

# MINUTES PAUATAHANUI RESIDENTS ASSOCIATION COMMITTEE MEETING

Pauatahanui Residents Association Inc.  
Registered Charity CC42516  
PO Box 54141  
Mana 5247  
Email: pauatahanuireidents@gmail.com

Date of meeting:	18 March 2014
Time:	7:30pm – 9:30pm
Venue:	405F Grays Road
Members present:	Ken McAdam [Chair] Diane Strugnell [Treasurer] Erica Nicholls [Secretary] Alan Gray John Mazerier Anna Dellow Nicky Chapman Joanne Cross
In attendance:	Andrew Manning Sharon Evans
Apologies:	-

## Items

## Minutes

### Welcome and Apologies

The Chair welcomed attendees to the meeting. Welcomed Andrew Manning as a co-opted member.

### 1. Approval of minutes

The draft minutes from the previous meeting held on 18 February 2014 were approved by Jo and seconded by Diane.

### 2. Matters arising

All previous Action Items completed (highlighted in attached schedule) will be removed from future action item lists. Refer to attached action item update for details of completed items and work in progress.

The Committee **noted** the progress on action items.

### 3. History Project

#### History project

Sharon provided an update on the history book project, as follows:

- Over half of the History Book stock has been sold (around 740 left to sell)
- Marketing over the next few months will include the Plimmerton Rotary book fair, table at Porirua Expo on 12 April, Whitby Mall, email advertising and potentially a book review.
- Door to door book sales were so unsuccessful in Whitby that it has been decided not to continue with door to door but another Whitby mall day will be organised
- There will be some expense for the EFTOS at the fair
- Historical Society loan has been repaid

The Committee **noted** the progress report.

#### Burial Ground

Sharon shared the current work programme for the Burial Ground:

- Story plaques will be installed around the historical burial ground
- Two of the first ten plaques have been produced. One for Thomas Stace and the other for A K Clarke. An unveiling of these two is to be arranged.
- It was suggested an item could be added to the PRA website to seek assistance with the heritage rose garden.
- It was also noted that the Law Commission is currently reviewing the Burial and Cremations Act. Sharon has made a submission to ensure that its references in the Pauatahanui Burial Ground Act are accommodated.
- Sharon requested that if possible there could be up to three plaques for the

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Heritage Trail: 1. Matai-taua, 2. St Albans, 3. Burial Ground.

The Committee **noted** the progress report. Sharon left the meeting at 8.10pm.

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#### 4. Resource Consents

##### **Retrospective resource consent**

Ken reported that since the last meeting the PRA has submitted on the notified resource consent application seeking approval by Darryl Ellis, to undertake an expansion of the GroundUp Café, including additional and alterations to the existing building and increased seating capacity.

PRA had sought opinion through the newsletter and website and the PRA submission was made on the basis of the ground swell concerns expressed by residents regarding the retrospective application. Three residents reported that they supported the application and their feedback was noted.

Receipt of notification of the submission had not been received at the time of the meeting (it subsequently arrived 21 March).

The Committee **noted** the progress report.

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##### **Future vision for the village**

Ken noted that the majority of residents who responded to PRA requested a public meeting to discuss the future proposed plans for the village. Overwhelmingly it was clear from this feedback that there is a lack of transparency about what the exact plans are for the village and their potential impact on village life.

The Committee voted on whether Darryl Ellis should be invited to the 20 May 2014 PRA Annual General Meeting (AGM). It was voted five:three in favour of inviting Mr Ellis.

**Note** Nicky voted against the motion and was opposed to giving the opportunity for Mr Ellis to speak on this matter before due process has been gone through.

Refer to minutes item 11 below.

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#### 5. Winstone Aggregates

##### **Winstones' Clean Fill Application**

Winstone Aggregates have appealed to the Environment Court to overturn the decision made by the Hearing Panel to decline the application for a clean fill off SH58. Winstones note that the basis for declining the application was limited to two issues – the proposed sediment control measures and the traffic safety effects on SH58. These were the two issues of greatest concern to PRA and formed the basis of PRA's written and oral submissions. Winstones consider that the appeal should be allowed and the consent given, arguing that the "project will provide the people and communities of Wellington with the critical, environmentally appropriate, accessible and necessary cleanfill capacity to support the future growth and success of the Wellington Region". They also consider that the "benefits from the proposed ecological offsetting will result in a positive overall benefit to the environment" and that the traffic access can be "designed and operated in a way that will ensure the safe operation of the intersection" with SH58. PRA has given notice of its wish to be heard as a section 274 party which keeps PRA "in the loop" including receiving information and the opportunity to attend mediation and hearings.

The Committee **noted** the progress on this action item.

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#### 6. Northern Growth Area Structure Plan

Erica advised per PCC website:

The Northern Growth Area Structure Plan project is a land-use planning exercise to develop a 30-year strategy for future growth in Porirua's northern suburbs, between Paremata and Pukerua Bay, and adjacent rural area.

To ensure that the Structure Plan considers issues raised by the local community and others, the Council has organised a series of public meetings/open days over the coming months.

**1st Community Workshop on 9 April 2014** - The 1st workshop will be held on April 9 from 7pm at the Plimmerton Boating Club. The community will have an opportunity to hear more about the project from the structure plan design team. This will include an opportunity to raise and discuss views and ideas regarding the future development of the area.

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**7. Pauatahanui Village Planning Programme**

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**2nd Community Workshop tentatively scheduled for May 2014** - A second public evening session will take place in May 2014 (TBC) where the design team will outline options for a future structure plan and seek public feedback.

**Formal submissions** - It is anticipated that a proposed Structure Plan will be released for formal public consultation and submissions in August 2014 (TBC).

**Hearings** - It is anticipated submissions will be heard in October or November 2014 with the aim of finalising a Structure Plan for official adoption by the Council by December 2014.

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Anna update the Committee as follows:

**Te Aro Piko/Whitby Walkway link (Lighthouse carpark)**

Anna met with Council's Ian Barlow and Claire Giblin on 17 March to discuss the carpark safety options and consider some final ideas. Claire is now working this into a plan with the engineers, which will come back to the residents association and local neighbours for final sign off. Then PCC will look at letting the wider community know about the plan. It is hoped that construction can commence before June to keep the current available funding.

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**Bus Shelter**

Anna has pulled together a proposal for the bus shelter, for the Ministry of Education. The plan is to seek funding from PCC's 2014/15 budget. PCC is keen for the community to invest in this project as well, in terms of time and potentially donations.

**Action 18032014/01:** Anna to circulate the electronic version of the bus shelter plan to the Committee for feedback to her.

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**History Trail**

Anna and Claire met with Laureen Sadlier from Pataka who runs the history trail programme to find out what options are available. Laureen can assist to create heritage trail panels for sights of interest. Anna is liaising with the Pauatahanui history group to establish exactly what should be produced. At this stage ten possible heritage sites of interest have been identified.

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**Te Aro Piko Walkway**

Walkway continues and is currently on schedule.

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**Welcome to Pauatahanui sign**

Committee is supportive of this idea and it will continue to remain on the radar as different ideas are brought forward and discussed. Discussion covered:

- The location; it is recognised Pauatahanui is RD1, with no one entry/exit point. Location options such as on or just past the roundabout were preferred as Transmission Gully will make this a key entry/exit point.
- Type of sign; wood with metal letters was one option presented. It was agreed it should look suitable for our type of community and should be difficult to graffiti.

The Committee **noted** the update and will continue to pursue the various ideas.

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**8. Treasurers Report – General account**

Diane tabled her Treasurer's Report:

<b>PRA General Account</b>		Balance	<b>\$1,825.90</b>
Received	Subscriptions		\$40.00
	Interest		\$8.05

The Committee **noted** the update.

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**9. Treasurers Report – History**

<b>PRA History account</b>		Balance	<b>\$7,747.08</b>
	Cheque		\$7,018.13
	Paypal		\$728.95

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**account**

Received

Book sales

\$2,431.45

Interest

\$27.21

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The committee **noted** the Treasurer's report.

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**10. Other  
topical issues****Septic Tanks / Onsite Wastewater Licensing**

From 1 April 2011 PCC introduced a system of Certificate of Fitness and licensing for On-site wastewater disposal (or septic tanks), requiring landowners to meet set conditions depending on the type of septic tank or disposal system. Recently PRA has heard some queries regarding how the relicensing is being implemented.

Following discussion, PRA decided that, three years on, it would be appropriate to check how the processes for relicensing are working for residents and whether there are any challenges being presented by ongoing compliance.

Refer to item 13 action item where the question of onsite wastewater licensing is to be raised with residents through the March newsletter.

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**ANZAC 25 April commemorations**

**Action 18032014/02:** Alan will obtain the details of commemorations in Pauatahanui for circulation in the March newsletter.

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**11. PRA AGM**

Following ideas for the AGM were discussed and agreed:

- Ken will invite Darryl Ellis to speak on his vision for the village
- Erica to discuss with Christine possibility of having Rural Fire speak for 10 minutes
- Anna to discuss with Andrew Gray possibility of speaking for 10 minutes on the next stage of the Te Aro Piko walkway
- Perhaps Jim Sutton speaking on Onsite Wastewater Licensing for 10 minutes
- Jo will ask whether the PCC Chief Gardener will speak about "planting natives to attract native species" for 10-15 minutes
- Other potential topics included
  - the Northern Growth Area Structure Plan (Peter Matich, PCC)
  - Follow-up on the history book (Sharon or Christine Stanley)

**Action 18032014/03:** Erica to draft an AGM agenda for discussion at the next April meeting. Erica to pursue options for venue (possibly Judgeford Golf Course or School).

**Action 18032014/04:** Members to follow up on speakers as agreed above.

**Action 18032014/05:** Erica to draft April AGM (postal) advert, in which subscriptions with also be sought.

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**12. Web  
material****Website**

There has been no response to the request for information/places of interest etc on the website. Diane is currently preparing further web pages under topics such as septic tank do's and don'ts, rural fire services. She is also hoping, in conjunction with the History Group, and alongside the work being done by Anna and Christine Stanley, to have a "Then and Now" photo page on the website.

The Committee **noted** the update.

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**13.  
Newsletter  
material**

**Action 18032014/06:** The Committee agreed the following items for March newsletter:

- Profile of Secretary (space permitting) – Erica.
  - Summary of meeting – Erica.
  - Update on village planning – Erica.
  - Reminder for contribution to website – Erica
  - Notice of Northern Area Structure Plan – Erica
  - Heads up on upcoming AGM on 20 May 2014 - Erica
  - Onsite wastewater System licensing – Diane
  - ANZAC Day arrangements – Alan/Erica
  - Thank residents for all of their feedback on variety of topics, all opinions appreciated - Erica
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**14. Other  
comms**

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Nil

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**15. Any other  
business**

**Other Correspondence**

John tabled an invoice dated 28 February 2014, relating to McVine International who provided wine at an event for the PRA in 2010.

**Action 18032014/09:** John will investigate the appropriateness of the McVine International late invoice and communicate the results back to the Committee.

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**Next meeting**

Next meeting is scheduled for 15 April, 7.30pm, venue 325 Grays Road.

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**Approved by:**

**Ken McAdam**

Chairman

Pauatahanui Residents Association

Management Committee

## PRA Action Items

Action item	Details	Responsibility	Due	Status
<b>New Action 18032014/01</b>	Anna to circulate the electronic version of the bus shelter plan to the Committee for feedback to her.	Anna	April	
<b>New Action 18032014/02</b>	Alan will obtain the details of commemorations in Pauatahanui for circulation in the March newsletter.	Alan	March	
<b>New Action 18032014/03</b>	Erica to draft an AGM agenda for discussion at the next April meeting. Erica to pursue options for venue (possibly Judgeford Golf Course or School).	Erica	April	
<b>New Action 18032014/04</b>	Members to follow up on speakers as follows: <ul style="list-style-type: none"> <li>• Darryl Ellis - Ken</li> <li>• Rural Fire - Erica</li> <li>• Te Aro Piko walkway – Anna</li> <li>• Onsite Wastewater Licensing</li> <li>• PCC Chief Gardener - Jo</li> </ul>	Ken, Erica, Anna and Jo	April	
<b>New Action 18032014/05</b>	Erica to draft April AGM (postal) advert, in which subscriptions with also be sought.	Erica	April	
<b>New Action 18032014/06</b>	March newsletter responsibilities: <ul style="list-style-type: none"> <li>• Profile of Secretary (space permitting) – Erica.</li> <li>• Summary of meeting – Erica.</li> <li>• Update on village planning – Erica.</li> <li>• Reminder for contribution to website – Erica</li> </ul>	Erica, Diane and Alan	March	

	<ul style="list-style-type: none"> <li>• Notice of Northern Area Structure Plan – Erica</li> <li>• Heads up on upcoming AGM on 20 May 2014 - Erica</li> <li>• Onsite wastewater System licensing – Diane</li> <li>• ANZAC Day arrangements – Alan/Erica</li> <li>• Thank residents for all of their feedback on variety of topics, all opinions appreciated - Erica</li> </ul>			
<b>18022014/01</b>	As any further information or decisions come to hand related to the Winstone Hearing Diane will advise the Committee.	Diane	Ongoing	
<b>18022014/02</b>	Alan and Erica to develop the communications back to residents who provided feedback and a newsletter article.	Erica, Alan and Ken	End Feb	<b>Completed</b>
<b>21012014/01</b>	History Book project contributors be strongly encouraged to seek reimbursement for expenses incurred, by 28 February cut off.	Sharon	Next History Group meeting	<b>Completed</b>
<b>21012014/03</b>	The Committee <b>commended</b> the History Group and other supporters for their fabulous work, which has contributed to the success of the book and subsequent repayment of all debts. The Committee requested their thanks for this work be passed onto the History Group.	Sharon	Next History Group meeting	<b>Completed</b>
<b>21012014/04</b>	History Group to suggest a number of points of interest in the Pauatahanui area (around 8) for a Green & Gold trail.	Alan	Next History Group meeting	<b>Work in progress</b> The identification of sites has commenced.
<b>19112013/01</b>	Determine which records should be held and the help needed to transfer these to	Alan and History Group	Ongoing	<b>Work in progress</b> Refer to 21 January 2014 minutes item 5 for

	the PRA records. <b>18 March Update:</b> Andy has expertise in document storage and will investigate some options on behalf of the PRA.	Andy		original discussion. To be followed up at future meetings.
<b>19112013/06</b>	Confirm with the Church that they are not interested in security lighting.	Claire/Anna	ongoing	<b>Work in progress</b> Anna will update the Committee as appropriate
<b>19112013/07</b>	Plans to be drawn up for Paremata Road pathway, courtesy crossing point and improved lighting. Confirm a Transit subsidy is available for this work.	Claire/Anna	ongoing	<b>Work in progress</b> Anna will update the Committee as appropriate.
<b>19112013/09</b>	Determine whether PCC maintenance can service the Rotary garden in the village.	Claire/Anna	Ongoing	<b>Work in progress</b> Anna will update the Committee as appropriate
<b>19112013/10</b>	Follow up on Heritage trail organisation that may fund some history trail signs.	Claire/Anna	Ongoing	<b>Work in progress</b> Anna will update the Committee as appropriate
<b>19112013/13</b>	Feasibility of welcome to Pauatahanui sign. (Rotary are keen to be involved)	Anna	Ongoing	<b>Work in progress</b> Anna will update the Committee as appropriate
<b>19112013/14</b>	PRA to commence 2014/15 village planning.	PRA Agenda	Ongoing	<b>Work in progress</b> Anna will update the Committee as appropriate
<b>19112013/15</b>	Send PRA Committee the details of Sewerage Scheme work schedule.	Anna	Dec 2013	<b>Completed</b>

## Bring-ups – future meetings

Meeting	Action	Responsibility
18 March 2014	<b>21 January 2014 minute proposal:</b> AGM proposed for May 2014. The notice for the proposed AGM be sent out in April with request for subscriptions.	Erica/Diane