

Pauatahanui Residents Association

Minutes of the Management Committee meeting held at 407 Grays Road, Tuesday 17 September 2013. The meeting opened at 8pm.

- 1. Apologies** Ken McAdam, John Mazerier, Rob Foley
- 2. Present:** Nicky Chapman [Acting Chair], Diane Strugnell [Treasurer], Erica Nicholls [Secretary], Alan Gray, Anna Dellow & Joanne Cross.
- 3. Minutes** of the previous meeting of Thursday 18 July 2013 were approved: Moved - Diane; Seconded – Erica.

4. Business arising from the minutes

4.1. Winstones application for a clean landfill on Haywards Hill

The hearings have been set from 1-4 October. It is not yet clear when individuals will be called, to speak to written submissions. Continue to be concerned about:

- Traffic issues
- Impacts on environment, including Pauatahanui Stream
- Ensuring local residents most affected have their voices heard

4.2. Rural Rates Postponement.

After receiving a letter in response to the first approach to PCC on the rates postponement issue, Diane wrote requesting further information. No response has been received yet but Diane will follow up as this is now outside the official time that council has to respond to a request for information.

4.3. Website for PRA – pauatahanui.org.nz

Slow but definite progress is being made on the website development. Ken has made a sponsorship payment of \$500 towards the initial set up and development of the website and has provided the accompanying sponsorship graphics. Peter Sinke has assisted in setting up a draft layout of the website. Fraser, from Flightdec (developer of the OurPorirua website) has been contacted regarding the final stages of the website development and his response is being awaited.

4.4. Pauatahanui Village Planning Programme.

Note: Pauatahanui's 2013/14 budget is \$40k for design and install noticeboard, village beautification and landscaping. Address safety concerns in the bus bay and bus drop off areas, Green & Gold trail to highlight sites of significance.

- **Village Planning group**

Council has set up a village planning group to improve the transparency of village planning and ensure the different departments of Council are more joined up. This group will seek an audience with the PRA at some point. Anna will liaise with Council on this.

- **Bus Shelter and aesthetic lighting**

Agreed the bus shelter and lighting are the priority items for village plan. Anna will follow-up on this.

- **Lights at St Albans**

The current lights provide poor light and are deemed a safety and security issue. Council Parks department may cover the cost of replacement.

Agreed Anna will discuss with PCC first before Alan talks to St Albans vestry and requests a quote.

- **Other ideas**

- a) Notice board: it's up keep would be problematic and questions were raised about the value and use of such a board.
Agreed notice board is not a local priority.
- b) Rural areas signage to encourage motorists to take caution: These signs have proved to have little long-term effect on driver behaviour.
- c) Signage for local businesses: it was agreed this would be a useful addition to the community.

4.5. History Project.

The book launch will take place at Pataka, Porirua on 24 October from 5.30pm. There will also be a stall at the 2 November Pauatahanui School Lamb & calf day. Pre-ordered books are expected to be available after 4 November.

Agreed the book retail price as \$65.

5. Treasurer's Report

5.1. General account Balance \$1,939.85

Transactions since previous meeting:

Income	Subscriptions	\$360
	Sponsorship of website development	\$500
Expenditure	AGM notice in Kapi Mana	\$124.81

5.2. History account Balance \$8,274.65

Transactions since previous meeting:

Income	Loan to a/c	\$6,145
Expenditure	Booking for Lamb & Calf Day stall	\$60

5.3. Membership

Current membership (based on paid membership fees) stands at 33 households. Of these 15 are new memberships and 18 are renewals. Last year's paid membership stood at 44 households which means that more than half the households that were members last year have not paid for membership for this year. This is a significant number and raises some questions.

- 1) The membership year is currently 1 April – 31 March but this does not coincide with the "AGM year" so the membership comes in two bursts – a small one in April/May with a larger group July/August with some people paying on both occasions requiring the return of cheques/money. Should the membership year be changed to coincide with the AGM?

Agreed membership year should be from 1 September to 31 August to align with the AGM. This does not preclude reminders going out at other times of the year.

- 2) As PRA have email addresses for the majority of member households, should a specific reminder of membership be sent to people who are current members and/or who are currently receiving minutes and notice. New members could still be acquired through newsletter or at the AGM as happens now.

Agreed: Erica and Diane to work on:

- a. A reminder should be sent out to households who are not paid up members
- b. Ensure reminder highlights aims and objectives of the PRA
- c. In addition a brief survey is to be developed for all households to identify any current issues and what the PRA can do to remain relevant to them.
- d. It would be useful to have membership forms and material about the PRA at the 2 November Lamb & Calf day

5.4. Change of Signatories to accounts

Diane has contacted the bank and new signatories need to provide the bank with their full name, birthdate, address and a copy of their photo identification e.g. passport. The bank will then create a new signing authority which will need to be signed by all of the parties involved. Diane is clarifying whether new signatories who are currently ANZ/National customers need to provide the photo identification.

Agreed signatories are Chair, Treasurer and Secretary. These will be changed once Ken is back from leave.

6. Other Business.

6.1. AGM.

Rob Foley will be unable to make the PRA meetings (third Tuesday of the month), due to other commitments.

Agreed: Erica would email Rob and advise that the Committee can't see a way around this, and will accept his offer to withdraw from the Committee. The PRA would welcome Rob back at any stage should his commitments enable him to.

6.2. Committee contact details

Committee members confirmed their contact details and the use of the new contact email address for the Committee as pauatahanuioresidents@gmail.com.

6.3. Confirm PRA Committees rules

Agreed: Rules will be reviewed and confirmed at the next meeting, then annually thereafter.

7. Correspondence:

7.1. Inward

Various PCC committee & other papers including:

- 6 September 2013 email Claire Giblin, Village Planning Programme Communications Advisor (part-time), thanking participants who attended 5 September Village Planning meeting.
- 11 September 2013 email Karen McNamara, Advisor, Local Government Commission: Invitation to share your views on the future shape of local government in the region. Wednesday 18 September 2013 from 7.00pm to 8.30pm at Pataka Art Museum.

7.2. Outward

- [Alan Gray] 6 September 2013 email to Wendy Harding PCC, application for annual Resident's Association grant from PCC for \$250.
- [Alan Gray] 7 September 2013 email to Wendy Harding PCC and Greater Wellington (info@gw.govt.nz) advising changes to PRA Management Committee.

Date of next Management Committee meeting - Tuesday 22 October 2013 at 7.30pm venue 483 Paekakariki Hill Road [Joanne's House].

The meeting closed at 10.30pm.

Nicky Chapman
Acting Chair. PRA