

## Pohangina Valley Community Committee Meeting

Minutes from Thursday 7<sup>th</sup> April 2022 7.00pm via Zoom

**Present:** Liz Besley, Yvonne Forlong, Julie-Ann Bolton, Jo Morris-Kynoch, Mary Nettle, Janine Hawthorn, Cr. Phil Marsh, Simon Francis

1		<b>Procedural Matters</b>	<b>Action</b>
1.	<b>Apologies</b>	Ade Walcroft, Kim Cooper-Smart	Julie-Ann/ Mary Nettle Carried
1.2	<b>Correspondence</b>	<ul style="list-style-type: none"> <li>• 31 March from MDC re whether having Anzac Service and organising wreath and Councillor.</li> <li>• 29 March ex Janine re Community Project Funding form. See 2.11</li> <li>• 25 &amp; 29 March ex Caroline Lockhart re Smart Community Wellbeing Project See 3</li> </ul>	Mary Nettle/ Yvonne Forlong Carried
1.3	<b>Confirmation Previous Minutes</b>	<p>That the minutes from the previous meeting held on 3rd March 2022 be carried as a true and correct record</p> <p>That the amended minutes from the previous meeting held on 2<sup>nd</sup> December 2022 be carried as a true and correct record</p>	Mary Nettle/ Liz Besley Carried Yvonne Forlong/ Liz Besley Carried
1.4	<b>Matters Arising</b>	Covered in Agenda items below. Thanks to Janine Hawthorn for organising the Zoom link.	
<b>2</b>		<b>Items for Approval/Information</b>	

2.1	Finances	<p style="text-align: center;"><b>PVCC Finance Report to 04/04/22</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: right;">Balance at 25/02/22</th> <th style="text-align: center;">Changes</th> <th style="text-align: right;">Balance at 04/04/22</th> </tr> </thead> <tbody> <tr> <td colspan="4"><b>MDC Funds held for Pohangina Valley Community Committee:</b></td> </tr> <tr> <td colspan="4"><b>Community Project Fund</b></td> </tr> <tr> <td>Signage</td> <td style="text-align: right;">1,552.80</td> <td></td> <td style="text-align: right;">1,552.80</td> </tr> <tr> <td>Bus shelter (less Liz Grants invoice)</td> <td style="text-align: right;">2,386.00</td> <td></td> <td style="text-align: right;">2,386.00</td> </tr> <tr> <td>Fence</td> <td style="text-align: right;">324.78</td> <td></td> <td style="text-align: right;">324.78</td> </tr> <tr> <td>Public Meetings</td> <td style="text-align: right;">154.50</td> <td></td> <td style="text-align: right;">154.50</td> </tr> <tr> <td>Website Development</td> <td style="text-align: right;">375.50</td> <td></td> <td style="text-align: right;">375.50</td> </tr> <tr> <td>Domain Development</td> <td style="text-align: right;">3,809.37</td> <td></td> <td style="text-align: right;">3,809.37</td> </tr> <tr> <td>Newsletter</td> <td style="text-align: right;">200.00</td> <td></td> <td style="text-align: right;">200.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>8,802.95</b></td> <td style="text-align: center;"><b>0.00</b></td> <td style="text-align: right;"><b>8,802.95</b></td> </tr> <tr> <td colspan="4"><b>Community Planning Fund</b></td> </tr> <tr> <td>Pohangina Recreational Reserve</td> <td style="text-align: right;">17,104.48</td> <td></td> <td style="text-align: right;">17,104.48</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>17,104.48</b></td> <td style="text-align: center;"><b>0.00</b></td> <td style="text-align: right;"><b>17,104.48</b></td> </tr> <tr> <td colspan="4"><b>Parks and Reserves</b></td> </tr> <tr> <td>Extra from Parks and Reserves</td> <td style="text-align: right;">18,980.00</td> <td></td> <td></td> </tr> <tr> <td>Fencing materials</td> <td></td> <td style="text-align: center;">-8,583.91</td> <td style="text-align: right;">10,396.09</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>18,980.00</b></td> <td style="text-align: center;"><b>-8,583.91</b></td> <td style="text-align: right;"><b>10,396.09</b></td> </tr> <tr> <td colspan="4"><b>Pohangina Valley Community Trust Fund bank account:</b></td> </tr> <tr> <td>Newsletter Sponsorship</td> <td style="text-align: right;">153.43</td> <td></td> <td style="text-align: right;">153.43</td> </tr> <tr> <td>Donation from the <u>Besley's</u></td> <td style="text-align: right;">400.00</td> <td></td> <td style="text-align: right;">400.00</td> </tr> <tr> <td>Unallocated</td> <td style="text-align: right;">30.71</td> <td></td> <td style="text-align: right;">30.71</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>584.14</b></td> <td style="text-align: center;"><b>0.00</b></td> <td style="text-align: right;"><b>584.14</b></td> </tr> <tr> <td><b>Total Funds Available</b></td> <td style="text-align: right;"><b>46,491.57</b></td> <td style="text-align: center;"><b>-8,583.91</b></td> <td style="text-align: right;"><b>36,887.66</b></td> </tr> </tbody> </table> <p>The only change to the financial report is the payment of fencing materials. Motion put forward to transfer \$324.78 from hall fencing category to newsletter category. Carried</p> <p>Discussion around what funds could be used for and whether heatpumps were a good idea for the hall, County Fayre, the Old School and the Library. Cr. Marsh thought the hall and the Old School would require 2 each and Jo MK felt the Library wouldn't be viable due to the low use of the facility. It was suggested that the Central Energy Trust was a good option for applications of funding for heating of community buildings.</p> <p>Janine emailed Liz and Julie-Ann the link to the application form during the meeting and Liz will forward this to Jo for County Fayre, Carrie Naylor-Wiliams for the Hall and Ade Walcroft for The Old School.</p>		Balance at 25/02/22	Changes	Balance at 04/04/22	<b>MDC Funds held for Pohangina Valley Community Committee:</b>				<b>Community Project Fund</b>				Signage	1,552.80		1,552.80	Bus shelter (less Liz Grants invoice)	2,386.00		2,386.00	Fence	324.78		324.78	Public Meetings	154.50		154.50	Website Development	375.50		375.50	Domain Development	3,809.37		3,809.37	Newsletter	200.00		200.00	<b>Total</b>	<b>8,802.95</b>	<b>0.00</b>	<b>8,802.95</b>	<b>Community Planning Fund</b>				Pohangina Recreational Reserve	17,104.48		17,104.48	<b>Total</b>	<b>17,104.48</b>	<b>0.00</b>	<b>17,104.48</b>	<b>Parks and Reserves</b>				Extra from Parks and Reserves	18,980.00			Fencing materials		-8,583.91	10,396.09	<b>Total</b>	<b>18,980.00</b>	<b>-8,583.91</b>	<b>10,396.09</b>	<b>Pohangina Valley Community Trust Fund bank account:</b>				Newsletter Sponsorship	153.43		153.43	Donation from the <u>Besley's</u>	400.00		400.00	Unallocated	30.71		30.71	<b>Total</b>	<b>584.14</b>	<b>0.00</b>	<b>584.14</b>	<b>Total Funds Available</b>	<b>46,491.57</b>	<b>-8,583.91</b>	<b>36,887.66</b>	<p>Yvonne Forlong/ Mary Nettle</p> <p>Carried</p> <p>Mary Nettle/ Yvonne Forlong</p> <p>Carried</p> <p>ACTION/Liz</p>
	Balance at 25/02/22	Changes	Balance at 04/04/22																																																																																																
<b>MDC Funds held for Pohangina Valley Community Committee:</b>																																																																																																			
<b>Community Project Fund</b>																																																																																																			
Signage	1,552.80		1,552.80																																																																																																
Bus shelter (less Liz Grants invoice)	2,386.00		2,386.00																																																																																																
Fence	324.78		324.78																																																																																																
Public Meetings	154.50		154.50																																																																																																
Website Development	375.50		375.50																																																																																																
Domain Development	3,809.37		3,809.37																																																																																																
Newsletter	200.00		200.00																																																																																																
<b>Total</b>	<b>8,802.95</b>	<b>0.00</b>	<b>8,802.95</b>																																																																																																
<b>Community Planning Fund</b>																																																																																																			
Pohangina Recreational Reserve	17,104.48		17,104.48																																																																																																
<b>Total</b>	<b>17,104.48</b>	<b>0.00</b>	<b>17,104.48</b>																																																																																																
<b>Parks and Reserves</b>																																																																																																			
Extra from Parks and Reserves	18,980.00																																																																																																		
Fencing materials		-8,583.91	10,396.09																																																																																																
<b>Total</b>	<b>18,980.00</b>	<b>-8,583.91</b>	<b>10,396.09</b>																																																																																																
<b>Pohangina Valley Community Trust Fund bank account:</b>																																																																																																			
Newsletter Sponsorship	153.43		153.43																																																																																																
Donation from the <u>Besley's</u>	400.00		400.00																																																																																																
Unallocated	30.71		30.71																																																																																																
<b>Total</b>	<b>584.14</b>	<b>0.00</b>	<b>584.14</b>																																																																																																
<b>Total Funds Available</b>	<b>46,491.57</b>	<b>-8,583.91</b>	<b>36,887.66</b>																																																																																																
2.2	Emergency Management	<p>Email on 29/3 from Vicki Wills re Essential Psychological First Aid (PFA). Either Sunday 22 May at MDC or 19 June at Te Kawau Recreational Centre Rongotoea 9.00- 4.00. Reply by 8 April.</p> <p>Liz and Yvonne to attend May 22nd. Yvonne to RSVP for both to Vicki</p> <p>Email from Vicki Wells Thursday 7th April offering a comprehensive first aid</p>	<p>ACTION/Yve</p>																																																																																																

	<p>course over two days 14<sup>th</sup> and 15<sup>th</sup> May 2022. RSVP Friday 22<sup>nd</sup> April to <a href="mailto:vicki.wells@mdc.govt.nz">vicki.wells@mdc.govt.nz</a></p> <p>Email from Aly Thompson 7/3 re new Community Engagement Coordinator. Kyle Van de Bittner is our new key neighbourhood support contact: <a href="mailto:connect@nsm.org.nz">connect@nsm.org.nz</a> and 027 323 7382.</p> <p>Our new General manager is Lorraine Thompson (advised by Janine at meeting as change had occurred since email received) <a href="mailto:gm@nsm.org.nz">gm@nsm.org.nz</a> or 027 323 7387.</p> <p>Cr. Marsh advise that PNCC has withdrawn Neighbourhood Support.</p> <p>CDEM registers I recently realigned with Jeff &amp; Vicki from MDC with how we can best support CDEM efforts. This has resulted in the establishment of two registers: Emergency skills &amp; Vulnerable persons.</p> <p>Anyone in our community can add their details to these registers, and in the event of an emergency, MDC staff and other CDEM volunteers will be able to access this information. This will help them find people with the needed skills for a specific task, and also to check on those in our community who are most vulnerable and may need support. Please circulate the links below to your networks so we can start to build this resource:</p> <p>Emergency skills register - <a href="https://nsmawatu.infoodle.com/form_process?g=055e7bd3-c294-4990-a473-785dc6dc32b8">https://nsmawatu.infoodle.com/form_process?g=055e7bd3-c294-4990-a473-785dc6dc32b8</a></p> <p>Vulnerable persons register - <a href="https://nsmawatu.infoodle.com/form_process?g=1bd99200-fb78-4772-ab80-7541b63c918b">https://nsmawatu.infoodle.com/form_process?g=1bd99200-fb78-4772-ab80-7541b63c918b</a></p> <p>VEMA database access For those of you I managed to visit last year, you may recall I mentioned our new database, and how it would have the capability for you to login and keep information up-to-date. It's taken a wee while for me to get that all sorted and figure out the best way to do it, technically, and we now have a plan! A special login will be given to your Volunteer Emergency Management Agent (VEMA). This login will give you access to all the members we have in our database, in your catchment area, and can be accessed in the event of an emergency. If you already have a VEMA we can start this process now – just send back that person's details, and Kyle &amp; I will follow up accordingly. If you don't have a VEMA, or have never heard this title, please contact Vicki Wills and she will lead the way!</p> <p>AED Maintenance:</p> <p>Liz emailed John Bongenaar on 4 Apr 22 to acknowledge St John Feilding's decision to take care of battery and pad maintenance of County Fayre AED. She asked about having an extra pair of replacement pads but has had no reply. She also raised the point about Awahou School needing the same support for their AED (copying Claire Leamy in email). Liz has had no response to date and will follow up again.</p> <p>EM Kit Training:</p> <p>Vicki Wells responded to Yvonne's request for a date for the postponed EM Kit training and she has offered 1-3.30pm on Sunday the 12<sup>th</sup> June at the Pohangina Hall. Yvonne has confirmed this date with Vicki and Yvonne will</p>	<p>ACTION/Liz</p> <p>ACTION/Yve</p>
--	---	-------------------------------------

		book the Hall.	
2.3	<b>PVCC Protocol</b>	<p>MDC advised - At the red setting of the COVID-19 Protection Framework, no meetings or gatherings with staff from other businesses or members of the public are able to take place in person. All meetings are to be run with the use of Microsoft Teams or Zoom. The majority of office-based staff will be working from home at this setting. Staff who are managing projects can meet with contractors on site if a Microsoft Teams or Zoom meeting is not appropriate so long as they maintain at least 2 metres distance and wear a face covering.</p> <p>This means Janine will not be attending face-to-face meetings of community committees while we are in the red traffic light. However, where possible and appropriate, our Liaison Councillor Phil Marsh will continue to attend face to face meetings.</p>	
2.3.1	<b>PVCC Community Funding</b>	No report	
2.4	<b>River Access</b>	No report	
2.5	<b>Raumai Reserve</b>	No report	
2.6	<b>Pohangina Recreation Reserve</b>	<p>Liz reported that she had a meeting with Sarah Falloon from Horizons and MDC. They are willing to subsidise the track/drain fencing by 40% (\$1786). Liz felt it was very beneficial having Horizons and MDC there as they will potentially subsidise the fencing of the remaining 3 drains by 40% as well. The stockyards are complete and Liz has used Brent's notes to add up how many volunteer hours, by members of the Ashhurst-Pohangina Lions Club, have gone into their construction and it came to a massive 108 hours. Rob Kay has spent 7 hours renovating an old gate donated by the Besleys for the Reserve. Michael Forlong has commenced the track work and there has been good progress this week. Liz has written an article for the newsletter.</p> <p>Mary Nettle has noted the need for a toilet at the Reserve after spending many hours there with hot and cold drinks and food available for the Te Araroa cyclists. We will request this as part of the LTP for the village. Liz has emailed 3 companies for donation requests for materials for the project and one has been denied and she is still waiting to hear from the others.</p> <p>A planning meeting is needed to discuss the planting requirements around the track. Liz will advise a date for this.</p>	ACTION/Liz
2.7	<b>Pohangina Wetlands Project</b>	No further report	
2.8	<b>Pohangina Valley Community Trust</b>	No further report.	
2.9	<b>ANZAC DAY</b>	<p>Yvonne reported that the Ashhurst RSA has advised that they can have no involvement in any ANZAC day services and that the military will not be supplying any personnel either. After some discussion and in the face of the increasing number of community COVID cases it was decided to not proceed with an ANZAC Day service at the Pohangina Cemetery. Mary Nettle to ask Paul and Vicki if they could play the Reverie over the village as they did in 2020.</p>	ACTION/Mary

		<p>Cr Marsh advised he could organise a wreath and Governors Generals message for the 25<sup>th</sup>.</p> <p>Yvonne to contact Harry Ross from the RSA and ask whether it is appropriate to raise the NZ and Australian flags at dawn and then lower them at sunset so that if locals visit the cemetery at any time during the day and they will see them flying.</p> <p>Yvonne and Jo to coordinate to put the RSA crosses on the lawn at the Cemetery.</p>	<p>ACTION/Phil</p> <p>ACTION/Yve</p> <p>ACTION/ Yve and Jo</p>
2.10	PVCC Newsletter and Website	<p>Thanks Julie Ann for her continued work gathering and collating content for the newsletters. The feedback is hugely complimentary and appreciative. This is now also on the new website: <a href="https://pohanginavalley.nz/">https://pohanginavalley.nz/</a></p> <p>Articles for the April edition are in the process of being collated. Janine will forward Julie-Ann the information from Neighbourhood Support for inclusion in the newsletter.</p> <p>Yve and Cr. Marsh to write articles for the newsletter.</p>	<p>ACTION/Janine</p> <p>ACTION/Phil and Yve</p>
2.11	Community Action Plan	<p><b>Email from Janine 29/3. Action Required- confirm projects to be carried over and tag \$3000 allocation for 2022/2023</b></p> <p><b><i>This email is to advise of the balances of funding that Council currently holds for the Pohangina Valley Community Committee for 2021/22 from the Community Committee Project Fund and the Community Planning Fund:</i></b></p> <p><b><i>Community Committee Project - \$11,502.95 (tagged bus shelter, fence, public meetings, defib maintenance, recreation reserve/domain re-development and website development) – current balance is \$8,802.95 with funds spent on the hall (\$1,000), County Fayre (\$1,000), Wetlands (\$200), Bus Shelter (\$1,000)</i></b></p> <p><b><i>Community Planning - \$17,104.40 (tagged for recreation reserve/domain re-development) – no funding has been used this current financial year.</i></b></p> <p><b><i>There is a further \$10,000 tagged for 2022/23 and 2023/24 from the community planning fund to continue the re-development of the recreation reserve/domain. There is also a further \$20,000 from the Parks and Property budget towards the recreation reserve/domain re-development for 2021/22. I do not know the balance of this account as it does not fall within my area of responsibility.</i></b></p> <p><b><i>Attached is a community committee project form for you to complete for 2022/23. Can you please confirm the projects that will need to be carried over into 2022/23 which may not be completed during the current financial year as well as projects that you would like your \$3,000 allocation to go towards for 2022/23. This form needs to be returned to me by 30 April 2022.</i></b></p> <p><b><i>The Annual Community Committee Forum with the Chairpersons, Secretaries and any other committee member who is interested, will be held on Wednesday, 4 May from 5.00 pm in the Manawatū District Council Offices. Light refreshments will be provided. This is an opportunity for Council's Governance Team as well as Officers to give you all an update on key issues and projects that affect your respective communities. It is also an opportunity for an open forum for community committees to ask each other questions and to share experiences. I will send you a programme once it has been confirmed and will seek rsvp's but, in the meantime, if</i></b></p>	<p>ACTION/Liz</p>

		<p><i>both of you could note this date and time in your calendars that would be appreciated.</i></p> <p>Meeting – Motion put forward to pass on \$1000 to the Hall Committee, \$1000 to County Fayre and retain \$1000 for general fund</p>	<p>Liz Besley/ Yvonne Forlong Carried</p>
2.12	<b>Bus Shelter</b>	We are still waiting to hear what the material will be for the artwork on the bus shelter. Yvonne to follow up with Christine Pullar to see how this is progressing.	ACTION/Yve
2.13	<b>Signage Project</b>	Brent Besley and Sam Taylor coordinating to complete this in the near future.	
2.14	<b>Annual 10 yr plan</b>	No further update	
2.15	<b>Valley Road Lookout</b>	No further update	
2.16	<b>Pohangina Hall Committee</b>	Liz has had an email from Kim reporting one usage of the Hall only and it was felt that this was due to current COVID conditions and Janine advised that it was similar for other community facilities across the district. The Hall report is due at the end of June. Mike Etheridge has offered to complete this but the committee really need a planning meeting.	
2.17	<b>Pohangina School and Pool</b>	The pool is now closed. Mary reported that two Te Araroa cyclists had requested a place to camp and were directed to the land behind the Old School and they had donated \$20 for the use. Mary has collected and banked the money via Kim.	
2.18	<b>County Fayre</b>	<p>Jo updated that County Fayre will reopen on the 1<sup>st</sup> May.</p> <p>Upcoming events are Suzanne Challis - a the new artist displaying work at CF and a book promotion by Fiona McMoran called Grape Expectations about Pohangina Vineyard.</p> <p>Jo advised that the skylight renovation work being will funded by MDC commence soon and that the committees next project is the replant of the front garden and they would use some of the \$1000 from PVCC for this work.</p> <p>The kitchen renovation has been put on hold as the availability of builders and materials is unknown. Jo is planning to apply to the Central Energy Trust for funding for the kitchen in the December applications.</p> <p>CF is planning to coordinate a community gathering on the 18<sup>th</sup> June to coincide with Matariki for new people to meet current residents and as a general get-together. Janine confirmed there will be a new round of \$1000 per community committee from MDC for community socialisation events available in the new financial year – from 1<sup>st</sup> July.</p> <p>Friday Drinks and Nibbles will set for 22<sup>nd</sup> April and 20<sup>th</sup> May.</p>	

<b>3</b>	<b>Other Business</b>	<p>Smart Community Well Being Project- research via focus groups being run by Massey. Dates sent out to community via email. Julie Ann will attend and Jo expressed interest also. Julie-Ann to send Jo details.</p> <p>Yvonne Forlong attended Ashhurst Health Centre Hui on behalf of PVCC today. FHC are planning a public event on Sunday 18<sup>th</sup> June to celebrate the opening of the centre. Details around what this event will entail are still to be confirmed.</p> <p>Liz advised they have asked if we want a link to their information on our website. It was decided that we would and Julie-Ann will organize this.</p>	<p>ACTION/Julie-Ann</p> <p>ACTION/Julie-Ann</p>
<b>3.1</b>	<b>MDC Report</b>	<p>Report from Councillor Phil Marsh – Three waters, the RMA and the Future of Local Government are the 3 big topics currently coming from central government.</p> <p>Phil has emailed regarding the painting of the intersection by the hall. No response to date. He will follow up.</p> <p>Questions were asked about the proposed pyrolysis plant on Kawakawa Road. Phil advised the submission has been presented to Horizons.</p> <p>Concern was expressed around the speed at which this contentious project was passed through Council with minimal consultation with the ratepayers and the quality of the information that had been used to make the decision to proceed with submissions for the plant.</p> <p>Cr. Marsh advised that MDC already has the required land and water consents to deal with waste at the Kawakawa Road site and they only require the air consent for which the current application before Horizons pertains to.</p>	ACTION/Phil
<b>3.2</b>	<b>School Reserve</b>	No report	
<b>3.3</b>	<b>Branch Road Walkway</b>	Mary raised the issue that the possibility of logging operations in the adjacent forests may result in closure of the walkway. This could impact the income of County Fayre if it happens to coincide with the November Downhill walk. Cr. Marsh to contact logging contractors and land owners to ask for possible timing and compensation/donations for County Fayre.	ACTION/Phil
<b>3.4</b>	<b>Village Signs</b>	No report	
<b>3.5</b>	<b>Konewa Shared Pathway</b>	No report	
<b>3.6</b>	<b>Totara Reserve Advisory Group</b>	No report	
<b>3.7</b>	<b>Village road marking</b>	See Cr. Marsh's report above.	
<b>3.8</b>	<b>Police Report</b>	No report	
	<b>Meeting Closed</b>	Meeting closed at 8.45pm	
	<b>Next Meeting</b>	6.30pm Thursday 2nd <sup>th</sup> June 2022 at County Fayre	