

## MINUTES OF GRA COMMITTEE MEETING – 02/08/22

<b>Date:</b>	2 <sup>nd</sup> August 2022	<b>Time</b>	19:32~21:40			
<b>Venue:</b>	Committee Meeting Room, Greenhithe Village Community Hall	Minutes Taker Trish Cassone				
<b>Attendance:</b>	<b>Committee Members</b>					
Ab = Absent Ap = Apologies P = Present *: Executives	Ken Forrest*	P	Trish Cassone*	P	Adele Piper*	P
	Michelle Heald	P	Nika Osbourne	P	Jackie Miles	P
	James Chong	P	Wendy Turner	P	Annie Yong	P
	Chris Fraser	P	Karl Vetter	P	Wendy Turner	P
	<b>Guests</b>					
	1. Anna Atkinson (UHLB) 2. Margaret Miles (UHLB)					

### 1. WELCOME, INTRODUCTIONS & APOLOGIES

Ken Forrest called the meeting to order at 7.40 p.m. He welcomed the committee members along with resident David Willmott who will speak later in the meeting.

**Apologies: Brian Carran, Samantha Joyce, Tricia Moore, Steven Oh, Mick Sinclair**

#### **Motion #1**

MOVED by, Seconded by

That the apologies are accepted.

*Carried.*

### 2. CORRESPONDENCE

Letter from Local Board re rates remission plus letter of thanks.

AT Letter – update on concrete bollards/separators. (Letter to be added to minutes).

### 3. MINUTES FROM PREVIOUS MEETING

Approval of Previous Meeting Minutes 9<sup>th</sup> June 2022.

#### **Motion #2**

MOVED by Annie, Seonded by Nika.

That the minutes are accepted and approved as a true and correct record.

*Carried.*

At this point of the meeting Ken introduced David Willmott to speak. David is a Greenhithe resident and previous Committee Member. His e mail to the Committee will be distributed to Committee members. David spoke about creating a Men's Shed in Greenhithe. Also suggested a discussion group re truth seekers or voices for freedom hub. Committee members can contact him if they think they can assist with any Committee matters or to give him useful suggestions.

## 4. TREASURER'S REPORT

**4-1.** Adele thanked Steven for his help especially with signatories. Adele is now using MYOB. All communications can go to her via the Treasurer e mail address. Banking not reconciled - \$23 difference. Adele will reverse which will bring the revenue down by \$23. Payments up to date which includes a rates payment of \$588.09. Hall rental is up by \$2,802 compared to last year. Expenses are down due to no major repairs this year to date. Rental on OSB is down by \$553.00. Overall to date we have made a loss of \$2,380 compared to last year's \$35,000 (repairs factor in). We have received confirmation from Lisa Whyte that a discretionary grant for rates remission has been approved which amounts to \$1,474.00.

**4-2. Funding updates see below.**

**4.3 Approval of Financial Statements.**

**4.4. Financial forecast – called “budget” on Profit and Loss 31 March 2023.**

Banking tokens are presently held by Michelle, Tricia Moore, Ken Forrest. Delete Ivy and Steven.

### **Motion #3**

MOVED by Michelle, seconded by James.

That the financial statements are accepted as correct and accurate.

*Carried.*

## 5. HALL REPORT

### **5-1. Hall Booking**

Slowly getting bigger bookings back. Church only once a week at present but will change and pick up again. Becca starting more classes. Wendy is hall user representative.

### **5.2 Hall Management**

No major maintenance issues. Michelle will ask her husband if he can fix the sliding door in the foyer. No complaints.

A big Thank You to Alison and the Greenhithe Garden Club ladies who spruced up the gardens before Memorial Service for local resident Rollo Barwell.

### **5.3 Land Sales**

Mick advised that Resource Consent had been obtained on the land. New boundaries were in place prior to subdivision.

## 6. HALL MAINTENANCE/BUILDING PROJECTS

### 6-.1 Hall Maintenance/Building projects.

Still awaiting funds from sale to carry out any projects. Brian had suggested to apply for grants to help with some of the funding. Michelle commented that it is hard to get funding for Greenhithe. Only options for Greenhithe are The Lion Foundation, Council, who are also short on money for funding and the Lotteries Commission. When putting in an application for funding write a good letter to accompany the application. Brian can advise on this matter.

#### 1. Chairs

Jackie suggested that chair purchase could be done by residents buying a Chair. Perhaps subs from a membership drive could go towards purchasing chairs.

#### 2. Interior painting

Nothing further.

#### 3. Hall floor

Chris has options for flooring. Margaret to check on price for Herald Island Community Hall which was a Council payment. Chris not sure on this product. Do more quotes once funding has come through. Ken asked for a performance spec from Chris. A run out stock option was discussed. Michelle made the point that there be no cheap laminate.

#### 4. Curtains and blinds

Nothing further.

#### 5. Foyer carpet

Nothing further

#### 6. Hall and pylon signage

Nothing further

## **7. Site Meeting**

Discussion re cost of additional parks and re-marking to code of existing ones. Karl might be able to do this with a Real Estate sign and a spray can. The budget cost of \$5,000-\$7,000 for two additional carparks not really justified especially if it is supporting parking for patrons and staff of the Malt. Michele has spoken to Kevin (The Malt) about parking in Hall carparks but his care factor is low. Michelle suggested towing signage – near ground level. Maybe ask Rory.

Also checked out front exterior light. Chris will get suitable light from Bunnings. He can do the installation but an Electrician is required to do the reconnection.

### **6-4. Deferred to next summer**

#### **OSB roof replacement**

## **7. COUNCIL/LOCAL BOARD REPORT**

**7-1** Repairs – Brian has some new jobs to add. Margaret suggested that we all report individually on the AT website. Give description of location of problem i.e. a house number. Keep a note of the job number and refer to this if follow up is required.

### **7.2 Rahui pathway to Scout Den**

Most likely delayed by weather.

### **7.3 Traffic calming on Rame Road**

Karl reported that nothing came of his request to AT. They have advised him that it has been officially investigated but it is not a priority. Anna suggested to revisit the problem once the 30kph speed zones are added in the area.

### **7.4 Installation of Separators on Upper Harbour Drive**

Anna advised that they are awaiting a report from AT re separators. There had been discussed with regard to accidents caused by the separators. Ann shared information about this type of cycle track being part of a bigger picture which ultimately will create an east/west link.

### **7.5 Stormwater Catchment Areas**

Chris reported that the work had been done well which included the landscaping.

Ken presented Margaret with a bouquet of flowers as she is leaving the Upper Harbour Local Board and this is her final meeting representing the Board. He gave a message of thanks to her for all her hard work in supporting the GRA over the years. Members of the Committee also thanked Margaret for her incredible service.

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## 8. COMMUNITY PROJECTS

### 8.1 Greenhithe Emergency Management

Ken advised not much to report. Michelle is co-ordinating the Scouts Pancake Day to be held on 24<sup>th</sup> September. There will be GRA representation along with representatives from the Emergency Services i.e. Fire Department.

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## 9. MARKETING AND PUBLICITY

### 9.1 Ideas to increase Membership.

How do we advertise Hall to hirers within the Community.

### 9.2 Advertising on Social Media i.e. Facebook

Samantha to discuss. She was not at the meeting. Annie suggested that Lindsay Carroll could possibly assist. Michelle could post bookings which could act as advertising for various groups e.g. bowls, bridge etc. Chris suggested a TV screen inside the hall window which could showcase upcoming events. Perhaps promote Pancake Day on sign board. Ken happy to represent GRA on Pancake Day. There needs to be communication within the Committee as to what we do.

Community needs to be made aware of maintenance requirements/costs for the Village Hall and OSB. Jackie made the comment that the Community needs to be made aware that the Hall is owned by the Community. Join up – have have your say .....

It might be useful to let people know that alcohol can be served at a private function without obtaining a license – but not sold. Ken set up a group including himself, Jackie, Annie and James to work out how best to get the message across to the local Community on Pancake Day.

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## 10. GENERAL BUSINESS

**10.1 Incorporated Societies Legal update** – Act that has no date of when it comes in to force. Mick is checking requirements against Constitution.

**10.2 Incorporated Societies Register Filing Obligations** – Need to update Incorporated Societies Mick and Ken to sort. Elaine Utting will have details. Michelle to check

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## NEXT MEETING(S)

**The next regular Committee meeting will be on Tuesday 4<sup>th</sup> October 2022.**

**ADJOURN** There being no further business the meeting was adjourned at 9.35 p.m.