



*Halcombe will be a safe, supportive and progressive community.
It will be attractive, valued by all and well connected to the wider district.*

Minutes OF THE HALCOMBE COMMUNITY DEVELOPMENT GROUP

Monday 3rd February 2020 7pm at the HALCOMBE MEMORIAL HALL

PRESENT: Cr Stuart Campbell (Chair) Rachel Lane, Vicki Powell, Richard Bain, Maureen Lambert, Peter Beck, Alex Short, Lauren Porten, Annie O’Fee, Mayor Helen Worboys, Bruce & Diana Dyer, Wayne Short, Paul Hughes, Mike Banner, Carl Johnstone, Janine Hawthorn (MDC).

1.1 Apologies

Jeannette Henderson, Barb Davies, Alison Short

(Moved: Vicki. Seconded: Wayne)

1.2 Correspondence

- Janine Hawthorn MDC – MDC District Plan Review 2020 Work Programme (Dec 2019).
- Angela Rainham – Midcentral Health quarterly Newsletter (Dec 2019).
- Mayor Helen Worboys – Christmas wishes & thank you (Dec 2019).
- Janine Hawthorn MDC – Feilding based Radio Show details (Jan 2020).
- Mayor Helen Worboys – Whanau Day 1st March (Jan 2020).
- Carl Johnson MDC – Follow up on LINZ re Halcombe Domain lease (Jan 2020).
- Janette Smith Sports Manawatu – Asking if any progress on run series through Halcombe (Jan 2020).
- Email in re: Cheese Making course in Halcombe (Jan 2020).
- Emails in and out re: Fence along Monteith Street. Quote from Gavin (Fencer) and communications with John Jones (MDC). (Jan 2020).
- Emails in and out to RCG re: Cell Tower progress. (Dec 2019 and Jan 2020).
- CET letter and cheque received for Halcombe Community Hall Heating. (Jan 2020).
- Janine Hawthorn MDC – Halcombe Playcentre lease update (Jan 2020).
- Alison Short – Thank you for the beautiful flowers. Alison will be attending Rongotea Community meeting tonight.

Hall Correspondence:

- Communications re: request for use of hall overnight (Jan 2020).
- CET grant admin - 11 Dec email to Tracy Sharples MDC to get purchase order numbers for electrical goods covered by CET Nov grant, so MDC can cover payment.
- Emails to Grant and Siobhan for pro-forma invoices for MDC with PO number on them.
- Southern Hospitality - Received email from Siobhan. Sent invoice to MDC. Because MDC have an account with Sthn Hosp. the goods were delivered before payment rec’d. MDC paid invoice. Requested copy of invoice with paid written on it. Sent to Morgan Scott CET for reimbursement.
- 12 Dec email to Grant Joule requesting copy of invoice for heaters, with paid on it, received, sent to Morgan CET to be reimbursed.

(Moved: Vicki. Seconded: Peter)

Actions required from Correspondence

- Playcentre ownership: Building and land owned by MDC (although not on MDCs asset register). Historically Playcentre has maintained it and paid for compliance etc. No formal lease is in place. Discussion was had around what this means for painting the Playcentre. **Carl to investigate further.**

1.3 Confirmation of previous minutes:

That the minutes from the previous meeting held on 2nd December 2019 be accepted as a true and correct record.

(Moved: Maureen. Seconded: Vicki)

1.4 Matters Arising:

Any matters arising will be covered in General Business.

2.0 FINANCIAL BUSINESS

2.1 Financial Report

That the Financial Report showing an overall total balance of \$ 23,345.81 as at 31 January 2020 be accepted.

See attached Financial report for payments made in Dec and Jan.

(Moved: Rachel. Seconded: Maureen)

2.2 Invoices for approval

None

(Moved: N/A. Seconded: N/A)

2.3 MDC Project Funding

See reports at the end. No changes to the current reports. Awaiting confirmation of 2020/2021 submission.

Actions required from Financial Business

Rachel to email Maureen a copy of the two CET letters that have been received since the initial grant funding was approved as the figures don't line up. **Rachel**

Rachel to transfer CET funding from General Account to Hall Refurb Account. **Rachel**

3.0 COUNCIL REPORT

2020/21 Annual report: Submissions received and heard before Christmas 2019. Submissions have been considered and decided on. Letter to come after Workshop, which is coming up in the next week. Still deciding whether to go through the usual Annual Plan process in April (as in previous years) in addition to the pre-submission process that has already been done. Decision on that is happening tomorrow. No significant new projects to report on so thinking the answer will be not to.

Halcombe specific projects in the 2020/21 Annual Plan:

- Ongoing stormwater work
- Wastewater centralisation to be started in 2021/22. Resource consent issues are holding things up at the moment.
- SHRSW (Water scheme) – Currently non-compliant even for current drinking standards (as it was installed as a stock scheme). Awaiting new water standards before making any changes.
- Maintenance and support for the hall, domain, civil defence, Halcombe Road etc...

Ohakea Water scheme: MDC went back to Central Govt re: supplying 85 homes plus stock with safe water. Govt agreed to contribute \$10.8m with the condition that it also supplies water to the Ohakea base. Est total cost is \$13m (including a 20% contingency). Legal advice has been to accept the \$10.8m and to spread the rest of the cost over all Manawatu rate payers. Currently awaiting on Horizons re: position of the new bore. Estimating that it will take 12 – 18 months til installation.

Feilding skate park: Underway in the Makino precinct.

District Planning: A number of parts of the District Plan are being reviewed and MDC is asking for submissions.

- Natural features and landscapes.
- Rural sub-division – this will be important for Halcombe and surrounding areas. Expected mid this year (May/June consultation is an estimated time line).
- Reserve Management plans, walking & cycling strategy etc... also all coming out.

Actions required from Council report: None.

4.0 GENERAL BUSINESS

4.1 Focus #1 – Walkway and Domain (Vicki)	
<u>Monteith Street walkway extension</u> (Rachel) Fencer has submitted quote, which has been accepted however he can't do it for a while.	Looking at an alternative fencer option in the hope this can be done sooner (Rachel)
Some trees came down around Levin Street area. An arborist has been organised by MDC to take care of cleaning these up. Thank you!	
The walkway is looking fantastic. The plants planted by Rec Services have had a good survival rate so far.	
Concern over the fire risk of the unmown grass in the paddocks between Vicki's place and Monteith Street. This poses a fire risk to surrounding houses and also the walkway.	Rachel to see if Jeff can mow a strip around the perimeter when he mows the area to be fenced.

4.2 Focus #2 – Hall & Hall kitchen/bar (Maureen)	
Play Centre used hall Sunday 15 th Dec as extra space for adults – koha received.	
Request to use the hall for overnight stay for overflow from tangi held at Te Tikanga Marae. Discussed with HCDG, Janine MDC and George. Janine: Council rules are for no overnight stays. However, if there is an emergency this is overruled and can be used. Sent reply declining use of hall and included George's alternative suggestions.	
Ongoing discussions with Kirsten re-updating hall web page. Mostly done Fri 24 th Jan 2020.	
7 th January 202. Water tank overflowing (Fire brigade contacted me) Greg cleaned washer on ball cock, turned it over, replaced it and seems to be OK.	
Trying to keep on top of spiders by sweeping and fly spray (as per internet instructions)	
Feb hall bookings: <ul style="list-style-type: none"> • 3rd HCDG AGM and meeting • Zumba – Mon and Wed • Yoga Tues 	
Hall Refurb: A big month of organising the 2 nd CET grant admin (see 1.2 Correspondence above)	Items to be discussed next meeting as ran out of time – Paint sample ideas for under serveries and in toilets.

4.3 Focus #3 – Cenotaph & Recreational Area (Rachel)	
Progress seems to have stopped with the Cenotaph lights.	Janine H to follow up.

4.3 Subprojects

Roading (Richie)	
I noticed that the road slump on Mt Biggs Halcombe road opposite Stewart St intersection has not yet been properly repaired.	Richie to follow up with slumping transaction number progress (#53240).
Graffiti on Mt Biggs Road sign (top of Fergusson Road and on corner by 357 Mt Biggs Road) needs to be logged with MDC.	Rachel to log job for graffitied signs.

Community get-togethers	
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<u>ANZAC DAY</u> (Wayne/Richie) – planned for April 2020. No update. Need to organise first meeting.	
<u>Auction</u> (Rachel) – This year the Fire Brigade will be raising funds for the Pink Walk (Breast Cancer), which is in November. This means the Auction can be held later in the year.	Rachel to touch base with Hank re: timing.
<u>Ladies Night</u> (Rachel): Going really well.	
<u>Wedding dress evening</u> (Barb): Promote hall as a wedding venue. No update	
<u>Lantern Festival</u> (Jeannette) – planned for July 2020. No update.	
<u>Cheese Making Course</u> (Jeannette) – Sue Jess needs to have 6 confirmed paid people to run a course. We need to advertise again and ask people which one they would like to attend (no point having 4 courses if people only want to go to one of them). If we can't get the numbers, then I will give those interested Sue's contact details as I know she is running courses elsewhere.	Rachel to put note on FB and email to see if there is any further interest for a particular cheese to be made. Anyone who is interested is to contact Jeanette.
<u>Halcombe Fun Run series</u> (Rachel) – On hold until the Monteith Street walkway extension is done.	

Cemetery Land (Darrylle)	
No update from Darrylle.	Rachel to follow up as need to sort invoice/payment for lambs/ewes.

IT communication – cell, landline, internet (Rachel)	
No real update. Trying to get RCG and property owner of the potential location for cell tower to connect.	

Entrance/Welcome signs (Richie)	
No update	

Neighbourhood Support (Hollie)	
No update	

Civil Defence (Alison)	
Alison to meet with Jeff next week for their first meeting	

Power capacity in village	
No update	

Christmas Lights	
\$422.32 balance (Held in General Account)	

Rangitikei River Access (Alex)	
Makino Road area of river has had squatters living there and stock have been killed (carcasses found).	Please report and suspect behaviour around river access areas to the Police.

Recycling (Richie)	
All has been relatively good and tidy this over Christmas/New Year.	

4.5 Other General Business

<i>Iwi Matters</i>	No update.	
<i>Sewerage</i>	No update.	
<i>Stormwater</i>	No update.	
<i>Water Scheme</i>	Keep an eye open for any leaks on your properties and to check your ballcocks are working properly as there is a big draw off of water at the moment with the dry spell	Rachel to put a reminder on FB.
<i>Halcombe Community Trust</i>	29 Jan 2020 - HCT are in the process of setting up another bank account to transfer the Community Funds into.	HCT signatories to meet at the bank once account is ready to be transferred. Date TBA
<i>Halcombe Community Fund</i>	As above.	

5.0 COMMUNITY COMMUNICATIONS

<i>Facebook</i> (Rachel & Maureen) – Rachel has removed a post that is not in line with the vision for Halcombe (safe, supportive etc..). Everyone agreed that the Editors are able to do this immediately when they see an inappropriate post.	
<i>Website</i> (Kirsten Otter) – Rachel moved that Kirsten continue doing website. Seconded: Annie.	
<i>Halcombe Herald</i> (Rachel) – No update. Will probably put one out before ANZAC Day again.	
<i>Road Information signs</i> (Richie) – No events needing signs to be changed out at the moment.	
<i>Community Email</i> (Rachel) – No update.	
<i>School</i> – School Pool is open. See the school if you would like to apply for a key.	
<i>Playcentre</i> (Vicki) – Painting, as per discussion in 1.2 correspondence. Egg fundraiser, selling eggs as a major fundraiser to go towards updating the outdoor equipment.	Details of egg fundraiser to be sent through to Rachel to pop on FB and out via email.
<i>Halcombe Tavern</i> – Cricket at Hato Poroa College Sunday 16 th Feb.	Rachel to put a reminder out on FB.
<i>Fire Brigade</i> (Mike Banner) – Fire by permit only.	
<i>Welcome to Halcombe packs</i> – Jeannette and Rachel. To meet Tuesday 11 th Feb at 9am to discuss. Suggestions of what to include: <ul style="list-style-type: none"> • HCDG and HCT advert –incl joining email and FB group. • Halcombe Herald • Low-down of annual and biannual events (school gala, auction night etc...) • Ladies Night advert • Yoga and Zumba advert • Hall advert • Voucher – 1st drink in the pub on HCDG? • Phone book (once updated) • Pub advert/sample menu • Walkway/playground advert • Clubs – PC, social netball etc... 	

6.0 OTHER ITEMS

St Michaels (Stanway Church) 125th Jubilee 2nd and 3rd May 2020. Details to come.

Meeting Closed: 8:40pm

MDC ACTION SHEET SUMMARY

MDC Action point	Transaction #	MDC dept/ Where and who the next action sits with.	Minutes date
<p>Cenotaph lights: (For previous points relating to this Action see April 2019 minutes and July 2019 minutes)</p> <p>August 2019 – Work is underway. MDC to supply quote for plug to be installed on Cenotaph and HCDG to decide if we want it.</p> <p>Nov 2019 – Estimate is that it will cost between \$7-\$10K! Decision was to continue with the original plan with no plugs!</p> <p>Feb 2020 – Janine H to follow up to see where things are at as progress has halted.</p>		Roothing / Parks and Property.	April 2019*
<p>CBD/Rec Area and Walkway Plans: (For previous points relating to this Action see April 2019 minutes)</p> <p>August 2019 – FUNDING APPROVED (2020-21 budget). Carl Johnstone (MDC) said if we were able to fund any parts ourselves earlier then HCDG could be reimbursed come the 2020/21 Financial Year. Picnic Tables to be funded by HCDG in 2019/20 and then reimbursed 2020/21.</p> <p>Oct 2019 – HCDG has enough funds from previous years carry-overs to pay for concrete slabs with no reimbursement. Rachel to contact Rec Services.</p> <p>Nov 2019 – Duncan (Rec Services) visited site with Rachel and marked out where the tables are to go. Rachel to supply a photo and dimensions to Duncan.</p> <p>Decision made to put this on ice until the cell phone tower location has been confirmed.</p>		Janine Hawthorn	April 2019*
<p>An underpass/overpass option for Halcombe Road: (For previous points relating to this Action see July 2019 minutes)</p> <p>30/07/19 – Confirmation received that this has been added to the Safer Journeys to Schools program.</p> <p>Nov 2019 – Please can we have an estimated time for beginning this from MDC - Safer Journeys to School Programme – Matt Williams has confirmed that a crossing aid/point will be installed at the Stanway Road intersection on Halcombe Road. This work will be done in March if not sooner. Unfortunately, the cost of putting in an overpass or</p>	Transaction #51656	Roothing	April 2019*

underpass makes this work not financially viable within the current funding streams.			
<p>Stanway Road/Domain entrance trees: (For previous points relating to this Action see July 2019 minutes)</p> <p>August 2019 – Only the Domain side to be planted as doesn't really work on both sides. HCDG need to confirm if Italian Alders are a go.</p> <p>Oct 2019 – Will wait until next year. Be on the look out for nice trees.</p>		Carl Johnstone – Parks, Property & Reserves.	April 2019*
<p>Willoughby Street Flood Gates:</p> <p>July 2019 – MDC to contact owners to clean off flood gate blocking stormwater.</p> <p>August 2019 – Shane to follow up to see if this is Horizons responsibility.</p>	# 53787		July 2019
<p>Mt Biggs Road pothole between 334 and 357 Mt Biggs Road:</p> <p>August 2019 – This has been patched extremely poorly so needs doing again. New transaction number has been issued.</p> <p>Oct 2019 – The pothole was mechanically caused and temporarily filled, pending permanent repair, programmed for Sept 2019.</p>	#53706		July 2019
<p>Subsidence on Mt Biggs road:</p> <p>August 2019 – Patching has been done in 1 area but not the other.</p>	# 53239 DONE # 53240		August 2019
<p>Hall matters:</p> <p>July 2019 – Meeting with James - Items discussed included, flashing on roof, storeroom door, kitchen door, guttering, external paint, water tank running, grass in gutter - James took photos to follow up.</p> <p>Oct 2019 – James Adamson will organise a follow up meeting on site with Rec Services and plumber to look into fixes</p>		James Adamson – Parks & Property.	July 2019
<p>No Dumping – carpet had been left at the Monteith Street carpark. Council have removed this. Thank you If unwanted items continue to be dropped off in this carpark we will require an 'No more carpet please' sign to be erected.</p>			

KEY:

****Greater than 12 months since point raised

***9 months since point raised

**6 months since point raised

*3 months since point raised

Italics denotes actions that have happened between meeting date and minutes being done.

MDC FUNDING (Spend to date is same month end as this meeting's financial report).

2019/2020 **Current year that we are in.**

1. Community Committee Project Fund (\$3,000) – Projects that we wish our 2019/20 allocation to go towards.

Priority	Project Title	Funding requested* / approved	Spend to date	Notes
1	ANZAC Day 2020	\$500*		<i>Decision made to decrease by \$500, which will be put towards picnic table concrete slabs.</i>
2	Community Communications e.g. Welcome packs to new residents, Phone book update project, Signage.	\$500*		
3	Other community events e.g. Day or evening get togethers	\$1,000*		
4	Walkway	\$1,000*		<i>Decision made to increase by \$500, which will be put towards picnic table concrete slabs.</i>

2. Community Committee Plan Fund (Contestable \$60,000 fund i.e. to be split between all the Community Committees) – Projects arising out of our Community Plan that we seek funding towards.

Priority	Project Title	Funding requested* / approved	Spend to date	Notes
1	Halcombe Community Walkway – information signs and picnic area	\$17,000		<i>APPROVED 2020-21 budget.</i>
2	'CBD'/Cenotaph/Rec area development	\$8,200		<i>APPROVED 2021-22 budget</i>
3	Monteith Street Carpark to Halcombe School Walkway	\$18,521*		<i>DECLINED – NO FUNDS AT PRESENT. Working with John Jones MDC.</i>

3. Other Requests for Service – any requests that would have previously been included in an Annual Plan/Long Term Plan submission to Council.

Priority	Project Title	Funding Requested* / approved	Spend to date	Notes
1	Halcombe Community Walkway – Ongoing maintenance.			<i>APPROVED</i>
2	Hall roof and flashing – full replacement.	\$30,000*		<i>Flashing has been replaced so will see how that goes.</i>

2020/2021 – Awaiting feedback from MDC following our submission.

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3	Other community events e.g. Day or evening get togethers	\$1,000*		
4	Walkway	\$1,000*		

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Priority	Project Title	Funding requested* / approved	Spend to date	Notes
1	Monteith Street Carpark to Halcombe School Walkway	\$18,521*		If this is not able to be funded from the Community Committee Plan Fund 2020/21 (Contestable \$60,000 fund) then we request that it be funded from other budgets within the 2020/21 Annual Plan.
2	Hall re-roofing roof – full replacement	\$30,000*		We would however like to include this for consideration in the 2020/21 Annual Plan in case the replacement flashings do not provide weather-tightness
3	Hall and Playcentre exterior paint	\$30,000*		
4	All weather carpark extension for Playground/Tennis Courts/ Public Toilets	\$9,022*		

	area (Willoughby Street)			
5	Stanway Road to Gilbert Street Pathway	Price unknown*		The HCDG first made a submission in May 2015 for a path in this area. It is also now the #2 priority from the Halcombe Walkway Strategy.
6	Kimber Street Seal extension (approx. 250m)	Price unknown*		We continue to keep this seal extension request in front of Council for when seal extensions are added back into the budget.