



*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 DEVELOPMENT GROUP

Monday 4th May 2020 7pm via Zoom

PRESENT: Jeannette Henderson (Chair), Rachel Lane, Vicki Powell, Barb Davies, Richard Bain, Maureen Lambert, Peter Beck, Alex Short, Annie O'Fee, Cr Stuart Campbell, Cr Shane Casey.

1.1 Apologies Lauren Porten

(Moved: Vicki Seconded: Maureen)

1.2 Correspondence

- Resignation received from Lauren Porten. Accepted.
- Pre-Draft feedback sent to Matthew Mackay MDC on general community thoughts re: Rural, lifestyle and village subdivision following March meeting.
- Feedback sent to Mathew Bayliss MDC on Draft Walking & Cycling Strategy. His replied included asking if we would like to present our submission. Have agreed.
- Janine Hawthorne – Drought Assistance Information, Nitrogen application information from Horizons, Feilding Church Leaders Good Friday service info and On Track newsletter (all sent out to the community via email).
- Tony Waugh Kimbolton Community Committee asking about our ANZAC Day plans.
- Mayor Helen – ANZAC Day plans.
- Janine Hawthorne & Mathew Bayliss re: Walking and Cycling Strategy.
- Cr Shane Casey – asking if he can attend our next meeting.
- Kathryn Graham asking if we wanted to submit an article for the pre-ANZAC Day On Track newsletter. An article was supplied.
- Angela Rainham – Mid Central DHB newsletter.
- Paul Stein MDC – Our District News update.
- Emails between HCDG and Mayor Helen re: Annual Plan 20/21 and our concerns with using 100% Emergency Reserves. We also presented at the Council meeting on the 23rd April. Support was also received from Mary-Anne Shannon (Waituna West & Districts) and Tony Waugh (Kimbolton).
- Walking and cycling survey sent out to the community.
- Email update from Rural Connectivity Group (RCG) re: progress on cell tower for Halcombe.
- BNZ – Resident withholding tax certificate.
- Janine Hawthorne – Creative Communities Scheme Applications are now open.
- Julie Ireland – email re: rates and walking & cycling strategy feedback.
- Rebecca Bell – 10 Year plan Community Engagement and funding applications (this info has been forwarded to the community).
- Ainslie Newell – Ian McKelvie's ANZAC Day message.

Hall Correspondence:

- Received letter from Genesis saying our 'Anytime' electricity charge is decreasing by \$0.02.

(Moved: Vicki Seconded: Annie)

Actions required from Correspondence

<ul style="list-style-type: none"> No immediate actions other than to 10 Year plan Community Engagement and funding applications to be put in. 	
1.3 Confirmation of previous minutes: <i>That the minutes from the previous meeting held on 6th April 2020 be accepted as a true and correct record.</i>	
(Moved: Vicki Seconded: Richard)	
1.4 Matters Arising from 6th April 2020 minutes:	
Carolyn Redmayne and Doug Dean follow up after posting on FB and via email for information on their behalf (Rachel).	Not done – will need to roll to next month.
HCT signatories to meet at the bank once account is set up and HCF is ready to be transferred. This remains a matter arising and will be done after lockdown.	Will need to do once pandemic Levels relax.
Solution for Hall bar kick boards needs to be decided – paint colour or alternative material.	Will all meet at the hall once we can and look at wood vs paint in front of the bar and servery.
Richie to follow up with slumping transaction number progress (#53240) and log jobs for other two issues (26 Godly Street and 105 Knorp St)	
Rachel to do up a budget for a running water solution for Cemetery Land.	Not done – will need to roll to next month.
Barb to dig out Daffodil bulbs by Feilding end welcome sign.	
Please review “Water Scheme” page on website – Contacts and committee member details may need updating.	Request has been sent to Mike Banner – Chair to check committee details.
Welcome packs: <ul style="list-style-type: none"> Alex to design and get done A6 flyer adverts for; Ladies Night, Yoga, Zumba, hall hire, Playcentre, Fire Brigade. Jeannette to speak to Robbie & Sandra re: pub vouchers. Annie offered to champion updating the Red Phone Book. Rachel to ask clubs if they want to include anything in the packs. 	See below note in minutes.
Terms of Reference – Rachel to send these out to committee. Committee to send through any proposed changes and these be discussed and agreed on in May meeting.	Jeannette has sent this out. Proposed that it be accepted with minor typo changes. Richard seconded. All agreed.
Rachel to cost up a Weekend craft type seat (with a flower carved in??) or a railway sleeper seat – to have a plaque in memory of Cynthia.	Vicki to champion this. Vicki has called Dave Willets (Brazen Metal) to see if he will make a seat of weathered steel/quila that can be bolted onto concrete \$700 (rough quote). Vicki would like to put money towards it from a personal level. Discussion had about asking the community if others would like to contribute (and HCDG to make up the difference). Will wait until we see the design and quote and will pass it past the family first.
Agreed to gift a garden sculpture. Rachel to check meaning of the ones in mind with Manuere. Need to confirm afternoon tea date once pandemic levels relax.	On hold until pandemic Levels relax.
Halcombe events - Discuss champions at the May meeting.	Think we have sorted this over the last few meetings.
Hall register of chattels to be done.	Maureen has done this with pictures. Saved to Dropbox. Maureen to have a play and see if it can be done in a

	format that can be printed out and stuck in the cupboard.
Rachel to do up a map to try and get a more co-ordinated Neighbourhood Support network going in Halcombe.	Not done – will need to roll to next month.
Alex to find out where the RAL new consent is at.	Still going ahead but possibly being challenged.
Add Maureen as a signatory for HCDG accounts.	On hold until pandemic Levels relax.

2.0 FINANCIAL BUSINESS

2.1 Financial Report

*That the Financial Report showing an overall total balance of **\$29,912.65** as at 30th April 2020 be accepted.*

See attached Financial report for payments made in March.

\$20 cash and a \$20 cheque were found in the Treasurers box. The cheque is over 12 months old so cannot be banked – all agreed to bin it. The cash will be deposited.

(Moved: Rachel. Seconded: Maureen)

2.2 Invoices for approval

Payment to MDC for CET grant (Joule Electrical. Heaters) \$7990.21 (to be paid for from Hall refurb account).

(Moved: Rachel. Seconded: Alex)

2.3 MDC Project Funding

See reports at the end. No changes to the current reports – just putting picnic table slabs on hold until cell phone tower location is confirmed. Still waiting confirmation of 2020/2021 submission. **Stuart to chase up.**

Actions required from Financial Business

- Rachel to pay invoice
- Stuart to chase up a reply to our 2020/21 Annual Pan submission requests.

3.0 COUNCIL BUSINESS

Current Consultation Underway:

Reserve Management Plan Review

<https://www.mdc.govt.nz/Contact-Us/Have-Your-Say/Reserve-Management-Plan-Review>

Consultation is currently open and will close at 5:00pm on 9th May 2020. Council will then hold a hearing on 14th May 2020.

10 Year Plan 2021-31

From Rebecca Bell (Strategy Manager MDC):

An important part of 10 Year Plan for 2021-31 is working toward mutual understanding between Council and our communities about the issues facing the district. Council is now beginning community engagement on 5 “big issues”. These are:

- The future of the Feilding CBD, particularly in relation to our earthquake prone buildings
- The housing shortage in the district – particularly rental properties and entry-level homes, as well as social housing options
- Climate change adaptation planning
- Our approach to sealing rural gravel roads
- Investing in our community facilities to ensure they are fit for the future needs of the District.

There is a range of ways you can learn more about these issues, ask questions and join the conversation:

1. Tune in to our Facebook Live sessions, starting Monday 5 May (see poster attached)
2. Visit the MDC website and click on Manawatū District 10 Year Plan 2021 - 2031 in the “What’s new” section of the home page.
3. Keep an eye on MDC’s social media pages and the Feilding-Rangitikei Herald for posts and updates

4. Invite us to one of your community committee meetings (Zoom meetings are ok!) to hear about your community's concerns and aspirations for the coming years and give you the run-down on the 10 Year Plan process

10Year Plan Funding applications

You will remember that Council has brought its community funding application process forward so that requests can be considered during the budget setting process rather than as submissions during formal consultation (which happens very late in the planning process).

We are transitioning to an online application system, which will streamline the process for you and us. We are currently in the final stages of getting that set up and will soon be calling for applications from Community Committees and Community Groups. Applications will need to be in by the beginning of September so now's the time to start preparing your application info. We will let you know when applications open.

Council Report:

Council meetings:

Last Council meeting 23rdApril.

- Jeannette and Rachel presented a submission from HDCG focusing on the issue of using up all the reserves. Well done on the submission. Council adopted the plan as planned though and will be using 100% of reserves. They hope that this will not mean challenges for the 10 Year plan i.e. that it could bite us in the butt re: increasing rates. They do have some other ideas with regards to reducing spending to mitigate this happening e.g. Council tends to over budget for capital project spending (i.e. they only ever achieve 2/3rds of capital project spend allocated for each year.) So by better planning this they hope to lessen the effect on rates and there won't be a huge jump in rates over next few years to compensate.
- Passed zero % rate increase.
- Accepted the Annual Plan as is (no changes to level of services etc... it remains the same as what was already planned).
- Net amount of new debt of \$4m (i.e. \$13m new borrowing for new projects but budgeting \$8m to be paid back by rates).
- Some changes to fees and charges (some ups and some down but overall roughly up by inflation).

The next Council meeting (This Thurs 7th May):

- Hearings on Bylaws (Freedom camping, Public places, Stock Movement and grazing, Stock underpasses). 27 submissions received. 12 people being heard.
- Discussion about Duke Street courts (on High school land but MDC has agreement to use after school hours for the likes of Saturday netball). MDC had budgeted to help maintain the courts but High School has gone ahead and got it done so need to review as to whether to keep the budget there. There also may be a request for reimbursement by the High School.
- Step 1 of 10 Year Plan (looking at vision and mission of District) Vision: Manawatu District. Proudly provincial – a great place to land. Strategic priorities: A place to belong and grow, A future planned together, An environment to be proud of, Infrastructure fit for the future, A prosperous, resilient economy. Step 2 = projects that fit in with those strategic priorities.

Hoping to be out of Level 3 by next week.

Richie asked when the new reservoir will be completed. Very soon as just being painted.

4.0 GENERAL BUSINESS

4.1 Focus #1 – Walkway and Domain (Vicki)

Nothing to report.

4.2 Focus #2 – Hall & Hall kitchen/bar (Maureen)	
Hall – will all meet at the hall once we can and look at wood vs paint in front of the bar and servery.	
Maureen asked if Council contractors can resume work as roof is leaking in store room by external door. Shane said yes they are. So Maureen to call James and request.	
Richard has adjusted the ball cock on the header tank. Was leaking out through a light fitting.	
April hall bookings: <ul style="list-style-type: none"> • Have all been postponed until further notice. 	

4.3 Focus #3 – Cenotaph & Recreational Area (Rachel)	
Three of the inground lights have been installed around the cenotaph – 4 th one needs to be completed. They aren't yet operating.	Jeannette to follow up to see where it's at.

4.4 Focus #4 – Connectivity (Rachel)	
<p>Following our initial pre-draft feedback into MDCs Walking and cycling strategy and the draft strategy being published, a survey of the Halcombe community has been conducted and Rachel presented the results.</p> <p>Committee agreed that this be one of our new focuses. Next step put together a plan for how to do it (ideas of funding streams etc... and what to ask Council, HCF etc... for). Then put it out to the community to review. Where there is a bottleneck could private land be utilised as has been done in other areas (e.g. Hiwinui).</p> <p>Monteith Street – school walkway will be the guinea-pig with regards to cost for a basic al weather surface.</p>	Rachel to prepare next step.

4.3 Subprojects

<i>Roading (Richie)</i>	
Continued from last month; the road slump on Mt Biggs Halcombe road opposite Stewart St. intersection has not yet been properly repaired.	Richie will follow once contractors up and running properly.
Stewart st. verge drain needs some rocks placed in it to stop scouring, uphill from # 26.	
Metal needed on small section of Knorp St. around #102.	

<i>Community get-togethers</i>	
<i>ANZAC DAY</i> (Wayne/Richie) Well done!! Great feedback. 1,000 views on the video. Lots of views on other videos too. Only cost \$400 for Rob.	
<i>Post-Lockdown get-together</i> (Barb) Teddy's Bear picnic, shared lunch with a local magician \$170, in the hall or Domain (Sunday lunchtime) and prizes for lockdown challenges. Wait until after the 11 th so we know what Level 2 looks like. Barb moved that we agree in principle that we do this before the end of May and confirm date after announcement on the 11 th . Sub-group to organise logistics (Barb, Rach, Jeannette). All agreed.	
<i>Auction</i> (Rachel) No update – Auction will be around August/Sept this year as Pink Walk is not until November.	

<i>Lantern Festival</i> (Jeannette)	
We could put standard kits together (that people can add to) rather than do workshops and then hold the festival. Committee to get together and prepare kits. Will wait on date once we know what Level 2 looks like.	
<i>Halcombe Fun Run series</i> (Rachel) – On hold until the Monteith Street walkway extension is done.	

<i>Cemetery Land</i> (Darryle)	
Rachel is yet to do up a budget for a running water solution for Cemetery Land.	Rachel to do budget and organise fert.
Darrylle asked if we can put on fert due to poor feed situation. Barb moved that we spend what we need to to put fert on. All agreed.	

<i>IT communication – cell, landline, internet</i> (Rachel)	
Downer are coming out to a potential property to access suitable location. Once a visit is completed, RCG will complete final feasibility to determine if the location will work from a technical point of view, RCG will also need to ensure they have agreed commercial terms in place with the landowner. Once RCG have this completed they will discuss with us the best way to notify the community and proceed with any required resource consents.	

<i>Entrance/Welcome signs</i> (Richie)	
As per last month, waiting for bulbs to be removed so that stones can be placed around sign. Will paint sign posts and frame at same time.	Barb will pull up bulbs as soon as she can. Richie will then paint the sign frames and put rocks in place.

<i>Neighbourhood Support</i> (Rachel)	
Rachel is yet to do up a map to try and get a more co-ordinated Neighbourhood Support network going in Halcombe.	
Maureen has offered to look after her area.	

<i>Civil Defence</i> (Alison)	
No update.	

<i>Power capacity in village</i>	
Nothing to report.	

<i>Christmas Lights</i> (Richie)	
\$422.32 balance (Held in General Account)	
Nothing to report.	

<i>Rangitikei River Access</i> (Alex)	
RAL consent is being challenged as to why it wasn't put out to public and iwi for consultation.	

Recycling (Richie)	
MDC have asked people to stop using recycling facility until lockdown is finished instead residents asked to store their recycling at home. All good on this front.	

4.5 Other General Business

Iwi Matters	-	
Sewerage	-	
Stormwater	-	
Water Scheme	SHRWS are waiting to meet with the Council when they can.	
Halcombe Community Trust	Haven't got a meeting planned.	
Halcombe Community Fund	Still with HCDG as the HCT hasn't been able to meet and sort out setting up an account.	

5.0 COMMUNITY COMMUNICATIONS

Facebook (Rachel & Maureen) ANZAC Day posts and Covid-19 Lockdown Challenges have all gone well.	
Website (Kirsten Otter) ANZAC 2020 page was established for photos and videos from this years event. Kirsten asked for a link to the ANZAC Day 2020 service video so she could post this on the website. This has been done. Well done Kirsten – it looks amazing!!	Business directory – Kirsten to update the page on the website and Rachel to pop a note out (FB and email) asking if local businesses want to be listed here. No cost.
Halcombe Herald (Rachel) No Halcombe Herald is in the pipeline.	
Road Information signs (Richie) No changes needed.	
Community Email (Rachel) Nothing to report.	
School School is resuming under Level 3 restrictions.	
Playcentre (Vicki) Nothing to report. Not sure when they are allowed to go back.	
Halcombe Tavern Tavern is operating selling takeaways only on Thurs – Saturday under Level 3 restrictions.	
Fire Brigade (Paul Hughes) No report.	
Welcome to Halcombe packs – Jeannette and Rachel. Still work in progress. <ul style="list-style-type: none"> Alex has started the flyers. Not yet finished but will resume the flyer later this week. Jeannette is yet to speak to Robbie & Sandra. Annie – Draft a letter (to go out via RD9) detailing that we are going to update the phone book and if anyone wants to be included to send in their details. Calls will also be made to everyone currently in the book to see if they would like to remain 	Annie to draft letter re: updating phone book.

<p>in there. Letter to be sent to the committee first and Rach to put a note on FB and email out.</p> <ul style="list-style-type: none"> • Sell advertising for a certain number of advertisers as per the last book to help with printing costs. Discussed doing it just as a pdf but decided the physical red book is what people like best. • Business directory – see website action. 	
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6.0 OTHER ITEMS

Take off MDC Action Summary and attach as a separate sheet so that minutes don't take up so many pages!	
Also take off the MDC Prpject funding pages from the main minutes. Treasurer will look after updating these and communicate to the committee within the Financial Report (there is already a section there).	
Tennis Court moss is really bad – needs dealing to. Question about height of trees too.	Transaction number to be logged (Vicki).

Meeting Closed: 9:04pm

MDC ACTION SHEET SUMMARY

MDC Action point	Transaction #	MDC dept/ Where and who the next action sits with.	Minutes date
<p>Cenotaph lights: (For previous points relating to this Action see April 2019 minutes and July 2019 minutes)</p> <p>August 2019 – Work is underway. MDC to supply quote for plug to be installed on Cenotaph and HCDG to decide if we want it.</p> <p>Nov 2019 – Estimate is that it will cost between \$7-\$10K! Decision was to continue with the original plan with no plugs!</p> <p>Feb 2020 – Janine H to follow up to see where things are at as progress has halted.</p> <p>Feb 2020 – Email received from Carl Johnstone/Grant Stevenson saying lights will be completed by end of Feb 2020.</p>		Roading / Parks and Property.	April 2019*
<p>CBD/Rec Area and Walkway Plans: (For previous points relating to this Action see April 2020 minutes)</p> <p>Decision made to put this on ice until the cell phone tower location has been confirmed.</p>		Janine Hawthorn	April 2019*
<p>An underpass/overpass option for Halcombe Road: (For previous points relating to this Action see July 2019 minutes)</p> <p>30/07/19 – Confirmation received that this has been added to the Safer Journeys to Schools program.</p> <p>Nov 2019 – Please can we have an estimated time for beginning this from MDC - Safer Journeys to School Programme – Matt Williams has confirmed that a crossing aid/point will be installed at the Stanway Road intersection on Halcombe Road. This work will be done in March 2020 if not sooner.</p>	Transaction #51656	Roading	April 2019*
<p>Stanway Road/Domain entrance trees: (For previous points relating to this Action see July 2019 minutes)</p> <p>August 2019 – Only the Domain side to be planted as doesn't really work on both sides. HCDG need to confirm if Italian Alders are a go.</p> <p>Oct 2019 – Will wait until next year. Be on the look out for nice trees.</p>		Carl Johnstone – Parks, Property & Reserves.	April 2019*
<p>Willoughby Street Flood Gates:</p> <p>July 2019 – MDC to contact owners to clean off flood gate blocking stormwater.</p>	# 53787		July 2019

August 2019 – Shane to follow up to see if this is Horizons responsibility.			
Mt Biggs Road pothole between 334 and 357 Mt Biggs Road: August 2019 – This has been patched extremely poorly so needs doing again. New transaction number has been issued. Oct 2019 – The pothole was mechanically caused and temporarily filled, pending permanent repair, programmed for Sept 2019.	#53706		July 2019
Subsidence on Mt Biggs road: August 2019 – Patching has been done in 1 area but not the other.	# 53239 DONE # 53240		August 2019
Hall matters: July 2019 – Meeting with James - Items discussed included, flashing on roof, storeroom door, kitchen door, guttering, external paint, water tank running, grass in gutter - James took photos to follow up. Oct 2019 – James Adamson will organise a follow up meeting on site with Rec Services and plumber to look into fixes		James Adamson – Parks & Property.	July 2019
No Dumping – carpet had been left at the Monteith Street carpark. Council have removed this. Thank you If unwanted items continue to be dropped off in this carpark we will require an ‘No more carpet please’ sign to be erected.			

KEY:

****Greater than 12 months since point raised

***9 months since point raised

**6 months since point raised

*3 months since point raised

Italics denotes actions that have happened between meeting date and minutes being done.