



*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

FOR Monday 2<sup>ND</sup> September 2019 7pm at the HALCOMBE TAVERN

**PRESENT:** Vicki Powell (Chair), Richard Bain, Maureen Lambert, Rachel Lane, Cr Shane Casey, Peter Beck, Stacey Hulena, Jeannette Henderson.

			Action (BOLD = MDC action)
1.1	<b>Apologies</b> Moved: Jeannette Seconded: Maureen	Barb Davies, George Kereama, Darryle Thomas, Alison Short.	
1.2	<b>Correspondence In</b> Moved: Rachel Seconded: Maureen	• Acceptance to meet the election candidate from most of the candidates	
		• Janine on Accounting Software ideas from MDC	
		• Quarterly Economic Dashboard from Mayor Helen	
		• Info on Cenotaph light installation – Janine H MDC	
		• Emails re communication with RCG	
		• Keep NZ Beautiful. Reminder that the KNZB Week is 5 <sup>th</sup> – 19 <sup>th</sup> Sept.	
	<b>Correspondence Out</b>	<ul style="list-style-type: none"> <li>• Email invitation to all Rural Ward and Mayoral Candidates to Meet the Candidate evening 16<sup>th</sup> Sept.</li> <li>• LTP/AP-type Funding requests to MDC (2020-21)</li> </ul>	
1.3	<b>Confirmation of previous minutes:</b> Moved: Maureen Seconded: Jeannette	<i>That the minutes from the previous meeting held on 5<sup>th</sup> August 2019 be accepted as a true and correct record.</i>	
1.4	<b>Matters arising</b>		
2.0	<b>FINANCIAL BUSINESS</b>		
	<b>Financial reports</b> - Rachel Moved: Rachel Seconded: Stacey Unanimously accepted	<b><i>That the Financial Report showing an overall total balance of \$ 42,039.99 as at 31 August 2019 be accepted.</i></b>	Contact Colleen Morris at MDC to go through options for financial reporting.
	<b>Invoices for approval</b> Moved: Seconded:  Unanimously accepted	<b>Invoices to be paid:</b> <ul style="list-style-type: none"> <li>• J Henderson \$127.25 – Domain Name/Premium DNS/Domain name registration - renewal 2/3/3 years (General Account)</li> <li>• Hall Alarm \$2,000. Half to be paid out of General and it was unanimously agreed</li> </ul>	

		<p>this would not need to be paid back by the Hall operating account. Half to be paid by Hall Operating.</p> <ul style="list-style-type: none"> <li>• Leader and Watt invoice for fridge/freezer, ovens, microwave etc.. (Hall Refurb), needs to be paid by us and CET will reimburse.</li> <li>• Need to top up Hall Operating to \$2K as at 1<sup>st</sup> July 2019 (beginning of the financial year as agreed in previous minutes).</li> <li>• Corey's invoice for materials for wiring and switches ovens.</li> </ul>	
	<b>MDC Project funding</b>	<p>We need to keep a record and review every month the project funding requests we have in the system and where they are at. See summary sheet at the end of the minutes.</p> <p><b><u>2019/2020 Funding requests:</u></b> Answers have been received re: approvals/non-approvals. See summary sheet. Rachel moved that when we have enough funds in General, we pay for the placement of the concrete pads for the picnic tables out of our funds (\$2,000) and get reimbursed from MDC when it becomes the 2020-21 year (Vicki seconded it. Unanimously agreed.)</p> <p><b><u>2020/2021 Funding requests:</u></b> Has been sent in.</p>	<p><b><u>2018/2019 \$3K Project Fund:</u></b> HCDG need to provide MDC with receipts for ANZAC Day spend from this fund (\$1,500 for ANZAC Day) and reconcile any other funds spent from the fund for reimbursement. Rachel Lane still to complete.</p> <p>Meet at walkway to discuss location of picnic tables Sunday 15<sup>th</sup> Sept. 3pm.</p>
<b>3.0</b>	<b>COUNCIL REPORT</b>		
	<b>Council Report August 2019</b>	<p>5 Bylaws currently out for consultation:</p> <ul style="list-style-type: none"> <li>- Water Supply</li> <li>- Dog Control</li> <li>- Solid Waste</li> <li>- Cemeteries</li> </ul>	
		Quarterly economic report shows the district is going in the right direction.	
		The pot hole near 334-357 Mt Biggs Road has been called in again (Transaction #53706). It is to be patched and then permanently sealed at a later date.	
		Local body elections – encourage the community to vote! Aim is for 45% voter turnout. Voting is by post only.	
		Neighbourhood Support – Lots of trailers have been being stolen.	
		Cr Short and Cr Casey have been the Commissioners listening to submissions on Plan Change 51 (removing nodal zones from around Feilding). It is still being deliberated	Notification around Plan Change 53 consultation to be put up at the pub as well as

		on. They have also listened to Plan change 54 (Kennels) – this has been passed. Plan change 52 (removing nodal zones around the villages) will be calling for submissions soon.	communicated via website, FB and email.
		MDC celebrated its 30 <sup>th</sup> Birthday.	
		MDC are currently doing a survey on their facilities (Library, Civic Centre, Little Theatre and public toilets)	Share on FB and email (MDC website/news stories/have you used our community facilities?)
		PowerCo – Email trail between PowerCo and Mayor Helen read out. To be discussed under Power sub-heading.	
		Mangaweka Bridge – New bridge has been ok'd. 40 tonne, 1-way concrete bridge. To be done within 2 years. Residents to form a trust to manage the current historical bridge. MDC has approved \$6K per year for the next 50 years to be contributed to the maintenance (for walking and biking only).	
<b>4.0</b>	<b>GENERAL BUSINESS</b>		
<b>4.1</b>	<b>Focus #1 – Walkway and Domain - Vicki</b>	About 10 Pohutukawa trees have survived the frosts and half of them are looking pretty sick. Other plantings look good.	
		Levin Street area – Dead tree has been felled and a big clean up has been done. Vines have been cut at bases so will start to die off. <b>Thanks so much Parks and Reserves Team!</b>	
		Carl suggested Italian Alders for the 3 trees by Domain. None for the other-side due to power lines etc.... General consensus was something with Autumn colour would be nice.	HCDG needs to provide feedback as to whether Italian Alders are the go.
<b>4.2</b>	<b>Focus #2 – Hall &amp; Hall kitchen/bar refurb - Maureen</b>	<b>CET grant:</b> emails to Nesbits, MDC re payment. Fridges have been delivered, MDC and Leader and Watt following up on non-payment of L&W a/c. We have the money in our a/c for this to be paid. Turffrey's re heaters - work in progress still.	Rachel to get Leader and watt invoiced paid ASAP.
		Greg replaced ball cock in water tank in projector room.	
		<b>Bookings for Sept:</b> 3rd Water Scheme 6pm 16th Meet Councillors 7pm 21st Farewell evening Fire Brigade	
		<b>Hall Floor Re-varnish:</b> HCDG agreed to seek funds from the NZTC – closing dates for applications 15 <sup>th</sup> of each month.	Apply to NZTC for funding.
<b>4.3</b>	<b>Focus #3 – Cenotaph &amp; Recreational Area</b>	Cenotaph lights have been started – wahoo!! Awaiting price for putting a plug in.	<b>MDC to come back with a price to install plug on Cenotaph.</b>

4.4	SUBPROJECTS		
	<b>Roading - Richie</b>	Little heavy rain recently has meant that no issues have arisen to my knowledge re washouts.	
	<b>Community get-togethers</b>	<u>ANZAC DAY</u> – Nothing to report.	
		<u>Auction</u> – Nothing to report.	
		<u>Ladies Night:</u> 1 <sup>st</sup> event was a great success – ok numbers but lots of people have been talking about the next one. Next night is 20 <sup>th</sup> Sept @ Halcombe tavern. Need to put a reminder in to bring cash for the Friday night raffle.	
		<u>Wedding dress evening (Barb)</u> Promote as a wedding venue. Nothing to report.	
		<u>Lantern Festival</u> – Nothing to report	
		<u>Other Events</u> Fun Run series – Still a WIP.	
		<u>Relay</u> – This is not the Relay for life. It's a relay being run by Feliding Moa's and this year is in the Halcombe area on 13 <sup>th</sup> October. May include road closures etc...	Maureen to check out details of what exactly they need the hall for.
	<b>Cemetery Land - Darryle</b>	Docking in 2-3 weeks.	Rachel to put a note on FB.
			Darryle still to do tally up of purchases/sales.
	<b>IT communication (cell, landline, internet) - Rachel</b>	Meeting re: Tower held on Thursday between HDCG Committee and HCT Trustees.	Rachel to compile questions to be sent to RCG.
	<b>Entrance signs - Richie</b>	Signs have been updated to advertise the Halcombe Water Scheme AGM meeting on Tuesday 3 <sup>rd</sup> September at 7pm.	
	<b>Neighbourhood Support - Hollie</b>	No update	
	<b>Civil Defence - Alison</b>	No report received.	
	<b>Power capacity in village</b>	This is still being worked on. Jeff met with Mayor Helen to go through the email Mayor Helen received from PowerCo. Summary from Jeff: <ul style="list-style-type: none"> <li>- Transformer logging won't be helpful if lines can't talk the capacity.</li> <li>- The lines capacity are a major part of the issue.</li> <li>- Cost sharing. Anecdotal evidence says this is not happening despite PowerCo saying that's how it works.</li> </ul>	Jeff is going to investigate who (and the cost) for getting a survey done of capacity in the village to see what the situation is and report back to Mayor Helen.
	<b>Christmas Lights</b>	\$422.32 balance (Held in General Account)	

	<b>Rangitikei River Access - Alex</b>	No report received.	
	<b>Recycling - Richie</b>	All has been good and tidy this month.	
<b>4.5</b>	<b>Other General Business</b>		
	<b>Iwi Matters</b>	No update.	
	<b>Sewerage</b>	No update.	
	<b>Stormwater</b>	Willoughby Street floodgate.	<b>Shane to follow up to see if this is Horizons responsibility.</b>
	<b>Water Scheme</b>	AGM Tuesday 3 <sup>rd</sup> September 2019 at 7pm in Halcombe Hall	
	<b>Halcombe Community Trust</b>	The HCT is assisting with Cell phone tower challenge.	Please can the HCT formally accept that they will take over the administration of the HCF.
	<b>Halcombe Community Fund</b>	Rachel presented to the HCT the summary from Charitable Services (saying the HCT could administer the HCF). Awaiting formal acceptance from the HCT that they will take over the administration of the HCF.	
<b>5.0</b>	<b>Community Communications</b>	<u>Halcombe Herald</u> – email & Facebook. No update.	
		<u>Facebook champion</u> – no update	
		<u>Road signs</u> – no update	
		<u>Community Email</u> – no update	
		<u>School</u> – no update	
		<u>Playcentre</u> – Fundraising movie evening 17 <sup>th</sup> November. Will put on FB if need to sell tickets.	
		<u>Halcombe Tavern</u> – Golf day (Father's Day) was a great success with 65 players having a great day.	
	<u>Fire Brigade</u> – Hank Kuyper has passed his Station Officers Course at the Rotorua Training Centre. <b>Congrats to Hank.</b>		
<b>6.0</b>	<b>Other items</b>	<b>Meet the Rural and Mayoral Candidates evening:</b> Monday 16 <sup>th</sup> September 2019 at 7pm in the Halcombe Hall.	All 8 Rural Ward and 3 Mayoral candidates have been invited to attend and most have accepted.
		1 meeting left before elections of HCDG	Chair for Oct - Jeannette
		<b>Thank you MDC/Higgins</b> – Higgins have done a great job picking up rubbish along Halcombe Road between Halcombe and Feilding.	
		<b>Day for Girls</b> – Sanitary products for Girls in 3 <sup>rd</sup> World Countries. There are sewing-bees at the Feilding Library – next one is Tuesday 17 <sup>th</sup> Sept. 10am – 2pm.	Do we want to do a fundraiser (in conjunction with Ladies nights maybe??) or a Youth Ambassadors event??
<b>Meeting Closed</b>		8:35pm – Next meeting Monday 7 <sup>th</sup> October 2019 at 7pm	

## MDC ACTION SHEET SUMMARY

MDC Action point	Transaction #	MDC department/ Where and who the next action sits with.	Minutes date
<p><b>Cenotaph lights: (For previous points relating to this Action see April 2019 minutes and July 2019 minutes)</b></p> <p><b>August 2019</b> – Work is underway. MDC to supply quote for plug to be installed on Cenotaph and HCDG to decide if we want it.</p>		Roding	April 2019*
<p><b>CBD/Rec Area and Walkway Plans: (For previous points relating to this Action see April 2019 minutes)</b></p> <p><b>August 2019</b> – FUNDING APPROVED (2020-21 budget). Carl Johnstone (MDC) said if we were able to fund any parts ourselves earlier then HCDG could be reimbursed come the 2020/21 Financial Year. Picnic Tables to be funded by HCDG in 2019/20 and then reimbursed 2020/21.</p>		Janine Hawthorn	April 2019*
<p><b>An underpass/overpass option for Halcombe Road: (For previous points relating to this Action see July 2019 minutes)</b></p> <p><b>30/07/19</b> – Confirmation received that this has been added to the Safer Journeys to Schools program.</p>	Transaction #51656	Roding	April 2019*
<p><b>Stanway Road/Halcombe Road drain: (For previous points relating to this Action see July 2019 minutes)</b></p> <p><b>30/07/19</b> – Further confirmation received that this will be done by KiwiRail.</p>		Grant Stevenson - Roding	April 2019*
<p><b>Stanway Road/Domain entrance trees: (For previous points relating to this Action see July 2019 minutes)</b></p> <p><b>August 2019</b> – 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>		Carl Johnstone – Parks, Property & Reserves.	April 2019*
<p><b>Levin Street Drain Area.</b></p> <p>DONE (remove in Oct minutes)</p>		James Adamson	June 2019
<p><b>Willoughby Street Flood Gates:</b></p> <p><b>July 2019</b> – MDC to contact owners to clean off flood gate blocking stormwater.</p> <p><b>August 2019</b> – Shane to follow up to see if this is Horizons responsibility.</p>	# 53787		July 2019
<p><b>Mt Biggs Road pothole between 334 and 357 Mt Biggs Road:</b></p> <p><b>August 2019</b> – This has been patched extremely poorly so needs doing again. New transaction number has been issued.</p>	#53706		July 2019

<b>Subsidence on Mt Biggs road:</b>  August 2019 – Patching has been done in 1 area but not the other.	<b># 53239 DONE</b>  <b># 53240</b>		August 2019
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**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.*

MDC FUNDING (Spend to date is same month end as this meetings financial report).

## 2018/2019

### 1. Community Committee Project Fund (\$3,000) – Projects that we wish our 2018/19 allocation to go towards.

Priority	Project Title	Funding requested* / approved	Spend to date	Notes
1	ANZAC Day 2019	\$1,500		Funds have been received. Invoices need to be sent through to MDC.
2	Signage	\$700		Invoices need to be sent through to MDC for reimbursement of spend against this project.
3	Walkway maintenance and development	\$800		Invoices need to be sent through to MDC for reimbursement of spend against this project.

## 2019/2020

### 1. Community Committee Project Fund (\$3,000) – Projects that we wish our 2019/20 allocation to go towards.

Priority	Project Title	Funding requested* / approved	Spend to date	Notes
1	ANZAC Day 2020	\$1,000		APPROVED
2	Community Communications e.g. Welcome packs to new residents, Phone book update project, Signage.	\$500		APPROVED
3	Other community events e.g. Day or evening get togethers	\$1,000		APPROVED
4	Walkway	\$500		APPROVED

### 2. Community Committee Plan Fund (Contestable \$60,000 fund i.e. to be split between all the Community Committees) – Projects arising out of our Community Plan that we seek funding towards.

Priority	Project Title	Funding requested* / approved	Spend to date	Notes
1	Halcombe Community Walkway – information signs and picnic area	\$17,000		APPROVED 2020-21 budget
2	'CBD'/Cenotaph/Rec area development	\$8,200		APPROVED 2021-22 budget
3	Monteith Street Carpark to Halcombe School Walkway	\$18,521*		DECLINED – NO FUNDS AT PRESENT
4	Clean up storm water drains, in particular the	\$5,000*		KIWI RAIL has agreed to clean drains.



	Stanway Road/ Halcombe Road Drain			
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**3. Other Requests for Service – any requests that would have previously been included in an Annual Plan/Long Term Plan submission to Council.**

Priority	Project Title	Funding Requested* / approved	Spend to date	Notes
1	Halcombe Community Walkway – Ongoing maintenance.	Request that an annual budget for maintaining the walkway be included in MDC Parks & Reserves budgets going forward.		APPROVED
2	Hall roof and flashing – full replacement.	\$30,000*		Flashing has been replaced so will see how that goes.
3	Hall and Playcentre exterior paint.	\$30,000*		DECLINED – To be forwarded to Council for consideration of inclusion in the 2020/21 Annual Plan or the 2021-31 Long Term Plan.
5	Development of the Halcombe Hall car park, grass area behind the hall and paper road linking to the back of the hall.	\$7,413*		DECLINED – To be forwarded to Council for consideration of inclusion in the 2020/21 Annual Plan or the 2021-31 Long Term Plan.
6	Halcombe Hall floor re-varnish.	\$10,000 (Quote received from City Sanding Ltd)*		DECLINED – Not something MDC takes care of (i.e. it is not linked to water tightness or compliance). It was suggested that HCDG seek funds from third party funders.
7	Kimber Street Seal extension (approx. 250m).			DECLINED – To be forwarded to Council for consideration in the future.

**1. Community Committee Project Fund (\$3,000) – Projects that we wish our 2020/21 allocation to go towards.**

Priority	Project Title	Funding requested* / approved	Spend to date	Notes
1	ANZAC Day 2020	\$1,000*		
2	Community Communications e.g. Welcome packs to new residents, Phone book update project, Signage.	\$500*		
3	Other community events e.g. Day or evening get togethers	\$1,000*		
4	Walkway	\$500*		

**2. Community Committee Plan Fund (Contestable \$60,000 fund i.e. to be split between all the Community Committees) – Projects arising out of our Community Plan that we seek funding towards.**

Priority	Project Title	Funding requested* / approved	Spend to date	Notes
1	Monteith Street Carpark to Halcombe School Walkway	\$18,521*		

**3. Other Requests for Service – any requests that would have previously been included in an Annual Plan/Long Term Plan submission to Council.**

Priority	Project Title	Funding requested* / approved	Spend to date	Notes
1	Monteith Street Carpark to Halcombe School Walkway	\$18,521*		If this is not able to be funded from the Community Committee Plan Fund 2020/21 (Contestable \$60,000 fund) then we request that it be funded from other budgets within the 2020/21 Annual Plan.
2	Hall re-roofing roof – full replacement	\$30,000*		We would however like to include this for consideration in the 2020/21 Annual Plan in case the replacement flashings do not provide weather-tightness
3	Hall and Playcentre exterior paint	\$30,000*		
4	All weather carpark extension for Playground/Tennis Courts/ Public Toilets	\$9,022*		

	area (Willoughby Street)			
5	Stanway Road to Gilbert Street Pathway	Price unknown*		The HCDG first made a submission in May 2015 for a path in this area. It is also now the #2 priority from the Halcombe Walkway Strategy.
6	Kimber Street Seal extension (approx. 250m)	Price unknown*		We continue to keep this seal extension request in front of Council for when seal extensions are added back into the budget.