

Halcombe will be a safe, supportive and progressive community. It will be attractive, valued by all and well connected to the wider district.

MINUTES OF THE HALCOMBE COMMUNITY MEETING HELD MONDAY 1 May 2016 7pm at the HALCOMBE TAVERN

PRESENT: Rachel Lane, Mel Henderson, Shane Casey, Vicki Powell, Jo Darling, Jeannette Henderson

1.1 APOLOGIES: Ben Henderson, Yvonne Penn, Janine Hawthorne, Richard Bain, Alex Short, George Kereama

1.2 CORRESPONDENCE INWARDS/OUTWARDS:

IN:

- Emails of ideas of Night Out Silver Candelabra Formal Dinner, Comedy Night.
- Email from Sue Simpson Quiz night at Halcombe School will be held in August.
- Email from Sandra Crosbie (Communications Officer MDC) Reminder of 'Mayor in the Chair' at library for informal discussions without appointments.
- Email from Sandra Crosbie asking for a meeting with Rachel about how the HCDG has benefited the Halcombe Community.
- Quotes from Catering companies re: Halcombe Night Out.
- Rachel Carr has contacted Trevor to complete work.
- Sleepers for Domain fence have been paid for 2 pallets x \$375 per pallet.
- Community Spirit Award awarded to Halcombe Fire Brigade and accepted by Kevin Darling.
- Community Project Form receipts required by 29 July from Janine Hawthorn.

OUT:

- Email to Community re: Halcombe Community Night Out Ideas.
- Email to Community re: First Aid Kit purchase from Stanway Pony Club.

1.3 MINUTES of Last Meeting 2 May 2016: Accepted

2. Items for Approval/Information

2.1 FINANCIAL REPORTS:

Need to send through receipts through to MDC for reimbursement (\$2,700 account)

Halcombe Community Development Group Account (Westpac):

Opening Balance as at 31/03/16

\$3,995.75

Deposits = April \$ 472.63

May \$1,875.00

Expenses = April \$1,350.57

May \$1,265.82

Hall/Sports Ground Account:

Opening Balance as at 01/03/16

\$11,862.43

Deposits = April \$410.00

Expenses = March \$ 84.53

April \$240.00 May \$89.85

Closing Balance as at 11/05/16

\$11,857.75

2.2 COUNCIL REPORT: Cr Shane Casey

- Halcombe rd./Fergusson rd. bend improvement are underway. Estimated cost = \$1.5m
- Makino Pool NOW opening July 2016
- Halcombe Hall WOF Mel to check current Certificate status.
- Accelerate 25 Horizons submitted their Manawatu/Wanganui report to Council for Infrastructure investment. This is in-line with MDC's vision.
- Concerns around bylaw compliance have been sent through to relevant GMs in MDC.

3. Other Business



3.1 Community

Calendar for 2016:

- Midyear Fundraiser Cancelled
- Christmas Carols Dec 2016
- Waitangi Day Feb 2017

Mid Winter Fund Raiser

- HCDG agreed that we would not organise an event this year, enabling a longer planning timeframe for 2017.
- Mt Biggs Hall Committee is holding a mid-winter do with live music around mid August.

| Action Summary | Person responsible | Minutes date |
|--|------------------------|--------------|
| COMMUNITY | | |
| Halcombe community Civil Defence strategy: still | Sue | Feb 2014 |
| progressing | | |
| Soldier History: WWII | Richard + Jeannette | May 2014 |
| Picture from Vicki: We need to decide where to put this. | Mel / All | July 2014 |
| Community Calendar: Dates need to be loaded into it + it | All to feed-in dates + | Aug 2014 |
| published on the website. | Rachel to load | |
| Website: Halcombe ID and MDC phone number to be | Rachel | March 2014 |
| added | | |
| Thank you cards: Need to be printed. | Rachel | March 2016 |



3.2 Environment

Walkway

- Domain fencing materials have been purchased. Need to submit receipts to MDC for reimbursement.
- Some trees have died and need replacing.
- One area of walkway gets very wet need to look into plants that thrive in these conditions.
- It has been indicated that MDC have agreed to placing a rubbish bin on the Walkway awaiting official confirmation of this.
- An area of the garden at the start of Walkway (Stanway Rd end) needs to be turned into steps so people can get between the Domain and the Walkway (and not disturb the plants).

Drains:

• It has been indicated that MDC have agreed to address the Levin Street drain – again we are awaiting official confirmation of this.

Spraying

- Spray programme on track.
- All agreed to supply Paul Hughes with a pallet of sleepers for the work he as done.

Health & Safety

- Purchase White Board for HAZARD list, a quantity of High Viz jackets & masks for spraying. Approved. Rachel to organise.
- All jobs on Council land and buildings now need a Transaction # and a call out (i.e. not just done by volunteers without MDCs knowledge).
- Spray mask to be purchased for Vicki. Rachel to organise.

| Action Summary | Person responsible | Minutes date |
|--|-----------------------|--------------|
| ENVIRONMENT | | |
| Thank you plaque: Rachel to organise a plaque for RAL to go on their "sponsorship wall". – Needs to be put up | Rachel | Sept 2014 |
| Remove last few BMX mounds. | Richard / Paul Hughes | |
| Health & Safety equipment to be purchased | Rachel | June 2016 |



3.3 Village Heart

- Mel to check if wasps have been removed from Hall entrance.
- Jeff to sort out getting Domain fence done (invoices need to be in to MDC by 15th June for materials).
- Local PD person has prepared surfaces for painting. (Concrete wall and Tennis shelter).

• It has been indicated that MDC have agreed to funding materials to upgrade the Playground fence – awaiting official confirmation of this.

Hall and Sports ground

- Hall painting quotes Gary Dyer to paint hall in July. We need to submit a colour choice to him. (Mel to confirm colour)
- Rachel still to call in for a Transaction # for the chimney in the hall & to get the tennis courts fence repaired.
- Hall roof not sure if this has been done?? Rachel/Mel to contact Rachel Carr re: if Trevor has done this yet.
- Hall booking we have received quite a few booking for the next few months.
- Planting of a garden along the side of the hall need 2 scoops of soil/garden ulch & a trailer of stones for the path. (Mel to get mulch and Rachel to get stones)
- Hall Working Bee planned for Saturday 25 June 2016 at 9am

| Action Summary | Person responsible | Minutes date |
|--|---------------------------|-----------------|
| VILLAGE HEART | | |
| Signage for Toilets: Jeff to put this up. | Jeff Lane | Mar 2014 |
| Charitable entity: Establish what we need. | Shane Casey/Rachel | Feb 2015 |
| HALL/SPORTS GROUND | | |
| Policy for accessing Hall/Sports Ground funds: Application | Rachel | Feb 2016 |
| form to be completed. | | |
| Carpet for supper room area: Quote required for this. | Mel | July 2014 |
| New Vinyl for Toilets: Quote required | Mel | Aug 2014 |
| Hall furniture: Replace with lighter tables and chairs | Mel/Karen/Rachel/Jeanette | Aug 2014 |
| Hall curtain: Needs to be gotten off Wayne and altered. | Rachel / Mel | April 2015 |
| Playground water pooling: Richard to look at it. | Richard Bain | April 2015 |
| Loading ramp to be built | Working bee | Dec 2015 |
| Time line for cemetery land – is there an expected date | Brent Limmer | Dec 2015 |
| when we will lose use of it/some of it? | | |



3.4 Development

TOR

HCDG & MDC documents have now been merged and agreed to be adopted.

Trust

- Trust discussion meeting will be held on Wednesday 22 June at 7pm at the Tavern. We will discuss the points below and any other that arise.
- We will need to set up a separate Trust committee from the HCDG and call all those interested to make contact.
- We can have cross-over members
- Trust needs to establish their own Terms of Reference (TOR)
- Trust will require an IRD#.
- Indications are that we need 7-10 trustees.

| Action Summary | Person responsible | Minutes date |
|--|--------------------|--------------|
| DEVELOPMENT | | |
| Roading changes and tarsealing: Community consultation | All | June 2015 |
| required. | | |

3.5 OTHER ITEMS:

- Fire brigade will continue to fundraise, however, any monies raised will be to go to Halcombe families that are in need.
- The Fire Brigade will need to decide on the qualifying criteria and the Trust committee will look to provide the administration.
- All monies, so far raised, will be kept in the Hall Combined Sports Ground Account until an alternative is established.
- A deposit of \$280.00 was made on 6 June 2016

| Action Summary | Person responsible | Minutes date |
|----------------|--------------------|-----------------|
| OTHER | | |
| | | |

Meeting Closed: 8.30pm

Next Meeting Date: Monday 4th July 2016 at 7pm in the Halcombe Tavern