

PLIMMERTON RESIDENTS' ASSOCIATION INC

Minutes of Executive Committee Meeting Monday 1 July 2024, 5pm at Plimmerton Boating Club

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

Co-opted Volunteers: None

Councillors: Josh Trlin (*late arrival*)

Visitors: None

Apologies:

1. Greetings

David V welcomed everyone to the meeting.

2. Apologies

None.

3. Declaration of Conflicts of Interest

None declared.

4. Notification of any additional General Business items

John - EM radios (*covered in item 8*)

5. Adoption of Minutes from June 2024 Meeting

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

Motion: "That the minutes of the June 2024 meeting be accepted as a true and correct record."

Moved: Dave A

Seconded: John

Carried: Unanimous

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

John has reviewed PRA website and will send comments to Carolyn. **Action: John**

7. Councillor's reports

Moved to later in the meeting as Cr Trlin had signalled he would be late.

8. Financial report & A/P approvals (Don, by email) (attached below)

Don had submitted his monthly Financial Report to 29 June (see below) by email. He asked if there were any questions or further invoices. One item (current a/c balance \$10,061.58) required correction, Don will fix.

Action: Don

John explained the background behind the invoice for payment regarding EM radio installation in the PVFB van. \$451.32. The committee approved this unanimously. John is to write a short piece for the newsletter on the need for radio training in the community.

Action: John

The EOY accounts and performance report are to be circulated and Don will talk to our account reviewer about getting the accounts reviewed.

Action: Don

Motion: “That the Treasurer’s Financial Report to 29 June 2024 and the accounts payable be approved as noted therein.”

Moved: Don Seconded: Dave A Carried: Unanimous

9. AGM Planning

Robin had circulated a Tasks and Responsibilities Schedule for the AGM.

The current status of tasks was reviewed at the meeting. Carolyn updated everyone on the status of the letterbox flier and the sponsor for the financial members’ prize draw. Robin to update task list. **Action: Robin**

Carolyn & Robynne had suggested that Arts on Track profile their studio and activities at the AGM. This was agreed to by the committee.

A presentation of PRA’s achievements is also planned. Help with collating a Powerpoint presentation of images is required. David V to find a volunteer. **Action: David V**

The committee agreed that subs should be set at \$20 per household for the coming year. Robin and Don noted that the new Constitution proposes that subs be agreed by financial members at the AGM each year and that subs will be set per individual member rather than per household.

10. Portfolio reports

(i) PCC Liaison & Village Maintenance (Jenny)

Jenny following up with Josh re concerns about possible plans to harvest trees up The Track, and the impact on Motuhara Rd. **Action: Jenny**

Dave A noted that seven new trees are being planted on Steyne Ave and the metal grates are being removed.

(ii) KiwiRail & Station (Carolyn)

The new harakeke cutouts have been received and are at the school awaiting painting. Dave A and John are working with PCC and overseeing the repairs to the paintwork on the fence. PCC have donated anti graffiti coating. It was agreed PRA should pay a koha to Plimmerton School to thank them for the use of workspace at the school. Carolyn will email fence sponsors to explain the delay in getting the new cutouts in place. **Action: Carolyn (email), Don (koha)**

(iii) Comms & website (Carolyn)

Carolyn is currently preparing a newsletter which will cover multiple topics.

(iv) Parks (David V)

Nothing significant to report. David V has been cleaning out water station areas at the dog park.

(v) Emergency Management (John)

John has prepared a response to the Bush and Mateparae reviews of EM response, emphasising the need for agencies to work directly with communities. Carolyn is editing before distribution.

Action: John/Carolyn

A community letterbox drop of the earthquake planning guide leaflet is planned, possibly in late August. John to address correction of web links in the leaflets with input from Jenny. **Action: John**

(vi) Traffic Safety (David V)

David has received an update from Canute at PCC regarding driver behaviour solutions for Sunset Parade and Moana Road. A PCC meeting on July 4 will discuss what can be implemented. David will follow up after the meeting. **Action: David V**

(vii) Police/Security Cameras

David V and Dave A will action the required repair work at one property in the next week or so.

Action: David V/Dave A

David V will check with Damian at Police for an update.

Action: David V

(viii) Consultations (Robin):

Plimmerton Farm EPA Application: PRA has made a written submission to EPA on this application as have FOTSC and a local resident who is a qualified engineer.

(Josh Trlin arrived, advised Jenny he is waiting on a response form PCC CEO regarding logging trucks on Motuhara Rd.)

(ix) PCMI Community Shed (Dave A/John): Shed AGM on 10 July. Shed crew seeking help to get a generator for the work on the fence.

(x) Constitution: Robin and Don had circulated a draft constitution to the committee. John recommended one change regarding notice period for resolutions being put to AGM (30 days too long).

The committee agreed we should seek some advice from a legal professional on the draft. A couple of suggestions were made. Robin and Don to progress.

Action: Robin/Don

11. Councillor Report (Josh - PCC)

Josh noted the following:

- The proposed traffic bylaws will be reviewed at a meeting on July 4, including changes to Steyne Ave and Moana Rd. Documents are on Meetings page on PCC website. David V to review. **Action: David V**
- LTP has been signed off by council. In a significant change the Rukatane Point wastewater upgrade has been brought forward.
- Feedback on proposal to change rubbish/recycling collection in LTP was mixed. A more specific proposal is likely to be developed and consulted on at a later date.

Josh asked for any further questions or comments. John updated him on the EM response report and the need for communities to be involved.

12. General Business

None.

The meeting closed at 6.25pm.

Next meeting: Monday 5 August 5pm at PBC

Prepared by Robin Jones.

Emailed Reports:

Financial Report: (from Don) NB Current a/c balance should read \$10,061.58

PRA Financial Report for Period 03.06.24 to 29.06.24**Transactions Update at 29 June 2024**

- *Receipts since 3 June May: \$490.00:*

PCC Admin Grant	\$400.00
Member subscriptions	\$60.00
Member Donations	\$30.00

- *Payments since 3 June: None:*

None

- *Accounts payable to be approved and minuted: \$636.96*

Don Gray refund Web Hosting	\$185.64
Mobile Communications Radio Install	\$451.32

Plus any other accounts payable?

- *Cash funds (as at 3 June)–*

Current a/c:	\$10,061.58 CR
Business Online Saver a/c:	\$20,692.87CR

(NB: Monthly automatic transfer of \$20 from Current a/c to Bonus Saver a/c)

Membership Subscriptions

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

To date (29 June):

- *Subscriptions for 2023-2024 paid in 2022-2023 - \$1,280 from 66 members*
- *Subscriptions for 2023-2024 paid in 2023-2024 - \$2,655 from 132 members*
- *Total for 2023-2024 \$3,935 from 198 members*
- *Subscriptions for 2024-2025 paid in 2023-2024 - \$120 from 6 members*