



## Kawhia Community Board

# MINUTES

1 February 2019

1.13pm

Members of the Kawhia Community Board

Mr. CE Jeffries (Chair)  
Mrs. DM Pilkington (Deputy Mayor)  
Mr. AJ Rutherford  
Mr. DM Walsh  
Mr. G Fletcher

Meeting Secretary: Mr. CA Tutty (Governance Supervisor)

**KAWHIA COMMUNITY BOARD**

1 February 2019

Minutes of an Ordinary meeting of the Kawhia Community Board held in the Kawhia Community Hall, Jervis Street Kawhia on 1 February 2019 commencing at 1.13pm

**MINUTES**

Minutes are unconfirmed and subject to amendment at the next meeting of the Board.

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## **PRESENT**

Mr. CE Jeffries (Chair), Mrs. DM Pilkington, Mr. AJ Rutherford, and Mr. G Fletcher

## **IN ATTENDANCE**

Mr. DC Clibbery (Chief Executive), Mr. RH Brady (Engineering Manager) and Mr. CA Tutty (Governance Supervisor)

The Chair declared the meeting open and welcomed those present. He extended a special welcome to the Waitomo News reporter Jenelle Burnell.

## **APOLOGY**

Resolved that the apology received from Mr. DM Walsh be sustained

## **Mrs. Pilkington / Mr. Fletcher**

## **PUBLIC FORUM**

Mr. John Kelly, a member of the public was in attendance at the public forum section of this meeting and said he understood that the two bollards situated outside the Kawhia Community Hall were given to the Community by PHP.

Mr. Rutherford replied that he owned the bollards and installed them outside the Kawhia Community Hall. He said these have been removed and donated to a Mr. Stu Brown in Aotea.

## **ITEMS TO BE CONSIDERED IN GENERAL BUSINESS**

**Resolved** that discussion at a Civil Defence welfare meeting held last week and an application on behalf of the Kai Festival Committee be considered in general business which may require resolutions.

## **Chair / Mr. Rutherford**

## **CONFIRMATION OF MINUTES – 7 DECEMBER 2018**

**Resolved** that the Minutes of the meeting of the Kawhia Community Board held on 7 December 2018, as circulated, be approved as a true and correct record of that meeting.

## **Mr. Fletcher / Mr. Rutherford**

## **MATTERS ARISING**

### **Roading**

The Chair referred members to page 4, in particular to Cowell and Wetere Streets and reported that both these streets have been sealed and work on Mrs. P Scott's driveway undertaken.

The Chair extended the Board's thanks to the Engineering Manager and staff for having this work carried out.

### **CCT Cameras**

The Chief Executive informed members of the locations of the eight CCTV cameras installed around the Community. He confirmed that these are being monitored at the Kawhia Police station.

The Governance Supervisor was requested to provide details to Sandra Drummond of the 2019 meeting dates of the Kawhia Community Board to be held in the Kawhia Community Hall.

### **Kawhia Playground Land**

The Chief Executive advised that a report is being prepared by Council's Organisation and Community Development Manager on the matter of the land comprising the Kawhia playground.

## **DECLARATION OF INTEREST**

The Chair asked members whether they had any pecuniary or non-pecuniary interest in matters to be discussed at today's meeting.

No conflicts of interest were received.

#### **ITEM 104 PARKING ENFORCEMENT IN KAWHIA**

The Chief Executive presented his report regarding enforcement of Council's Traffic Bylaw to assist in addressing parking issues in Kawhia.

The Chief Executive advised that it is desirable for the Kawhia Board to lead the way in proposing to enforcing parking restrictions. He said a schedule of parking fees is set down by legislation however, these fees are very modest.

The Chief Executive reported that it would be desirable to engage a professional "out of town" patrolling officer to carry out the enforcement duties. He said to date Council, has not approved the proposed funding arrangement.

The Chair reported on discussions he has had with charter boat operator Mr. Pinny who advised that a number of their clients are elderly and when their vehicles drop off gear to park elsewhere it is exposed to theft. He said however, at the end of the day, it is the Board's decision.

Mr. Rutherford expressed the opinion that with the introduction of policing the parking restrictions this will hopefully act as a deterrent to others.

Mrs. Pilkington said she sees the proposal as an educational tool.

Mr. Fletcher felt this was something the Board has to do to help evaluate the existing situation.

The Chair reported that not all the problems are being caused by the charter boat users and that other people are involved also.

**Resolved** that the Kawhia Community Board approves funding of enforcing parking restrictions on the basis set out in the Chief Executive's report dated 1 February 2019, and requests Council to fund from District accounts the residual shares of costs indicated.

#### **Mr. Rutherford / Mr. Fletcher**

The Chief Executive reported it is envisaged to have the enforcement in place by next summer.

#### **ITEM 105 DRAFT MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 31 DECEMBER 2018**

The Chief Executive referred members to the Draft Management Accounts for the period ending 31 December 2018.

He highlighted the following notable variances:

- a) Kawhia Parks and Reserves account – rates regarding the Waiwera Street land.
- b) Insurance – error in linkage and various insurance charges.
- c) Kawhia Community Centre - \$5945 is an accounting correction.

The Chief Executive informed members that all the bottom lines are favorable or better than.

The Chair suggested that should members have any further queries that these be taken up with the relevant staff.

**Resolved** that the Draft Management Accounts for the period ended 31 December 2018 be received.

#### **Chair / Mrs. Pilkington**

#### **ITEM 106 KAWHIA COMMUNITY BOARD MATTERS REFERRED FROM 7 DECEMBER 2018**

The Governance Supervisor took members through Matters referred.

#### **Pohutukawa Trees**

The Engineering Manager reported a price to look into the matter of the Pohutukawa Trees as you approach the Kawhia Community, has been obtained however, this was prohibitive. He said the Engineering staff will look at which tree/s is causing concern and a report will be put to the Board for its consideration.

#### **Kawhia Refuse Facility**

The Engineering Manager reported that there is no electricity at the Kawhia Refuse facility however, he has asked if there is an EFTPOS facility available which could be operated without electricity. He said he will follow this matter up with Envirowaste.

With regard to the item regarding investigating options to provide a toilet in the Kawhia Cemetery, Cemetery Reserve or Kawhia Refuse facility the Engineering Manager said he will have discussions with Envirowaste on this matter.

### **Kawhia Medical Centre Site**

The Chief Executive informed members that Council's Building Control staff have reservations regarding placing an additional building on the site as part of the area is road reserve.

### **Pedestrian Crossing – Jervois Street**

The Engineering Manager reported following discussion with Council's Roading Manager that it is not safe to install a pedestrian crossing at the junction of Jervois Street. He said it is intended to install "no parking" boxes which will have the effect of moving the cars back from the junction.

## **GENERAL**

### **Civil Defence**

The Chair reported that on the 24<sup>th</sup> of January 2019 a representative from Civil Defence Waikato was in attendance at the Kawhia School. He highlighted a copy of a Community Response Plan to members which he asked to be tabled.

The Chair reported from the meeting that Civil Defence representatives, Police, Fire and Emergency services will be based at the Kawhia Police Station with the Civil Defence centre remaining at the Kawhia School. The Chair raised two issues one being that there is no emergency generator in place in Kawhia.

Following discussion it was agreed Mr. Rutherford have discussions with TIL and establish if an option could be to utilise the large generator on their barge. The Chair said it would be desirable to ascertain to what extent their generator could supply power to the Community at large.

The Chair then advised that neither the Kawhia School or Sports Club are wired up to take a generator. He said it would be necessary for these buildings to be electrically upgraded.

The Chair then raised the matter of emergency lighting and whether some form of lighting could be placed on a stand in order to spread light out over a certain area.

Mr. Fletcher reported that any emergency centre would need to be self-sufficient for at least three days.

Members were informed that the largest hazard which has been identified would be the occurrence of a fire within the forestry area. Mr. Rutherford asked whether the vegetation around the reservoir could be cut back.

The Engineering Manager undertook to check on this matter.

With regard to the use of the generator on TIL's barge it was agreed that a letter be forwarded to the Port Operations Manager Mr. L Woods, PO Box 308, Wellington.

### **Water Shortage**

Discussion was held on the issue of when a water shortage occurs would it be possible to have two or three key people available in the Community to whom the public could contact.

The Engineering Manager agreed to organise this.

Members agreed that the work being carried out in Kawhia by Water Services Employee Mr. Kevin Adams has been undertaken very well. It was agreed that the Board express its appreciation to him on the standard of work he does.

It was also agreed that the Board recognise the work carried out by Mr. C Stuart of the New Zealand Fire Service.

### **Relocated Dwellings**

Members asked for Council's Environmental Services Manager to provide an update on the status of the relocated dwellings within Kawhia as to whether they are compliant with their consents.

### **P Hartnell– Steps over sand dunes – Ocean Beach**

The Chair referred members to Email correspondence from a Peter Hartnell regarding Council providing access steps over the sand dunes at Ocean Beach.

Members were informed that this area is the property of TKI and nothing to do with Council.

The Engineering Manager reported that preliminary discussions have been held with representatives of TKI, Regional Council and Council. He said the main issue is who will fund the suggestion.

The matter was left with TKI to investigate it further.

It was agreed that the Chair respond to Mr. Hartnell pointing out that the Board / Council is not the owners of the land concerned and that an approach be made to TKI.

**KAWHIA KAI FESTIVAL**

The Chair referred to a letter received on behalf of the Kawhia Kai Festival Committee requesting a donation from the Board to assist in the holding of the Kai Festival. He said any grant received would be utilised towards the clearing of rubbish.

**Resolved** that a grant of \$500 be made to the Kawhia Kai Festival Committee to assist in the holding of the next festival.

**Mr. Rutherford / Mr. Fletcher**

**Kawhia School**

The Chair reported that since the last meeting of the Board the Kawhia School has held its annual prizegiving ceremony. He said Mrs. Pilkington, His Worship and himself were all present at the ceremony and were involved in presentation of prizes.

Councillor Pilkington reported on her attendance on her attendance at the Kawhia School prizegiving.

**Remuneration / Boards**

Members were circulated with Boards remuneration information supplied by the Remuneration Authority highlighting the fact that Kawhia is the second smallest of the one hundred and eight communities in New Zealand which has its own Community Board.

It was agreed that the information from the Remuneration Authority provided by the Chief Executive be received.

**Aotea Seawall**

Mr. Fletcher reported that three steps in the middle of the Aotea Seawall are proving to be a hazard in their current state.

The Engineering Manager undertook to look into the issue.

The Engineering Manager further reported that Council is aiming to carry out work on the seawall during the third week of February 2019. He said it is proposed to repair one flight of steps under this work.

**Retirement of Chief Executive**

The Chair reported that he is sorry to see Council's Chief Executive Dave Clibbery leave Council's employment. He recalled days when Mr. Clibbery first commenced employment with the Waitomo District Council. The Chair said that Mr. Clibbery has done very well coming up through the ranks within Council to be Chief Executive. He congratulated him on this achievement.

The Chair expressed the thanks of the Board for the work undertaken by Mr. Clibbery during his time with Council. He wished Mr. Clibbery and his wife Maree all the very best for their future.

A presentation was then made to Mr. Clibbery.

Mr. Clibbery replied that he appreciated working in the Kawhia / Aotea areas from which he obtained many skills he would never have learnt otherwise.

**MEETING CLOSURE**

The meeting closed at 2.32pm.

**CHAIRMAN:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

