

MINUTES OF GRA COMMITTEE MEETING – AUGUST 2023

Date:	15/08/23	Time	19.15			
Venue:	Committee Meeting Room, Greenhithe Village Community Hall	Minutes Taker Tricia Moore				
Attendance:	Committee Members					
Ab = Absent Ap = Apologies P = Present *: Executives	Ken Forrest*	Ap	Trish Cassone*	Ap	Adele Piper*	P
	Tricia Moore*	P	Michelle Heald	Ap	Jackie Miles	P
	James Chong	P	Wendy Turner	Ap	Annie Yong	P
	Chris Fraser	p	Samantha Joyce	Ap	Nika Osbourne	P
	Mick Sinclair	Ab	Ehsan Zabihi	Ab		
	Guests					

1. WELCOME, INTRODUCTIONS & APOLOGIES

In the absence of Ken Forrest and Trish Cassone owing to ill health Tricia Moore chaired the meeting.

Tricia called the meeting to order at 7.15 p.m.

Apologies: Ken Forrest, Trish Cassone, Wendy Turner, Michelle Heald, Anna Atkinson, Uzra Casuri Balouch

2. CORRESPONDENCE

Renewal of Ground lease has been signed and returned to Council. There is nothing unusual in the terms but they are focussed on their Community Outcomes that we need to report against annually

3. MINUTES FROM PREVIOUS MEETING

Approval of Previous Meeting Minutes 05/07/23.

Motion #1

MOVED by Adele, Seconded by Tricia.

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

Carried.

4. TREASURER'S REPORT

4.1 Financial Overview

Adele reported the following:

- The financial reports are up to an including the 31 July 2023
- MYOB bank matches the actual bank account and as at the 31 July 2023 – balance 127819.99
- The \$10000.00 on term deposit which was started on 28/02/2023 has earned \$84.70 as at 31/07/2023 – reconciliation balances.
 - Total for two banks as at 31 July 2023 - \$137904.69
- Summary of the year to date:-
 - YTD to we are up on main hall rental by \$987 compared to last year and down on the OSB by \$51 – a net increase of \$936 for the year so far.
 - Our expenses are up YTD by \$3337, mainly the insurance and R&M.
 - Water is still up from last year - \$222 more but it is in keeping with the hall being busier and water prices increasing.
 - We have made an overall operating loss of \$5634 which is greater than last year by \$2352.
 - Our profit for the year is \$9450 compared to a loss of \$3281 for last year.
 - We owe \$854 to suppliers, the invoices are however included in the expenses and are loaded into ASB to release on their due dates.
 - Our new rates bill has come in and the CV has decreased from \$990k to \$930 and the land value has decreased from \$760k to \$700.
 - The rates for 2023/2024 year have increased to \$2435.24 from \$2352.37 for the 2022/2023 year.

General note:

- We should reconsider Paypal subscriptions as they take an admin fee for each payment and then a fee to transfer the funds to our bank.
- We have had an email from Mercury saying we are owed some funds, no one seems to have the log in details for Mercury so we will have to call them to get further details.

Ken advised per e mail regarding the budget

A draft budget has been done taking into account repair costs. However we will be short on funds if we spend the full allowances. As we get updated pricing we may need to reduce the scope of some items.

Motion #2

MOVED by Tricia, Seconded by Nika

That the financial statements are accepted as correct and accurate.

Carried.

5. HALL REPORT

5-1 Hall Booking

Due to ill health Michelle was not present at the meeting however she sent in the following report.

There have been more Saturday daytime bookings which is pleasing. We were lucky to have Brokenwood filming at the Hall last week. They are very accommodating in working around our bookings. OSB still does not have as many party bookings as previously as bookings have largely gone to Playcentre. However we have been approached by someone who many want to run Pilates 3 x a week.

5.2 Maintenance

A railing on the deck broke and “Mr Handyman extraordinaire” aka Brian has fixed it. Sun shade will be going up again when weather permits.

The heaters at the OSB are playing up and not working all the time. We need to look at a long term solution, either heat pump to be installed or update existing heaters.

Renovations

Would it be possible to get painting and even carpet installed in next school holidays? Dates are 22nd – 6th October. Hall is not utilised as much other than Fitness Classes and Bowls. This also would enable us to fulfil our Grant requirements. Michelle is more than happy to co-ordinate this and suggest we implement the colours that Alice has previously suggested and then we can get curtains to complement.

6. HALL MAINTENANCE/BUILDING PROJECTS

6-1 Community Hall Renovation Design

Floor

Inspection to be arranged by Jacobsens within the next few weeks to confirm if repair is at all possible (no charge) and if not they will price options.

Installation of street sign – Due to height - Kiwi Excavate doesn't want to carry out installation. They will undertake the demolition of old signs. Ken requested per e mail if anyone knows contact for scaffolding – up to 3 metres. Chris said he would be able to obtain scaffolding. Discussion was had about obtaining a “site scan” to detect whether any underground cabling or piping exists where new sign to be installed. Chris said he could look into getting an underground “site scan”.

6-2. Deferred to next summer

OSB roof replacement.

7. COUNCIL/LOCAL BOARD REPORT

No report to hand Anna and Uzra were absent at the meeting.

8. COMMUNITY PROJECTS

Greenhithe Emergency Management

GERG Greenhithe Emergency Resilience Group

There has been no progress in being registered as a potential Civil Defence Hub as we need to get a WOF on the building. Brian unable to track down the builder. Ken has a box of invoices and documents now to look through to find out who the parties involved were (engineer, plumber, electrician). Chris to liaise with Ken to organise a site visit by Council to get a check list of what needs to be done to get a sign off.

9. MARKETING AND PUBLICITY

Discussion was raised on how to generate more interest within the Community regarding payment of subscriptions by Adele. Tricia commented that she had devised a Powerpoint outlining who GRA are and the importance of paying an amount of \$20 which would be put towards maintenance of the Village Hall and OSB. Jackie pointed out that a new publication called Greenhithe Life was about to be launched and that we should get an article published there. Tricia said she would forward her Powerpoint to Annie who could in turn arrange for it to be included in the publication of Greenhithe Life which should be circulated September/October within the Greenhithe Community.

10. GENERAL BUSINESS

Jackie mentioned Hydrovac trucks were in the hall carpark probably clearing drain in corner near Pohutukawa.

Chris asked why a bouncy castle was not allowed in the Village Hall at a children's party recently.

ADJOURN There being no further business the meeting was adjourned at 8.15p.m.

NEXT MEETING(S)

The next regular Committee meeting will be on Tuesday 3rd October 2023.