

# **ORDINARY MINUTES**

## **MORRINSVILLE COMMUNITY BOARD**

**DATE:** Tuesday, 4 October 2011

**TIME:** 6:00 pm

**VENUE:** Events Centre  
Ron Ladd Place  
MORRINSVILLE

**MEMBERSHIP – Quorum (2)**

**Members:**

Mr G D Enderby  
Mrs M A Linstrom  
Mrs K M Robertson  
Mr J J Sharland

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

**TABLE OF CONTENTS**

<b>ITEM</b>	<b>SUBJECT</b>	<b>PAGE NO</b>
<b>1</b>	<b>MEETING OPENING .....</b>	<b>1</b>
<b>2</b>	<b>PRESENT .....</b>	<b>1</b>
<b>3</b>	<b>APOLOGIES .....</b>	<b>1</b>
<b>4</b>	<b>NOTIFICATION OF URGENT BUSINESS .....</b>	<b>1</b>
<b>5</b>	<b>PUBLIC FORUM .....</b>	<b>2</b>
<b>6</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>2</b>
<b>7</b>	<b>MATTERS ARISING FROM THE PREVIOUS MEETING .....</b>	<b>2</b>
<b>8</b>	<b>OFFICER REPORTS .....</b>	<b>3</b>
8.1	<b>CHIEF EXECUTIVE .....</b>	<b>3</b>
8.1.1	MAYORAL DIARY AUGUST 2011 .....	3
8.1.2	CHIEF EXECUTIVE OFFICERS REPORT FOR SEPTEMBER 2011 .....	4
8.1.3	BOARD MEMBERS REPORTS FOR SEPTEMBER 2011 .....	5
8.2	<b>COMMUNITY AND SUPPORT .....</b>	<b>8</b>
8.2.1	GRANT APPLICATION GRACELANDS ROCK 'N ROLL CLUB.....	8
8.2.2	MORRINSVILLE COLLEGE PRIZEGIVING 2011.....	9
8.3	<b>INFRASTRUCTURE .....</b>	<b>10</b>
8.3.1	PROPOSED PLAN CHANGE 30: EYNON ROAD .....	10
<b>9</b>	<b>URGENT ADDITIONAL BUSINESS .....</b>	<b>11</b>
9.1.1	GRANT APPLICATION – MORRINSVILLE PROMOTION ASSOCIATION	11
<b>10</b>	<b>EXCLUSION FROM THE PUBLIC .....</b>	<b>18</b>
<b>11</b>	<b>CLOSURE .....</b>	<b>18</b>

**MATAMATA-PIAKO DISTRICT COUNCIL**

**MINUTES** of an Ordinary Meeting of the Morrinsville Community Board held in the Events Centre, Ron Ladd Place, Morrinsville on 4 October 2011 commencing at 6:00 p.m.

**1 MEETING OPENING**

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

**2 PRESENT****MEMBERS PRESENT**

Mr G D Enderby  
Mrs M A Linstrom  
Mrs K M Robertson  
Mr J J Sharland

**OFFICERS PRESENT**

Mrs A Charters-Leahy                      Minute Secretary

**IN ATTENDANCE**

Cr N C Goodger

**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.

**COMMUNITY BOARD RESOLUTION**

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

Item 9.1            Grant Application for Morrinsville Promotion Association

**MOVED BY:**            **Mrs M A Linstrom**

**SECONDED BY: Mr J J Sharland**

**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 Morrinsville Community Board, held on 6 September 2011.

[Minutes September 06 2011 Morrinsville Community Board.doc](#)

**COMMUNITY BOARD RESOLUTION**

**That the Minutes of the Ordinary Meeting of the Morrinsville Community Board held on 6 September 2011 be confirmed and signed as true and correct.**

**MOVED BY: Mr G D Enderby**

**SECONDED BY: Mr J J Sharland**

**CARRIED**

**7 MATTERS ARISING FROM THE PREVIOUS MEETING**

There were no matters arising from the previous minutes.

## **8 OFFICER REPORTS**

### **8.1 CHIEF EXECUTIVE**

#### **8.1.1 MAYORAL DIARY AUGUST 2011**

**File No:** DEM021606  
**Attachments:** [Mayoral Diary for August 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 August 2011 to 31 August 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 K M Robertson

**Seconded by:** Mr J J Sharland

**CARRIED**

**8.1.2 CHIEF EXECUTIVE OFFICERS REPORT FOR SEPTEMBER 2011**

**File No:** SUP164601  
**Attachments:** [CEOs Report mid August to mid September 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 August to mid September 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:** Mr J J Sharland

**Seconded by:** Mr G D Enderby

**CARRIED**

**8.1.3 BOARD MEMBERS REPORTS FOR SEPTEMBER 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.

Board Member Robertson reported on the proposed Morrinsville Skate Board Park. The park is not going to be as big as first thought. A grant has been received to assist with the resource consent process

The Morrinsville Community Board will forward a petition to Council for processing as part of the Skate Board Park resource consent application yet to be made. Mrs M Lingard of Lorne Street is the contact person for the petition.

Board Member Enderby reported on Keep Morrinsville Beautiful and his minutes from their meeting 30 September 2011 are attached.

The Chairman and Board Member Enderby will attend the Operations Committee meeting on the 26 October 2011 at 9.15am to support Mr Hight and his planter boxes idea.

Charlotte Giblin from the Wallace Gallery will attend the Community Boards November 2011 meeting.

The Chairman opened the Heart Safe Committee meeting at St Johns headquarters and they were very pleased with the attendance and outcome of the meeting.

The Chairman reported she was honoured to attend the Fire Brigade 50 years service Medal ceremony and that it was a pleasant evening.

**OFFICER RECOMMENDATION/COMMUNITY BOARD RESOLUTION**

**That the information be received.**

**Moved by:** Mr J J Sharland

**Seconded by:** Mrs M A Linstrom

**CARRIED**

Board Member Sharland attended a meeting in regards to the street signage issue in the Morrinsville Central Business District. Board Member Sharland made two recommendations for placement of the signage.

---

**COMMUNITY BOARD RESOLUTION**

**That**

- 1. White and blue blade signs be installed on the existing light poles on Moorehouse, Canada, Studholme and Lorne Streets.**
- 2. Thames Street signage is also installed on the four above mentioned corners.**

**MOVED BY: Mr J J Sharland**

**SECONDED BY: Mrs K M Robertson**

**CARRIED**

Keep Morrinsville Beautiful Society

Meeting 30<sup>th</sup> September 2011

Agenda

**1: Graffiti Issues**

Natalie & myself have volunteered to assist with removing tagging around town but are awaiting approval from various businesses to paint out the offending tags. Councillor Mike Gribble is the contact to set this up.

**2: Hanging baskets.**

These will be put together on the 19<sup>th</sup> October ready for hanging in Thames Street.

**3: Working bee/spraying** -Thames Street West to be arranged for 12<sup>th</sup> October.

**4: Clean up week.**

Update of this year's programme and various groups assigned to assist with rubbish removal around town. MVCB will be cleaning up around the events centre on Wednesday 5<sup>th</sup> October.

**5: Planter boxes**- Maurice Hight has asked Anne and myself to attend a Corporate Operations meeting, to be held on 26<sup>th</sup> October, to watch his presentation of a power point demonstration of the proposed tiered flower planter boxes.

**6: New member.** My wife Natalie has become a member of the KMB.

Greg Enderby (MCB)

## **8.2 COMMUNITY AND SUPPORT**

### **8.2.1 GRANT APPLICATION GRACELANDS ROCK 'N ROLL CLUB**

**File No:** COM161601  
**Attachments:** [Gracelands Rock n Roll Club](#)  
**Responsible Officer:** M Te Wiata  
Group Manager Business Services  
**Author:** C Hubbard  
Committee Secretary

---

#### **EXECUTIVE SUMMARY**

A grant application was received from Gracelands Rock 'n Roll Club requesting funds to assist with the printing of their bi-monthly newsletter.

#### **DISCUSSION**

The Chair raised discussion and the Board all agreed to grant \$300.00 to the Gracelands Rock'n Roll Club.

The Board have requested clarification from Council concerning the grant application criteria as it is extremely confusing.

#### **POLICY AND BYLAW ISSUES**

There are no policy or bylaw issues.

#### **OFFICER RECOMMENDATION**

**That the Board consider the application.**

#### **COMMUNITY BOARD RESOLUTION**

**That the Board grant \$300.00 to the Gracelands Rock'n Roll Club.**

**Moved by:** Mr G D Enderby

**Seconded by:** Mrs K M Robertson

**CARRIED**

**8.2.2 MORRINSVILLE COLLEGE PRIZEGIVING 2011**

**File No:** COM161601  
**Attachments:** [Morrinsville College prize giving donation 2011](#)  
**Responsible Officer:** M Te Wiata  
Group Manager Business Services  
**Author:** C Hubbard  
Committee Secretary

---

**EXECUTIVE SUMMARY**

The Morrinsville College applied for a donation towards their student prize giving 2011 ceremony.

**DISCUSSION**

The Chairman raised discussion and the Board agreed to donate \$300.00 to the Morrinsville College for their 2011 prize giving ceremony. The Board have requested that Mr Inger be made aware that the donation is from the Morrinsville Community Board and not the District Support Scheme and that the Board are thanked by the recipients as this has not happened for a long time.

**POLICY AND BYLAW ISSUES**

There are no policy or bylaw issues.

**OFFICER RECOMMENDATION**

That the Community Board approve the donation of \$345.00 to the Morrinsville College for their 2011 prize giving ceremony.

**COMMUNITY BOARD RESOLUTION**

That

1. the Community Board approves the donation of \$300.00 to the Morrinsville College for their 2011 prize giving ceremony.
2. Mr Inger is made aware that the donation is from the Morrinsville Community Board and not the District Support Scheme.
3. the recipients acknowledge the Morrinsville Community Board.

**Moved by:** Mr J J Sharland

**Seconded by:** Mrs K M Robertson

**CARRIED**

**8.3 INFRASTRUCTURE****8.3.1 PROPOSED PLAN CHANGE 30: EYNON ROAD**

**File No:** RMR200628  
**Responsible Officer:** F Vessey  
Group Manager Service Delivery  
**Author:** C Hubbard  
Committee Secretary

---

**EXECUTIVE SUMMARY**

Board Member Sharland raised discussion on the proposed rezoning of Eynon Road.

**DISCUSSION**

Board Member Sharland had attended a meeting with Council and other groups and has some concerns about the Eynon Road rezoning. He distributed a copy of a feedback form to the Board that he will be filling in and returning to Council.

**POLICY AND BYLAW ISSUES**

A proposed plan change may eventuate.

**OFFICER RECOMMENDATION/COMMUNITY BOARD RESOLUTION**

**That the information be received.**

**Moved by:** Mr J J Sharland

**Seconded by:** Mrs M A Linstrom

**CARRIED**

## **9 URGENT ADDITIONAL BUSINESS**

### **9.1.1 GRANT APPLICATION – MORRINSVILLE PROMOTION ASSOCIATION**

**File No:** COM161601  
**Responsible Officer:** M Te Wiata  
Group Manager Business Services  
**Author:** C Hubbard  
Committee Secretary

---

#### **EXECUTIVE SUMMARY**

A grant application has been received from the Morrinsville Promotion Association to assist with traffic management for their Annual Christmas Parade.

#### **DISCUSSION**

The Chairman raised discussion and the Board agreed to grant the amount of \$500.00 to the Morrinsville Promotion Association.

#### **COMMUNITY BOARD RESOLUTION**

**That the Morrinsville Community Board grant \$500.00 as in previous years to the Morrinsville Promotion Association.**

**Moved by: Mr J J Sharland**

**Seconded by: Mr G D Enderby**

**CARRIED**



File No. COM.180407  
Document No. ....

## MORRINSVILLE PROMOTION ASSOCIATION

P O BOX 40, MORRINSVILLE 3340  
251 THAMES STREET, MORRINSVILLE 3300  
TELEPHONE/FAX: 07 889 5575  
EMAIL: [morrinsville.info@xtra.co.nz](mailto:morrinsville.info@xtra.co.nz)  
WEBSITE: [www.morrinsvillenz.co.nz](http://www.morrinsvillenz.co.nz)

27 September 2011

Mrs A Linstrom  
Morrinsville Community Board  
C/- MPDC  
Morrinsville

Dear Ann

**Re: Cooper Aitken Morrinsville Christmas Parade**

Plans for this year's Christmas Parade are well underway.

The parade is being held on Saturday 10<sup>th</sup> December 2011.

The theme this year is "A Day at the Movies".

To assist us with costs we are requesting a grant of \$500.00 towards road closure costs.

We do hope the Community Board are able to assist us with this funding application.

If you require further information please do not hesitate to contact me.

Kind regards

Yours sincerely  
**MORRINSVILLE PROMOTION ASSOCIATION**

A handwritten signature in blue ink, appearing to read "Cathy", is written over the typed name "C E Balvert".

C E Balvert  
Morrinsville Promotions Manager

29 SEP 2011

**Application for Grant**  
*(District Community Support Scheme Te Aroha,  
Morrinsville and Matamata Community Boards)*



**1. Applicant's Details**

Name of applicant: Morrinsville Promotion Association

Postal address for correspondence to be sent: \_\_\_\_\_  
PO Box 40, Morrinsville 3340

Physical address of the organisation: \_\_\_\_\_  
251 Thames St Morrinsville

What is the purpose or main activity of the organisation? \_\_\_\_\_  
To promote Morrinsville and other districts.

Please provide the name and telephone numbers for two people in your organisation who can help us if the assessment committee require more information. Under the Privacy Act (1993) you must get consent from these people to provide their details here.

Name: Cathy Balvert

Phone (day): 078895575 Phone (night): 0273454351

Name: Nigel McWilliam

Phone (day): 078891018 Phone (night): 0276883287

What type of funding are you applying for?

- Grant       Guarantee against Loss       Loan

If your organisation is a membership organisation, how many members/people does the organisation serve? 175 approx (Associate + Business Members)

**2. Project Details**

Please provide a detailed description of the project or activity for which you are seeking assistance:

Assistance towards the Road Closure costs for the 2011 Christmas Parade.



Please provide details of any benefits that the project will provide to the wider community (other than benefits for your members):

To increase "christmas" community spirit  
in Morrinsville.

When is your project expected to begin? Saturday 10th December 2011

Please indicate the number of people in each age group who are expected to directly benefit from your project:

Under 5 years       5 – 19 years       20 – 25 years       Over 25 years

Does your project involve a particular cultural or ethnic group?  Yes  No

If so, please indicate  Maori  Pacific Island  Other: \_\_\_\_\_

Will the project improve facilities on a school site?  Yes  No

If yes, will the facility be available for the use of the wider community?

Yes  No

**3. Financial Details**

Are you registered for GST?  Yes  No

**Expenditure**

Please provide a detailed budget for the activity or project you are requesting funding for. All costs must be itemised below - this may include a percentage of overhead costs, including salaries, except volunteer labour, that apply to the project (*attach another page if necessary*). Please also attach any written quotes where relevant.

Item	Cost
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
<b>Total Cost of Project (A)</b>	<b>\$ _____</b>

Budget attached



**Income**

Please indicate how you intend to fund the project:

Donated materials	\$ _____
Cash in hand for the project	\$ _____
Charge of entry fee	\$ _____
Fundraising (estimate)	\$ _____
Sponsorship (estimate)	\$ _____
Grants (please provide details below)	\$ _____
Other	\$ _____
<b>Total Funds Available/Expected (B)</b>	<b>\$ _____</b>

*Budget attached*

To find out how much money you should apply for, subtract your contribution (B) from the total cost of the project (A). The answer (C) is the amount of money you need in order for your project to go ahead. Organisations not registered for GST should include GST with their estimates.

A. Total Cost of Project	<u>\$8175.00</u>
B. Less Total Funds Available	<u>\$7675.00</u>
C. Balance Required	<u>\$500.00</u>
D. Amount Requested	<u>\$500.00</u>

If the Amount Requested (D) is different to the Balance Required (C), please explain: \_\_\_\_\_

Briefly describe any voluntary effort or donated materials provided for the project: \_\_\_\_\_

*Committee of volunteers organise this event, together with volunteers from Service Groups that assist with traffic management on the day.*

Total Cash in Bank: \_\_\_\_\_ Please attach financial accounts

This should equal the amount of funds shown in your financial records as Cash in Bank. Please specify any other organisations from which you've requested grants for this project and the details of your request:

Organisation(s)	Amount Requested	Amount Received
/		



#### 4. Declaration

I hereby declare that the information supplied here on behalf of our organisation is correct. If the application is successful, my organisation agrees to participate in any funding audit of my organisation conducted by the local authority.

I consent to the Matamata-Piako District Council collecting the personal contact details provided above. I undertake that I have obtained the consent of the other contact person(s) to provide these details. We acknowledge our right to have access to this information. The consent is given in accordance with the Privacy Act 1993.

*Please advise us if there is any information provided to support your application that should be kept confidential and the reason why.*

1. Name: Cathryn Balvert Signature: C. Balvert  
Position in Organisation: Promotions Manager Date: 26.9.11.
2. Name: Nigel McWilliam Signature: N. McWilliam  
Position in Organisation: Chairperson Date: 27.9.11.

Bank Account Number 

0	2	-	0	3	6	8	-	0	0	5	9	9	5	9	-	0	0
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

  
Bank    Branch    Account Number    Suffix

*Use the checklist below to ensure you have included all the required information:*

- Financial Accounts (if applicable)
- Detailed budget of your project
- Any written quotes (if applicable)
- Demonstrated a need in the community
- Identified the groups of people who will benefit from the project
- Checked that your figures add up correctly
- Signed and dated your application

Please return your completed application and relevant attachments to:  
 Matamata-Piako District Council  
 PO Box 266  
 Te Aroha 3342

Please note there are Application Guidelines [CS-Grants8](#).

CS-Grants5 - Issue 6





**10 EXCLUSION FROM THE PUBLIC**

There were no matters for exclusion from the public.

**11 CLOSURE**

The Chairman thanked Ms A Charters-Leahy (Community Board Secretary) for all her work over the past years and said they will all miss her.

The meeting closed at 7.05 p.m..

**CONFIRMATION:** 1 November 2011

**SIGNED:**

\_\_\_\_\_  
M A Linstrom