

**GREENHITHE RESIDENTS' ASSOCIATION**  
**Minutes of Meeting 1 August 2017**

**Present:** Brian, Chris, David, Dennis, Elaine, Julie, Mick, Penny, Simon, Local Board Member Uzra.

**Apologies:** Councillor John Watson, Local Board Chair Lisa Whyte

**Guests:** Trish Cassone

**Minutes of Previous Meeting 6 June 2017.**

The minutes were circulated prior to the meeting.

Motion: The minutes be approved as a true and correct record.

Moved: Brian, Simon  
Carried.

Due to the fact that Trish was co-opted into GRA after the election at the AGM, she was formally welcomed on to the Committee as a member.

**Matters arising**

Insurance on the halls. Lisa has checked this and both halls are insured via Auckland Council. Simon raised the question of the amount insured and Uzra offered to speak to Community Facilities Team at Council regarding this.

**Action:**

Uzra to discuss the amount of insurance with the Community Facilities Team.

**Correspondence**

The Halls Management issue was considered and Mohini has been doing the job since late June. Thanks were given to Simon and Elaine for their support in relation to this. Harcourts had been appropriately thanked for their services.

A notice has been received from the real estate agent dealing with the Salthouse property to the effect that it has now been sold.

A report was received from NZTA via John Watson in regard to Upper Harbour Drive congestion issues. Some minor timing changes had been made to various sets of traffic lights. John Watson wrote to Auckland Council on our behalf and the matter is being taken seriously. John Watson has checked with AT about people being left at the bus stops under the new timetable and is advised that the 120 bus has sufficient capacity on all trips. Ferries to Greenhithe – possibly to Rame Road - have been suggested and was last looked at by consultants in 2005. There are a number of major issues involved: lack of parking, footpaths etc. AT will conduct a further review of all possible locations for a future ferry provision and it is hoped that Rame Road will be included in this consideration.

**Financial Report**

The July accounts were circulated prior to the meeting.

The treasurer reported that there may well be more income to include but some of this is still in the PayPal account. The problems experienced with PayPal were discussed at length. It was agreed that we may need to simplify the whole system. It was agreed that Chris shall take these matters up with Martin.

Elaine advised that she would like to register GRA for GST as the fee income increases. She has discussed the issue with an accountant to obtain advice on the best approach. Brian suggested that registering for GST is done just before we start the big expenditure on the hall alterations. Uzra suggested that Elaine may find it helpful to meet with the manager for the Albany Hall to discuss how they manage their hall booking system.

### Membership Fee:

Elaine reported there are only approximately 20 paid up members and it was agreed that we need to try and encourage more local residents to join. The fee was discussed and it was agreed that this shall remain at \$20.

Motion: The accounts are received and approved and the annual fee shall remain at \$20.

Moved: Brian, Elaine  
Carried

### Action:

Chris to discuss the problems with PayPal with Martin.

Uzra to arrange a meeting between Elaine and the Albany Hall Manager.

### Hall Reports

#### Contracts for Mohini and Dave

Mick was requested to prepare a contract for Mohini as a contractor, no PAYE or OH&S involved. We need to sort out Mohini's expenses and Mick will also take care of that. Dave, the cleaner, also does not have a contract. Chris was asked to assess what needs to be included in Dave's contract and pass this over to Mick to prepare an appropriate contract document.

### Action:

Chris to assess the needs for Dave's contract and pass this on to Mick to prepare an appropriate contract for him and one for Mohini.

### Hall Access

Wall safes have been installed in both buildings. In the event that a key is missing the Committee was advised on the whereabouts of a spare key and the code to unlock the wall safe. A third key is held at the dairy. The codes need to be kept confidential.

### Maintenance

The exterior of the main hall is turning green and needs cleaning. A Saturday morning working bee was proposed probably for November when hopefully the weather has improved. We will set a suitable date at the October meeting. The windows need cleaning on a regular basis inside and out. Brian is seeking a quote for this. Trish may have a lead for this also and will check it out. Cleaning inside and out will be required twice a year and the foyer in the Community Hall will need to be done quarterly.

### Building Project

Chris met with Hugh and the builder and it is proposed to start the building work in January 2018. We currently hold \$141,000 towards the cost which includes the \$45,000 from the Council. Simon has \$23,000 in invoicing to be sent out. An application to the Lion Foundation for a grant of \$59,950.00 has been prepared and Simon believes there is a good likelihood that this will be successful. An application to the ASB is yet to be submitted. Brian volunteered his assistance in this if required.

### Action:

Simon and Brian will follow up the submissions.

### Repairs and Maintenance

#### OSB

There was no interest from the three tradespeople contacted to repair the soffit. Trish volunteered to ask a contact of hers if they would be interested in the job.

### Action:

Trish to make contact with possible tradesperson and organise to meet at the OSB to see if they will do the job.

### **Community Hall**

A report was received that the hall has a broken door and this needs to be checked out.

### **De-fibrillator**

Chris suggested that a sign be prepared for both halls in relation to the de-fibrillator.

### **Action:**

Chris will investigate both issues.

### **Community Hall Alterations**

Simon reported as follows:

- Consent has been lodged
- Funding – Harcourts, the Dairy and the Pharmacy all need invoicing. Chris has some thoughts on the content of the relative contracts which he will pass to Simon for consideration. Harcourts' contract will need reviewing in light of the recent changes in hall booking management. Brian will investigate and respond.
- Grant applications – these have been drafted and need the accounts attached. Responses should be received from the Lion Foundation in around 6-8 weeks with ASB being a little slower. It was suggested by Julie that an approach is made to the Lotteries Board and volunteered to look into this.

### **Action:**

Elaine to prepare invoices for the donors.

Brian to investigate the Harcourts' situation.

Chris to advise Simon of the issues he wishes to raise in relation to contracts.

Julie to investigate the possibility of a grant from the Lotteries Board.

### **Building Timetable**

January is still the projected start date.

### **Publicity**

A publicity officer is required. This would involve writing one article per meeting max. The first one required is an appeal for more people to pay membership fees. Future suggestions are for hall vacancies and possibly suggesting them as a wedding venue. Julie volunteered her services.

### **Action:**

Julie to write publicity articles.

### **Council/Local Board Report – Uzra**

#### **Motorway link and Pony Club Amalgamation issue.**

Leases have been notified and an advertisement requesting submissions has been issued. Regarding the pony clubs, nothing has been decided yet. They are finalising the design of the project.

Chris Deane reported that he has spoken to the RDA and they have advised that things are to stay with the status quo for them.

GRA has made a submission in regard to the motorway link suggesting a redesign to avoid using the hockey club land. It is considered that the new roading proposal should include a link on to SH1 to the South as this area has not been considered and is very congested.

**Waipuia Close** - A small fix has been done

**Collins to Sunnyview** This has been scoped but there is no update available.

**Rame Road issues** – no change.

There is a slip on the walkway at the back of Rame Road which Chris has seen and he will report this to the Local Board.

### **Men's Shed**

No meeting has yet taken place with the Glenfield Men's Shed. Brian requested David to arrange a visit for himself and Brian to discuss the possibility of sharing their facilities maybe one day a week.

#### **Action:**

David to make contact with Glenfield Men's Shed, organise a meeting and e-mail Brian with the suggested date as soon as possible.

### **Emergency Plan**

Dennis reported that he has been unwell which has held him back. In the meantime he has located a copy of the Master Document that had been circulated. The next move is to remove Auckland Council from the document.

- There are probably some sites in Greenhithe with hazardous goods and these need checking out.
- An Emergency Operations Centre is being developed and new staff appointed to develop standard operating procedures and standard maintenance systems.
- Brian enquired when the time will be right to get a think tank together to redesign the local plan. 2018 seems to be when the first plan will be available. This issue can be discussed again at the December meeting.
- A leaflet can be downloaded from CDM Auckland. CD will organise to have this put up on the GRA website.

### **Waterfront Project**

Salthouse has recently sold the property and the sale will settle sometime in October. Salthouse will remain on site for a further two years. There may be a possibility of negotiating some type of sale or agreement with the new owners at some stage in the future.

The parking signs have blown down in the recent gales. Chris volunteered to organise new signs and to discuss with Greg Salthouse whether these could be affixed to the building rather than the wire fence so that the wind cannot get behind them causing further damage.

#### **Action:**

Chris to organise printing of new signs and liaise with Greg Salthouse relating to location of these on the buildings.

### **General Business**

#### **Committee Vacancies**

There are still two vacancies on the Committee and it would be good to fill these. If a willing IT person could be found they would be very useful.

#### **Action:**

Julie volunteered to put out a suitable advertisement.

### **Halls Cancellation Policy**

Chris raised the issue of a cancellation policy for the halls. He had circulated his thoughts previously in an email to everyone. Mick and Chris will liaise to organise a suitable policy. We need to find the original contract.

#### **Action:**

Chris and Mick to liaise on preparation of a suitable cancellation policy.

The Local Board member was thanked for her attendance.

There being no further business the meeting closed at 9.30 pm.

The next meeting will be on 3 October 2017.