

# **ORDINARY AGENDA**

## **MATAMATA COMMUNITY BOARD**

**DATE:** Monday, 12 October 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 10 August 2009.

[Minutes August 10 2009 Matamata Community Board.doc](#)

**DRAFT RESOLUTION**

**That the Minutes of the Ordinary Meeting of the Matamata Community Board held on 10 August 2009 be confirmed and signed as true and correct.**

**7 MATTERS ARISING FROM THE PREVIOUS MEETING**

## **8 OFFICER REPORTS**

### **8.1 WASTE MINIMISATION WORKING PARTY**

**File No:** SWM520416  
**Attachments:** [Waste Minimisation Brochure](#)  
**Responsible Officer:** G Ridley  
Infrastructure Manager  
**Author:** R Ellison  
Democracy Services/Quality Officer

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#### **EXECUTIVE SUMMARY**

Cr Garry Stanley will be in attendance to raise discussion regarding the Waste Minimisation Working Party.

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

There are no policy or bylaw issues.

#### **OFFICER RECOMMENDATION**

**That the Waste Minimisation Working Party report be received.**

## 8.2 GRANT APPLICATION FROM MATAMATA PUBLIC RELATIONS ASSOCIATION

**File No:** COM161601  
**Attachments:** [Grant Application Matamata Public Relations 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 Public Relations Association requesting funds towards the 2009 Matamata Christmas Parade to be held on 5 December 2009.

Sue Whiting from Matamata Public Relations Association will be in attendance.

### POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

### OFFICER RECOMMENDATION

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

**8.3 GRANT APPLICATION FROM MATAMATA PRIMARY SCHOOL**

**File No:** COM161601  
**Attachments:** [Grant Application Matamata 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 Matamata Primary School requesting funds towards the continuing development of their 'rock band'.

**POLICY AND BYLAW ISSUES**

There are no policy or bylaw issues.

**OFFICER RECOMMENDATION**

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

**8.4 DONATION - MATAMATA COLLEGE**

**File No:** COM161601  
**Attachments:** [Donation Letter Matamata College](#)  
**Responsible Officer:** M Te Wiata  
Community and Support Services Manager  
**Author:** A Crawford  
Financial Assistant

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**EXECUTIVE SUMMARY**

A letter has been received from Matamata College requesting a donation towards funds for the Junior and Senior College Prizegivings.

**POLICY AND BYLAW ISSUES**

There are no policy or bylaw issues.

**OFFICER RECOMMENDATION**

**That the Board consider the donation letter.**

## **8.5 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 will give an update on progress following two on-site meetings with Council staff.

### **POLICY AND BYLAW ISSUES**

There are no policy or bylaw issues.

### **OFFICER RECOMMENDATION**

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

**8.6 POHLEN PARK - PROPOSED PLAYGROUND**

**File No:** 05316/279.00  
**Responsible Officer:** G Ridley  
Infrastructure Manager  
**Author:** R Ellison  
Democracy Services/Quality Officer

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**EXECUTIVE SUMMARY**

The Chairman to raise discussion regarding the following:

Mrs Rosie Yates would like to have a children's playground located on Pohlen Park for residents to use from the northern end of town. The closest playground she can use at any time of the day is the Meura Street playground. This poses issues for both access and safety with the need to cross the railway and centre of town to get to Meura Street.

Mrs Yates has already made a presentation to Council concerning this item and is now seeking Board support.

**POLICY AND BYLAW ISSUES**

There are no policy or bylaw issues.

**OFFICER RECOMMENDATION**

**That the Pohlen Park – Proposed Playground report be received.**

**8.7 MAYORAL DIARY FOR AUGUST 2009**

**File No:** DEM021606  
**Attachments:** [Mayoral Diary August 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 4 August 2009 to 8 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 information in the Mayoral Diary for the period 4 August to 8 September 2009 be received.**

**8.8 CHIEF EXECUTIVE OFFICERS REPORT FOR AUGUST 2009**

**File No:** SUP164601  
**Attachments:** [CEO Reports August 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 August 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 August 2009 be received.**

**8.9 BOARD MEMBERS REPORTS FOR SEPTEMBER 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 are appointed to represent the Board.

**OFFICER RECOMMENDATION**

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

**9 URGENT ADDITIONAL BUSINESS**

**10 EXCLUSION FROM THE PUBLIC**

**11 CLOSURE**