

PLIMMERTON RESIDENTS' ASSOCIATION INC

Minutes of Executive Committee Meeting Monday 6 November 2023, 5pm at Plimmerton Boating Club

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

Co-opted Volunteers: None

Councillors: Ross Leggett (PCC)

Visitors: None

Apologies: Don Gray

1. Greetings

David 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 October 2023 Meeting

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

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

Moved: Dave A

Seconded: Robynne

Carried: Unanimous

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

None.

7. Councillor's reports

PCC- Ross:

- (1) Activity focused on LTP, looking at what projects can be pushed out further.
- (2) Poker machine policy - has gone out for consultation. General support for sinking lid on machines, some debate about ethics of using poker machine money for community projects.
- (3) Freedom camping bylaw to be researched over summer as a bylaw is needed to facilitate control.
- (4) Local alcohol policy review coming up in 2024.
- (5) Water shortages likely this summer.

Ross asked if there were any matters requiring his attention.

John commented that he was very impressed with PCC's emergency management preparation. Jenny has had problems getting PCC Parks team to communicate with her regarding various matters raised at the very positive meeting held 6 weeks ago. She emphasised we are trying to work cooperatively with PCC but would like better communication from them. Ross will followup.

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

Don had submitted his monthly Financial Report to 3 November (see below) by email. David summarised it for the meeting and asked if there were any queries.

David to follow up with PBC on invoice for the AGM. **Action: David V**

Karehana Park - PCC are now asking that PRA pay for the installation of the pavers (around \$2500). Carolyn will ask Allan Dodson for a breakdown of this figure. It was noted that the installation of the pavers is still waiting on the completion of the geotech work for flood mitigation.

Motion: "That the Treasurer's Financial Report to 3 November 2023 and the accounts payable be approved as noted therein"

Moved: Robin Seconded: Dave A Carried: Unanimous

9. Big Spring Clean

Scheduled for Sunday 12 November from 9am. St Andrews Church have been very supportive, and will supply tea and coffee. Robin to help David V with registrations. **Action: David/Robin**

Roger is arranging BBQ with Mana Lions and food from New World. **Action: Roger**

A big thank you to Vicar Dan and the St Andrews Congregation, and to Mana Lions and New World.

10. Social Media and membership (Carolyn)

Allan is now doing PRA Facebook posts as well as the Gmail monitoring. Thank you, Allan! John has also offered to help if required.

A resident with technical knowledge is going to meet with Don in November to discuss MailChimp and subscription systems. Carolyn noted we need individual reminders on subs and we need to meet new members' expectations regarding the newsletter and the Stihl and PBC deals.

12. Kiwirail Pace

Carolyn has been working tirelessly with Bill, KiwiRail and PCC on getting a solution for the graffiti on the new fence. All options to clean the graffiti have been unsuccessful. She is working with others on a proposal for the fence to be painted and sealed with an artwork installed to deter vandals. The 170+m fence must be in a state that can be maintained given that the old fence was able to be maintained. This is urgent as the Pace project will be winding up soon.

13. Science in the Taupō Swamp Wetlands Project (Carolyn)

This project is going well, with the mural work starting (Marg Tolland) and Plimmerton school kids doing studies in the Domain. The Shed have been involved too with Paul explaining the traps to the children. Roger to talk to the school Deputy Principal about running a sausage sizzle for the kids in the domain. **Action: Roger**

14. Portfolio reports (not covered elsewhere)

- Emergency Management (John (email)) - John still to provide key EM info for pamphlet for households. **Action: John**
- Traffic safety - (David) - Queens Ave Parking P120 signs not yet up. Concern expressed about limited consultation on this with the community.
- Police and Security Cameras - (David V) - David has spoken to police about the graffiti and vandalism issues that are arising. Police strongly advise against any "vigilante" community action.
- PCMI Community Shed (Dave A):

Dave A provided an update on the Shed activities. Continuing good product sales especially bird feeders and weta hotels. The team is a bit short of materials such as dry pine.

15. General Business

- Next formal meeting will be held on 4 Dec at PBC as planned. David V and Robynne to organise a date for a social EOY function. **Action: David V/Robynne**
- AGM followup - minutes to be completed. **Action: Robin**
- Constitution - John has offered to draft a new constitution complying with legislative changes. **Action: John**
Robin noted that she and Don had already done some work on this looking at what changes will be required.
- Robin to send an updated list of committee member contacts (plus co opted volunteers) to Carolyn for business cards. **Action: Robin**

The meeting closed at 6.15pm.

Next meeting **5pm Monday 4 December at Plimmerton Boating Club (downstairs).**

Prepared by Robin Jones.

Emailed Reports:

Financial Report: (from Don)

Matters to note:

1. Our annual return to Charities Services has been completed and sent.
2. The most recent estimate for the laying of the pavers at Karehana Park is \$2,500. This should leave a small surplus of around \$500 once the income and costs of this project are taken into account.
3. New lists of members have prepared for the issue of boating club cards and for checking against the Mail Chimp list.

PRA Financial Report for Period 03.10.23 to 03.11.23

Transactions Update at 3 November 2023

- *Receipts since 3 October: \$474.58:*

Interest	\$94.58
PRA Subscriptions	\$340.00
Donations	\$40.00

- *Payments since 3 October: \$72.69:*

Chilli Web	\$41.34
United Scaffolding	\$30.00
Bank charge	\$1.35

- *Accounts payable to be approved and minuted: \$300.00*

Violet Rowe	\$300.00
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Plus any other accounts payable?

- *Cash funds (as at 3 November)–*

Current a/c:	\$11,068.46 CR
Business Online Saver a/c:	\$20,001.40 CR

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

- *Committed funds –*
 - Hutt Mana Charitable Trust \$3,000 for Taupo Swamp Project
 - Cost of laying Karehana Park Pavers \$2,500

Membership Subscriptions

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

To date (3 November):

- *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 - \$2,415 from 121 members*

Report from Carolyn (edited)

Communications

- Sam has shifted but will continue to run emergency and street group comms if required. Sam also will continue as a moderator the Plim Cam FB site until a replacement is found.
- Allan has taken over the day-to-day management of our social media along with managing our gmail.
- Allan is also keeping an eye on the seawall issue and the resident who has elevated this to Wendy Walker. Engineers are out checking work today.
- We need regular refreshment of meeting info etc and new home page stories

Science project

- This programme is being managed by FOTSC and the school and is going really well and now in week 3. Expecting an update from FOTSC this week.
- Science mural for the rail underpass starting with Margaret Tolland and school students.
- Sausage sizzle to be organised for the upcoming week with kids working in the domain.

The Fence

- Bill and I are presenting our preferred remedial options to KiwiRail next week. We may need to think creatively about how we fund the plywood botanicals which are essential to create the artwork feel which will deter taggers.

Membership

- Don has sent a list of financial members to Sue Ineson to ensure they are getting the newsletter (we have had several complaints about people saying the free newsletter keeping them up to date is one of the promised benefits of paying subs!).
- Cross checking with Mailchimp is not possible as it is not alphabetized and there are 780 names on it! Mailchimp has many fishhooks and we need expert advice on how to manage it. David V and I are meeting someone who may prove useful, on Monday.
- We will use Don's email list of financial members to send the news about the boating club cards for 2023-24 which will soon be available. (And we will use this list to send out the generous thank you offer for financial members from Stihl, see below).
- We urgently need a subs system that is simple to streamline our annual renewal process. We are seeking advice on this too.

Website

- The membership form needs to be redesigned to meet new requirements. Sounds like a job for Don and Robin
- Let's make sure that all our website meeting info and other basic content is kept current.

Emergency preparation

- Sue and I will soon be editing the hub guide in particular the pages specific to Plimmerton as this is a comms issue.
- We met with Nickola Loodin from WREMO (John, Sue, me) to start planning an emergency event for street group coordinators (current and interested) in February next year. Top brass from PCC, WREMO and emergency services. John is organising this event and we are waiting for confirmation of a day and date from Pete Barton of PCC.
- We are working with WREMO to put packs together for every street group co to deliver and discuss with their neighbours. (enough for every household in Plimmerton Camborne)
- A 12-month calendar of reminders and events and a street co 'job description' will be given out with the WREMO material plus a grab-it card that John is working on with Sue.
- This will be our major project for 2024 and the calendar will include simple things like water tank price specials and water storage tips, training options, etc. and also events like a community Build-a-Bog Day at the domain where people learn the whys and hows of sanitation after a major earthquake. These are very successful and lots of fun apparently!!

Stihl offers

- Our sponsor Stihl is making a fantastic offer to our financial members (only). This will be emailed to them in November as a thank you from us.
- He is also happy to repeat the generous \$20 accessory voucher to everyone on our mailing list! We will do that through newsletter etc and FB.

Council response to meetings and service requests

- Frustrating month with poor response from PCC on all the maintenance issues discussed with them in the last couple of months. The dog park in particular needs regular maintenance to be a safe place for dogs and owners.

This has been an exceptionally busy period and PRA is very grateful for the input from Sue Ineson, Ian Thompson, Anne Johnson, Violet Rowe, Margaret Tolland, Sam Duff and of course Allan Dodson!