

Agenda for a meeting of the Te Kauwhata Community Committee to be held in the St John Hall, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 2 SEPTEMBER 2020** commencing at **7.00pm**.

1. **APOLOGIES AND LEAVE OF ABSENCE**
2. **CONFIRMATION OF STATUS OF AGENDA**
3. **DISCLOSURES OF INTEREST**
4. **CONFIRMATION OF MINUTES**
Meeting held on Wednesday 5 August 2020 2
5. **SPEAKER**
6. **REPORTS**

6.1	Te Kauwhata Works and Issues Report	6
6.2	Councillor's Report	<i>Verbal</i>
6.3	Discretionary Fund Report – to 31 July 2020	12
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6.5	Chairperson's Report	<i>Verbal</i>

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion
	Chief Executive
Date	13 August 2020
Prepared by	Grace Brady
	Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV0509
Report Title	Confirmation of Minutes

I. EXECUTIVE SUMMARY

To confirm the minutes of the Te Kauwhata Community Committee meeting held on Wednesday 5 August 2020.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 5 August 2020 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

TKCC Minutes – 5 August 2020

MINUTES of a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 5 AUGUST, 2020** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
 Cr JD Sedgwick
 Mr J Cunningham
 Ms A Van de Munchhof
 Mr T Hinton [*until 7.35pm*]
 Mr C Howells
 Mr B Weaver

Attending:

Mr V Ramduny (Strategic Projects Manager)
 Mrs M Croucher (Community Events Committee)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr J Cunningham/Mr B Weaver)

THAT an apology for early departure be received from Mr Hinton at 7.35pm

CARRIED

TKCC2008/01

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr J Cunningham/Mr B Weaver)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 5 August 2020 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

CARRIED

TKCC2008/02

DISCLOSURES OF INTEREST

Ms Grace advised members of the Board that she would declare a financial conflict of interest in item 6.3 [Discretionary Fund Report].

Mr Hinton advised members of the Board that he would declare a financial conflict of interest in item 6.2 [Councillor's Report].

CONFIRMATION OF MINUTES

Resolved: (Cr Sedgwick/Mrs A Van de Munckhof)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 3 June 2020 be confirmed as a true and correct record.

CARRIED

TKCC2008/03

REPORTS

Te Kauwhata Works & Issues Report: to July 2020

Agenda Item 6.1

The report was received [TKCC2008/02 refers] and discussion was held.

Councillor's Report

Agenda Item 6.2

Mr Hinton declared a financial conflict of interest and did not participate in the discussion, or voting, on this item.

The report was received [TKCC2008/02 refers]. Cr Sedgwick gave a verbal report and answered questions of the Committee.

Discretionary Fund Report to 30 June 2020

Agenda Item 6.3

Ms Grace declared a financial conflict of interest and did not participate in the discussion, or voting, on this item.

The report was received [TKCC2008/02 refers] and discussion was held.

Resolved: (Cr Jan Sedgwick/Ms A Van de Munckhof)

THAT the Te Kauwhata Community Committee approves payment to Toni Grace in the amount of \$50 for the purchase of a gift for Carolyn Berney for her service as Secretary.

THAT the Te Kauwhata Community Committee commit \$5000 towards security cameras in Te Kauwhata.

CARRIED

TKCC2008/04

Te Kauwhata Events Committee - Christmas Parade

Agenda Item 6.4

The report was received [*TKCC2008/02 refers*] and discussion was held.

Resolved: (Mr B Weaver/Mr C Howells)**THAT the report from the General Manager Community Growth be received;****AND THAT an allocation of \$2020.00 is made to Te Kauwhata Events Committee for the cost of their Te Kauwhata Christmas Parade 2020;****CARRIED****TKCC2008/05**Chairperson's report

Agenda Item 6.5

The report was received [*TKCC2008/02 refers*] and discussion was held.

Resolved: (Mr J Cunningham/Mr C Howells)**THAT Esther Pilbrow be added as an additional signatory on the Te Kauwhata Events Committee account.**

There being no further business the meeting was declared closed at 9.05pm.

Minutes approved and confirmed this

day of

2020.

T Grace

CHAIRPERSON

Open Meeting

To	Te Kauwhata Community Committee
From	Clive Morgan
Date	General Manager Community Growth
Prepared by	14 August 2020
Chief Executive Approved	Sandy Mason
Reference/Doc Set #	PA to General Manager Community Growth
Report Title	Y
	GOV0509 / 2723679
	Te Kauwhata Works & Issues Report – August 2020

I. EXECUTIVE SUMMARY

To update the Committee on issues arising from the previous meeting.

2. RECOMMENDATION

THAT the report from the General Manager Community Growth be received.

3. ATTACHMENT

Works & Issues Report – August 2020

TE KAUWHATA COMMUNITY COMMITTEE
WORKS & ISSUES REPORT – AUGUST 2020

Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update for 2 September 2020 meeting
I.	Dog exercise area - Seats - Dog agility equipment Water meter for the dog bowl/fountain	Andrew Brown and Duncan MacDougall 5 August 2020 Council's Open Spaces Team Leader (Duncan MacDougall) is awaiting plans from Tim Hinton and Te Kauwhata High School, who are designing the layout a schedule of hardware is needed. Once this is known and the costs can be assessed, sources of funding will need to be investigated (currently no budget available). The tap has been installed - project complete. Staff have spoken with Tim regarding a bench. Council will supply a refurbished second-hand bench when available for installation in the park. Tim to provide a verbal update from his side. Tim advised that the refurbished bench would be installed in August.	Tim Hinton to provide an update on the layout plan so that Duncan MacDougall can assess costs and advise on funding source. Tim to also advise on the installation of the refurbished bench.
	Te Kauwhata walkway at the end of Blunt Road - A design solution for the walkway is required at the end of Blunt Road adjacent to the Whangamarino	Paul McPherson 5 August 2020 Paul McPherson (WDC) has advised John Cunningham (TKCC) that Council's property team has indicated that the value of the easement would be calculated at \$20,790. This is taken from land size of 38.3984ha at land value GV \$8,290,000 equating to \$21.59/m ² . The easement is 963m ² , at \$21.59 is \$20,790.	The WDC Property team has provided John with the easement agreement document as requested.

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update for 2 September 2020 meeting
	Wetlands.		<p>When/if the owner develops the land as an urban development, the footprint the easement will sit in road reserve, no longer needing an easement for the walkway. This easement and its costs will only be to get through the period until it becomes an urban subdivision. The Proposed District Plan has it becoming residential. Could only be a year or two or the owners could land bank it for decades.</p> <p>If easement negotiations proceed and a price is agreed with the landowner and once the committee has raised the funds for the easement costs, the property team can then get involved to take the landowner through the easement contract and can sign-off on behalf of Council.</p> <p>John informed the meeting that the landowners would like to move to the next stage to review a draft of the agreement. John will liaise with Paul McPherson with regards to progressing this.</p> <p>John has also spoken with Earthcare regarding weed spraying.</p>	
3.	Walkway loop via Travers Road, Wayside Road and Te Kauwhata Road	Gareth Bellamy	2020 First stage up to Moorefield Road is complete. Assessment of remaining sections will prioritise next stage (upgrade old metalled section opposite Green Acres Dr or extend from Moorefield Rd towards Wayside Rd) WDC staff were advised by committee of preference for extension from Moorefield Road towards Wayside Road, rather than an upgrade to	The current phase has been completed. Although preliminary engagement has been undertaken with landowners there is currently no budget for the next phases of the project. This has therefore been added into the Long Term Plan (LTP) 2021-24 capital works programme for funding.

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update for 2 September 2020 meeting
			<p>the old metalled section opposite Green Acres Drive.</p> <p>4 March Staff acknowledged committee's preferred path route and will continue designing Travers Road shared path up to Wayside Road.</p> <p>3 June Design and consultation continues to connect existing path to Wayside Road. Once design issues are resolved sufficiently, the construction works will be bundled with other footpath construction projects to create efficiencies and the contract will be advertised for public tender. Construction will be carried out in summer to avoid winter earthworks.</p> <p>5 August 2020 No change.</p>	
4.	Te Kauwhata Domain Plan Lighting Plan	TKCC Rugby Club	<p>2020 Lighting at domain is sub-optimal and poses a safety risk. Tim Hinton and Cr Sedgwick engaged with Sport Waikato on a lighting master plan for the domain. Rugby Club was engaged to work on the lighting plan.</p> <p>4 March Cr Sedgwick advised, Mario (from Rugby Club) has indicated development of lighting plan is progressing and it will come to the committee in due course.</p>	Mario Vodanovich to attend committee meeting and provide the draft plan. Cr Sedgwick to follow up.

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update for 2 September 2020 meeting
			<p>3 June Mario Vodanovich to attend committee meeting and provide draft plan.</p>	
5.	Te Kauwhata Domain – Freedom Camping Signs	Nick Johnston	<p>2020 Car park markings were installed (February 2020). Signage required to direct freedom campers away from using Rugby Club facilities.</p> <p>4 March Cr Sedgwick met with Council's Funding and Partnership Manager, Nick Johnston, who advised there is residual funding from freedom camping fund, which can be used to put up signs as last stated.</p> <p>6 May Cr Sedgwick to report back on her meeting with Nick Johnston.</p>	The Te Kauwhata Community Committee is procuring the signs and installing these themselves.
6.	Proposed site for an additional Freedom Camping facility (Okaeria Reserve)	Julie Dolan	<p>2020 TKCC indicated a preliminary interest in an additional site (Okaeria Reserve) for freedom campers. Committee also requested existing site at Domain should not be closed down and that Council staff should seek input from freedom campers at the Domain on a proposed additional site. There is a need for an intersection connecting SH2 to Okaeria Road as the existing set-up is a safety risk.</p> <p>4 March This matter has been referred to the Economic and Development Team in the first instance to scope</p>	Under consideration. May not be a priority at this stage due to the impact of COVID-19 on tourism. It is recommended that this be removed from the Works & Issues report for now.

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update for 2 September 2020 meeting
			and identify issues and opportunities.	
7.	Te Kauwhata Main Street Shrub Garden Renewal	Kim Wood	<p>4 March Council staff set up a display in the Te Kauwhata Library, which includes a range of plants the community can 'vote' for and a suggestion box they can put any ideas in. The display will be in place for a month. Committee requested this be extended to the end of April and that it be supported by appropriate communications.</p> <p>3 June Facebook has been updated extending the date of the display to 30 June 2020.</p> <p>5 August Feedback from the community has been received regarding planting suggestions. Planting will be undertaken based on this feedback in April 2021, weather permitting.</p>	<p>The community could either 'vote' using sticky dots on the plants they liked from our proposed selection or they could provide written suggestions. There were 143 votes, with majority voting for flower carpet roses (various colours), convolvulus cneorum silverbush, phormium 'Emerald Gem' dwarf flax, nandina 'Gulfstream' and westringia grey box.</p> <p>There were 12 written suggestions. The themes from these suggestions included the planting of edible plants, the planting of native trees and the construction of a grassed central median. We are now working with the community in developing a community orchard and potential community garden site as planting edible plants in the main street gardens would not be feasible due to the health and safety risks from vehicles and the build-up of exhaust particles on the plants. Unfortunately, the garden beds are not large enough to support trees however we are investigating potential sites for native tree planting at Te Kauwhata Domain. The construction of a central grassed median would need to be a roading project.</p>

Open Meeting

To	Te Kauwhata Community Committee
From	Tony Whittaker
	Chief Operating Officer
Date	19 August 2020
Prepared by	Jean de Abreu
	Support Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0509
Report Title	Discretionary Fund Report to 31 July 2020

I. EXECUTIVE SUMMARY

To update the Committee on the Discretionary Fund Report to 31 July 2020.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Discretionary Fund Report to 31 July 2020

TE KAUWATA COMMUNITY COMMITTEE DISCRETIONARY FUND REPORT 2020/21 (July 2020 - June 2021)**As at Date:** 31-Jul-2020**GL****I.207.1704****Commitments from Committee Meeting Minutes & Other Information**

2020/21 Annual Plan	4,198.00
Carry forward from 2019/20	42,189.00
Total Funding	46,387.00

Income**Total Income**

Expenditure**Total Expenditure**

Net Funding Remaining (excluding commitments)

46,387.00**Commitments**

13-Feb-19	Further development of playgrounds	TKCC1902/04	5,000.00
04-Sep-19	Playground equipment on the Village Green	TKCC1909/04	3,727.75
05-Feb-20	Further development of playgrounds	TKCC2002/04	3,000.00
Total Commitments			11,727.75

Net Funding Remaining (Including commitments)

34,659.25

Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion
Date	Chief Executive
Prepared by	24 August 2020
Chief Executive Approved	Grace Brady
Reference #	Democracy Advisor
Report Title	Y
Chief Executive Approved	GOV0509
Reference #	Te Kauwhata Domain Committee Minutes 11 August
Report Title	2020

I. EXECUTIVE SUMMARY

To supply the minutes of the Te Kauwhata Domain Committee meeting held on 11 August 2020.

2. RECOMMENDATION

THAT the minutes of the Te Kauwhata Domain Committee meeting, held on 11 August 2020, be received.

3. ATTACHMENTS

Te Kauwhata Domain Committee 11 Aug 2020 Minutes

TE KAUWHATA DOMAIN COMMITTEE

Minutes of meeting

Tuesday August 11, 5.30pm

At Te Kauwhata Rugby Club hall

Present:

Frank Greene, Tim Hinton, Jan Sedgwick, Leigh Taylor (representing A&P), Mario Vodanovich (TK Rugby Club).

Apologies: Colin Hickey (A&P), Jeff Lyons (TK Squash)

Attending

Val Clune (NWWE), Charles Kempster (TK Pony Club); Allanah Budd (Scouts); Billy Robin (Waikare Maraet); Nick Johnson, WDC Funding

The following items were discussed.

1. LOWER GROUND TO MAHI RD

- a. Fruit forest: WDC has provided funding for fruit trees. These will be planted by TK College, allowing access and holding space for the A&P cattle show day.
- b. Community Garden: Approval from WDC parks to put raised vegetable garden beds at Mahi Rd end of field, for community planting and use. WDC will pay for new gate/entrance and refencing of front with post and rail.

ACTION:

1a – Tim Hinton to liaise re planting trees

1b- Community committee to approach Lions or MenzShed re building garden boxes

2. RUGBY CLUB

a. Lighting:

- i. Mario indicated a fundraiser had raised \$10-\$15,000. Approx \$60k needed for lighting project as previously discussed.
- ii. Nick said it may be appropriate for external funding, since the club had already found seed funding of its own.

b. Hall:

- i. Nick outlined Ohaupo facility with larger community space and 'club only' space in the same building and suggested it may be appropriate for Te Kauwhata

ACTION:

2a – Mario to get signoff with WDC (Andrew Brown) for installation and plan

- 2b- Mario and Nick to arrange meeting in TK to discuss funding and appetite for larger hall complex
 2c- Mario to create funding application draft with assistance from Jan Sedgwick

3. UPGRADE OF DOG PARK

- a. Tim Hinton reported water installed, along with rubbish bin
- b. Two tables are awaiting fine weather to be installed (and temporary table removed)
- c. Agility equipment is being refurbished by TK College.
- d. Double entry gating required

ACTION - all underway, except for double gating (lodge with WDC) as part of masterplan

4. SCOUT DEN

- a. Allanah reported H&S issues at rear of Scout Den with steep drop off on bank outside door.
- b. A new committee is yet to be formed, and the Domain Committee will receive updates at the next meeting, which may include entrance and freedom camping rubbish issues
- c. Tim Hinton mentioned the fire slab previously requested; this will come back to the Domain Committee

ACTION: Tim to meet onsite with Alanah/Scouts to determine appropriate H&S fix, and report same to WDC for funding assistance

5. CAMERAS

- a. Request for cctv cameras in Domain. Locations yet to be confirmed

ACTION: Mario to determine numbers and sites and request funding through TK Community Committee

6. DOMAIN MASTERPLAN

Tim Hinton presented masterplan which included community garden area, fruit forest, tree removal around Squash Club and to the east, clearing of pest plants etc, potential walkway with fitness trail, drainage improvements, new fence along boundary of 2/3 fields and change of use of that land, potential of church entrance area for extra toilets, extra pedestrian access from Mahi Rd and training nets for cricket.

Discussion also on alerting WDC of the position on enlarging the domain by land acquisition when possible

ACTION:

- Next steps to get WDC to confirm, and draw up proper Masterplan for further, and potentially community discussion-Tim to arrange with WDC
- Tree removal – Inform Landscapes as required
- Fencing- suggested Rugby Club fund and arrange?

- Drainage improvements- Inform Landscapes via WDC funding
- Fitness trail; estimated at 2m wide gravel path with fitness stations
- Cricket club nets: Nick indicated high potential for funding; Cricket Club to meet with Nick in TK and discuss funding application asap.

- Funding applications once Masterplan is complete
 - Nick suggested some could be LTPlan submissions, others had potential for large scale external funding
 - Query whether a charitable trust could be set up as the best vehicle to apply for funding. Jan S to check TKDC status with WDC and determine best format
- Planting; Tim to liaise with Scouts to add planting/horticulture to their skillset
- Gravel access from Scott Rd to be used as overflow for freedom campers – Tim to liaise with WDC
- Sports parking sign; Jan to arrange via TKCC a sign which says SPORTS PARKING with an arrow towards the club rooms, and installed at the edge of the parking area about half way along to enable spectator parking at the sports fields
- Jan S to discuss land acquisition process with WDC

7. NWWE LEASE AND FIELD USAGE:

- a. Discussions on field and use, with agreement that all parties happy with current situation.
- b. Request from Te Kauwhata Pony Club to use the field on Thursday evenings. Agreement: that this could be done in conjunction with NWWE with the same proviso on field appearance after use, with the agreement of TK Domain Committee and NWWE; and lapse if issues arose and were unable to be met through discussion.
- c. Request from NWWE to situate a 40' container onsite for secure storage of pony gear.
- d. Discussion on potential of equestrian grounds in Lakeside; TKPC to liaise with Courtney Howells for confirmation, and to request him to liaise on their behalf with Lakeside, including query on road width for access.
- e. Discussion on equestrian access from south side of No 3 field, and installing gate on south side

ACTION:

- Tim to meet onsite with Val Clune to discuss siting (drainage/water pipe location etc), and then discuss with WDC Parks and Reserves for approval for a temporary storage container.
- TKPC to liaise with Courtney Howells.
- No action points noted on e

8. SQUASH CLUB

Discussion on squash club; Frank Green reported the squash club was looking at expansion. Nick Johnson asked if it could be considered as a sub regional hub, with funding potential from larger external entities.

ACTION: Squash Club to arrange to meet with Nick to discuss growth potential, when he bases himself in TK Library on a regular basis

Next meeting: Frank Greene to organise within 8 weeks when the Masterplan is ready to discuss in detail and when clubs have individually arranged to meet with Nick to discuss fundraising.

Meeting closed 7.15pm