



*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 5<sup>th</sup> July 2021 7pm @ Halcombe Memorial Hall**

**PRESENT:** Jeannette Henderson (Chair), Maureen Lambert, Rachel Lane, Barbara Davies, Cr Stewart Campbell, Vicki Powell, Alex Short.

<b>1.1 Apologies:</b> Linda Paton, Peter Beck, Andrew Hansen, Richard Bain, Annie O'Fee (Moved: Jeannette Seconded: Vicki)	
<b>1.2 Correspondence</b> - See end.	
<b>1.3 Confirmation of previous minutes:</b> Amendment: Remove Kirsten Otter from note about phone book. Should have been Cathy Prior. Peter to help Richard with roading. <i>That the minutes from the previous meeting held on 8<sup>th</sup> June 2021 be accepted as a true and correct record with the above amendments.</i> (Moved: Barbara Seconded: Maureen)	
<b>1.4 Matters Arising from 8<sup>th</sup> June 2021 minutes:</b>	
Rachel to organise gorse to be sprayed in Cemetery land.	
Alex to do a "How to do a visitor post" instruction for the FB page.	
Rachel to reply to Mayor Helen re: response from PowerCo.	
Neighbourhood Support – Aly Thompson to visit	Has been moved to September meeting.
Finance Policy has been done. Needs to be discussed and accepted.	August meeting

## 2.0 FINANCIAL BUSINESS

<b>2.1 Financial Report</b> <i>That the Financial Report showing an overall total balance of \$22,638.28, as at 30<sup>th</sup> June 2021 be accepted.</i> <b>See attached Financial report for payments made and received in June.</b> (Moved: Rachel Seconded: Jeannette)
<b>2.2 Invoices for approval</b> Jelanco – Cemetery Land materials for fixing fences. \$64.77 (Livestock Account) Maureen – Hall tables and diary. \$411.17 (Hall operating) Jeannette – Lantern Festival expenses. \$140 (General Account) – approved via email to committee in June. Jeannette – Lantern Festival expenses. \$89.60 (General Account) – approved via email to committee in June. (Moved: Jeannette Seconded: Vicki)
<b>2.3 MDC Project Funding</b> <b><u>\$3K fund:</u></b> No spend from this fund in June so no reimbursement needed.  <b><u>Other Project \$:</u></b> (Kept in minutes as an FYI) No spend from this fund in June so no reimbursement needed. \$3,624.77 cenotaph lights left over – this has been reallocated to Monteith Street Walkway. \$17,000 Info signs and picnic area. Need to get picnic tables in. \$8,200 Further CBD/Cenotaph/Rec Area Development (2021/22).
<b>Actions required from Financial Business</b> • Finance Policy needs to be discussed and accepted (Aug meeting)

### 3.0 COUNCIL BUSINESS

<b>Current Consultation Underway</b>	
<ul style="list-style-type: none"> <li>Representation review continues.</li> </ul>	
<b>Council Report: Stuart Campbell.</b>	
<ul style="list-style-type: none"> <li>Pine trees by tennis courts were trimmed by Council to the fence line last winter – Council will keep an eye on them.</li> <li>Representation review continues.</li> <li>10 year plan has been adopted.</li> <li>Submissions about Library have closed. No major objections. Concern around parking.</li> <li>Feilding Little Theatre and Sports Recreation facilities (need for 2 more indoor courts) long term plan will be discussed next.</li> <li>Infrastructure projects are still underway (Mangaweka Bridge, Ohakea Water scheme has started, Wastewater).</li> </ul>	

### 4.0 GENERAL BUSINESS

<b>4.1 Focus #1 – Walkway and Domain (Vicki)</b>	
<ul style="list-style-type: none"> <li>Some of the plaques are getting over grown.</li> <li>Edging needs some love too. Andre to do a list of what he needs to fix it.</li> <li>2 of the picnic tables are done. Rachel to contact Rec Services when all done to do concrete pads.</li> </ul>	

<b>4.1a Focus #1a – Monteith Street walkway (Rachel)</b>	
<ul style="list-style-type: none"> <li>This project now is part of the HCT.</li> </ul>	

<b>4.2 Focus #2 – Hall (Maureen)</b>	
<p><b>Usage - June</b></p> <p>No Charge activities</p> <ul style="list-style-type: none"> <li>Thursdays: Yoga 6.30 -7.30</li> <li>Monday 7th HCDG meeting</li> <li>Thursday 24 HCT</li> </ul> <p>Hire</p> <ul style="list-style-type: none"> <li>Music and Movement 4 Tuesdays 9.15 – 10.00 (not 29th) MDC sponsored</li> </ul>	
<p><b>Bookings for July:</b></p> <ul style="list-style-type: none"> <li>Friday 2<sup>nd</sup> Play Centre evening Matariki in conjunction with centre/overflow, wet weather venue</li> <li>Monday 5<sup>th</sup> HCDG 6.30pm</li> <li>Yoga Thursdays 6.30 – 7.30</li> <li>10<sup>th</sup> Lambert family \$100.00</li> <li>17<sup>th</sup> booking cancelled (Covid travel)</li> <li>Lantern festival 13<sup>th</sup>, 20<sup>th</sup>, 24<sup>th</sup> evening</li> <li>24<sup>th</sup> day Moa Harriers \$75.00</li> </ul>	

<p><b>Discussion/Activity:</b></p> <ul style="list-style-type: none"> <li>• Following on from handling of donations, such as that received from RWSS – I am now using the invoice template as a record of payment, both for hireage and koha. These invoices/paid record are being stored in dropbox.</li> <li>• Parapet looks to be fixed finally! We haven't had much rain as yet to really test.</li> <li>• Tables purchased and named. New tables not to be used for art and craft or anything heavy. Black table cloths (light material) are stored in cupboard in female toilets.</li> <li>• Civil Defence HQ – Halcombe Hall has been identified as one of 3 possible HQs for our area.</li> <li>• Book the Hall out between Lantern Festival dates.</li> </ul>	
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<p><b>4.3 Focus #3 – Cenotaph &amp; Recreational Area (Rachel/Maureen)</b></p>	
<p><b>History boards</b></p> <ul style="list-style-type: none"> <li>• Sue Simpson is on board to help Maureen.</li> </ul>	
<p><b>Painting picnic tables.</b> Rachel's Dad has completed 2 and taken the last 2 to be water blasted and will paint them. To be situated: Monteith Street car park end, South end of Levin Street and 2 in area by where info boards will be above rugby field.</p>	

#### 4.3 Subprojects

<p><b>Roading (Richie)</b></p>	
<p>No report</p>	

<p><b>Community get-togethers</b></p>	
<p><b>Lantern Festival (Jeannette)</b> Saturday 24<sup>th</sup> July. If pouring with rain, have food in the hall. Going into the School newsletters. Have had a couple of RSVPs from FB page already. Going to school on Wed to show 12 students who have volunteered to learn how make lanterns and then they will help with workshops. Brazen will bring down some braizers. Need volunteers for providing wood – Rachel and Vicki to bring wood. BBQ booked from Rec Services. Working bee – setting up at Levin Street 2pm. Cordon off the area so when doing the walk we leave from the Hall go up the walkway to Monteith Street and then back. (FB post needs to be changed). Rachel to organise the sausages to be par-boiled and ready to go. 150 sausages. Vicki to make pumpkin soup. To be purchased: Big can of tomato soup, milo, bread, sauce, mustard, marshmallows and bamboo sticks, glow sticks and mulled wine. Milo went well. Need a few more helpers. Everyone to ask a few people if they could help. Rachel's flasks needed. Rubbish bins.</p>	<p>FB post needs to be changed to show change of start location.</p>

<p><b>Cemetery Land (Rachel)</b></p>	
<ul style="list-style-type: none"> <li>• Ewes have been vaccinated and will lamb in the next 3 weeks.</li> </ul>	

<b>Entrance/Welcome signs</b> (Richie)	
No update. Still to be placed.	

<b>Phone books</b> (Annie)	
Committee would like to see a proof before it goes to print.	Jeannette to ask Annie for a proof

#### 4.5 Other General Business

<b>Water Scheme</b>	Not update.	
<b>Recycling</b>	All good.	
<b>Halcombe Community Trust</b>	Not update.	
<b>Halcombe Community Fund</b>	Not update.	

#### 5.0 COMMUNITY COMMUNICATIONS

<p>Facebook – Maureen has done instructions for how to do and also how to view a visitor post from a computer. Thank you Maureen! Next step is to create an automatic response to messages which includes a link to “how to” info on the website and pin to the top of the page for a bit and send out on email list.</p>
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#### 6.0 OTHER ITEMS

None.	
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<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• Jeff Graham re: Civil Defence.</li> <li>• Lantern RSVPs.</li> <li>• Earthwise Digger Services re: not renewing Council contractor status.</li> <li>• Neighbourhood Support Manawatu re: change of email address.</li> <li>• Mayor Helen re: Chorus copper withdrawal and Spark PSTN explained.</li> <li>• Cr Campbell re: trees by tennis courts.</li> </ul> <p>Hall Correspondence</p> <ul style="list-style-type: none"> <li>• 8 June James Adamson MDC – I am now sending him a copy of the hall report so he is informed before council.</li> <li>• 8 June James – reply to my email re parapet flashing. He has asked for a timeframe from Rec Services when it will be done.</li> <li>• 15 June James reply to my query regarding annual report – MDC cover resurfacing of floors, and we do not need to put a price on the major work required.</li> <li>• 21 June Rachel Walker hall hire Sunday August 8</li> <li>• 25 June James – on to Rec Services to get flashing on parapet</li> <li>• 28 June Jeff Graham – re civil emergency site – hall has been identified as one of three possibilities. This is to be discussed by MDC, so we will wait and see.</li> <li>• 28 June James – getting someone out as soon as possible – was done immediately!</li> <li>• 8 June James Adamson MDC re flashing on parapet still not in place.</li> </ul>	
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| <ul style="list-style-type: none"><li>• 15 June James re info regarding costings and adding in floor resurfacing as MDC maintenance for annual MDC hall report</li><li>• 24 June Rachel Walker hall hire documentation</li><li>• 25 June James –re fixing leaks in storeroom</li><li>• 25 June Jeff Graham MDC Potential for hall to be an ‘official emergency shelter’</li><li>• 28 June James email with photos of massive leaks in the storeroom in at least five places, and asking for some action.</li><li>• 29 June James thanking for flashing with photos</li></ul> |  |
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(Moved: Maureen Seconded: Rachel)

Meeting Closed: 8:10pm