

PLIMMERTON RESIDENTS' ASSOCIATION INC

Minutes of Executive Committee Meeting Monday 4 December 2023, 5pm at Plimmerton Boating Club

Present: Dave Anderson, David Verrinder (Chair from 5.25pm) Robin Jones (Minute Secretary), Carolyn Williams, Roger Watkin, Jenny Brash, John Meeuwsen

Co-opted Volunteers: None

Councillors: Ross Leggett (PCC)

Visitors: None

Apologies: Don Gray, Robynne McIntyre

1. Greetings

Dave A took the Chair pending David V's arrival and welcomed everyone to the meeting.

2. Apologies

As above.

3. Declaration of Conflicts of Interest

None declared.

4. Notification of any additional General Business items

None.

5. Adoption of Minutes from the November 2023 Meeting

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

Motion: "That the minutes of the November 2023 meeting be accepted as a true and correct record."

Moved: John Seconded: Dave A Carried: Unanimous

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

Robin noted that the Membership Form had been updated on the website.

7. Councillor's reports

PCC- Ross:

(1) Continued discussions on the Long Term Plan, budgets and potential rate rises.

(2) Council will decide on the Proposed District Plan this week. The Commissioners' report is on the PCC website.

(3) Rating policy review - submissions have been heard. May affect rural areas and those with SNAs on their property.

(4) Northern Growth Area and Kainga Ora proposed SDP - KO have taken on board the suggestion that residents be involved in planning stages, plus the need to develop infrastructure early and who pays for this. Jenny noted concerns about sewer connections on Mana Esplanade with so many new connections on top of the existing capacity problems.

(5) Hutt Mana Trust - making changes to the way it's administered, which will be more cost effective and make more money available for grants.

(6) Ross had spoken to PCC officers about the KiwiRail fence and the need to get an acceptable solution funded by KiwiRail.

(7) Karehana Park pavers have been installed.

(8) Dog Park - Ross had spoken to Andrew Dalziel (PCC). David, Dave and Roger have not yet met with Julian from PCC. Ross to follow up. David V will email him with an update.

Action: David V/Ross

(David V arrived 5.25pm, took the Chair)

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

Don had submitted his monthly Financial Report to 2 December (see below) by email. Robin summarised it for the meeting.

An additional invoice of \$2,024 has been received from Sunshine Paving and Slate Co for the installation of pavers at Karehana Park. This was added to the A/P for approval as listed in Don's report. Installation is complete, but Dave A noted an unrelated issue with the paver quality - he will follow up with Allan.

Action: Dave A

Motion: "That the Treasurer's Financial Report to 2 December 2023 and the accounts payable be approved as noted therein"

Moved: Robin Seconded: David V Carried: Unanimous

9. Big Spring Clean

David V had reported on this event by email. It was very successful with around 50 attending. The new central location at St Andrew's worked very well. Thanks expressed to Vicar Dan and the parishioners of St Andrews for hosting us and supplying refreshments, Mana Lions for the sausage sizzle, New World Paremata for food and PVFB for transport.

10. Portfolio reports

(i) KiwiRail PACE: After great work by Carolyn, Bill Inge and support from Ross, KiwiRail has agreed to fund painting and artwork on the fence. Bill is managing this. The Shed team will do some work on the project.

(ii) Science in the Taupō Swamp & Wetland Project (Carolyn):

Mural complete. Metlink will move it, apply anti-graffiti coating and install it. They will also manufacture the accompanying signage as drafted by Carolyn/Anne.

(iii) Emergency Management (John) - Sue and Carolyn have edited the EM hub guide. John is organising the street coordinators' event scheduled for 27 February. **Action: John**

(iv) Communications & website (Carolyn): Stihl sponsorship vouchers have been sent out. PBC cards can now be collected from Your Wellington Florist.

David congratulated Carolyn on her hard work across a wide range of projects.

(v) Traffic safety - (David) - Queens Ave Parking P120 is no longer going ahead after concerns raised about limited consultation. SH59/Grays Rd filtered right turn will proceed in the new year. Robin is arranging a meeting with Waka Kotahi regarding safety concerns for pedestrians at this intersection.

(vi) Police and Security Cameras - (David V) - Removal of cameras at one site has caused some minor damage to the building. David to discuss with owner and suggest the Shed crew could repair it. **Action: David V**

(vii) PCMI Community Shed (Dave A/John): A new table saw has been purchased. The Shed has a contract to refurbish heritage signs in Whitby. Participation planned for the Battle Hill event in January. Shed will have a stall and will assist Mana Lions with parking. The Shed will paint the flax stencils being professionally cut for the rail fence, including anti-graffiti coating. Dave is organising this with Bill Inge and Plimmerton School. **Action: Dave A**

(viii) Consultations : Jenny advised the GWRC Plan Change to the Natural Resources Plan relating to the health of harbour catchments is out for consultation.

(ix) Constitution: John has drafted a new constitution. Working group of John, Don, Robin and David V to meet in February to discuss. **Action: John/Don/Robin/David**

15. General Business

- EOY committee function now postponed till NY, Robin to advise all invitees, David V to confirm new date. **Action: Robin/David V**
- Business cards distributed to executive committee members.
- AGM followup - minutes to be completed. **Action: Robin**

The meeting closed at 6.05pm.

Next meeting: February, date tbc

Prepared by Robin Jones.

Emailed Reports:

Financial Report: (from Don)

There are six requests for payment this month:

1. Margaret Tolland \$2,000 for supervision of the painting of the mural to be located in the railway underpass. We requested \$2,000 from the Hutt Mana Charitable Trust to cover this expense and this has already been paid to us.
2. Plimmerton Community Menzshed \$1,252.72 for materials for the mural. The Hutt Mana Charitable Trust has contributed \$1,000 for this purpose, the remainder has to be met by the PRA. The purchases were made using the Menzshed account at Mitre10 to take advantage of the discounts available by using it.
3. Anne Johnston \$86.25 for design of a sign for the mural.
4. Anne Johnston \$345.00 for the design and printing of business cards.
5. Margaret Tolland \$350 for design of the installation on the Plimmerton Station fence. The remainder of the costs for this are being met by Klwirail.
6. Don Gray, (me), \$51.11 being a refund of the cost of submitting our annual statement to Charities Services.

In addition an account for the laying of the Karehana Park Pavers has been received, but the pdf file giving the required details is unreadable. When it becomes available a separate approval will be needed. *(NB Since confirmed as \$2024 and approved for payment.)*

The accounting item noting \$3,000 of committed funds for the Hutt Mana Charitable Trust is cancelled.

During the month we emailed financial members of the PRA the Stihl discount offer and also handled a further 47 requests for Boating Club entry cards. As the cards are only good for a year, this exercise will have to be repeated next year.

The accounts for the period 4 November to 2 December are attached.

Don Gray
Treasurer

PRA Financial Report for Period 04.11.23 to 02.12.23

Transactions Update at 2 December 2023

- *Receipts since 4 November: \$452.01:*

Interest	\$92.01
PRA Subscriptions	\$160.00
Donations	\$200.00

- *Payments since 4 November: \$440.00:*

AGM Expenses	\$140.00
Publicity	\$300.00

- *Accounts payable to be approved and minuted: \$4,085.08*

Margaret Tolland (Mural)	\$2,000.00
Menzshed (Mural materials)	\$1,252.72
Anne Johnston (Mural Sign)	\$86.25
Anne Johnston (Business Cards)	\$345.00
Margaret Tolland (Station fence)	\$350.00
Don Gray (Charities Services)	\$51.11

Plus any other accounts payable?

- *Cash funds (as at 2 December)–*

Current a/c:	\$10,986.49 CR
Business Online Saver a/c:	\$20,095.38 CR

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

- *Committed funds –*

Estimated cost of laying Karehana Park Pavers \$2,500

Membership Subscriptions

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

To date (2 December):

- *Subscriptions for 2022-2023 \$3,735 from 187 members*
- *Subscriptions for 2023-2024 paid in 2022-2023 - \$1,320 from 66 members*
- *Subscriptions for 2023-2024 paid in 2023-2024 - \$2,575 from 129 members*

From Carolyn (edited):

- **Fence** :Bill now confirming quotes for various elements. Work to be scheduled to paint and seal fence. Classroom available to Menzshed at Plimmerton school to paint and seal flax shapes, Anne Johnston has supplied template and Bill is getting prices from suppliers. Bill will see this through. Completion date end January. No cost to PRA!
- Science Mural for rail underpass :with Metlink getting coated. Install probably before Xmas. Opening will be in new year. Sign written and approved. Designed (to quote) by Anne J. Being made and installed free by Metlink (who are also doing the coating, transport and install FREE) Work completed and billed by Margaret Tolland.PRA to make up shortfall in funding as agreed earlier. Project complete.
- Emergency hub guide: edited with Sue as supplied by Nikola Loodin of WREMO
- Emergency prep event: scheduled for end February with Nikola Loodin and Pete Barton of PCC confirmed. Working group needed asap to get all logistics for this event in place before holidays are upon us: refreshments, venue, participants, communication, packs for every household (supplied by WREMO at no cost to us) compilation format of event and timing, liaison with key speakers etc this must be a great success. Emergency monthly

plan for 2024 to be developed further from Sue's draft by working group ready for event in February 2024

- Newsletter: with Violet for send out this week Stihl voucher, Karehana Park pavers in, Fence solution, traffic lights, sea wall, PBC cards from Wellington Florist etc
- Facebook and gmail: Allan going very well! Been busy with external and PRA messaging
- Tagging removal ongoing pain. Under bridge area. Swift response from PCC
- Thank you letter sent to paid up members with \$100 coupon from Stihl plus the \$20 accessory voucher
- Cards sent to Gayle at PBC for those who requested them. Can we have members call into Wellington Florist to collect these instead of PBC she requests?
- Business cards for committee members printed and with Roger

From: David V (edited):

- Spring Clean: We had around 50 people attend and they were sent out to various locations across Camborne and Plimmerton. Thanks to Karl at PVFB for transporting, Lions for the feeding of the 50 and to Dan at the church for supporting this event by providing the location and parishioners to help with the clean-up and the morning tea.
- Traffic: Queens Ave parking time limit not going ahead.
- Security: Cameras removed. Some damage caused during extraction at one site. With your approval I will inform the owner and see if we can get the Shed to make repairs.
- PCC Julian asked for a meet to look at the dog park and other areas where the shed can help out with repairs/ maintenance. Meeting has not happened yet due to communication issues.