



**Otorohanga**

*District Council*

*Otorohanga - where kiwi can fly  
A dynamic, inclusive and unique district*

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# OPEN MINUTES

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## **Ōtorohanga Community Board Te Poari Hapori o Ōtorohanga**

Membership:	Chairperson	Upoko o te Poari Hapori o Ōtorohanga	Kat Brown-Merrin
	Deputy Chairperson	Upoko Tiriwā o te Poari Hapori o Ōtorohanga	Peter Coventry
	Board Member	Mema o te Poari Hapori o Ōtorohanga	Jo Butcher
	Board Member	Mema o te Poari Hapori o Ōtorohanga	Tori Muller
	Councillor – Ōtorohanga	Kaikaunihera – Ōtorohanga	Katrina Christison
	Councillor – Ōtorohanga	Kaikaunihera - Ōtorohanga	Steve Hughes

Minutes of an ordinary meeting of the Ōtorohanga Community Board held in the Council Chambers, Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on Monday, 7 August 2023 commencing at 4.00pm.

Tanya Winter  
**CHIEF EXECUTIVE**

9 August 2023

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There were no workshops.	

**Present**

Chairperson Kat Brown-Merrin, Deputy Chairperson Peter Coventry, and Board Members Jo Butcher and Tori Muller.

**In attendance**

Group Manager Engineering & Assets Mark Lewis, Manager Community Facilities Jared le Fleming, Manager Finance Brendan O’Callaghan, Manager Governance Kaia King.

**OPENING FORMALITIES**

**Commencement of meeting | Te tīmatanga o te hui**

Chairperson Brown-Merrin declared the meeting open at 4.01pm.

**Apologies | Ngā hōnea**

RESOLVED O44: That Ōtorohanga Community Board receive and accept the apologies from Councillor Katrina Christison and Councillor Steve Hughes for non-attendance.

Butcher | Coventry

**Late items | Ngā take tōmuri**

There were no late items.

**Declaration of conflict of interest | Te whakapuakanga pānga taharua**

There were no declarations.

**Confirmation of minutes | Te whakaū i ngā meneti**

RESOLVED O45: That the open minutes of the Ōtorohanga Community Board meeting held on 3 July 2023, having been circulated, be taken as read and confirmed as a true and correct record of that meeting with a minor correction in the list of members present.

Butcher | Muller

**PUBLIC FORUM | HUI TŪMATANUI**

**David Brown from Fire and Emergency New Zealand (FENZ)**

Mr Brown advised FENZ have been working with Ōtorohanga District Council staff for the return of the car parking area between Mitre 10 and the Fire Station off Balance Street following the expiry of the lease.

FENZ will be fencing off the area for safety and training purposes and noted this would impact the community as it was a well-used car parking area. Mr Brown advised FENZ would install fencing on an angle along the southern side to allow Mitre 10 to install a gate for truck access to that property. This means truck access to Mitre 10 would be one way between Balance and Turongo streets.

Mr Brown noted a minimum of one month’s notice would be provided prior to the fencing installation.

The works are required to be completed well prior to the 100-year anniversary in 2025.

In response to a query from Board Member Butcher, Mr Brown confirmed there would be no impact on the library access and parking.

**DECISION REPORTS | NGĀ PŪRONGO WHAKATAU**

**Item 19: Renewal of Decorative Lighting in Maniapoto Street, Ōtorohanga**

Council’s Manager Community Facilities took the report as read noting the report requested additional funding following the project’s confirmation of pricing. In response to a query from Deputy Chairperson Coventry, Mr le Fleming confirmed each pole was wired individually and could not be linked. Council’s Group Manager Engineering & Assets noted the report was dated incorrectly and should be 7 August.

RESOLVED O46: That the Ōtorohanga Community Board approve the additional funding of \$4,400 excluding GST for the installation of the decorative lighting on Maniapoto Street, Ōtorohanga noting the total project cost of \$29,400 excluding GST from the Ōtorohanga General Reserve Fund.

Coventry | Muller

**INFORMATION ONLY REPORTS | NGĀ PŪRONGO MŌHIOHIO ANAKE**

There were no reports.

**PUBLIC EXCLUDED | TAKE MATATAPU**

There were no reports.

**BOARD PROJECTS**

**Project 1: Picnic in the Park**

Board Member Muller advised the next event was anticipated to be in November with further monthly events until March 2024.

**Project 2: Ōtorohanga Hauora and Connectivity Trail**

Board Member Butcher advised the project group were in the process of obtaining quotes and confirming requirements. She noted the project group were in discussions with Council staff to ensure alignment between the Ōtorohanga Town Concept Plan, Reserve Management Plans and the project.

**Project 3: Ōtorohanga Kai Forest**

Chairperson Brown-Merrin advised the project group were organising leaflets to place in mailboxes of residents who had fruit trees laden with fruit noting any unwanted produce could be left in the Sharing

Shed. The project group were also in discussions with local businesses about planting opportunities for their staff.

**Project 4: Ōtorohanga dog park**

Board Member Butcher advised the project group were in discussion with Council staff on the linkages with the Ōtorohanga Town Concept Plan and the Reserves Management Plans.

**OTHER BUSINESS | ĒTAHI ATU TAKE**

**Board Member updates**

Deputy Chairperson Coventry provided an update on the matter discussed at the previous Board meeting in relation to the public parking in the bus stops on Maniapoto Street. He met with Council’s Mark Lewis and NZ Police’s Jimmy Walker then undertook an informal survey over two separate days for an hour each during peak times. He advised the majority of public parking in the bus stops were for a short period of time per car but due to frequency there was very little time when the stop was free for buses to park.

Mr Coventry spoke informally to local business owners who have all requested the matter be addressed prior to the increase of buses expected from September. Council were looking at measures to address the matter including improved signage and education opportunities.

Board Member Butcher commented that the ‘No dogs’ signage also needed improving as there was a noticeable number of dogs being walked along Maniapoto Street.

**Community Board discretionary fund**

Chairperson Brown-Merrin advised a request was received after the agenda was issued. The request was from Brenton Irwin on behalf of the youth charity organisation ‘Blue Light’ seeking \$1,000 towards the cost of a 50 seater bus for their annual Rainbows End Fun Days on 9 and 10 September. This would enable young people from the Waitomo and Ōtorohanga district to attend.

She noted Blue Light will be applying to the Ōtorohanga District community grants fund for future events but due the current funding round timing, decisions would not be made by the Committee until 25 October. This is after the event date so Blue Light were seeking a one-off grant.

RESOLVED O47: That the Ōtorohanga Community Board:

- a) Approve \$1,000.00 excluding GST as a one off grant to Blue Light towards the cost of a 50 seater bus to enable youth to attend the 2023 Rainbows End Fun Days.
- b) Note that Blue Light have been advised to apply for future grants to the Ōtorohanga District community grants fund.

Muller | Butcher

**Resolution Register**

RESOLVED O48: That the Ōtorohanga Community Board confirm the removal of resolution O40 and the resolution made on 08/04/21 by the previous Board.

Coventry | Muller

## CLOSING FORMALITIES

### Meeting closure | Katinga o te hui

Chairperson Brown-Merrin declared the meeting closed at 4.29pm.

## WORKSHOPS | HUI AWHEAWHE

No workshops were held.