



*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 7th September 2020 7pm @ Halcombe Tavern

PRESENT: Jeannette Henderson (Chair), Vicki Powell, Richard Bain, Cr Stuart Campbell, Alex Short, Peter Beck, Maureen Lambert, Rachel Lane, Paul Hughes, Barb Davies.

1.1 Apologies: Barb Davies, Annie O'Fee, Peter Beck

(Moved: Maureen Seconded: Vicki)

1.2 Correspondence

- 10 Year Plan requests (Walkway network and Kimber Street seal) submitted. Speaking to our submission at Council on 10th September 2020 at 10.40am.
- Have asked MDC for the amount of total DCs paid for the last 5 years and also the amount that has come from the greater Halcombe area – as per HCT Map i.e. Rangitikei river / Ngaio Road / Sandon Road to Te Rakehou Road / Managhs Road / Makino Road (through to Mangone Road).
- Janine Hawthorn – Free Dental Day info and info from Midcentral DHB re: essential health information and digital health services.
- Janine Hawthorn – Finance end of year template.
- Cr Andrew Quarrie re: Development Contribution disparity.

Hall Correspondence:

- Mark Evans & Vanessa Wasley re: booking for Moa Harriers and timing of vacation of hall for Gospel Group.
- Maria Barnes postponement of hall hire because of Covid potential lockdowns to 26 September (tbc).
- Brett Gospel Group – extend their booking until last week in October.

(Moved: Jeannette Seconded: Rachel)

Actions required from Correspondence

1.3 Confirmation of previous minutes:

That the minutes from the previous meeting held on 3rd August be accepted with the below amendments as a true and correct record.

(Moved: Richard Seconded: Vicki)

1.4 Matters Arising from 3rd Aug 2020 minutes:

Add new residents to the email list.

(Rachel).

Rachel still to do.

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.

To being done before the AGM (3rd Sept)

Richie to follow up with slumping transaction number progress (#53240).

Finance Policy needs to be captured in one document rather than being only found in historical minutes. **(Rachel)**

Still to do.

Welcome packs actions.	See note in body of the minutes.
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.	Rachel still to do.
Rachel to do up a map to try and get a more co-ordinated Neighbourhood Support network going in Halcombe.	See note in body of the minutes.
Add Maureen as a signatory for HCDG accounts.	Maureen and Rachel have signed info at the bank so all done.
Library \$5m spend consultation.	How do we do this?
James Adamson (MDC) coming out to the community to have a korero to discuss potential projects.	Maureen to organise some dates and get back to us.
Stuart Campbell will chase up on the pine trees behind the tennis court as they are causing a hazard.	Cr Campbell has asked for a report and will forward once he gets this.

2.0 FINANCIAL BUSINESS

<p>2.1 Financial Report <i>That the Financial Report showing an overall total balance of \$12,806.89 as at 31st August 2020 be accepted.</i> See attached Financial report for payments made and received in Aug.</p> <p>(Moved: Rachel Seconded: Jeannette)</p>
<p>2.2 Invoices for approval Vicki – Wet & Forget & 22 trees bought for walkway – Vicki to send in invoices to Rachel for payment. \$154.08 Reimbursement for beer for Stu and Adrian for belly crutching the Cemetery land ewes. \$57.98 (Moved: Rachel Seconded: Maureen)</p>
<p>2.3 MDC Project Funding Rachel getting a summary from Janine H.</p>
<p>Actions required from Financial Business</p> <ul style="list-style-type: none"> Finance Policy still to be done and end of year summary (Rachel)

3.0 COUNCIL BUSINESS

<p>Current Consultation Underway: <u>Draft Cemeteries Management Strategy</u></p> <ul style="list-style-type: none"> Halcombe Cemetery The cemetery is located east of Halcombe and is 6.18ha in extent, of which about 8,500m² is used for the cemetery. The undeveloped area is being leased out for grazing. Current figures show six burials and five ashes interments between 2017 and 2019. It is estimated to have sufficient space for another 600 years. Key issues identified relate to the access and traffic hazards associated with its use. In addition to the above, there is a known area of unmarked graves within Halcombe Cemetery, however more information and investigation is required. Capacity of undeveloped land at Halcombe = 5.33ha @1400 burials/ha and 3 interments per year (ave.) = capacity for 2,487 years! Link on MDC website page to be sent out to the committee. The only comment to be submitted is that although Halcombe has a lot of seemingly unutilised land, it is actually utilised as a key community fundraiser via farming the sheep.
<p>Council Report: Stuart Campbell</p> <ul style="list-style-type: none"> Development Contributions: Message received by HCDG from Cr Quarrie. Cr Quarries concerns are that money is not been spent where it is being collected i.e. Rural vs Feilding. Encouraging us to comment on it when it comes out for us to comment on it. We have requested Halcombe DC information and may look to present at a MDC meeting. LTP policy reviews are underway.

4.0 GENERAL BUSINESS

4.1 Focus #1 – Walkway and Domain (Vicki)	
Maureen bought hall warden vest online so hasn't been into Blackwoods to look at reflectors for stone pile in Monteith St car park.	Pete will sort this next week.
Cynthias seat – Vicki has the perfect spot! Vicki will sort a plaque.	Vicki to contact Rec Services to do the pad.

4.2 Focus #2 – Hall & Hall kitchen/bar (Maureen)	
Roof in storage room is leaking and needs a lot of work.	Maureen to speak to Council about this.
One of the men's urinal was broken but Richard has fixed it.	
Tuesday 11 th Grant Joule completed electrical work outstanding for November CET grant.	
Covid-19 station has been set up just inside the door by the bar using one of Richard's notice boards from on the stage. This has sign in QR code and hard copy with other relevant information off the Covid web page. There is also a QR code in the old ticket box at the main door foyer.	
Purchased a vest and warden arm band to sew on vest.	
Actual use in August <ul style="list-style-type: none"> • Mondays: Yoga 6.30 -7.30 • Mondays and Wednesdays: Zumba Mon 5.30 -6.30, Wed 6.30-7-30 • Sundays: Gospel Group 3.30 – 5.00 • 3rd HCDG meeting (Pub not available) 	
Bookings for September <ul style="list-style-type: none"> • Thursday 3rd Halcombe Community Trust AGM • Sunday 5th Bike Manawatu 9.00 – 3.30pm • Sundays Gospel Group 3.30 – 5.00 • Mondays yoga 6.30 – 7.30 • Monday and Wednesdays Zumba • Saturday 19th Moa Harriers 12.00 – 4.00: use as a toilet stop and change over station. They only use the toilets and bar areas. I fence off the supper room/kitchen and main hall with benches. Charge is \$50.00 and I clean the areas after use. 	

4.3 Focus #3 – Cenotaph & Recreational Area (Rachel)	
Information boards. Rachel has spoken to Carl about who to get to do these. Carl was going to get the person to call Rachel.	Rachel to follow up. Maureen and Barb to ask Kirsten if they form a team to pull together the info.
Cell tower is 100% signed off so we can get the picnic table cement pads put down.	Need to devise where they should go again.

4.4 Focus #4 – Connectivity / Walkway Network Project(Rachel)	
Regional Growth Fund application is yet to be submitted as Rachel needs to do Finance report and incorporate Matthew Bayliss's comments re: working with Council.	
Has been submitted to the 10 year Plan process.	
Paper road runs through the paddock along Halcombe Road (Fergusson Road to Hastings Street section). Could be an option to trade land to allow safer walkway.	

Motion: That a second quote not be sort and that this project is presented to the Halcombe Community Trust and they are asked to take it on as a Trust project. Unanimously agreed.	
---	--

4.3 Subprojects

Roading (Richie)	
The road slump on Mt Biggs Road opposite Stewart St. intersection has not yet been properly repaired. Transaction number (#53240).	Slump has been marked so hopefully it's going to be fixed.
Continued from last month; Metal needed on many streets around the village metal roads.	Roading: Please can a survey be done on all the metal roads to check gravel levels and water table
Kimber street sign on Mt. Biggs Halcombe road is lying in the grass verge having been taken down for new entrance way. (#59200)	Sign is up.
Stop sign at Knorp Street and Halcombe Road is falling over. (#59201)	
All road signs along Halcombe Road are too close to the road. Large trucks/Tractors hit them (Mt Biggs Road, Mt Biggs Road/Halcombe Road intersection, Knorp Street).	Richie and Paul to logs jobs for these and will offer to drive them around and show them.

Community get-togethers	
<u>ANZAC DAY</u> (Wayne/Richie) No update.	
<u>Lantern Festival</u> (Jeannette) Great turn out. Most of the sausages went (1 big packet left). <u>Thoughts for next year:</u> Discussion had on whether to keep it small and local or bigger. Make it bigger, invite other communities and use it as a fundraiser and charge for sausages, burgers etc... Lanterns could get together and make lanterns to sell (similar to the poppies) or do lantern workshops (with charge). Coffee cart or offer it to the likes of Play centre and look to do night market in following years. Ask local entities to help first. A huge thank you to Jeannette for the FANTASTIC jobs she does. Overall the feeling was to keep it community focused at the moment. We do need more helpers especially for the Lantern Festival program. Need to approach school NOW so they can work it into their art program for 2021. If School says no, ask FAHS. Move motion: Ask playcentre to do coffee as a fundraiser and invite wider school community to do workshops etc... Unanimously agreed.	
<u>Halcombe Fun Run series</u> (Rachel) – On hold until the Monteith Street walkway extension is done.	

Cemetery Land (Darryle)	
Docking done. Great lambing results (44 lambs from 33 ewes = 133%). Went through Ewes and 12 are to be culled. Recommend that we buy 10 replacements as think it would be better to run a few less ewes to allow the lambs to do better. Unanimously agreed.	
Rachel yet to speak to Darrylle re: for ease of management and transparency, that at weaning all lambs are sold into the Feilding sale.	

Date for doing the water system and load out – Oct/Nov. If need troughs sooner rather than later, go and purchase.	
--	--

IT communication – cell, landline, internet (Rachel)	
Lease agreement has been signed by property owner. Put on Facebook after neighbouring people have been notified by RCG. Looks very similar to the Fire Siren tower.	

Entrance/Welcome signs (Richie)	
Rocks still to be placed.	

Welcome to Halcombe packs (Annie)	
Annie – update on calling all numbers. Lots of people have cell phones rather than landlines. Advertising in phone book costs.	Put in FB and on email again. Annie to sort cost of printing (e.g. Streamline, Fisher Print, Girl in Feilding Computers) and then advertising cost can be devised from this.
Let’s put a note on FB and email note to see if there are anyone who wants to be the Welcombe to Halcombe Committee and get the packs sorted.	Rachel to do.
Jeannette – Pub vouchers (still working on them)	

Neighbourhood Support (Rachel)	
Motion: That this is removed from the HCDG minutes until we have someone with capacity to pick it up. Unanimously agreed.	

Civil Defence (Alison)	
Motion: That this is removed from the HCDG minutes until Alison comes to us with an update. Unanimously agreed.	

Power capacity in village	
We may have a lead on someone who can assist with this matter however... Motion: That this is removed from the HCDG minutes until we have someone with capacity to pick it up. Unanimously agreed.	Rachel yet follow up.

Christmas Lights (Richie)	
\$422.32 balance (Held in General Account)	Richie to look into Christmas options otherwise look to put money into a solar light around Cynthia’s seat area of the walkway and Monteith Street carpark.

Rangitikei River Access (Alex)	
Motion: That this is removed from the HCDG minutes until Alex comes to us with an update. Unanimously agreed.	

Recycling (Richie)	
Motion: That this is removed from the HCDG minutes as it seems to be under control. Unanimously agreed.	

4.5 Other General Business

<i>Iwi Matters</i>	-	Motion: That this is removed from the HCDG minutes as there has been nothing to report for months now. Unanimously agreed.
<i>Sewerage</i>	-	
<i>Stormwater</i>	-	
<i>Water Scheme</i>	No update.	
<i>Halcombe Community Trust</i>	AGM held on 3 Sept 2020. 4 new Trustees: Lucinda Dodunski, Rachel Lane, Scott Linklater, Bex Lintott. 2 returning Trustees: Jeannette Henderson, Alison Short.	
<i>Halcombe Community Fund</i>	New Trustees to sort.	

5.0 COMMUNITY COMMUNICATIONS

<i>Facebook</i> (Rachel & Maureen) Nothing to report.
<i>Website</i> (Kirsten Otter) Nothing to report.
<i>Road Information signs</i> (Richie) Carpet, stones and plants to go in soon.
<i>Community Email</i> (Rachel) Nothing to report.
<i>School</i> Nothing to report.
<i>Playcentre</i> (Vicki) Movie Night Fundraiser 13 th Sept Sunday at 6pm \$22 a ticket – Has unfortunately been cancelled. Seedling fundraising is operating though.
<i>Halcombe Tavern</i> Nothing to report.
<i>Fire Brigade</i> (Paul Hughes) Honours Night 17 th Oct still TBC. Congrats to Mike Banner on being awarded an MDC Community Honours Award.

6.0 OTHER ITEMS

Congrats to Gavin Scot who also has been awarded an MDC Community Honours Award.	
Purchase of mic & speaker set for the hall – Jeannette has bought a mic and lead already. Jeannette has a sample one to try in the hall. Need to have it able to be “party chained” and to make sure it has capacity (speak to Pete to help devise fit for purpose solution).	
District Plan zoning review – Draft will be coming out Nov. Adoption to be Feb/March.	
Land Use – can a section be used for motorcycle dirt track in a residential area? Knorp Street on the right – Crowd of people no mufflers/ Noise control.	Jeannette to contact council.
Big Games evening in winter - Family evening (Barb)	
Bex Lintott has booked hall for a social get together for adults in Nov.	
Playground extension – future project for HCT.	

Meeting Closed: 9:04pm

SEE POINTS BELOW

MDC ACTION SHEET SUMMARY

MDC Action point	Transaction #	MDC dept/ Where and who the next action sits with.	Minutes date
<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>	IN PROGRESS	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> <p>Aug 2020 - Installation of a formalised crossing point, immediately north of the Stanway Road/Mt Biggs Road intersection across Halcombe Road is expected to be completed before the end of the contract year (May/June 2020).</p>	<p>STATUS UPDATE REQUIRED</p> <p>Transaction #51656</p>	Roading	April 2019*
<p>Willoughby Street Flood Gates:</p> <p>July 2019 – MDC to contact owners to clean off flood gate blocking stormwater.</p> <p>August 2019 – Shane to follow up to see if this is Horizons responsibility.</p>	<p>STATUS UPDATE REQUIRED</p> <p># 53787</p>		July 2019
<p>Mt Biggs Road pothole between 334 and 357 Mt Biggs Road:</p> <p>August 2019 – This has been patched extremely poorly so needs doing again. New transaction number has been issued.</p> <p>Oct 2019 – The pothole was mechanically caused and temporarily filled, pending permanent repair, programmed for Sept 2019.</p>	<p>STATUS UPDATE REQUIRED</p> <p>#53706</p>		July 2019
<p>Subsidence on Mt Biggs road:</p> <p>August 2020 - In Progress this job has been programme for August 2020</p>	<p>IN PROGRESS</p> <p># 53240</p>		August 2019
<p>Hall matters:</p> <p>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.</p>	IN PROGRESS	James Adamson – Parks & Property.	July 2019

Oct 2019 – James Adamson will organise a follow up meeting on site with Rec Services and plumber to look into fixes.			
---	--	--	--

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.