



Otorohanga Community Board

MINUTES

3 JULY 2019

4PM

OTOROHANGA COMMUNITY BOARD

3 JULY 2019

Minutes of an Ordinary meeting of the Otorohanga Community Board held in the Council Chambers, Maniapoto Street, Otorohanga on 3 July 2019 commencing at 4.00pm.

Tanya Winter
Chief Executive

MINUTES

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

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PRESENT

Mr. P Mc Connell (Chair), Mr. P Coventry, Mrs. K Christison, Mr. N Gadd and Mr. A Buckman

IN ATTENDANCE

Ms. Tanya Winter (Chief Executive), Messrs. R Brady (Engineering Manager), M Lewis (Services Manager), J Le Fleming (Community Facilities Manager), CA Tutty (Governance Supervisor) & Ms. T Ambury (Community and Economic Development Manager)

The Chair declared the meeting open and welcomed those present.

APOLOGY

Resolved that the apology received from Mrs. E Cowan be sustained.

Chair / Mr. Coventry

DECLARATION OF INTEREST

The Chair asked members if they were aware of any Conflicts of Interest that may exist regarding items to be discussed at today's meeting.

No Declarations of Interest were received.

PUBLIC FORUM

No-one presented at public forum.

CONFIRMATION OF MINUTES – 5 JUNE 2019

Resolved that the Minutes of the meeting of the Otorohanga Community Board held on 5 June 2019, as circulated, be approved as a true and correct record of that meeting and the recommendations contained therein be adopted.

Mr. Gadd / Mr. Buckman

ITEM 92 CHAIRPERSON'S REPORT

The Chair highlighted the following activities he has been involved in since the last meeting of the Board –

- Attended Otorohanga Lion's Club meeting.
- Attended a meeting with the Project Kiwiana Committee.
- Attended the recent Farmers Night held at the Otorohanga Club.
- Attended a local focus group along with Councillor Christison.

Resolved that the Chairperson's verbal report be received.

Chair / Mr. Gadd

ITEM 93 CHIEF EXECUTIVES REPORT 21 MAY – 17 JUNE 2019

The Chair referred members to the Chief Executives report informing Council of the key focus areas for the Chief Executive over the past month.

He requested that members take this report as read.

In reply to Mrs. Christison the Chief Executive outlined the progress being made in appointing a new Building Control Manager and the current situation in the Building Control Department with temporary assistance.

Resolved that the Chief Executives report for the period 21 May to 17 June 2019 be received.

Chair / Mr. Coventry

ITEM 94 REVIEW OF OTOROHANGA CEMETERY FEES AND CHARGES

The Governance Supervisor presented a report advising that Council last reviewed the costs to purchase burial / ash plots in the Otorohanga Cemetery effective from 1 July 2014 and internment fees effective from 1 July 2017 following the awarding of the District Wide Road Maintenance Contract to Services South East Limited.

During discussion the following issues were highlighted –

1. The matter of Cemetery duties being included in the District Wide Road Maintenance contract.
2. Reference to a child be changed from 11 years to 12 years and under.
3. The sexton fees relating to a child be amended to \$500 including natural burials.

Resolved that it be recommended to the Otorohanga District Council that the fees and charges in respect to the Otorohanga Cemetery be increased to (including GST) - effective from 1 September 2019 –

COSTS TO PURCHASE A PLOT

Adults	\$1500.00 (Including Natural)
Children (Under 12 years)	\$500.00
Ash Wall & Ash Berm	\$350.00

INTERMENT FEES

Adult	\$1450.00	
Child (Under 12 years)	\$500.00	
Ashes	\$320.00	Own install \$160.00
Extra depth	\$300.00	
Natural – Adult	\$1200.00	
– Children (Under 12 years)	\$500.00	

Mrs. Christison / Mr. Gadd

ITEM 95 PROPOSED MANAGEMENT PLAN FOR OTOROHANGA RIVER CONTROL AREAS

The Community and Economic Development Manager (CAED) introduced her report.

She advised that the report outlines previous river discussions in particular around river control areas.

Several concerns were raised about this report including:

- Who is responsible for the river control areas – Community Board or Council
- The roles of the sub-committees that have been established
- The Waikato Regional Council service level agreement
- The development of a draft River Management Plan

The Chair suggested that clarification is needed with the Chief Executive supporting this and suggesting the report is received only until she can discuss with her staff and come back to the Board.

Resolved that the CAED Managers' report be received.

Mr. Coventry / Mr. Buckman

ITEM 96 PROJECT KIWIANA MEMORIAL SEAT & NEW DISPLAY PANEL

The Engineering Manager introduced his report.

Mrs. Christison suggested an alternative position for the placement of the additional module outside the Council Building and to ensure that the additional 'Story Panels' in the Sir. Edmund Hillary Walkway line up with the frontage of the adjacent building.

Members were informed that the first sentence in the heading 'Financial Considerations' on page 18 of the Agenda requires correction and should read:

"Project Kiwiana Committee through the Annual Grant received from the Otorohanga District Development Board will fund the cost, including any installation and ongoing maintenance of the Kiwiana display modules and panels. The John Loveridge seat cost, including installation will be 100% donated by the Loveridge Family. The seat will become part of the Asset Schedule of the Jim Barker Memorial Playground that is vested in Council's ownership.

Resolved that permission be granted to the Project Kiwiana Committee to supply, install and maintain the following items detailed in the report –

- The John Loveridge memorial seat
- Kiwiana display module
- Two additional story panels in the Sir Edmund Hilary Walkway

Mr. Gadd / Mr. Coventry

ITEM 97 UPDATE ON THE OTOROHANGA COMMUNITY BOARD WALK AROUND OTOROHANGA

The Engineering Manager referred members to his report providing feedback on the steps taken since the previous report.

Resolved that the Engineering Managers updated schedule be received.

Mr. Buckman / Mrs. Christison

ITEM 98 MATTERS REFERRED – 5 JUNE 2019

Members referred to the schedule of Matters Referred and were advised that the two items which have the status “complete” will be deleted from the next schedule.

BOARD MEMBER UPDATE

When asked by the Chair, no Members raised any matters.

MEETING CLOSURE

The Chair thanked members and staff for their attendance at the meeting.

The meeting closed at 5.03pm