

Agenda for a meeting of the Meremere Community Committee to be held in the Meremere Community Hall, Heather Green Ave, Meremere on **THURSDAY 11 AUGUST 2016** commencing at **7.00pm**.

Information and recommendations are included in the reports to assist the Board in the decision making process and may not constitute Council's decision or policy until considered by the Board.

1. **APOLOGIES AND LEAVE OF ABSENCE**
2. **CONFIRMATION OF STATUS OF AGENDA**
3. **DISCLOSURES OF INTEREST**
4. **CONFIRMATION OF MINUTES**
Meeting held on Thursday 9 June 2016 2
5. **MATTERS ARISING FROM MINUTES**
6. **REPORTS**
 - 6.1. Meremere Works & Issues Report 6
 - 6.2. Discretionary Fund Report to 30 June 2016 10
 - 6.3. Councillor's Report Verbal
7. **GENERAL BUSINESS**

GJ Ion
CHIEF EXECUTIVE
Agenda2016\MMCC\160811 MMCC OP.dot

Open Meeting

To	Meremere Community Committee
From	Gavin Ion Chief Executive or General Manager
Date	13 July 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1556398
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Meremere Community Committee meeting held on Thursday 9 June 2016.

2. RECOMMENDATION

THAT the minutes of the meeting of the Meremere Community Committee held on Thursday 9 June 2016 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

MMCC Minutes 9 June 2016

MINUTES of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **THURSDAY 9 JUNE 2016** commencing at **7.00pm**.

Present:

Mr D Creed
 Mrs A Dobby
 Mrs P Carr
 Mrs V Milton (Committee Secretary)
 Mr J Harman

Attending:

Mr GJ Ion (Chief Executive)
 Cr Jan Sedgwick

APOLOGIES AND LEAVE OF ABSENCE

MMCCI605/01

There were no apologies.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr Jan Sedgwick/James Harman)

THAT the agenda for a meeting of the Meremere Community Committee held on 9 June 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

MMCCI605/02

DISCLOSURES OF INTEREST

There were no disclosures of interest

MMCCI605/03

(It needs to be noted that Richard Dobby is doing part time work for the rest home)

CONFIRMATION OF MINUTES

Resolved: (Patricia Carr/Cr Jan Sedgwick)

THAT the minutes of a meeting of Meremere Community Committee held on Thursday 12 May 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

MMCCI605/04

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

MMCCI605/05

REPORTS

Works & Issues Report
Agenda Item 6.1

Resolved: (Angela Dobby/James Harman)

THAT the report of the Chief Executive – Works and Issues Report – be received.

CARRIED on the voices

MMCCI606/06/1

Councillor's Report
Agenda Item 6.2

Cr Sedgwick gave a verbal report and answered questions of the Committee.

Discretionary Fund Report to 24 May 2016
Agenda Item 6.3

Resolved: (Patricia Carr/Angela Dobby)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

MMCCI606/06/3

Change in Health & Safety Legislation
Agenda Item 6.4

Resolved: (Dudley Creed/James Harman)

THAT the report from the Chief Executive be received.

CARRIED on the voices

MMCCI606/06/4

GENERAL BUSINESS

Resolved: (Dudley Creed/Patricia Carr)

Please note that Shirley Wikaire has left Meremere and is no longer on the Meremere Community Committee.

Dudley Creed co-opted Ben Brown onto the Meremere Community Committee.

CARRIED on the voices

MMCCI606/06/5

There being no further business the meeting was declared closed at 7:45 pm.

Minutes approved and confirmed this 9th day of June, 2016.

P Carr

CHAIRPERSON

Minutes2016/MMCC/160609 MMCC Minutes

Open Meeting

To	Meremere Community Committee
From	Gavin Ion Chief Executive
Date	29 July 2016
Prepared By	Tracey King Executive Assistant
Chief Executive Approved	Y
DWS Document Set #	1569910
Report Title	Works and Issues Report

1. Executive Summary

To update the Board and provide information on works and issues raised at previous meetings.

2. Recommendation

THAT the report of the Chief Executive – *Works and Issues Report* – be received.

Attachment: Works and Issues report

Works and Issues Report

1.	Security camera at the rear of the hall. When will it be installed?	Service Delivery	Council is waiting for Zero Harm information from the Community Committee's preferred contractor.
2.	Update on Library relocation required next meeting and prior to any decisions.	Service Delivery	Staff have received the first draft of the feasibility report. A report will now be done to Council outlining the next steps.
3.	<p>Signage</p> <p>No signage on building Meremere Community Hall.</p> <p>Please remove road signs directions to Rest Home, replace at both entrances to Meremere with road signs to Community Hall.</p>	Service Delivery	<p>The Meremere Community Committee would like the signage for the building to read "Meremere Community Committee".</p> <p>Staff are liaising with the Comms Team on all matters around signage.</p> <p>Road signs have been ordered from Directionz.</p>
4.	Rubbish/Litter problem at Island Block Road entrance to Meremere.	Customer Support	Only one service request is received every month or two, and generally items are dumped somewhere near the middle of Island Block Road, not the entrance. The contractor inspected the site on Friday 20 May 2016.
5.	Grass on Council Land at Springhill Road is extremely long	Service Delivery	This area gets mowed three times per year to keep it under control. It will be mowed in June and then after August. It could be leased for grazing if there are any interested parties.
6.	The minutes of the last meeting record a reimbursement to Pat Carr for \$44.99 for ink for her printer. This reimbursement has not taken place. A previous resolution from February approved \$50 for a	Strategy & Support	Incorrect paperwork was received which meant it went to Payroll instead of Accounts Payable. This was picked up and has now been paid via Accounts Payable. There was no tax invoice / GST receipt attached (an EFTPOS receipt is not sufficient) but reimbursed in this instance anyway. The preferred process is that WDC orders the ink directly rather than reimbursing an individual. This will require them

	present for Shirley Wikaire who has left the Committee. \$40 has been spent on the gift and again reimbursement is due to Pat Carr. Could we please follow up with Mrs Carr for any details required.		ordering the ink when they have warnings that the ink is low. Council has an account with AI for this purpose.
7.	Who is responsible for the gorse on the roadside on Springhill Road leading to the village. Is it Council or NZTA? If it is NZTA could we please ask them to address the gorse.	Service Delivery	See map below, depends where the gorse is located as to who should maintain the area.
8.	When will the skatepark be finished? There have been some ponding issues with the recent heavy rain. This has affected the adjoining road but seems to have arisen from runoff from the Greenbelt. Could this be investigated please as to whether this a roading or a parks & facilities issue and the matter addressed.	Service Delivery	The estimated completion date for the skatepark is the end of August, weather dependent.
9.	Meremere Community Hall – Could we review the health & safety issue regarding the basketball poles. Perhaps some padding would be a solution. Please contact Dudley Creed to discuss.	Service Delivery	Staff will consult with Dudley Creed.

Springhill Road Boundary Map

Please note everything within the red shaded area is NZTA's, the balance is WDC's to maintain.



Open Meeting

To	Meremere Community Committee
From	TG Whittaker General Manager Strategy & Support
Date	28 July 2016
Prepared by	Julienne Calambuhay Management Accountant
Chief Executive Approved	Y
DWS Document Set #	1568389
Report Title	Discretionary Fund Report to 30 June 2016

1. EXECUTIVE SUMMARY

To update the Committee on the Discretionary Fund Report to 30 June 2016.

2. RECOMMENDATION

THAT the report from the General Manager Strategy & Support be received.

3. ATTACHMENTS

Discretionary Fund Report to 30 June 2016

MEREMERE COMMUNITY COMMITTEE DISCRETIONARY FUND 2015/2016
GL 1.209.1704
Commitments from Committee Meeting Minutes & Other Information

2015/16 Annual Plan (including Salaries)	6,325.00
Carry forward from 2014/15	18,290.00
Total Funding	24,615.00
Expenditure	
16-Jul-15 Contact Energy	24.15
23-Jul-15 A Plus Security - Brother TN-3290 toner	169.00
07-Aug-15 Meremere skateboard park project ISK10053.0114	6,000.00
07-Aug-15 Meremere skateboard park project ISK10053.0114	5,000.00
12-Aug-15 Contact Energy	22.15
10-Sep-15 Contact Energy	31.91
07-Oct-15 Contact Energy	58.06
05-Nov-15 Contact Energy	56.25
13-Nov-15 Meremere Youth Club - reimb for replacement of Meremere gym locks	153.17
23-Nov-15 P E Carr - reimbursement for paper/printer cartridge	83.03
01-Dec-15 Hilltop Community Fellowship - Meremere Christmas dinner supplies	600.00
01-Dec-15 Contact Energy	56.25
06-Jan-16 Contact Energy	52.63
13-Jan-16 Tuakau Glass Glazing - repair of broken windows Gymnasium	322.01
13-Jan-16 Tuakau Glass Glazing - repairs to the Meremere Medical Centre	197.95
01-Feb-16 Contact Energy	58.06
19-Feb-16 A Plus Security Ltd - repair of computer attached to the security cameras at the Hall	250.00
03-Mar-16 Purchase of chemicals for Meremere Primary School swimming pool	834.78
03-Mar-16 Contact Energy	56.25
01-Apr-16 Contact Energy	50.80
02-May-16 Contact Energy - credit 3/3 - 29/4/16	(22.16)
11-May-16 Meremere skateboard park project ISK10053.0114	4,500.00
18-May-16 Pat Carr - purchase of ink	44.99
01-Jun-16 Contact Energy - credit 5/4 - 31/5/16	52.63
01-Jul-16 Contact Energy	92.55
Total Expenditure	18,744.46
Income	
06-Jul-15 Rental - Dr Knight 27/07 - 23/08/15	88.89
10-Aug-15 Rental - Dr Knight 24/08 - 20/09/2015	88.99
01-Sep-15 Rental - Dr Knight 21/09 - 18/10/2015	88.99
06-Oct-15 Rental - Dr Knight 19/10 - 15/11/2015	88.99
04-Nov-15 Rental - Dr Knight 16/11 - 13/12/2015	88.89
24-Dec-16 Rental - Dr Knight 14/12 - 01/10/2016	88.89
02-Feb-16 Rental - Dr Knight 11/01 - 07/02/2016	88.89
02-Feb-16 Rental - Dr Knight 08/02 - 06/03/2016	88.89
01-Mar-16 Rental - Dr Knight 07/03 - 03/04/2016	88.89
06-Apr-16 Rental - Dr Knight 04/04 - 01/05/2016	88.89
04-May-16 Rental - Dr Knight 02/05 - 29/05/2016	88.89
04-May-16 Rental - Dr Knight 30/05 - 26/06/2016	88.89
09-Jun-16 Rental - Dr Knight 27/06 - 24/07/2016	88.89
Total Income	1,155.87
Net Expenditure	17,588.59
Net Funding Remaining (Excluding commitments)	7,026.41
Commitments	
13-Nov-14 Cost of toner and drum kit for printing of newsletter	ongoing
11-Jun-15 Purchase 50m of 6x2 retaining timber for boxing of vegetable garden	to be confirmed
11-Feb-16 Gift pack for Committee member Shirley Wikaire	50.00
10-Mar-16 A Plus Security - upgrade two cameras located at the Library	600.00
Total Commitments	650.00
Net Funding Remaining (Including commitments) as of 30 June 2016	6,376.41