Powershop (Auto payment)	\$81.78
Mitre10 (Shed materials)	\$60.02
 - Accounts payable to be approved and minuted – \$287.52:

Community Shed	
Powershop	\$60.60
Mitre10 (Shed materials)	\$70.81
Don Gray (Charities Services Fee)	\$51.11
Paul Meehan (Shed materials)	\$105.00
- Plus any other accounts payable?
- Cash funds (as at 11 September) –

Current a/c:	\$10,836.41CR
Business Online Saver a/c:	\$20,033.40 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 September):

- Subscriptions for 2021-2022 paid in 2020-2021 - \$1,040 from 52 members
- Subscriptions for 2021-2022 paid in 2021-2022 - \$2,663 from 134 members
- Total \$3,703 from 186 members

From Carolyn:**Report communications and projects September 2021****Communications**

Throughout lockdown we have kept the community informed with messages of reassurance and we have forwarded information from agencies offering assistance and advice. We have liaised with Bill Inge who ran the emergency management response for PCC. Sam has posted on the two Facebook sites and Violet has emailed our mailing list. We also prepared draft and final copy and a formatted flier for subscribers who have not yet renewed their subs. These were sent to Don to send to the list he has compiled. We have not sent a newsletter in this period as we were focussing on community service notices and these were sent as single subject emails. Allan has run our gmail efficiently during this time.

A programme of current commitments and work under way was compiled to show new committee members our workload and where they can best contribute effectively. Thanks to those who responded with ideas. The draft was amended and a final version sent to every one named in the including committee and volunteers.

Maintenance (PCC liaison)

Several broken pipes, blocked drains and all the usual things were reported to PCC and were dealt with. A massive increase in litter was noted when we moved to level 3, people here obviously like McDonalds.

Village planning (PCC liaison)

The village planning manager is looking at our 2021 -22 projects and checking out possible consents and getting cost estimates. We have not been able to meet with him as yet to discuss these. The first project being worked on as per the planning document referred to above is the business signage which is Roger's baby.

KiwiRail PACE project update

A full report will be sent to everyone once it has been edited. I met this week with Peter Coles and other Downers and KiwiRail staff to get a headline review of what is happening before the big Xmas push and in early 2022. It is all go.

From Robin:**AGM:**

Held successfully two days before lockdown!
Prepared and circulated draft minutes.

General Admin:

Uploaded monthly and AGM minutes to Google Docs archive.
Sent monthly minutes and AGM minutes to Violet to upload to website.

Submissions:

Preparing a short presentation for District Plan hearings Stream 1 on 27 September, in progress. As part of this I have been reviewing the submissions made by Plimmerton residents and organisations, 38 in all. Of these, around half oppose the proposed establishment of SNA's on private land.