



*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 August 2016 7pm at the HALCOMBE TAVERN

PRESENT: Rachel Lane, Mel Henderson, Shane Casey, Vicki Powell, Barbara Blackwell, Tari, Richard Bain, Alex Short, Karen Gilmour, Richard Templer, Jeannette Henderson

1.1 APOLOGIES: Ben Henderson, Yvonne Penn, George Kereama, Janine Hawthorne, Jo Darling,

1.2 CORRESPONDENCE INWARDS/OUTWARDS:

IN:

- Mt Biggs 'Country Hoedown' Saturday 20th August at 7.30pm at \$25 per ticket
- MDC asked for invoice for SHRWS AGM sign
- Email from Rachel Carr re Zip in the hall – this is not MDC's responsibility
- Email from Rachel Carr re Hall Report – the most comprehensive report she has ever received
- Email from Sandra Crosby re Makino Pool reopening and also informing us that she is leaving. Paul Stone will now take over from Sandra as MDC's Communications Officer.
- Quote from Image Audio re Hall acoustics - \$13,000 – needs to go in 'Long Term Plan' (Vicki to ask MDR in PN for another quote)
- Fire brigade – Holding their Honours Night & Thank-You dinner on Saturday 29th October at 7pm. \$10 per ticket with cash bar & supper. Have asked committee if they could help – agreed.
- Received a reply to the HCDG submission from MDC & Mayor. This reply was a much better response than last year and more timely which the HCDG we grateful for. Summary of requests:
 - Drains on schedule for 2018-2028 plan
 - Waste Water Treatment Plant – Talk to MDC expert
 - Open drains – agreed to barrier fence around Levin St. Will support HCDG to find a third party to address the other drains
 - Doggy Do Bin – a normal bin will be installed.
 - Mobile Recycle Unit – MDC have agreed
 - Playground fence – MDC have agreed to pay for this
 - Domain fence – MDC have agreed to replace this
 - General Maintenance expansion – want HCDG to meet with 'Recreational Services'
 - Better spray programme – 'Recreational Services'
 - Long term thinking with regards to Bus Link – MDC are making enquiries and will get back to us.
 - Kakariki Bridge beautification – 2018-2028 plan
 - Cycle Way – will be discussed at a later date, but keep it on the radar.
- Invoice in for our contribution to re-nailing the hall roof (to be paid for by Hall & Sports Ground account).

OUT:

- Power Co. replied that an audit of all vacant lots would not be feasible. Rachel to review response in more detail.
- Email from central Government updating progress on improving mobile phone blackspots – still work in progress.
- 5 year Hall Plan sent to Rachel Carr.

1.3 MINUTES of Last Meeting 4 July 2016: Accepted**2. Items for Approval/Information****2.1 FINANCIAL REPORTS:****Halcombe Community Development Group Account (Westpac):**

| | |
|---------------------------------------|-------------------|
| Opening Balance as at 25/06/16 | \$1,895.77 |
| Deposits = June | |
| MDC | \$ 4,907.00 |
| F I Bain | \$ 32.00 |
| July | |
| Credit Interest | \$ 0.32 |
| Karen Shell - walkway donation | \$ 25.00 |
| Santon Farm – Waugh tree | \$ 100.00 |
| Expenses = July | |
| Wayne Short – ANZAC Day refund | \$ 130.00 |
| Health & Safety equip/Halcombe Herald | \$ 71.19 |
| First Aid Kit | \$ 39.95 |
| Closing Balance as at 31/07/16 | \$7,018.88 |

Hall/Sports Ground Account:

| | |
|--------------------------------|--------------------|
| Opening Balance as at 11/06/16 | \$14,576.95 |
| Deposits = | |
| Expenses = June | \$ 0.00 |
| Closing Balance as at 31/07/16 | \$14,576.95 |

(Mel to email financials)**2.2 COUNCIL REPORT: CEO of MDC – Richard Templer**

- The new CEO – Richard Templer introduced himself to the HCDG
- He and the mayor attend a 'Local Gov't Conference in Dunedin last week
- MDC exists to serve the community
- Roading update:
 - Fergusson Road/Halcombe Road apologies for the delay, but a piece of land needed to be purchased before things could progress. This has now been acquired and drains have been completed. Work should commence Sept 2016.
 - Willoughby St. centre line road markings – this will be completed on a fine day.
 - Tokorangi Rd bumps – repairs to these will happen within the next 3 months.

3. Other Business



3.1 Community

Calendar for 2016:

- Mt Biggs fund raiser – Aug 2016
- Fire Brigade Honours dinner – Oct
- Christmas Carols – Dec 2016
- Waitangi Day - Feb 2017

Mt Biggs - Mid Winter Fund Raiser

- Mt Biggs Hall Committee is holding a mid-winter 'Country Hoedown' with live music on Saturday 20th August 2016 at 7.30pm– please support.
- Thankyou card done – 20 of them. Rachel to pick them up.
- Signs – We need to have 2 permanent signs made up – one of the Halcombe Website and one for our sponsor ITM. Rachel to get quotes.
- Halcombe Community Trust has now been set up. They need to submit a Trust Document to Internal Affairs to be officially established.

| Action Summary | Person responsible | Minutes date |
|--|---------------------------------------|--------------|
| COMMUNITY | | |
| Halcombe community Civil Defence strategy: still progressing | Sue | Feb 2014 |
| 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 published on the website. | All to feed-in dates + Rachel to load | Aug 2014 |
| Thank you cards: Need to be printed. | Rachel | March 2016 |



3.2 Environment

Walkway

- Path at the retaining wall is eroding and between scoreboard and grandstand shelter. Needs to be inspected.
- Trees in centre area by Levin Street are dying due to water not draining. Perhaps look at planting other plants in this area. Speak to Council Nursery manager.
- More donations and come in – cut off is 31st Aug.

- Straw needs laying and Pohutukawa trees to be planted.
- **WORKING BEE** – Sunday 21st August at 1pm. Barbara to provide afternoon tea.

Phase II

- Need to double check with MDC re: getting this underway.
- Domain fence – Jeff to finish

Health & Safety

- Rachel has purchased the Hi-Viz jackets and spray masks
- Update needed from MDC on the 7 transaction requests submitted by Rachel in June. Some were mentioned by Richard Templar and we have had a response from Rachel Carr re: some requests needing to be included in the “\$55,000 Hall budget” – **Please can we have clarification on which ones they are?**
- Health & Safety Kit complete (apart from special respirators for Richie & Paul + ‘Spraying in progress’ sign)

| 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

CBD – Phase II

- Still need to double check that MDC are happy with Phase II and for us to proceed as planned – Rachel to contact.

Hall and Sports ground

- Hall bookings – hall is being well used. Harriers left hall in a tidy state.
- Hall garden looking awesome.
- Hall report sent to Rachel Carr.
- Kitchen Door is still causing problems. It pops open – needs replacing?? (Locksmith has already inspected).
- Zip broken and water pouring out of heading tank. Mel is trying to get hold of a plumber.
- Roof leaking over the supper room in front of the fireplace– this is not the same place as previously reported and could be caused by the strong wind. Rachel to check on Saturday.
- Mel has bought new cleaning equipment – mops / buckets / products / cloths / etc

| 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 form to be completed. | Rachel | Feb 2016 |
| 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 when we will lose use of it/some of it? | Brent Limmer | Dec 2015 |



3.4 Development

Trust

- Trust deed has been drafted – it needs to be run past a lawyer before sending in the application for registering as a Trust.
- Trust will require an IRD#.

Lights

- The power points for the planned Christmas lights in the CBD have been installed.
- We need to have a process on their use.
- Need to complete an application form for funds to purchase more commercial lights, then submit this to the Halcombe Community Trust.

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

3.5 OTHER ITEMS:

- Need **Rest Stop** sign moved from Fergusson road to the walkway and install tables & chairs
- **Local body elections** will close on 8th October – Please remember to vote for your councillors
- If you see anything that needs attention around the village call MDC and ask for a transaction number.
- **HCDG are up for re-election** at the AGM. We need to set the date for this and get clarity on the operational set up of Community groups.
- **Storm Water** – the drains on lower Willoughby Street are backing up because of the stream. When the drains backup this also causes the sewage to overflow. We need to get clarity, from Horizons, on who is responsible for keeping the stream clear. Richard has called the Council over this but was not given a transaction number.

- **Loose Dogs** – A reminder to all dog owners to ensure that their properties are dog-proof i.e. that dogs are contained so not to intimidate passers-by. This needs to be done regardless of how “friendly” you as the owner say your dog is. If anyone has issues with dogs wandering or jumping over fences to “greet” you – call MDC on 323 0000 to report it and request a transaction number.

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

Meeting Closed: 8.30pm

Next Meeting Date: Monday 5th September 2016 at 7pm in the Halcombe Tavern