

ORDINARY MINUTES

MATAMATA COMMUNITY BOARD

DATE: Monday, 13 July 2009

TIME: 7.00 pm

VENUE: Te Poi Memorial Hall
16 Te Poi Road
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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MATAMATA-PIAKO DISTRICT COUNCIL

MINUTES of an Ordinary Meeting of the Matamata Community Board held in the Te Poi Memorial Hall, 16 Te Poi Road, Matamata on 13 July 2009 commencing at 7:00 pm.

1 MEETING OPENING

The Chair welcomed everyone to the meeting and declared the meeting open.

2 PRESENT

MEMBERS PRESENT

Mr D J W Anderson
Ms J K I Thompson

OFFICERS PRESENT

Mrs A Charters-Leahy Minute Secretary

IN ATTENDANCE

Mr J Maxwell Matamata Chronicle

3 APOLOGIES

MEMBERS APOLOGIES

Mrs R L Burr
Mr B W van Heuven

Mrs A Hopkins Te Poi Memorial Hall Secretary

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 enquired from members whether there were any additional items for consideration which qualified as extraordinary or urgent additional business.

There were no items of urgent additional business.

5 PUBLIC FORUM

There were no members of the public in attendance for the Public Forum but the Chairman advised that he previously had a conversation with Mrs Ann Hopkins regarding the Te Poi Hall rates.

6 CONFIRMATION OF MINUTES

Minutes, as circulated, of the Ordinary Meeting of the Matamata Community Board, held on 8 June 2009.

[Minutes June 08 2009 Matamata Community Board.doc](#)

COMMITTEE RESOLUTION

That the Minutes of the Ordinary Meeting of the Matamata Community Board held on 8 June 2009 be confirmed and signed as true and correct.

MOVED BY: Ms J K I Thompson

SECONDED BY: Mr D J W Anderson

CARRIED

7 MATTERS ARISING FROM THE PREVIOUS MEETING

Item 5 – Tower Road to Firth Tower Footpath

Council advises that the likes of the Matamata Rotary Club would need to assist with planning and driving this proposal forward. The Chairman will follow up.

Item 8.2.1 – Grant Application from Matamata Hearing Association

The Chairman had a response from Council regarding the surplus chairs in the Matamata Area Office. Council have advised these are not available for sale. Subsequently the Hearing Association has received a bequest to enable the chairs to be replaced. No further action is required on this item.

Item 8.3.2 – Matters Arising from Walton Meeting

Regarding the excess runoff at the Walton Combined Church car park, Mr Marlow, Walton School Principal has now accepted that the runoff is coming from the farm so it is no longer a Council issue.

The Board understands the Plunket Rooms and Bowling Club are not owned by the Council but they require clarification of who owns the land. A request has been submitted to Council for this information.

Item 10.1.1 – Matamata Public Relations Association and Matamata Business Association Survey 2008

Council have requested the Board submit formal guidelines regarding the proposed stencilling on footpaths. The Chairman has now requested staff write to Hauraki and Otorohanga District Councils to request information on stencilling guidelines for design, size, colour and position.

Item 10.2.3 – Skate Park Upgrade

The Chairman has requested a copy of the proposed upgrade plans so the Board can approach various services groups with the intent on raising community support to assist with the funding of an upgrade to the park.

Item 10.3.1 – Community Garden

Mr Nick Lee and Mr Colin Kemplan have had a meeting and a proposal is in the pipeline to be submitted to Council.

8 OFFICER REPORTS

8.1 CHIEF EXECUTIVE

8.1.1 MAYORAL DIARY FOR MAY 2009

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

EXECUTIVE SUMMARY

A copy of the Mayoral Diary for the period 5 May 2009 to 31 May 2009 is attached.

POLICY AND BYLAW ISSUES

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

OFFICER RECOMMENDATION/COMMITTEE RESOLUTION

That the information in the Mayoral Diary for the period 5 May 2009 to 31 May 2009 be received.

Moved by: Mr D J W Anderson

Seconded by: Ms J K I Thompson

CARRIED

8.1.2 CHIEF EXECUTIVE OFFICERS REPORT FOR MAY 2009

File No: SUP164601
Attachments: [CEOs Report May 2009](#)
[Major Project Highlights June 2009](#)
Responsible Officer: D McLeod
Chief Executive Officer
Author: D McLeod
Chief Executive Officer

EXECUTIVE SUMMARY

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

POLICY AND BYLAW ISSUES

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

OFFICER RECOMMENDATION/COMMITTEE RESOLUTION

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

Moved by: Mr D J W Anderson

Seconded by: Ms J K I Thompson

CARRIED

8.1.3 BOARD MEMBERS REPORT FOR JUNE 2009

File No: DEM021201
Responsible Officer: D McLeod
Chief Executive Officer
Author: R Ellison
Community Boards/CAPS Administrator

EXECUTIVE SUMMARY

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

Board Member Thompson reported on the Combined Community Board Meeting commenting that she believed it was very productive. Board Member Thompson would also like to have Councillors present at the Matamata Community Board meetings.

The Chairman reported on the Matamata Community Health Shuttle and that they perhaps will look at remuneration for part time positions as at this stage it is all done by volunteers.

The Chairman reported that Starfish Social Services is extremely busy and is now looking to lease the whole top floor above the post office to assist with the demand.

OFFICER RECOMMENDATION/COMMITTEE RESOLUTION

That the Board Members' Reports for June 2009 be received.

Moved by: Mr D J W Anderson

Seconded by: Ms J K I Thompson

CARRIED

8.2 COMMUNITY AND SUPPORT

8.2.1 GRANT APPLICATION FROM STARFISH SOCIAL SERVICES

File No: COM161601
Attachments: [Grant Application Starfish Social Services](#)
Responsible Officer: M Te Wiata
Community and Support Services Manager
Author: V Oosthoek
Financial Assistant

EXECUTIVE SUMMARY

A grant application has been received from Starfish Social Services requesting funds towards improving lease hold facilities and admin requirements.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

DISCUSSION

Due to the Chairman declaring an interest in this item the Board were unable to form a Quorum. It was decided to defer this item until the next meeting.

OFFICER RECOMMENDATION

That the Board consider the grant application.

COMMUNITY BOARD RESOLUTION

That the grant application item be deferred until the meeting held on 10 August 2009 due to a lack of quorum.

Moved by: Mr D J W Anderson

Seconded by: Ms J K I Thompson

CARRIED

9 URGENT ADDITIONAL BUSINESS

There were no items of urgent additional business.

10 EXCLUSION FROM THE PUBLIC

There were no matters for exclusion from the public.

11 CLOSURE

The meeting closed at 7:45 pm.

CONFIRMATION: 10 August 2009

SIGNED:

Mr D J W Anderson