

# **ORDINARY AGENDA**

## **MATAMATA COMMUNITY BOARD**

**DATE:** Monday, 9 November 2009

**TIME:** 7.00 pm

**VENUE:** Matamata Area Office  
Tainui Street  
MATAMATA

**MEMBERSHIP – Quorum (2)**

**Members:**

Mr D J W Anderson  
Mrs R L Burr  
Ms J K I Thompson  
Mr B W van Heuven

*Information and recommendations are included in the reports to assist Matamata Community Board in the decision making process and may not constitute Matamata Community Board's decision until considered by Matamata Community Board.*

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**1 MEETING OPENING****2 PRESENT**

**MEMBERS PRESENT**

**OFFICERS PRESENT**

**IN ATTENDANCE**

**3 APOLOGIES**

**MEMBERS APOLOGIES**

**4 NOTIFICATION OF URGENT BUSINESS**

Pursuant to clause 3.7.5 and 3.7.6 of the Standing Orders NZS 9202:2003 and Section 46A (7) of the Local Government Official Information and Meetings Act 1987, the Chairman to enquire from members whether there are any additional items for consideration which qualify as extraordinary or urgent additional business.

**5 PUBLIC FORUM****6 CONFIRMATION OF MINUTES**

Minutes, as circulated, of the Ordinary Meeting of the Matamata Community Board, held on 12 October 2009.

[Minutes October 12 2009 Matamata Community Board.doc](#)

**DRAFT RESOLUTION**

**That the Minutes of the Ordinary Meeting of the Matamata Community Board held on 12 October 2009 be confirmed and signed as true and correct.**

**7 MATTERS ARISING FROM THE PREVIOUS MEETING**

## **8 OFFICER REPORTS**

### **8.1 CHIEF EXECUTIVE**

#### **8.1.1 MAYORAL DIARY FOR SEPTEMBER 2009**

**File No:** DEM021606  
**Attachments:** [Mayoral Diary September 2009](#)  
**Responsible Officer:** D McLeod  
Chief Executive Officer  
**Author:** G W H Vercoe QSM, ED, JP  
Mayor

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#### **EXECUTIVE SUMMARY**

A copy of the Mayoral Diary for the period 9 September to 6 October 2009 is attached.

#### **POLICY AND BYLAW ISSUES**

There are no other Policy or Bylaw issues in relation to this matter.

#### **OFFICER RECOMMENDATION**

**That the information in the Mayoral Diary for the period 9 September to 6 October 2009 be received.**

**8.1.2 CHIEF EXECUTIVE OFFICERS REPORT FOR SEPTEMBER 2009**

**File No:** SUP164601  
**Attachments:** [CEOs Report September 2009](#)  
**Responsible Officer:** D McLeod  
Chief Executive Officer  
**Author:** D McLeod  
Chief Executive Officer

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**EXECUTIVE SUMMARY**

A copy of the Chief Executive Officer's report for the period September 2009 is attached.

**POLICY AND BYLAW ISSUES**

There are no other Policy or Bylaw issues in relation to this matter.

**OFFICER RECOMMENDATION**

**That the Chief Executive Officer's report for September 2009 be received.**

**8.1.3 BOARD MEMBERS REPORTS FOR OCTOBER 2009**

**File No:** DEM021201  
**Responsible Officer:** D McLeod  
Chief Executive Officer  
**Author:** R Ellison  
Democracy Services/Quality Officer

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**EXECUTIVE SUMMARY**

Board Members to report on the activities of organisations where they were appointed to represent the Board.

**OFFICER RECOMMENDATION**

**That the Board Members' Reports for October 2009 be received.**

**8.1.4 MEETING SCHEDULE FOR 2010**

**File No:** DEM021201  
**Responsible Officer:** D McLeod  
Chief Executive Officer  
**Author:** R Ellison  
Democracy Services/Quality Officer

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**EXECUTIVE SUMMARY**

Listed below is a schedule of meeting dates for 2010.

2<sup>nd</sup> Monday at 7:00 pm

8 February 2010

8 March 2010

12 April 2010

10 May 2010

14 June 2010

12 July 2010

9 August 2010

13 September 2010

No meeting in October due to Elections

22 November 2010

6 December 2010

2 November 2010 Swearing-in Meeting for all Community Board members.

**POLICY AND BYLAW ISSUES**

There are no policy or bylaw issues.

**OFFICER RECOMMENDATION**

**That the Schedule of Meetings for 2010 be approved.**

**8.1.5 STARFISH SOCIAL SERVICES**

**File No:** COM182401  
**Responsible Officer:** D McLeod  
Chief Executive Officer  
**Author:** R Ellison  
Democracy Services/Quality Officer

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**EXECUTIVE SUMMARY**

The Chairman to give an update on the future of the service and the funding that is being sorted to maintain the service.

**POLICY AND BYLAW ISSUES**

There are no policy or bylaw issues.

**OFFICER RECOMMENDATION**

**That the Starfish Social Services report be received.**

**8.2 COMMUNITY AND SUPPORT****8.2.1 GRANT APPLICATION - CHRISTMAS AT THE PARK 2009**

**File No:** COM161601  
**Attachments:** [Grant Application Christmas at the Park 2009](#)  
**Responsible Officer:** M Te Wiata  
Community and Support Services Manager  
**Author:** A Crawford  
Financial Assistant

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**EXECUTIVE SUMMARY**

A grant application has been received from Christmas at the Park 2009 requesting funds.

**POLICY AND BYLAW ISSUES**

There are no policy or bylaw issues.

**OFFICER RECOMMENDATION**

**That the Board consider the grant application.**

**8.2.2 GRANT APPLICATION FROM FIRTH PRIMARY SCHOOL**

**File No:** COM161601  
**Attachments:** [Grant Application Firth Primary School](#)  
**Responsible Officer:** M Te Wiata  
Community and Support Services Manager  
**Author:** A Crawford  
Financial Assistant

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**EXECUTIVE SUMMARY**

A grant application has been received from Firth Primary School requesting funds towards building consent fees to shift a classroom to clear a site for a new dental clinic.

**POLICY AND BYLAW ISSUES**

There are no policy or bylaw issues.

**OFFICER RECOMMENDATION**

**That the Board consider the grant application.**

### 8.2.3 GRANT APPLICATION FROM MATAMATA A AND P SHOW ASSOCIATION

**File No:** COM161601  
**Attachments:** [Grant Application Matamata A and P Show Assn](#)  
**Responsible Officer:** M Te Wiata  
Community and Support Services Manager  
**Author:** A Crawford  
Financial Assistant

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#### EXECUTIVE SUMMARY

A grant application has been received from Matamata A & P Show Association requesting funds towards the hire of port-a-loos to be used on show day.

#### POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

#### OFFICER RECOMMENDATION

**That the Board consider the grant application.**

**8.3 INFRASTRUCTURE****8.3.1 HETANA STREET DEVELOPMENT**

**File No:** CFA180802  
**Responsible Officer:** G Ridley  
Infrastructure Manager  
**Author:** R Ellison  
Democracy Services/Quality Officer

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**EXECUTIVE SUMMARY**

The Chairman to give an update following the 'on location' meeting held with Council staff.

**POLICY AND BYLAW ISSUES**

There are no policy or bylaw issues.

**OFFICER RECOMMENDATION**

**That the Hetana Street Development report be received.**

**9 URGENT ADDITIONAL BUSINESS**

**10 EXCLUSION FROM THE PUBLIC**

**11 CLOSURE**