



*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

FOR Monday 4th November 2019 7pm at the HALCOMBE TAVERN

PRESENT: Chair: Vicki Powell, Richard Bain, Maureen Lambert, Barb Davies, Peter Beck, Stacey Hulena, Jeannette Henderson, Janine Hawthorn

			Action (BOLD = MDC action)
1.1	Apologies Moved: Vicki Powell Seconded: Maureen Lambert	Rachel Lane, Alex Short, Darryll Thomas, Alison Short, George Kereama, Stuart Campbell	
1.2	Correspondence In Moved: Jeannette Henderson Seconded: Stacey Hulena	• Survey Monkey re Zumba	Started 4 Nov
		• Mayor Helen – CEDA Agritech Strategy - Media release	Forward to HCDG
		• Midcentral DHB newsletter	Sent to Community
		• Rebecca Bell – Iconic features	For HCDG to decide
		• Facebook ads Maria Barnes & Jenny Crane	Pigs for sale – Maria Alterations - Jenny
		• Invitation to attend Inaugural Council Meeting on 31 st Oct 2019	Apologies sent
		• Notification of new Liaison Councillor for Halcombe	Stuart Campbell
		• Email from RCG re survey of proposed new site.	
	• Note of thanks from Kereama family to HCDG re hall hire		
	Correspondence Out	• Apology to MDC re Inaugural Council meeting	
		• A statement was sent to Sam Kilminster (Fairfax Media) from the HCDG concerning Mobile Recycling Centre.	
		• Email letter to RCG re proposed new site	
1.3	Confirmation of previous minutes: Moved: Richard Bain Seconded: Stacey Hulena	<i>That the minutes from the previous meeting held on 7th October 2019 be accepted as a true and correct record.</i>	
1.4	Matters arising	It was stated that the leak in the hall was the responsibility of the MDC, this should read that the leak is the responsibility of HCDG	Amend
2.0	FINANCIAL BUSINESS		

	Financial reports - Rachel Moved: Jeannette Henderson Seconded: Vicki Powell Unanimously accepted	<i>That the Financial Report showing an overall total balance of \$22,947.88 as at 31 October 2019 be accepted.</i> Payments made in October: <ul style="list-style-type: none"> • Genesis Energy – 2 Oct 2019 • Genesis Energy – 31 Oct 2019 Finances Received in October <ul style="list-style-type: none"> • MDC reimbursement – 14 Oct 2019 • Hall Hire Moas – 25 Oct 2019 • CET Grant 25 Oct 2019 	\$26.80 \$81.40 \$527.85 \$50.00 \$7,414.00 (needs paying urgently)
	Invoices for approval Moved: Seconded: Unanimously accepted	Invoices to be paid in Nov: <ul style="list-style-type: none"> • MDC payment being processed Finances received: <ul style="list-style-type: none"> • \$50 Koha from Kereama family 	Account: Jeannette to bank into the Hall Operating account
	MDC Project funding	<ul style="list-style-type: none"> • See record at the end of the agenda 	<i>Once we get reimbursed for 2018/19 spend and we have the \$ for 2019/20 shall we just use that for picnic table bases and not get reimbursed when it comes to 2020/21 year?</i>
3.0 COUNCIL REPORT			
	Council Report October 2019 – Janine Hawthorn	New liaison Councillor appointed to Halcombe. Stuart Campbell will take up this position after the first MDC council meeting in November.	
		New council sworn in on 31 st October	
		No Strategic Planning Committee anymore	
		Focus of MDC on 4 Wellbeings	
		MDC will meet every 2 nd Thursday	
		Bi-laws were adopted before elections	
		New Bi-laws to be reviewed – Stock Driving and #53 District Plan for Rural & Village subdivisions – changes proposed	If you has submitted before on this bi-law, you will have the opportunity to re-submit on this review.
4.0 GENERAL BUSINESS			
4.1	Focus #1 – Walkway and Domain – Vicki Powell and Rachel Lane	Rach has met with Duncan (Rec Services) and Luke Groombridge (Rec Services electrician) re: picnic tables and BBQs. All good to do picnic table concrete pads. To get electricity to the BBQ it's going to be reeeeeally expensive (about 200m in cable unless we can pull off the light, which will still mean about 100m cable...) Actions: Rachel needs to send Duncan a picture of the tables and their measurements. Rachel to find out where the switch for the rugby field light is.	Switch is in the Tennis Pavilion.

		<p>The BBQs themselves are also reeeeeally expensive. Single ones are around \$7.5 + GST and installation, power etc.... Double ones are around \$13K + GST and installation, power etc...</p> <p>Considerations to be discussed: Is this something we want to press on with and apply for funding for? I'm thinking there needs to be a solid back story so maybe it would be best to get the picnic tables and info/history boards up and then apply in the next round (May) for the BBQs?? Is where we are planning to put the BBQ (and even the picnic tables) the right spot?? What if they force the cell tower to go there?? Regardless of the cell tower, would by the playground be better at least for the BBQs? What do you think?</p>	<p>It was agreed that the picnic tables should go on the rise, however, we will hold off until the cell tower site has been agreed upto. Also need a Rubbish bin to be cemented into place near the picnic tables. Hold off on the BBQ's.</p>
		<p>Monteith Street extension: Rach has organised to meet up with Gavin Hill (Fencer who did the rail and sleeper fence by the toilets) once she's back from being away (8th Nov). Subject to MDC approval he can get it done after Christmas.</p>	
<p>4.2</p>	<p>Focus #2 – Hall & Hall kitchen/bar refurb - Maureen</p>	<p>Rach: I had a thought around the "Community activity charging" thing that we discussed at the last meeting. I would like to move the following (If I'm allowed to move things even though I'm not physically there!): <i>I move that \$5 per event be charged to any HCDG* or council organised events that are held at the hall. Each month Maureen will report on the number of events that fall into this category and it will be recorded in a spreadsheet in Dropbox. Each quarter the HCDG will do a funds/reimbursement request to MDC to cover these charges (to be taken from the \$1000 allocated from the annual Community Committee Project (\$3K) Fund). *HCDG organised events can be organised and championed by people outside the committee – the committee just needs to approve it as a "Community Event/Activity". Approval is given at the HCDG committee's discretion. If the event/activity is not approved, then usual charges apply.</i></p>	<p>Barb suggested that the HCDG pay a flat rate of \$50 per quarter into the Hall operating account. This will cover any communities activities in the hall which will cover the payment of the electricity bill and consumables. To be reviewed on a regular basis.</p> <p>Given the information the HCDG have to hand, this was unanimously agreed.</p>
		<p>Jeanette H (MDC) visited. Very complimentary about changes From Moa Harriers \$50.00 hall booking</p>	<p>Zumba starting Monday & Wednesday 5-6.00pm Bex Lintott organised and managing. Have given her a</p>

		<p>To James (MDC) re hall warrant of fitness has expired From James – has been done but council have not put it up yet</p>	<p>key. Free in November to get going – discuss Leak from tank seems to be fixed, washer in toilet replaced, Richard. Leak in storeroom ceiling. Notified council. Looking into possible source as may not be leaking roof.</p>
		<p>Hall refurbishment: CET grant quotes – Grant Joule, Laser Electrical, Southern Hospitality, Hardy Trade Morgan (CET) May CET grant – money for appliances rec'd, to be paid to MDC Grant Joule quote for supply and install heaters (Grant & Wayne Short)</p>	<p>CET grant \$2327.77 applied for. Digital version available if you want a copy. Discuss planned lights</p>
			<p>Bookings November: yoga, Zumba, loan of furniture (giving a donation)</p>
4.3	Focus #3 – Cenotaph & Recreational Area	<p>Correspondence in from Carl Johnson re: electrical plug on Cenotaph. Estimated price to put a plug in the Cenotaph is the sharp end of \$7-10k!! It was going to be \$700 just to get PowerCo to come to site and have a look, with no guarantee that they would permit the installation. Then there was the meter installation, ICP connections etc...</p> <p>Considerations to be discussed: Is it a no for this? The budget doesn't allow it so we'd have to find funding if this was something we wanted. I think it is a no. Extension cords are the businesses!!!</p> <p>Discuss</p>	<p>HCDG that no plug is required. Please could the job of installing the lights on the cenotaph now be completed.</p>
4.4	SUBPROJECTS		
	Roading - Richie	<p>An underpass/overpass option for Halcombe Road (see below Action sheet). Confirmation received that this has been added to the Safer Journeys to Schools program, however, please can we have an estimated time for beginning this from MDC??</p> <p>I noticed that the road slump on Mt Biggs Halcombe road opposite Stewart st intersection has not yet been repaired and is getting worse. I will contact MDC again.</p>	<p>Janine suggested that this would depend on priority. Contact Matt Williams with regard to the next round of funding and dates.</p> <p>Higgins told Richie that this had been redone. Needs to be checked.</p>
	Community get-togethers	<p><u>ANZAC DAY</u> – planned for April 2020</p>	
		<p><u>Auction</u> – planned for ? 2020</p>	
		<p><u>Ladies Night</u>: next is 15th November</p>	
		<p><u>Wedding dress evening (Barb)</u></p> <ul style="list-style-type: none"> Promote as a wedding venue 	<p>No update</p>

	<p><u>Lantern Festival</u> – planned for July 2020</p>	
	<p><u>Other Events:</u> Fun run series will more than likely be Feb rather than January giving time to get the Monteith Street walkway in.</p> <p>Bex Lintott has organised Zumba classes in the Hall. Mon and Wed nights 5pm – 6pm. \$5 per person per night and children are welcome. She is looking to organise a baby sitter for those who have children that don't want to do the class itself (hoping it will just be a gold coin donation per child for the babysitter).</p> <p>Rachel would like to move that Yoga and the new Zumba Classes are “Approved Community Activities”, which qualify for the \$5 per event/activity charge.</p>	Approved
<i>Cemetery Land - Darryll</i>		
<i>IT communication (cell, landline, internet) - Rachel</i>	<p>Voss Road is a no as I got the wrong end of the stick and Abbiss's wouldn't be keen for it to go here as part of it is sub dividable. I have however spoken to the landowner of 986 Halcombe Road (The property to the right as you drive into Halcombe From Feilding). It goes down to a point near the railway end of Monteith Street and she is open to speaking to RCG about it going here (I emailed out the picture of the possible location).</p> <p>Considerations to be discussed: I have sent this location to RCG and they are going to get their Tech people to look at it before contacting the property owner. If it gets approved, would we consider planting the area for the landowner i.e. the rest of the corner so it would be hidden more?? Or this could be something negotiated by the landowner during the agreement signing process (that RCG fund planting). Thoughts???</p>	<p>Of all sites proposed, this would be the preferred site, but would like further discussion after the 'flood test' has been completed.</p> <p>Agree to get RCG to pay for planting</p>
<i>Entrance signs - Richie</i>		
<i>Neighbourhood Support - Hollie</i>		
<i>Civil Defence - Alison</i>		
<i>Power capacity in village</i>	A new transformer has been installed on Hastings Street opp. Marae.	
<i>Christmas Lights</i>	\$422.32 balance (Held in General Account)	

	Rangitikei River Access - Alex		
	Recycling - Richie	Correspondence out – A statement was sent to Sam Kilmister (Fairfax Media) from the HCDG concerning this.	
		All has been good and tidy this month.	
4.5	Other General Business		
	Iwi Matters	No update.	
	Sewerage	Sewage Consent – Centralisation project is negotiating with property owners and local iwi before getting consent.	Richie had heard of a system in which two containers take the sewage, process and separates out the solids and purifies the water. Has MDC been approached about this system? At 21st November meeting at MDC please can we discuss the Wastewater issue?
	Stormwater		
	Water Scheme	Nothing to Report	
	Halcombe Community Trust	Have had their AGM. Trustees remain as is. <u>Power Capacity</u> - A new transformer has been installed on Hastings Street opp. Marae. <u>IT Communication</u> – cell, landline, internet.	
	Halcombe Community Fund	Fund will remain as a sub account of the HCDG but HCDG will not report on this account. HCT will administer this account.	Need a test application form to run through the system as it is now set up. Changes can then be made if need be.
5.0	Community Communications	<u>Halcombe Herald</u> – Rachel will not have time to do one of these before Christmas. Adverts etc... are welcome to be put on FB or added to any general info emails that go out. Also suggest to people who want adverts done that the school newsletter is a good method of communication.	FB messages/ads: Maria Banks re piglets Jenny Crane re alterations/dressmaking.
		<u>Facebook</u>	
		<u>Road signs</u> – No update.	
		<u>Community Email</u> – Quarterly Midcentral DHB newsletter to community	Sent out to the community via email.
		<u>School</u> –	
		<u>Playcentre</u> – No update.	
		<u>Halcombe Tavern</u> -	
		<u>Fire Brigade</u> – Nothing to report	
		<u>Welcome to Halcombe packs</u> – Jeannette and Rachel. To meet (one day!!) and get these done.	Suggestions of what to include. 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 advert Hall advert Voucher – 1 st 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	<ul style="list-style-type: none"> Mountain Views Bus shelter – Oops! Rach didn't reply to Pip after our last meeting! 	
		<ul style="list-style-type: none"> Iconic Landmarks - discussion 	Agreed that Halcombe would be synonymous with the Cenotaph and ANZAC Day. Other items discussed: Walkway/Railway/4 Maraes/Farming/Pub
		<ul style="list-style-type: none"> Need to request a sign from MDC for Monteith St Car Park. No Dumping – including carpet 	Agreed to add to Action Sheet if the 'Fly tipping' continues.
		<ul style="list-style-type: none"> 	
Meeting Closed			

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 original plan and go ahead with the lights</p>		Roading / 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</p>		Janine Hawthorn	April 2019*

<p>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. Put on hold until cell phone tower site agreed upon.</p>			
<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?? Depends on priority and funding. We are in the mix</p>	<p>Transaction #51656</p>	<p>Roading</p>	<p>April 2019*</p>
<p>Stanway Road/Halcombe Road drain: (For previous points relating to this Action see July 2019 minutes)</p> <p>30/07/19 – Further confirmation received that this will be done by KiwiRail.</p> <p>Oct 2019 – Kiwirail have agreed to do this work as it is their asset and are currently waiting for quote from Downers who is their contractor</p>		<p>Grant Stevenson - Roothing</p>	<p>April 2019*</p>
<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.</p>		<p>Carl Johnstone – Parks, Property & Reserves.</p>	<p>April 2019*</p>
<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. Did we hear from Shane on this?</p>	<p># 53787</p>		<p>July 2019</p>
<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> <p>Nov 2019 - Dates now past, need new dates on the repair</p>	<p>#53706</p>		<p>July 2019</p>

<p>Subsidence on Mt Biggs road:</p> <p>August 2019 – Patching has been done in 1 area but not the other.</p> <p>Nov 2019 – Stewart Street/Mt Biggs road corner – slump needs redoing.</p>	<p># 53239 DONE</p> <p># 53240</p>		<p>August 2019</p>
<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> <p>Nov 2019: Maureen to follow up with James on this</p>		<p>James Adamson – Parks & Property.</p>	<p>July 2019</p>
<p>Subsidence on Willoughby Street:</p> <p>Nov 2019: A slump has appeared on Willoughby Street at the top of the hill towards the school on right side of the road.</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).

2018/2019

1. Community Committee Project Fund (\$3,000) – Projects that we wish our 2018/19 allocation to go towards.

Funds spent and needing to be reimbursed have been received (\$527.85 + \$1500 already received for ANZAC Day). The rest has been accrued.

2019/2020

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</i>
4	Clean up storm water drains, in particular the Stanway Road/ Halcombe Road Drain	\$5,000*		<i>KIWIRAIL has agreed to clean drains. See Action plan.</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.	Request that an annual budget for maintaining the walkway be included in MDC Parks & Reserves budgets going forward.		APPROVED
2	Hall roof and flashing – full replacement.	\$30,000*		Flashing has been replaced so will see how that goes.
3	Hall and Playcentre exterior paint.	\$30,000*		DECLINED – To be forwarded to Council for consideration of inclusion in the 2020/21 Annual Plan or the 2021-31 Long Term Plan.
5	Development of the Halcombe Hall car park, grass area behind the hall and paper road linking to the back of the hall.	\$7,413*		DECLINED – To be forwarded to Council for consideration of inclusion in the 2020/21 Annual Plan or the 2021-31 Long Term Plan.
6	Halcombe Hall floor re-varnish.	\$10,000 (Quote received from City Sanding Ltd)*		DECLINED – Not something MDC takes care of (i.e. it is not linked to water tightness or compliance). It was suggested that HCDG seek funds from third party funders.
7	Kimber Street Seal extension (approx. 250m).			DECLINED – To be forwarded to Council for consideration in the future.

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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>

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Priority	Project Title	Funding requested* / approved	Spend to date	Notes
1	Monteith Street Carpark to Halcombe School Walkway	\$18,521*		

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	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	\$9,022*		

	Playground/Tennis Courts/ Public Toilets 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.