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Otorohanga Community Board

# MINUTES

23 March 2017

3.00pm

**OTOROHANGA COMMUNITY BOARD**

23 MARCH 2017

Minutes of an Ordinary meeting of the Otorohanga Community Board held in the Council Chambers, 17 Maniapoto Street, Otorohanga on 23 March 2017 commencing at 3.00pm

***MINUTES***

Minutes are unconfirmed and subject to amendment at the next meeting of the Board.

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## **PRESENT**

Mr P McConnell (Chair), Mrs. K Christison, Mrs. EM Cowan, Mr A Buckman(3.02pm), Mr N Gadd(3.02pm), Mr P Coventry

## **IN ATTENDANCE**

His Worship The Mayor M Baxter, Messrs DC Clibbery (Chief Executive),G Bunn (Finance and Administration Manager), A Loe (Environmental Services Manager), R Brady (Engineering Manager), B O'Callaghan (District Accountant), M Lewis (Community Facilities Officer) and CA Tutty (Governance Supervisor),

The Chair declared the meeting open and welcomed members, staff and the public to the March meeting of the Board.

## **CONFIRMATION OF MINUTES – 23 FEBRUARY 2017**

The following grammar / spelling corrections were identified:

**Page 2.** Public Forum Component of Board Meetings, paragraph 3, the word 'page' be inserted at the end of the sentence.

**Page 4.** Final Sentence, wording "and acknowledgement" be deleted.

**Page 4.** Huiputea Drive, the sentence to read: 'Members were informed that signage is being erected....'

**Page 5.** Project Kiwiana Committee. The name 'Marain' to be spelt as typed.

The second paragraph, the word "which" to be replaced by the word "who".

**Resolved** that the minutes of the meeting of the Otorohanga Community Board held on 23 February 2017, as amended, be approved as a true and correct record of that meeting.

## **Chair / Mrs Cowan**

## **WORKSHOP**

The meeting adjourned for workshop discussions.

The Chair informed members that the Board will now proceed in a workshop situation wherein only main conclusions / actions will be recorded.

## **VERANDAH ISSUES MANIAPOTO STREET**

The Chief Executive referred to a letter received from Norm Burmester of Otorohanga Agri Machinery 2011 Limited requesting to remove a deteriorated verandah and repair the building facade without reinstating a new verandah over the pedestrian precinct.

The Chief Executive circulated a report on this request. He informed members that should the Board agree to the request, it could be seen to be setting a precedent and thus the commencement of a slippery slope. He said verandahs do have benefits such as protecting pedestrians from the weather, protecting the shop contents etc. He questioned how these issues can be managed in an affordable and appropriate manner.

Following discussion it was agreed that an item be placed on the next meeting Agenda to modify the existing 'Structures and Works in Public Places' Bylaw as the first stage and then consideration be given to introducing potential initiatives for a coordinated approach to verandah replacement.

## **NEW ZEALAND MOTOR CARAVAN ASSOCIATION PARK**

The Chief Executive reported there has been discussion by the New Zealand Motor Caravan Association regarding an effluent disposal facility in the town. He said there is currently a commercially operated dump-site already established in Otorohanga.

Members expressed the opinion that they are against the provision of another facility, especially with one already established.

## **OTOROHANGA STOPBANKS**

Mrs Cowan raised the matter of Council's Licences to graze the stopbank area and that these are not consistent with the service level agreement with the Waikato Regional Council. Mrs Cowan queried what funding received from the Regional Council was being used for.

It was suggested that this should cover items such as fencing, water provision and better maintenance of the stopbanks.

Members were informed that the conditions of the current leases are not intensely monitored and that Council is considering employing a property person who has specialised skills in this field. Members were advised that the current condition of the stop banks has not arrived at a level threatening to the town.

Following further discussion it was agreed that Council be proactive with its lessees and if there are issues requiring attention then these be attended to.

Mr Buckman, with his farming experience, offered staff assistance on matters relating to the stop banks.

It was agreed that the matter of a possible walkway and fencing on the stopbanks be considered at a later time.

With regard to a proposed walkway Mrs Christison advised that funding for this purpose could be available from the Waikato Regional Council.

### **PROPOSED DAIRY FACTORY**

The Chief Executive referred to the Happy Valley Dairy Factory proposal and reported that this facility will require Council water as a backup. He said Council will have to commit resources should they agree to this condition.

The Chief Executive advised that should water be made available then it will be necessary for the applicant to pay an availability charge regardless of whether they use the water or not.

Members were comfortable with this proposal.

### **CONFIDENTIALITY**

The Chair informed members that items discussed in a workshop situation must be kept confidential and only a record of any key notes / decisions will be recorded for presentation to the next Board meeting.

### **RAILWAY FENCE**

Members were informed that should the existing Railway fence adjacent to the northern end of Wahanui Crescent be removed then a replacement is required.

Mrs Christison reported that should a new fence be erected then it should be placed in the mowing contract so that the railway side of this fence be kept sprayed.

The potential spending of around \$17,000 on a new fence was discussed, but it was felt that this amount was excessive.

It was agreed that Council's Community Facilities Officer make an approach to local fencer Jeff Rountree to provide a quotation to install a post and two rail fence like that in the Bob Horsfall Reserve, including the installation of a mowing strip.

### **DRAFT ESTIMATES – 2017 – 2018 FINANCIAL YEAR**

Members were informed that under Council's Annual Plan these 2017 – 2018 draft estimates relate to year 3 of Council's Long Term Plan.

The District Accountant informed members that the draft estimates include items such as the proposed Residential Subdivision which are included in the current Long Term Plan amendment.

Consideration of fees and charges that relate to the Otorohanga Community Board will be presented to the Board at its next meeting.

Members were informed that every three years Council is required to revalue its assets, and this often results in an increase in the amount of depreciation.

It was agreed that further investigation / consideration is required on the budget estimates presented for the Otorohanga Parks and Reserves account.

The Board meeting was re-convened at 5.58pm.

**DECLARATION OF INTEREST**

The Chair asked members whether they were aware of any situations where they could stand to make personal and or monetary gains in any particular matter to be discussed at this meeting.

No such declarations of interest were received.

**ITEM 17 DRAFT MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING  
31 DECEMBER 2016**

Members were referred to the draft Management Accounts for the period ending 31 December 2016.

The Chief Executive highlighted the following major variances-

- a) Water supply account and water treatment account – operating expenditure running a little high. He advised that the relevant staff have been encouraged to ensure they charge their time more efficiently thus having an impact on these accounts.
- b) Otorohanga sewerage asset maintenance – 92% of budget spent to date. Members were informed that this is mainly due to a sewer main line failure on Main North Road.
- c) Otorohanga Parks and Reserves – this relates to \$127,000 given to the Otorohanga Zoological Society which at the end of Council's financial year, will be transferred in from the Community Reserves Account.

The Chief Executive reported that all other variances in the accounts are quite minor and that a number are due to timing issues. He said overall it is a good set of accounts.

The Chair expressed the Boards thanks to the District Accountant and staff.

**Resolved** that the Draft Management Accounts for the period ended 31 December 2016 be received.

**Mr Coventry / Mrs Christison**

**ITEM 18 MATTERS REFERRED**

The Governance Supervisor took through members through Matters Referred.

**MRS F RAWLINGS – MR PAYNE**

The Chair reported that he had spoken to Mrs Rawlings and apologised to her however, he had not received their letter. It was agreed that there is substantial content in the letter therefore, the Chair undertook to catch up with Mrs Rawlings to speak to these issues.

Mrs Cowan confirmed that she had emailed the Chair with her comments.

**ROTARY PARK WALKOVER**

It was agreed that the Engineering Manager or Community Facilities Officer email members with proposed dates for a walk over of Rotary Park sometime after Easter.

**GENERAL**

**PONTOON – LAKE HUIPUTEA**

Mrs Cowan reported she has received queries from people regarding what had happened to the small pontoon erected on Lake Huiputea.

The Community Facilities Officer replied that this was deemed unsafe by Councils Building department and accordingly removed.

**PAINTBALL AREA – PART DOMAIN LAND**

Mrs Cowan was informed by the Chief Executive that the Lease for the Paintball area in part of the Bob Horsefall Reserve has been signed.

**TOURISTS DRIVING**

Mrs Cowan reported she has seen a number of close calls concerning Tourists driving on the wrong side of the road. She said in particular, this relates to Kakamutu Road and more so on Waitomo Valley Road. Mrs Cowan suggested that consideration be given to providing painted arrows on the roads concerned.

Mr Gadd agreed with Mrs Cowan's comments and reported that tourists on New Zealand roads is a nationwide issue. He pointed out that problems can occur once they travel over one lane bridges and then travel on the wrong side of the road.

**OTOROHANGA VILLAGE GREEN**

Mrs Christison reported that maintenance is required on the seating on the Otorohanga Village Green.

Mrs Christison then informed members of two 'warm fuzzy' items, one being painted rocks which are hidden and when found uploaded onto Facebook, the other being and knitted poppies being made to be displayed for the ANZAC Day commemorations.

#### HARVEST CENTRE CLIMBING WALL

Mr Coventry reported that the Climbing Wall has now reopened.

#### HUIPUTEA DRIVE

Mr Coventry complimented staff on the excellent work carried out at the northern end of Huiputea Drive, in particular reinstating the fencing, repairs to the pedestrian bridge and the general tidy up of weeds etc.

#### PROJECT KIWIANA MEETING

The Chair reported it is proposed to hold a meeting of Board Members with the Project Kiwiana Committee around the second week in April 2017. He said members will be informed by email.

#### WIFI SIGNS

The Chair referred to the WiFi Signs created by the Chief Executive and that a request has been received for these to be erected at the Village Green and adjacent to the Wahanui Crescent Toilet Facility.

The Chair reported that some maintenance work has been carried out on the Village Green in preparation for the Governor Generals visit to Otorohanga. He outlined the route which she will walk along.

Mrs Christison suggested that Council's gardening contractor be approached just prior to the event to ensure that the blower is used on the path. She said should this not happen then she would be prepared to carry out this task.

The Chair informed members that Council's Community Facilities Officer has a new Train Station sign ready to be erected. He also reported that a bees nest has been removed from the former Railway Station building.

#### ALWAYSCONNECTED

The Chair circulated a copy of #AlwaysConnected expenditure for the period 1 December 2016 to 15 February 2017.

He said this information is required in support of the \$6,000 grant to the activity.

The meeting closed at 6.20pm.