

ORDINARY MINUTES

MATAMATA COMMUNITY BOARD

DATE: Monday, 12 September 2011

TIME: 5.30 pm

VENUE: Matamata Area Office
Tainui Street
MATAMATA

MEMBERSHIP – Quorum (2)

Members:

Mr D J W Anderson

Mrs C S Berg

Mrs R L Burr

Mr K R Tappin

Information and recommendations are included in the reports to assist Matamata Community Board in the decision making process and may not constitute Matamata Community Board's decision until considered by Matamata Community Board.

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MATAMATA-PIAKO DISTRICT COUNCIL

MINUTES of an Ordinary Meeting of the Matamata Community Board held in the Matamata Area Office, Tainui Street, Matamata on 12 September 2011 commencing at 5:30 p.m.

1 MEETING OPENING

The Chairman welcomed everyone to the meeting and declared the meeting open.

2 PRESENT**MEMBERS PRESENT**

Mr D J W Anderson
Mrs C S Berg
Mrs R L Burr
Mr K R Tappin

OFFICERS PRESENT

Mrs A Charters-Leahy Minute Secretary

IN ATTENDANCE

Mrs S Whiting
(for item 8.14, left at 5.55pm)

3 APOLOGIES**MEMBERS APOLOGIES**

There were no apologies.

4 NOTIFICATION OF URGENT BUSINESS

Pursuant to clause 3.7.5 and 3.7.6 of the Standing Orders NZS 9202:2003 and Section 46A (7) of the Local Government Official Information and Meetings Act 1987, the Chairman enquired from members whether there were any additional items for consideration which qualified as extraordinary or urgent additional business.

COMMITTEE RESOLUTION

That the following item be accepted for consideration as deferment until the next meeting will cause as unacceptable time delay and/or hardship to those parties involved in the issue now to be considered.

9.1.1 Matamata Public relations Association – Proposed street closure

MOVED BY: Mr D J W Anderson

SECONDED BY: Mrs R L Burr

CARRIED

5 PUBLIC FORUM

There were no members of the public in attendance for the Public Forum.

6 CONFIRMATION OF MINUTES

Minutes, as circulated, of the Ordinary Meeting of the Matamata Community Board, held on 8 August 2011.

[Minutes August 08 2011 Matamata Community Board.doc](#)

COMMITTEE RESOLUTION

That the Minutes of the Ordinary Meeting of the Matamata Community Board held on 8 August 2011 be confirmed and signed as true and correct.

MOVED BY: Mrs R L Burr

SECONDED BY: Mrs C S Berg

CARRIED

7 MATTERS ARISING FROM THE PREVIOUS MEETING

Item 8.1.4 Matamata Memorial Centre Booking System

This has now been rectified and the current Tag User System will be removed.

Item 8.2.1 Footpath Stencilling

The Matamata Community Board is awaiting a response from Council in regards to the submissions put forward to Council outlining the proposed areas for stencilling.

8 OFFICER REPORTS

8.1 CHIEF EXECUTIVE

8.1.1 MAYORAL DIARY FOR JULY 2011

File No: DEM021606
Attachments: [Mayoral Diary for July 2011](#)
Responsible Officer: D McLeod
Chief Executive Officer
Author: G W H Vercoe QSM, ED, JP
Mayor

EXECUTIVE SUMMARY

A copy of the Mayoral Diary for the period 1 July 2011 to 31 July 2011 is attached.

POLICY AND BYLAW ISSUES

There are no other Policy or Bylaw issues in relation to this matter.

OFFICER RECOMMENDATION/COMMUNITY BOARD RESOLUTION

That the report be received

Moved by: Mrs R L Burr
Seconded by: Mr K R Tappin

CARRIED

Item 8.1.4 was taken out of order and considered before Item 8.1.1.

8.1.2 CHIEF EXECUTIVE OFFICERS REPORT FOR AUGUST 2011

File No: SUP164601
Attachments: [CEOs Report Mid - End July 2011](#)
Responsible Officer: D McLeod
Chief Executive Officer
Author: D McLeod
Chief Executive Officer

EXECUTIVE SUMMARY

A copy of the Chief Executive Officer's report for the period mid to end of July is attached.

POLICY AND BYLAW ISSUES

There are no other Policy or Bylaw issues in relation to this matter.

OFFICER RECOMMENDATION/COMMUNITY BOARD RESOLUTION

That the information be received.

Moved by: Mr K R Tappin
Seconded by: Mrs C S Berg

CARRIED

8.1.3 BOARD MEMBERS REPORTS FOR AUGUST 2011

File No: DEM021201
Responsible Officer: D Bellamy
Group Manager Community Development
Author: C Hubbard
Committee Secretary

EXECUTIVE SUMMARY

Board members reported on the activities of organisations where they were appointed to represent the Board.

DISCUSSION

Board Member Berg presented the minutes from the Tom Grant Drive Inc committee and the Waharoa Community & Districts committee meetings.

Board member Berg noted that Schick Contracting appeared to have not cleaned up the areas they have been working on to a satisfactory manner.

Board member Tappin reported on the Matamata Historical Society and their up and coming Tea at the Tower on 30 October 2011. This will be run by volunteers and members of the committee. New sheds have been donated for various housing of machinery and parts. The minutes of their latest meeting are attached. They are also hosting a Book Fair to raise money.

The Chairman reported on Starfish Social services Trust and the fact that at this stage they have been unable to secure a suitable location for their business.

The Chairman also noted up and coming items on the Council Agenda for their meeting on 14 September 2011.

The Chairman reported on inwards correspondence:

- Minutes of the Committee meeting of the Centennial Drive Development Society's July 2011 meeting
- Matamata Centennial Drive working Bee report for July – August 2011
- A letter from the New Zealand Transport Agency in regards to the Waikato State Highway Speed limit Reviews.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION/COMMUNITY BOARD RESOLUTION

That the information be received.

Moved by: Mr D J W Anderson

Seconded by: Mrs R L Burr

CARRIED

TOM GRANT DRIVE INC.



**Minutes of Executive Meeting held in the Matamata Area
Office of Matamata-Piako District Council.
Friday 5 August, 2011 at 9:31 a.m.**

Present: *Executive:* Pat Madill, Joan Locke, Margaret Dwyer. *Secretary:* Wayne Petersen. *Members:* Ron Langlands, Aileen Mudford, Desma Dickinson, Rosemary Locke, Tina Berg, Bob McGrail, Avela Swney.

The Vice President, As Chairman, Welcomed all to the meeting.

Apologies: Keith Ellis, Bryan Turner, Esmé Lawrence, Jim Scatchard, Sheila Rushton, Tom Clark.

Minutes of previous Executive meeting – 3 June, 2011.

Resolved:

1. That the minutes of the meeting held on 3 June, 2011 be taken as read.
2. That the minutes of the meeting held on 3 June, 2011 be confirmed as a correct record.

Correspondence:

Inwards: Nil.

Outwards: A letter was written to J. Swap Contractors thanking them for their donation of marker pegs for the Rawhiti daffodils.

Resolved: That the outward correspondence be approved.

Financial Report:

Bank Balances – 3 June, 2011		Balance
Westpac	257.97	
RaboDirect	<u>7206.53</u>	7,464.50
 <u>Income Since Last Meeting:</u>		
Subscriptions	30.00	
Donations	25.00	
Bank Interest	<u>40.40</u>	+ 95.40
 <u>Outgoings Since Last Meeting:</u>		
Scene In Matamata – AGM advert.	34.50	- 34.50
 Bank Balances – 4 August, 2011		
Westpac	278.47	
RaboDirect	7,246.93	<u>7,525.40</u>

Resolved: That the Financial Report be received and the above payment ratified.

Council Parks and Reserves Report:

Bryan Turner Reported: The cobblestones have been re-laid. ~ An Atlantic Cedar by the Weka Street entrance was splitting so was removed. ~ Bollards on the Inaka

Place walkway will be made removable, for mowing, when it's decided which end. ~ The Tawari Block damaged seat and table – No decision has yet been made on type to be used. It's out of his hands. ~ Fill and top soil is required around the concrete pad and new seat at Ngaio entrance. ~ The Plane tree stump needs grinding done.

General Business:

- (a) **Collins' Tree.** Roger Collins is happy with our recommendation of a variegated lacebark. Wayne is trying to procure one.
- (b) **Working Bee.** This was held as planned. Leaves were tidied up, including the agapanthus area behind Pat's house. The Rawhiti daffodils protection wire was improved with help from J. Swap Contractors' donation of reflector pegs.
- (c) **The Plane Tree** in the Tawari Block has been taken out, much to the relief of everyone.
- (d) **Invoices For Subscriptions** will be sent out with the next minutes.
- (e) **Bryan Turner's Report** tabled at the AGM was discussed. There were favourable comments about the Sim Street cobblestones. ~ The Tawari Block seat is getting used despite having no table.
- (f) **Margaret Dwyer** offered to oversee the **fertilising of the daffodils** as needed.
- (g) **Bob McGrail** commented favourably on the general impression of openness of The Drive and the inviting, relaxing feeling it gives.
- (h) **The Swamp Cypress** in front of 24 Pohutukawa Place was discussed. The meeting was of the opinion that Bryan should be encouraged to remove it.
- (i) **The Height Of Houses** on the north side of The Drive. It was suggested that this should be limited.
- (j) **Idesia Berry-Bearing Age** is to be investigate in regard to the two newer ones which are not fruiting.
- (k) **We Will Ask The Council** if we could pay for some **Paulownia tree removals**. If so, could we get quotes from other than the council's contractors.
- (l) **A Drive Walk** will be organised for sometime before the next meeting.
- (m) **Pat Madill Was Congratulated On Her Recent Ninetieth Birthday.**

Subscriptions paid = 23%

Next Meeting: Friday 9 September, 2011 at 9:00 a.m.

The Chairman Thanked All Present and closed the meeting at 10:09 a.m.

Confirmed:

Date:

WAHAROA COMMUNITY & DISTRICTS COMMITTEE

Minutes of Community Meeting**Held at:** Waharoa Community Memorial Hall**Date:** 8th August 2011**Meeting Opened:** 12.58pm**Chaired by:** Allan Mayo**Minutes taken by:** Jennifer Mayo**Present:** Tina Berg (community board rep), Steve Fabish (council), Joanne and Madaline Alexander, Eva Guy.**Apologies:** Jen and Frank Bowan, Gwen Jones.*Steve spoke about Council upgrades first as he had to leave early.**\$60,000.00 proposed work, Council have agreed to this.**\$8,000.00 for street tree planting.**We currently have \$25,800.00 in our account from the Dairy Factory including interest.**They would like us to contribute \$10,000.00 to go towards the garden upgrades.**Some planting will be done ASAP**Walker Street drain is in progress to be fully piped.**A Memorial Garden will be planted in remembrance for Ted at the request of some of the committee members. The Committee will be donating approx \$1,500.00 to go towards this and Eva will donate some of her Kowhai and other trees.***Previous Minutes:** Read confirmed Madaline sec Eva**Matters arising from Minutes:**

No response from David Kaukau regarding hiring Hall.

Finance:

Opening balance			6154.65
Interest	1.63		
hon		55.00	
Closing balance			6101.28

Correspondence:**In:** Bank statement

Account for Lawn Mowing

Account for Glass Repair

Out:**Accounts due for payment:**

Hon \$55 moved Madaline sec Joanne

Lawn mowing and glass account approved to be sent to Sharron Berry.

Police Report: Nil

Hall Report: Weta Studios hiring Hall from October for a week 24/7.

Council charged them new prices of \$150 a day after telling us that it couldn't be changed until AGM. Committee agreed to charge them original price of \$100 per day. Allan to ring Weta and let them know.

Council Report: As above from Steve.

General Business:

Allan to check with Sharron Berry regarding glass insurance.

Postie doesn't seem to be coming daily as a few households have had no mail for a few days then receiving a small handful. Allan to check with Postshop.

Date of Next Meeting: AGM 12 Th September 2011

Meeting Closed: 2.03pm

8.1.4 MATAMATA PUBLIC RELATIONS ASSOCIATION UPDATE

File No: COM181206
Responsible Officer: D Bellamy
Group Manager Community Development
Author: C Hubbard
Committee Secretary

EXECUTIVE SUMMARY

Mrs S Whiting provided an update on the Matamata Public Relations Association activities.

DISCUSSION

The Chairman invited Mrs Whiting to speak. Items discussed were;

- The Rugby World Cup banner is up with a Welcome to Matamata heading and looks great. Mrs Whiting thanked Board member Tappin for his assistance.
- Matamata Spring Carnival – This will incorporate a carnival atmosphere to begin on Broadway on Friday night 7 October 2011 followed by the races at Matamata Race Course on 8 October 2011 and the AMP show will be held on Sunday 9 October 2011.
- Tea at the Tower on 30 October 2011 is coming together really well.
- Whether Gollam could be dressed up for the Rugby World Cup.

The Chairman thanked Mrs Whiting for her information.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION/COMMUNITY BOARD RESOLUTION

That the information be received.

Moved by: Mr D J W Anderson

Seconded by: Mr K R Tappin

CARRIED

Item 8.1.4 was taken out of order and considered before Item 8.1.1.

8.2 INFRASTRUCTURE

8.2.1 FIRTH STREET/FARMERS ROAD INTERSECTION - MATAMATA

File No: RSB522401
Responsible Officer: F Vessey
Group Manager Service Delivery
Author: C Hubbard
Committee Secretary

EXECUTIVE SUMMARY

Board member Tappin raised discussion of safety at the Firth Street/Farmers Road intersection.

The positioning of the road crossing just around the corner on Farmers Road is considered a hazard by Board member Tappin.

Motorists seem to have difficulty deciding who has right of way with the **Stop** sign on Farmers Road and a **Give Way** on Bedford Park side of Firth Street. A frequent user of this intersection has noted, it is very normal for two cars to sit there waiting for someone to go.

There is also the normal movement of trucks going through the intersection on Firth Street making it hazardous as well.

DISCUSSION

Board member Tappin asked The Chairman what steps had been taken in the past to rectify this issue. The Chairman replied saying that surveys had been done several years ago and accidents had been reported including one fatality. Board member Burr said it was a very dangerous area and noted on several occasions, vehicles heading into Framers Road having to stop for pedestrians often end up with part of their vehicle on Firth Street. Motorists are often confused as to who has right of way at the intersection.

The Board would like a meeting with Roothing Manager, Susanne Kampshof to discuss the following matters;

- That the Board request signage be the same on both intersections i.e. both compulsory stop signs
- A blister be put on the road from Farmers Road exit
- A safety island be put on Farmers Road for the pedestrians and perhaps, by moving this a further 10 metres down the road this will help stop traffic congestion.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the information be received.

COMMUNITY BOARD RESOLUTION

That the Matamata Community Board request a meeting with Mrs S Kampshof, Roding Manager MPDC to discuss the items raised and help rectify the safety concerns.

Moved by: Mr K R Tappin

Seconded by: Mrs R L Burr

CARRIED

9 URGENT ADDITIONAL BUSINESS**9.1.1 ROAD CLOSURE MATAMATA PUBLIC RELATIONS ASSOCIATION**

File No: COM183201
Responsible Officer: S Kampshof
Roading Asset Manager
Author: C Hubbard
Committee Secretary

EXECUTIVE SUMMARY

A letter from the Matamata Public Relations Association in regards to their annual Christmas parade and the proposed street closures. The Matamata Public Relations Association is requesting permission for the street closures.

DISCUSSION

The Board were all in agreement that permission be granted to the Matamata Public Relations Association to close the roads for their Annual Christmas Parade to be held on 3 December 2011.

COMMUNITY BOARD RESOLUTION

That permission is granted to the Matamata Public Relations Association for the street closures on 3 December 2011 for the annual Christmas Parade.

MOVED BY: Mr D W Anderson

SECONDED BY: Mr K R Tappin

CARRIED

MATAMATA
PUBLIC RELATIONS ASSOCIATION

45 Broadway Matamata New Zealand p 07 888 6688 | f 07 888 5653 e info@matamatanz.co.nz

**SITE**www.matamatanz.co.nz1st September 2011

Darryl Anderson
Chairman
Matamata Community Board
C/O MPDC
PO Box 266
Te Aroha

Dear Darryl,

We would like to request permission to close the streets for the Matamata Christmas Parade to be held on Saturday 3rd December 2011.

We require the streets listed to be closed between 10:30am and 12.30pm:

- Broadway (from 40 Broadway which is Matamata Sports World side of the railway lines to Meura Street)
- Hetana Street
- Arawa Street

We would like to make similar arrangements with the MPDC and Transit regarding the Traffic Management Plan that we had for previous Christmas Parades.

If more information is required please contact me on 07 888 7260.

Yours sincerely

Hayley Horne
Visitor Information Officer



10 EXCLUSION FROM THE PUBLIC

There were no matters for exclusion from the public.

11 CLOSURE

The meeting closed at 7.00 p.m.

CONFIRMATION: 10 October 2011

SIGNED:

Mr D W Anderson