

## MINUTES OF THE HAVELOCK COMMUNITY ASSOCIATION

### **MEETING at Havelock Town Hall Supper Room 25th July 2022**

Meeting opened at 7:02 pm.

**Welcome:** Val welcomed everyone to the meeting.

**Present:** Val Seatter, Brigitte Morgan, Ian Cameron, Don Pointon

**In attendance:** Julia Pointon, Barbara Faulls (arrived 7:20pm)

**Apologies:** Brian Cameron, Tracey Wearing

**MOTION:** That apologies be accepted.

**MOVED:** Ian Cameron **SECONDED:** Don Pointon **CARRIED**

#### **Conflicts of interest:**

#### **Supplementary agenda item:**

#### **Minutes of the Previous Meeting:**

Minutes of the meeting held on Monday 13th June 2022 were accepted and approved by members of the HCA committee on 28th June 2022.

#### **Matters Arising:**

#### **Matters arising (to be brought forward):**

#### **TASK LIST:**

The task list was reviewed.

- Wifi at Pavilion, Town Hall & HCA office should be viewed together as a single issue. We are currently looking into whether it's possible to piggyback onto the MDC Spark plan somehow.
- MDC have agreed that our annual R&M grant can be split between the Town Hall & Pavilion as HCA sees fit.

**Correspondence:** This was tabled.

Summary of incoming/outgoing correspondence from the 14th June to the 24th July 2022 was sent out ahead of the meeting and a copy was available to be viewed.

Havelock Mouweka Pathway - Rick Edmonds has informed HCA that during August the last stage of the pathway between Outram and Ingles Street will be started.

Hall Chairs - Havelock Community Theatre (HCT) have offered to contribute to the refurbishment of the chairs at the Town Hall. They have received an estimate of \$7,000 for 100 chairs. HCA needs to decide if this is a priority for us in terms of our R&M plans for the Town Hall. It was proposed that the HCA try to meet with HCT before the next HCA committee meeting and come back with a recommendation.

CCTV cameras in Havelock - A meeting between HCA and the local police has been requested to discuss the issue.

Road surface on Queen Charlotte Drive - Like the stretch of road on SH6 south of Havelock, sections of Queen Charlotte Drive have recently undergone resurfacing work which has very quickly deteriorated to a potentially dangerous state. Since this was raised by HCA with Cllr Faulls, remedial work has been carried out and some of the worst potholes have been filled, but it's still in a bad state.

Marlborough Lines - MLL have requested HCA input on the removal of trees at lower Queen Charlotte Drive, beside the Link Path and Estuary Path. This was discussed and it was agreed that the Link Pathway Trust should be consulted about the trees beside the Link Path, and Marlborough District Council to be consulted about the trees near the Estuary Path. HCA is happy to take a lead role in this collaboration with the Link Pathway Trust & MDC. It was suggested that any resulting wood could be used for a community project. Menzshed could be approached as well as local craftsman, Greg Bettjeman.

Pelorus People website - HCA have been approached about paying the \$20 annual hosting fee for the Havelock Emergency Response Plan subsite. This is a place where the local community can find information in the event of a civil emergency.

**MOTION:** To take on the Havelock Emergency Response Plan subsite on the Pelorus People website including paying the annual \$20 fee

**MOVED:** Val Seatter **SECONDED:** Ian Cameron **CARRIED**

**MOTION:** That incoming correspondence be accepted and outgoing be approved.

**MOVED:** Ian Cameron **SECONDED:** Don Pointon **CARRIED**

### **Finance**

Val presented a financial summary to the committee based on end of June figures.

June: Income 11340.74      Expenses 25057.51      Deficit (13716.77)

YTD end of June: Income 124398.23      Expenses 114379.82      Surplus 10018.41

July GST payment 198.29      Current Account balance \$ 4886.21 (20<sup>th</sup> July 2022)

\$5000.00 was transferred from the Call Account to ensure there were enough funds in the operating account to cover the payment of accounts on 20 July.

Julia has sent the end of year accounts to our accountant Sue Avery to get them ready for the auditor.

Julia and I will create a Draft Budget to circulate before the next meeting, ready to be discussed.

There are 2 signatories on our BNZ account which need to be removed. I will address this at the meeting.

**MOTION:** That Hans Neilsen and Susan Foster be removed as signatories of the Havelock Community Association BNZ bank account.

**MOVED:** Ian Cameron **SECONDED:** Don Pointon **CARRIED**

**MOTION:** That the financial report be accepted.

**MOVED:** Val Seatter **SECONDED:** Don Pointon **CARRIED**

### **Portfolio Reports:**

#### **Chair:**

Val Seatter read the Chair's report.

Another busy time for HCA.

Highlights have been the very well attended opening of the Neil Street Upgrade and the Volunteers Afternoon tea. Thank you all for your participation in both of these events, and to Julia for organising them both so well.

It is a very kind gesture from the Havelock Theatre Committee to give a donation towards recovering the hall chairs. This is something we have discussed earlier in this meeting.

#### **Admin Report:**

Val Seatter read the Admin report.

I am delighted with the draft of the HCA Website that Don and Julia have sent our for our perusal. Well done Don and Julia.

Julia's contract will come up for renewal in October when Julia is away. I would like to get this signed off at our next meeting, before she departs.

#### **HCA Assets:**

##### **Havelock Holiday Park**

No report from Brian.

Brigitte updated the committee on happenings at the campground:

The three windows in cabin 5 are rotting. A quick fix solution is not possible so they need to be replaced. They have one quote so far of \$3565 + GST.

##### **Havelock Medical Centre**

No report

##### **Town Hall**

Ian Cameron reported.

The small trestle tables have been completed and will be returned to the Hall when it stops raining.

Now we are in a new financial year, the Committee will need to decide if they want to refurbish the large tables, most of which are in a comparable state to the small ones before refurbishment. As indicated previously the price will be the same - \$120 per table.

**MOTION:** To refurbish six large tables at \$120 each

**MOVED:** Ian Cameron **SECONDED:** Brigitte Morgan **CARRIED**

## PAVILION

Brigitte reported.

GK Fyfe came out to look at the floor in the changing rooms. They made three suggestions: (i) Removing the current surface and painting with appropriate product; (ii) Taking it right down to bare concrete and leaving it like that; (3) Tiling.

Julia to ask Regan Russell what they use on the floor at Lansdowne Park.

With the relocation of Pelorus Youth to Rai Valley, we will be able to reassess storage at the Pavilion in the coming weeks.

NewLine Screen - awaiting quote.

## Projects Portfolio:

Don reported.

### Website

- Mostly finished. Next steps are SEO and analytics work, also connecting the domain "[havelock.co.nz](http://havelock.co.nz)" to this website.

### Wattles Out, Natives In (WONI)

- Funding deferral of our Mahi mo te taiao / Working for Nature grant has been addressed with MDC, awaiting response.
- Including 'WONI' in Te Hoiere Project is agreed as OK, as it fits within scope. Funding not identified in THP for this work though... yet.
- Marlborough Lines have contacted us about tree felling on Queen Charlotte Drive, including some wattles there. I'm hoping to make killing the wattles a larger part of this work.
- No further progress with Waka Kotahi NZTA regarding their potential involvement.

**MOTION:** to request our 'Wattles Out Natives In' project be adopted by Te Hoiere Project.

**MOVED:** Don Pointon **SECONDED:** Ian Cameron **CARRIED**

### Routes Around Havelock

- Awaiting update from MDC.

### Motuweka Wetland Regeneration

- Some professional weed clearance done on-site. Tree removal will be next.
- For Info: I attended a community meeting regarding the Ruapaka Wetland Restoration Project, which is getting underway in THP near Canvastown.

**MOTION:** To accept all reports

**MOVED:** Ian Cameron **SECONDED:** Brigitte Morgan **CARRIED**

### Updates from Cllr Barbara Faulls

- There are three standing committees left before everybody goes into election mode. John Leggett is standing down as Mayor. Nadine Taylor is standing for Mayor so won't be a Sounds candidate. David Oddie is also standing down. Lots of experienced

councillors are stepping down so there will be big changes at Council with at least seven new Councillors.

- 3 Waters - MDC have made a submission to Central Government indicating their opposition to this.
- Neil Street - What a great event! It was good to see so many council officers who had been involved in the project there, not just councillors.

### **General Business:**

- HCA committee community group representatives for 2022-23.  
St Peter's Anglican Church and Havelock Vision have both informed us that they will nominate a representative for the 2022-23 HCA committee. Havelock Menzshed & Havelock Lions have both indicated that it is unlikely that they will nominate representatives. We have had no response from Pelorus Promotions or Havelock School. The committee discussed which other groups could be approached: PAHT - currently have Board vacancies and are tied up with the ongoing pandemic situation. Havelock Gallery and Havelock Community Theatre were both suggested. Julia will email them an invitation to make a nomination. Barbara will approach Pelorus Promotions.
- HCA partnership with iwi - Julia has contacted Barbara Faulls for assistance with this. It is noted that a new Kaihautū has been appointed at MDC. It was hoped that she would be able to assist us in this process but she is very new and still finding her feet. Anecdotally, iwi are very busy, assisting groups and organisations on matters of Tikanga Māori.  
As iwi can be considered a statutory authority in their own right, there is no need for changes to the HCA constitution in order for us to involve iwi representatives in our meetings. Dave Johnson - General Manager of Ngāti Kuia and Cory Heberd - General Manager of Rangitāne could be approached with a view to engage more actively with our local iwi.
- Don has completed work on our new HCA website which will be launched publicly very soon. BP Computers manage our domain, so we will approach them about connecting havelock.co.nz to the new website. We will also have a link from our subsite on Pelorus People directing folk to the new site.
- Pavilion. We are awaiting a quote for the NewLine Screen which will be a major part of the upgrade work at the Pavilion. We will also need a second quote if we are to apply for grants. Applications for MDC Community Grants open in August and close in October.  
**MOTION:** To apply for an MDC Community grant to assist with funding a screen for the Pavilion  
**MOVE:** Brigitte Morgan **SECONDED:** Ian Cameron

Brigitte addressed the committee on plans for repair & maintenance, plus upgrade work, at Havelock Holiday Park in 2022-23, along with a request to carryover R&M funds from last financial year.

Brigitte left the meeting and proceedings were moved 'In-Committee' for discussion.

**Meeting concluded:** 8:45 pm

**Next meeting date:** Monday 29th August 2022 (TBC)    Date for the AGM - 12th September

*These minutes were accepted and approved by members of the HCA committee on July 28th 2022.*