

Pohangina Valley Community Committee Meeting

Minutes from Wednesday 14th June 2023 7.00pm Zoom

Present: Liz Besley, Yvonne Forlong, Julie-Ann Bolton, Cr. Stuart Campbell, Travers Moffitt(exited meeting at 7.30pm), Negin Nema, Amie Melody, Barb Hyde, Michelle Greaves (joined meeting at 7.21pm)

1		Procedural Matters	Action/Carried
1.	Apologies	Simon Francis, Jo Morris-Kynoch, Cnst. Mark Dickins	Y Forlong/L. Besley Carried
1.2	Correspondence	<ul style="list-style-type: none"> • James Adamson: 1 June- re parks and property projects for LTP • Negin Nema – 150th Manchester celebration notification 	L.Besley/JA Bolton Carried
1.3	Confirmation Previous Minutes	That the minutes from the previous meeting held on 4 th August 2022 be carried as a true and correct record	B Hyde/JA Bolton Carried
1.4	Matters Arising	Negin advised us that CC ideas for the 150 th celebration of the Manchester District need to be to MDC by end of June 2023.	
2		Items for Approval/Information	
2.1	Finances	<p>2022/23 Pohangina Valley Community Committee Funding as at 12 June 2023</p> <p>Community Committee Project Fund</p> <p>Opening Balance \$7,241.42 No change Closing Balance \$7,241.42</p> <p>Community Planning Budget</p> <p>Opening Balance \$24,599.70 No change Closing Balance \$24,599.70</p> <p>PVC Trust a/c</p> <p>Opening Balance \$3,067.64 No change Closing Balance \$3,067.64</p>	JABolton /Y Forlong Carried

2.2	Emergency Management	<p>An Emergency management Meeting was held at County Fayre. The record of the meeting will be attached to the minutes email for reference. Travers Moffitt updated us re his communication with DoC regarding the usage of the Pohangina Base as a emergency centre for the northern end of the valley. There is a DoC process to follow ultimately requiring a decision from Wellington. He will update us as he receives communication and will follow up with Demelza from DoC in their regular meetings.</p> <p>It was decided that a laminated A4 sheet would be produced for distribution to households with important emergency numbers and information. Yvonne will get price for laminating sleeves. Barb, Amie and Yvonne have offered to laminate the sheets. Vicki advised at the meeting that funding is not available from the council for this. Funding will be confirmed once costs are discussed.</p> <p>Matt Carroll is to approach Trudi the Awahou principal to see if a lockbox for access to the school can be introduced for out of hours access to school in emergency crises.</p> <p>There was considerable radio communication discussion at the meeting. A sub committee was suggested to further research into the radio communications and the emergency response revisions. Subcommittee proposed as Travers Moffitt, Liz Besley, Lynda Gray, Barbara Hyde, Sam Etheridge, Matt Carroll.</p> <p>Motion to ratify formation of the sub committee – motion carried.</p> <p>Post meeting Vicki has advised that an extender has been added so that the radio can be monitored from anywhere in the building and handsets will be carried by staff.</p> <p>Travers felt that there should be 24/7 radio monitoring by the council. Negin commented that MDC staff have standby roster for emergency situations and that they receive alerts from NEMA.</p> <p>Travers advised that he feels that earthquakes are our biggest threat due to the Hikurangi plate off the east coast. While flooding has been our major threat recently our emergency response information needs to provide information.</p> <p>Barb has drafted a ‘text tree’ template for information gathering from valley residents for emergency response communication between valley residents. Any additional ideas welcomed.</p>	<p>Action Yvonne Forlong</p>
2.3	PVCC Protocol	<p>Terms of Reference edited: <u>aim to</u> have two community committee members allocated to subcommittees.</p> <p>With the PVCC changing their meeting to the second Wednesday of every second month there is a clash with Sanson and Waituna West Community Committees. This means that Janine Hawthorn, Community Wellbeing Manager and/or the newly appointed</p>	

Community Wellbeing Officer Negin Nema will not be able to attend all meetings.

Please keep in mind the best and fastest way of solving Council issues and taking actions regarding them is to either call MDC on 063230000 or emailing MDC at: public@mdc.govt.nz. Council issues can be varied but here are some examples:

Recycling bins, Potholes, Roading issues, Broken footpaths, road signages, Sewerage pump faults, Unruly dogs, Sand build up, Streetlights, Damaged park equipment, Fly tipping, Road damage, Flooding and etc... If you contact Council directly you will receive a CCR number which helps to track the status of matters that were raised with Council.

After the Community Committee meeting:

- Actions: If there were matters raised for Council, regardless of me attending or not attending your meeting. Please email these matters/actions to me Negin.nema@mdc.govt.nz shortly following the meeting preferably up to 3 days after your meeting, therefore I can follow up these actions with the respective MDC's department or staff and asked them to investigate and take necessary actions. Please remember to provide me with as much detail as possible, including location, pictures and the exact issue.

You will receive an action report from me regarding the progress and status of the actions 1-2 business days before your meeting. To receive a useful action report please remember to email the matters/actions to me.

- Minutes: A reminder that all community committee minutes go before Council. Now that we have changed the way in which actions are to be reported to Council, this takes the pressure of the Secretaries in getting minutes out within a week or two of the meeting. However, it would be to the Committee's benefit to have minutes go before Council in a timely manner particularly if there is a burning issue that they need to be made aware of.

A reminder to use the Community Committee email address: communitycommittees@mdc.govt.nz to send in your minutes. So, both me and Janine will have access to the minutes. I will upload the minutes on our website after receiving the minutes, and they will be available to public [Community Committees & Plans | Manawatu District Council \(mdc.govt.nz\)](#). So, make sure you are sending the final draft to us. Or if it is not the finalised minutes, please make sure you're mentioning this in your email.

- Invoices/Reimbursements:

For any payments regarding the Community Committee funding or Community Planning please send the invoices to me via email and CC Janine in the email. I will be responsible for requesting payments and reimbursements through our finance team. At the time that I am on leave, Janine will help me with picking up the urgent payments

		PVCC Meeting 9 th August 11 th October	Council meeting 24 th August 24 th November	Agenda cut off 10 th August 9 th November	
2.3.1	PVCC Community Funding	No update			
2.4	River Access	No update			
2.5	Raumai Reserve				
2.6	Pohangina Recreation Reserve	<p><u>Pohangina Recreation Reserve/Domain:</u></p> <ul style="list-style-type: none"> • Carl Johnstone coordinated a site meeting on 31 March with John Turkington and two of his team along with community members. A proposal to plant 1.15 ha of natives to offset travel carbon footprint by attendees from around the world at Woman in Sport Conference. They have received an award for the model and this will be the first of its kind. A group are currently working together to select the areas for planting and fencing. • Nick Beauchamp also attended the site meeting to discuss new signage for the walkway and sponsor's board. <p><u>Update for 14 June Meeting</u></p> <ul style="list-style-type: none"> • Brent completed boxing for bench seat- 5 hr • Brent, Stu Davison, Michael Forlong concreted base for seat- 3 x 4 hr = 12 hr • Total Lions contribution 20 hr • Brent & Liz collected bench seat from County Fayre storage with help of Val & County Fayre patrons. Transferred to picnic spot via quad & trailer. Brent, Julie Ann & Liz unloaded and enjoyed coffee and cake in the beautiful bench sponsored by ADP Design and Fay & Rob Partington. • David Sapsford mowed picnic area. • Brent, Liz & Sam Taylor walked the route for new fence using Avenza app and final map from Charlotte Holdsworth agreed on by group. Distance is 300m • Quote for fencing labour from Sam= \$3277.50 incl GST. Sam & Arna will sponsor on invoice. • Quote for fencing materials from Lumberland= \$4826.32 incl GST. Lumberland will sponsor via making new signage structure. <p>Sam to start fencing tomorrow. It has been proposed that there is an opening to the project as it is a first globally and to invite dignitaries.</p>			
2.7	Pohangina Wetlands Project	The Wetlands new carpark seal which looks welcoming and tidy.			
2.8	Pohangina Valley Community Trust	Liz had a chat with John Culling and he indicated he is keen to step away from his role as Chairperson. It has been suggested to put an article in the newsletter.			Action L.Besley

2.9	ANZAC DAY	Thanks to Yvonne Forlong for coordinating this and County Fayre for hosting morning tea and MDC for wreath. Yvonne thanked Stuart for his attendance. The service was fronted by Pam Barnett and supported by a battalion from Linton Army Base who performed all the official flag duties.	
2.10	PVCC Newsletter and Website	Julie Ann is gathering articles for the June edition of the newsletter and needs them ASAP. May need to start paying \$17/month for mail chimp – only allowed three mailouts per month on the free plan. We haven't been charged to date but if we are then PVCC to fund.	Motion carried Y.Forlong/B.Hyde
2.11	Community Action Plan	No update	
2.12	Bus Shelter	No update	
2.13	Signage Project	No update	
2.14	Annual 10 yr plan	Meeting at MDC 9 August – pre-engagement on for Long Term Plan re Parks & Property Projects. Barb and Simon have expressed interest in attending.	
2.15	Valley Road Lookout	No update	
2.16	Pohangina Hall Committee	Congratulations to Julie Ann and the hall committee on a hugely successful cabaret night. Over \$1000 was made to support the hall including some grant funding from MDC. There has been 859 people through the hall this year. MDC have proposed a movie night to highlight 10 year plan to residents. A quote is being sought to refinish the hall floor.	
2.17	Pohangina School and Pool	Simon reported via Liz that the 2 weekly bookings continue and that the code for access to the Old School will be changed as there has been some usage of the hall by people who know the code without bookings being made.	
2.18	County Fayre	Jo emailed report.	
2.19	Library	Julie Ann reported that the Book Exchange has occurred today and there were now 400 books available. Julie Ann was impressed with the library representatives that attended the exchange. They are just waiting for the Library sign to be installed. Cr Stuart to follow this up as well as the sign for County Fayre	Action/Cr.S. Campbell
2.20	New resident packs	No update	
3	Other Business	Amie to follow up with Totalspan re a bus shelter at the corner by HHCC.	Action A.Melody

3.1	MDC Report	Report from Councillor Stuart Campbell – Work is starting on the revision of the Long Term Plan. There has been a change to the Development Contribution Policy and Revision of the Highly Productive Land Policy as set out by central Government- a draft should be out by August. The Library rebuild is on target. Due to funding constraints the Water Treatment and Turners Road developments have been put on hold. The Churchill Road bridge reinstatement will be some time in the future as the span is too wide for a Bailey Bridge and NZTA resources are stretched.	
3.2	School Reserve	No update	
3.3	Branch Road Walkway	No update	
3.4	Village Signs	Nothing required	
3.5	Konewa Shared Pathway	No report	
3.6	Totara Reserve Advisory Group	No update	
3.7	Village road marking	Nothing required	
3.8	Police Report	Mark advised Liz that there had been some burglaries up the valley recently. He also asked for any suspicious vehicles to be reported to him.	
3.9	No 4 Line update	Nothing required	
4.0	Roading issues	Cr. Stuart Campbell advise he had followed up with the roading team and that they had completed a site visit and deemed that no further signage was required as they had only two reported crashes at the site.	
	Meeting Closed	Meeting closed at 8.30pm	
	Next Meeting	7.00pm Wednesday 9 th August 2023 at County Fayre.	