

Confirmed Minutes: Meeting of Hiwinui Community Committee



Name:	Hiwinui Community Committee
Date:	Tuesday 31st January, 2023
Time:	7:30pm to 9:43pm
Location:	Hiwinui School Staff Room
Committee Members Present:	Blair Alabaster (Chairperson), Tracey Mouat (Secretary), Erin Wheeler (Principal), Richard Fernando, Sean Hurley, Richard Ramson, Rod Smillie
Manawatu District Council Representation:	Cr Fiona Underwood, Janine Hawthorn (MDC Community Development Advisor - outgoing); Negin Nema (MDC Community Development Advisor - incoming)
Apologies:	Duncan Baker (Hiwinui School BOT Chair), Phil Pirie
Guests:	Nil
Conflict of Interest:	Nil

Ser	Item	Responsibility
1. Welcome		
1a.	Blair welcomed all to the first meeting of the year. Janine introduced Negin Nema (Negin.Nema@mdc.govt.nz) who will be the new Community Liaison for the Hiwinui Community Committee.	N/A
2. Apologies		
2a.	See above	N/A
3. Quorum		
3a.	Yes	N/A
4. Additional items for the agenda		
4a.	The following will be added to General Business: <ul style="list-style-type: none"> ● Movement of War Memorial/Cenotaph; ● Local burglaries; ● MDC Update; ● Welcome to the Community Pack; and ● Community defib/AED. 	N/A
5. Minutes of the last meeting		
5a.	The minutes of the Hiwinui Community Committee held on 6th December 2022 having been circulated, were approved as a true and correct record of that meeting. <ul style="list-style-type: none"> ● <i>Moved: Sean Hurley Seconded: Richard Fernando Carried</i> 	N/A
6. Matters arising from the minutes		
6a.	Nil	N/A
7. Correspondence		
7a.	<ul style="list-style-type: none"> ● Various liaison MDC: HCC regarding Te Ahu a Turanga pathway grant. ● From Theresa Campbell re: Watershed Rd pathway concerns. ● From community member requesting alternate pathway updates (than FB) ● Colyton Community Committee: invite to Hiwinui Community event 	N/A

	<ul style="list-style-type: none"> 31 Jan 23: email from Phil Pirie regarding movement of school cenotaph 	
8. Chairperson's Report		
8a.	There is not a lot to report from over the Christmas period. Blair did receive a call regarding the pathway, and concerns about the Watershed Rd pathway/issues with erosion regarding the pathway.	Blair/ Richard R
9. Financial Report		
9a.	Our balance is \$5,576.89. In addition to this, we have \$1,000 allocated for a community event to be held prior to 30 June 2023, and \$10,000 allocated to Watershed Rd pathway development.	N/A
10. School in the Community		
10a.	The first day for Hiwinui School students is tomorrow. The school has two new staff (Year 1/2 and Year 5/6 teachers) and is looking forward to commencing the schooling year.	N/A
11. Communications		
11a.	For 2023 the regular communication updates will be: <ul style="list-style-type: none"> Facebook update following an HCC meeting; Email to members following an HCC meeting; End of term Community update mailer; and Ad hoc notices/information. 	Tracey
11b.	<u>Email Addresses.</u> Richard F has created new enduring email addresses for the Secretary and Chair: secretary@hiwinui.org.nz and chair@hiwinui.org.nz	N/A
11c.	<u>Facebook Page.</u> The Community Facebook page will continue to remain closed, and Tracey will confirm if Clare Ridler is happy to continue as an 'admin', or try and find a 2nd admin to support.	Tracey
12a. Community Events '23		
12a.	<u>Community Event: 19 March 2023.</u> An invite was extended to the Colyton community to attend this - they have responded favourably and requested more information to promulgate to their community/confirm. The broad plan for the afternoon: <ul style="list-style-type: none"> Food. Request the Herb Farm Coffee Cart and Tip Top Ice Cream truck. Use the \$1,000 to provide a sausage sizzle free of charge. Entertainment. <ul style="list-style-type: none"> Explore hireage of similar bouncy castle equipment as previous event - an 'obstacle course' for older children, and a bouncy castle for younger children. Explore opportunities with either Cricket Manawatū (and/or Jacob Oram) or Manawatū Football for a mini coaching session to be held on school grounds. Further explore music options, or a speaker system. Hiwinui/Colyton competition. An opportunity for friendly rivalry - hold a tug of war competition, or a number of (adults, kids). Have a shield for annual presentation. Potentially have Sport Manawatū and their 'trailer of gear' and some limited prizes if there are mini competitions we can hold. 	Tracey/ Blair/ Richard F/Rod
12b.	<u>Guy Fawkes demonstration in conjunction with Lions.</u> No further information on this, but remains an opportunity.	Richard R
13. Te Ahu a Turanga Pathway Grant		
13a.	The HCC requested support from the MDC Roding Team, with both the drafting of a submission and the project management should the submission be successful.	Phil

	Phil has produced some maps showing potential pathways and landowners, and is in the process of contacting the three landowners to gain initial support in order to progress our submission.	
14. Hiwinui Pathway Development		
14a.	Richard R is working with the MDC between the contractor, MDC roading manager and utilities (InspireNet, Telecom, PowerCo) to ensure the project meets requirements. Phil will provide traffic management. Shane (contractor) is Council accredited. Proposed works will be communicated prior to taking place, and Richard will meet with the concerned house owner to discuss the particular stretch of land. Origin Homes continue to support the pathway through contributing pathway along their frontage, and potential machinery support.	Richard R
15. Melford Lane Beautification		
15a.	The plan is to 'beautify' the strip of land adjacent to the school, and prevent erosion. Targeted time frame of June/July (planting).	Richard R
16. Weed Spraying Roster		
16a.	This is in hand (remove from agenda).	Richard R
17. General Business		
17a.	<p><u>Cenotaph</u>. Phil drafted a letter to the School BOT, proposing that the Cenotaph be moved from its current position. The following details are relevant to this project:</p> <ul style="list-style-type: none"> • The current position was aligned to being the entrance to the school. However as the entrance to the school has now changed, the Cenotaph sits in an obscure location which is no longer appropriate for its status. • It is proposed that the Cenotaph be shifted to the main entrance for the school, in the recess by the equipment shed and dangerous good shed for the pool, near the flagpole, and will enable ANZAC Day remembrance services to be held in the car park (this will require the basketball hoop to be relocated). • A quote for the cost for the new plinth has been sourced and is \$3060 + GST. • Junction Road Transport will shift the obelisk at no charge. • Phil will supply and paint the base, and arrange for the removal of the old base. • Proposed timeframe is for the Cenotaph to be in its new location ready for Anzac Day 2023. <p>The Committee discussed, with the following actions:</p> <ul style="list-style-type: none"> • Erin confirmed she is awaiting measurements from Phil to confirm how the plinth will fit/look in its proposed location. • Clarify whether this is a cenotaph (an empty tomb/monument erected in honour of a person or group of people whose remains are elsewhere) or a war memorial (honours all of those who served New Zealand in stated wars/conflicts). Note: confirmed as one that honours all of those who served in World Wars I and II (both in memoriam and boys/men who returned). • Include additional stakeholders in the discussion: <ul style="list-style-type: none"> ○ RSA Discuss with the local RSA the authority and/or blessing to move, and any funding that may be associated with this. ○ MDC - any funding options that the MDC would support. • Location: alternative locations within school grounds were discussed, and agreed they should be explored further. a suggested grouping of Phil, Greg (former Chair), Dan (former local serviceperson) and Rod (HCC member/former serviceperson) to investigate further options for a suitable new location within school grounds. • Funding. Requires confirmation of how this will be funded. 	Phil/Rod

17b.	<p><u>Welcome to Hiwinui pack:</u> This pack will include all required information for new residents to Hiwinui. Ideas for inclusion:</p> <ul style="list-style-type: none"> ● Rubbish day and location for dropoff; ● Key contact people; ● School info (incl swimming pool); ● Playgroup info; ● Hiwinui Community Committee info, incl our Liaison Counsellor; comms; ● Defib and Emergency Response; ● Include some 'freebies' - a free MDC rubbish bag/vouchers etc. <p>Tracey will produce a draft for discussion at the next meeting.</p>	Tracey
17c.	<p><u>Community Defib.</u> To ensure this is maintained and remains a community asset, the following will be explored/confirmed:</p> <ul style="list-style-type: none"> ● Signage 'Defib here' to highlight its location - investigate options; ● New casing to replace the faded current case; ● Training opportunities for the defib; ● Confirm that the defib is serviced regularly (and by who); and ● Confirm the access code so that this is held by the school should it be required during school hours (to be held/known by Principal/Office.) 	Richard F
17d.	<p><u>Local burglaries.</u> Sean highlighted a number of local recent burglaries - a car stolen from a garage on Watershed Road; sightings of people 'scoping' property; unauthorised entry into property (workshops etc) potentially targeting a trailer (unsuccessfully). The Committee will put out communications to remind people - report (ask for a file number), maintain security and keep vigilant.</p> <p>Erin will investigate whether an external camera (vicinity Watershed Rd/Reid Line East intersection) would be linked into the school system.</p>	Tracey / Erin
17e.	<p><u>MDC Update.</u> 15 Dec 22 the MDC had a meeting. A 'Climate Change Action Plan' was tabled and rejected, with further discussion at the next It is likely that this will be reworked.</p> <p>Submissions committee met re: various Government Legislations being put through. Blair identified potential issues with the bank falling away in the vicinity of the pathway, and will log job if required.</p>	Blair
18. MDC Requests for Information		
18a.	The following points will be forwarded onto the MDC for clarification: Nil.	Tracey
19. Meeting Closure		
19a.	The meeting was closed at 9:43pm	N/A
19b.	The next meeting of the Hiwinui Community Committee will be held Tuesday 21st February 2023, 7:30pm at the Hiwinui School Staff Room.	N/A

List of Appendices and Annexures

Annex A:	Action List Summary from Minutes		
Signed: (chairperson)		Date:	

Action List Summary		
Ref	Action Required	Responsibility
8a.	Follow up/meet with resident re: pathway concerns	Richard R
11a.	Promulgate meeting update to residents	Tracey
11c.	Confirm 2nd 'admin' for FB page	Tracey
12a.	Plan/coord the Community Day 19 March 23: <ul style="list-style-type: none"> ● Request Herb Farm Coffee Cart; ● Request Tip Top Ice Cream truck; ● Confirm prices for 2 x bouncy castles similar to last time; ● Confirm food requirements/costs; ● Confirm what Sport Manawatū can provide (trailer of 'gear'); ● Confirm what Cricket Manawatū/Jacob Oram can provide; ● Confirm what Football Manawatū can provide; ● Confirm music options/speaker system; ● Confirm with Colyton our plan (Tug of War) and their attendance; ● See if Roadrunner will make up a shield for the Colyton/Hiwinui friendly; ● Confirm any prizes required; and ● Confirm funding (and additional funds required on top of the \$1,000). 	Tracey Blair Richard R Tracey Tracey Rod Tracey Richard F Tracey Blair TBC-next meeting Tracey
13a.	Confirm landowner support for Te Ahu a Turanga Pathway Grant	Phil
14a.	Continue with Watershed Rd pathway development	Richard R
15a.	Continue planning for Melford Lane beautification	Richard R
17a.	Progress Cenotaph movement planning by: <ul style="list-style-type: none"> ● Provide plan to BOT of new location; ● Liaise with MDC/RSA; ● Identify alternate locations and confirm most suitable location; ● Confirm funding for movement of plinth. 	Phil Phil Phil/Rod with Greg/Dan Phil and/or next meeting
17b.	Produce draft 'Welcome to Hiwinui Pack'.	Tracey
17c.	Confirm community defib maintenance/details: <ul style="list-style-type: none"> ● Maintenance schedule; ● Code to be held by school; ● Training opportunities; ● REplacement case; and ● 'Defib here' sign' 	Richard F
17d.	Remind community around local security re: burglaries.	Tracey
17d.	Confirm if an external facing camera can be linked into the school security network.	Erin
17e.	Log a job with MDC re: bank falling away near pathways if required (06 323 0000 or email public@mdc.govt.nz	Blair