

Notice is given that an ordinary meeting of the Motueka Community Board will be held on:

Date: Tuesday 19 September 2017
Time: 4.00 pm
Meeting Room: Motueka Office
Venue: 7 Hickmott Place
Motueka

Motueka Community Board

AGENDA

MEMBERSHIP

Chairperson	B Maru
Deputy Chairperson	R Horrell
Members	C Hutt B Dowler Cr P L Canton Cr P H Hawkes Cr D J Ogilvie

(Quorum 4 members)

Contact Telephone: 03 528 2022
Email: heather.spiers@tasman.govt.nz
Website: www.tasman.govt.nz

AGENDA

1 OPENING, WELCOME

2 APOLOGIES AND LEAVE OF ABSENCE

Recommendation

That apologies be accepted.

3 PUBLIC FORUM

4 DECLARATIONS OF INTEREST

5 CONFIRMATION OF MINUTES

That the minutes of the Motueka Community Board meeting held on Tuesday, 15 August 2017, be confirmed as a true and correct record of the meeting.

6 PRESENTATIONS

Nil

7 REPORTS

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8 CORRESPONDENCE

Nil

7 REPORTS

7.1 DISCRETIONARY FUND APPLICATION - MOTUEKA POOL FUNDRAISING GROUP

Decision Required

Report To:	Motueka Community Board
Meeting Date:	19 September 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-09-01

1 Summary

- 1.1 The **Motueka Pool Fundraising Group** has applied for \$500 to cover hall hire and advertising. The purpose is to raise funds to cover and heat the Motueka Community Pool as well as to provide new changing rooms, a therapeutic pool, spa pool and learner's pool.
- 1.2 The whole Motueka community will benefit – toddlers can learn to swim all year round, the elderly who need therapeutic aqua classes, the swimming club for training and for the locals who would like a swim. Schools will also use the heated pool when their own pools close due to cold water.
- 1.3 This application complies with Board guidelines and there are budgeted funds available to meet the request.
- 1.4 This meeting will consider applications for the September 2017 funding round for discretionary funding.
- 1.5 Currently there is a balance of \$8262.00 being carried forward from June 2017 for the discretionary fund. If all the applications being considered at this meeting are approved in full, the remaining balance will be \$5442.00

2 Draft Resolution

That the Motueka Community Board receives the Discretionary Fund Application - Motueka Pool Fundraising Group report RMCB17-09-01; and

- 1. grants the Motueka Pool Fundraising Group \$500.00; or**
- 2. that the Motueka Community Board declines the application from the Motueka Pool Fundraising Group on the grounds that.....**

3 Purpose of the Report

- 3.1 To consider an application from the **Motueka Pool Fundraising Group** to help cover the hall hire and advertising for their Festival of Health, Beauty, Fitness/Wellness in the Motueka Memorial Hall on Sunday 24 September. This festival is a fundraising opportunity to help raise funds towards the Motueka Community Pool.

4 Background and Discussion

- 4.1 The Board sets aside funds on an annual basis to support small board or community initiatives.
- 4.2 Staff have reviewed the application and confirm that it complies with the Board guidelines.
- 4.3 All of the **Motueka Pool Fundraising Group's** time is voluntary – the committee is not paid. They have received money for their feasibility study from the Lotteries Commission and are constantly fundraising to fund their project.
- 4.4 They are holding another Festival of Health, Beauty, Fitness/Wellness in the Motueka Memorial Hall on Sunday 24 September. Their inaugural Festival last year was very successful, both as a social event and a fundraising opportunity.

5 Options

- 5.1 The Board has three options.
- 5.2 **Option 1** - The Board can approve the application in full and provide \$500 to the Motueka Pool Fundraising Group.
- 5.3 **Option 2** – The Board could approve an amount less than the application.
- 5.4 **Option 3** – The Board could decline the application. In declining the application, the Board should communicate the reason for the decision to the **Motueka Pool Fundraising Group**.

6 Consideration of Financial or Budgetary Implications

- 6.1 The budget for the discretionary fund was confirmed as part of the Long Term Plan 2015-2025 so there are no financial implications from accepting the application. Currently there is a balance of \$8262.00 available in the discretionary fund.
- 6.2 If all the applications being considered at this meeting are approved in full, the remaining balance will be \$5442.00.

7 Conclusion

- 7.1 The application meets the requirements set down by the Board. The Board should turn its mind to merits of the application and make its decision accordingly.

8 Next Steps / Timeline

- 8.1 The outcome of the Board's decision will be communicated to the applicant.
- 8.2 If the application is approved in full or part, payment will be made to the applicant by direct credit within ten working days of receiving bank account details.

9 Attachments

- | | |
|--|---|
| 1. Discretionary Fund Application - Motueka Pool Fundraising Group | 9 |
|--|---|

Grant Application - Motueka Community Board Discretionary Fund

The following application has been received.

Name of Organisation *

Motueka Pool Fundraising Group

Address

PO Box 1, Motueka

Contact Person *

Sue Clark

Contact Phone *

0275443002

Email Address *

sueclark40@gmail.com

Purpose of the Organisation

Purpose is to cover and heat the Motueka Community Pool as well as to provide new changing rooms, a therapeutic pool, spa pool and learners' pool

Amount applied for (up to \$500.00)

\$500

Project Details

We are holding another Festival of Health, Beauty, Fitness/Wellness in the Motueka Memorial Hall on Sunday 24th September. Our inaugural Festival last year was very successful both as a social event and a fundraising opportunity. We would like to ask for the \$500 to cover the hire of the hall and to cover some advertising costs.

Project Category

Category A - Projects

Benefits - Who/What will benefit from the project in the Motueka community?

All sections of our community will benefit - the toddlers to learn to swim all year round, the elderly who need therapeutic aqua classes, the swimming club for their training and for the locals who would just like to have a swim. Schools will also use the heated pool when their own pools close due to cold water.

Describe any voluntary time and any other funding contributions received for this project

All our time is voluntary, the committee are not paid. We have received money for our Feasibility study from Lottery Commission and we are constantly fundraising to fund our project.

Who else have you asked for funding for this project?

No-one.

Bank Account Number

03 1354 036031500

Upload a file

GOOD SPORTS MOTUEKA

Motueka Pool Fundraising Group

Motueka Pool Fundraising Group
PO Box 1
Motueka
23rd June 2017

The Chairman
Motueka Community Board Discretionary Fund
Tasman District Council
Hickmott Place
Motueka 7120

Dear Sir

Re: Application for \$500 from the Discretionary Fund for Festival costs

I believe our application falls into the Category A section and as such we would like to apply for \$500 to assist us with funding for our Festival of Health, Beauty and Fitness which is to be held in the Memorial Hall on Sunday 24th September, 2017.

We held a similar Festival in August last year which was very successful and we are therefore hoping for an even better response this year. This event is a major fundraising opportunity for our Pool Fundraising group. We believe that a covered, heated community pool will be a valuable asset to all sections of our Motueka community – toddlers learning to swim to the more elderly making good use of the Therapeutic and Spa pools which will be available.

Costs incurred in running the Festival are: Hire Fee of the Motueka Memorial Hall, Advertising in the Guardian newspaper, printing of flyers and mail outs as well as food for our sausage sizzle (sausages, sauce, onions, bread etc.). I am attaching quotes for these costs which will probably amount to slightly more than \$500.

We are hoping you will review our application favourably.

Yours truly



Sue Clark
Treasurer/Event Organiser
Motueka Pool Fundraising Group



Sales@guardianmotueka.co.nz

1:51 PM (2 hours ago)

to
me

Hi Sue,

Three 5cm x 2 columns ads are \$50 + gst { per ad}. Free Full Colour.
Regards
Bolty.

Printing costs

28 June 2017

Good Sports Motueka Inc
 Motueka Swimming Pool Fundraising
 P O Box 1
 MOTUEKA

DATE	DESCRIPTION	AMOUNT
	Re: Quote for Photocopying for Festival of Health Flyers, Posters, Hand-outs etc	
	A4 x 300 colour pages @ 0.15c per page	\$45.00
	A3 x 50 colour pages @ 0.30c per page	\$15.00
	A4 x 20 black and white pages @ 0.10c per page	\$ 2.00
		<hr/>
		\$62.00
		<hr/>
	TOTAL AMOUNT DUE (including GST)	<u>\$62.00</u>

Food Costs for Sausage Sizzle

6 Loaves Bread @ \$1.00 \$6.00

Tomato Sauce, Mustard, Serviettes
Gloves, Oil — \$15.00 approx

Sausages — \$150.00

We will pay for any shortfall
from fundraising money.

Spaul

7.2 DISCRETIONARY FUND APPLICATION - MOTUEKA COMMUNITY CHRISTMAS DINNER COMMITTEE

Decision Required

Report To: Motueka Community Board
Meeting Date: 19 September 2017
Report Author: Heather Spiers, Senior Customer Services Officer - Motueka
Report Number: RMCB17-09-02

1 Summary

- 1.1 The **Motueka Community Christmas Dinner Committee** is an organisation, which provides a free Christmas Dinner for 250 guests on Christmas Day.
- 1.2 The Christmas Dinner is provided in the Motueka Memorial Hall.
- 1.3 Motueka Residents, families, people living on their own and visitors away from their homes benefit from the free Christmas Dinner.
- 1.4 This application complies with Board guidelines and there are budgeted funds available to meet the request.
- 1.5 This meeting will consider applications for the September 2017 funding round for discretionary funding.
- 1.6 Currently there is a balance of \$8262.00 being carried forward from June 2017 for the discretionary fund. If all the applications being considered at this meeting are approved in full, the remaining balance will be \$5442.00

2 Draft Resolution

That the Motueka Community Board receives the Discretionary Fund Application - Motueka Community Christmas Dinner Committee RMCB17-09-02; and

- 1. grants the Motueka Community Christmas Dinner Committee \$500; or**
- 2. the Motueka Community Board declines the application from the Motueka Community Christmas Dinner Committee on the grounds that.....**

3 Purpose of the Report

- 3.1 To consider an application from the **Motueka Community Christmas Dinner Committee** to help fund a Christmas Dinner for 250 guests at the Motueka Memorial Hall on Christmas Day.

4 Background and Discussion

- 4.1 The Board sets aside funds on an annual basis to support small board or community initiatives.
- 4.2 Staff have reviewed the application and confirm that it complies with the Board guidelines.
- 4.3 The **Motueka Community Christmas Dinner Committee** members are all volunteers. There will be approximately 40 community volunteers on the day.

5 Options

- 5.1 The Board has three options.
- 5.2 **Option 1** - The Board can approve the application in full and provide \$500 to the **Motueka Community Christmas Dinner Committee**.
- 5.3 **Option 2** – The Board could approve an amount less than the application.
- 5.4 **Option 3** – The Board could decline the application. In declining the application, the Board should communicate the reason for the decision to the **Motueka Community Christmas Dinner Committee**.

6 Consideration of Financial or Budgetary Implications

- 6.1 The budget for the discretionary fund was confirmed as part of the Long Term Plan 2015-2025 so there are no financial implications from accepting the application. Currently there is a balance of \$8262.00 available in the discretionary fund.
- 6.2 If all the applications being considered at this meeting are approved in full, the remaining balance will be \$5442.00.

7 Conclusion

- 7.1 The application meets the requirements set down by the Board. The Board should turn its mind to merits of the application and make its decision accordingly.

8 Next Steps / Timeline

- 8.1 The outcome of the Board's decision will be communicated to the applicant.
- 8.2 If the application is approved in full or part, payment will be made to the applicant by direct credit within ten working days of receiving bank account details.

9 Attachments

- | | |
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| 1. Discretionary Fund Application - Motueka Community Christmas Dinner Committee | 19 |
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**Motueka Community Board
Discretionary Fund Application Form**

Name of organisation:	MOTUEKA COMMUNITY CHRISTMAS DINNER
Address:	29 HIGH STREET MOTUEKA
Contact Person:	RANKEILOR ARNOTT
Phone:	5285089
Email:	arnott@vodafone.co.nz.
Purpose of organisation:	TO PROVIDE A FREE CHRISTMAS DINNER FOR 250 GUESTS ON CHRISTMAS DAY.
Amount applied for: (up to \$500)	\$500.00
Details of project to be funded:	PROVIDING A CHRISTMAS DINNER IN THE MEMORIAL HALL
Category of funding relating to this application (see guidelines)	A.
Who/What will benefit from the project in the Motueka community?	MOTUEKA RESIDENTS: FAMILIES: PEOPLE LIVING ON THEIR OWN. VISITORS AWAY FROM THEIR HOMES ON CHRISTMAS DAY:
Describe any voluntary time and any other funding contributions received for this project	ALL COMMITTEE MEMBERS ARE VOLUNTEERS: 40 COMMUNITY VOLUNTEERS ON THE DAY. FUNDING RECEIVED FROM LOCAL ORGANISATIONS:
Who else have you asked for funding for this project?	FOODSTUFFS COMMUNITY GRANT N.B.S.
Bank Account Number	03 1354 0357183 00

MOTUEKA COMMUNITY CHRISTMAS DINNER 2016-2017

PROFIT AND LOSS ACCOUNT.

INCOME		EXPENSES	
N.B.S. Balance. 25.2.16.	1520.16	Misc.	30.00 *
Donation.	20.00	Tee shirts.	40.00
Community Board grant.	500.00	Christmas cakes.	219.90
Rotary Club.	300.00	Phone calls.	25.00
Lions Club.	300.00	Postage and Ink.	100.00
N.B.S.	300.00	Entrée plates.	65.32
Koha at dinner.	106.20	Disposable cups.	49.00
Koha at dinner.	50.00	Chocolates.	39.96
Church of Christ.	400.00	Cutlery.	547.32
		Glasses.	36.00
		Misc.	19.00
		Printing mats.	125.00
		New World.	234.43
		Vegetables.	38.90
		Misc.	62.14
		Christmas cake.	50.00
		Crockery Hire.	100.00
		Kitchen Hire.	100.00
			<u>\$1881.97</u>
		N.B.S. Balance. 23.2.17	<u>\$1614.39</u>
			<u>\$ 3496.36</u>

Motueka District Community Christmas Dinner
 C/O P Arnott
 24 High Street
 Motueka 7120

Manual

Bank on the go wherever you are with our new NBS Mobile App
 Check it out today – see in branch for details

Account: 03-1354-0357183-00
 Motueka District Community Chr

Branch: Motueka

Opening Balance: \$1,770.16

Date	Transaction Description	Debit	Credit	Balance
02/02/16	Chq 0000018	\$100.00		\$1,670.16
25/02/16	Chq 0000017	\$150.00		\$1,520.16
01/03/16	Deposit		\$20.00	\$1,540.16
13/04/16	Chq 0000021	\$30.00		\$1,510.16
26/08/16	DC Motueka Uniting Chur Xfer funds 2 Dinner A c		\$500.00	\$2,010.16
20/09/16	Chq 0000023	\$219.90		\$1,790.26

2015-16

Closing Balance: \$1,790.26

Motueka District Community Christmas Dinner
 C/O P Amott
 24 High Street
 Motueka 7120

5

Bank on the go wherever you are with our new NBS Mobile App
 Check it out today – see in branch for details

Account: 03-1354-0357183-00
 Motueka District Community Chr

Branch: Motueka

Opening Balance: \$2,010.16

Date	Transaction Description	Debit	Credit	Balance
20/09/16	Chq 0000023	\$219.90		\$1,790.26
07/10/16	Chq 0000022	\$40.00		\$1,750.26
08/11/16	Cheque Deposit		\$300.00	\$2,050.26

Closing Balance: \$2,050.26

Motueka District Community Christmas Dinner
 C/O P Amott
 24 High Street
 Motueka 7120

6

Bank on the go wherever you are with our new NBS Mobile App
 Check it out today – see in branch for details

Account: 03-1354-0357183-00

Branch: Motueka

Motueka District Community Chr

Opening Balance: \$2,050.26

Date	Transaction Description	Debit	Credit	Balance
05/12/16	Chq 0000025	\$100.00		\$1,950.26
05/12/16	Chq 0000026	\$65.32		\$1,884.94
05/12/16	Chq 0000024	\$25.00		\$1,859.94
08/12/16	Chq 0000027	\$49.00		\$1,810.94
12/12/16	Cheque Deposit		\$300.00	\$2,110.94
12/12/16	Chq 0000028	\$39.96		\$2,070.98
12/12/16	Chq 0000030	\$36.00		\$2,034.98
13/12/16	Chq 0000029	\$547.32		\$1,487.66
13/12/16	DC Nelson Building Soci NBS		\$300.00	\$1,787.66
22/12/16	Chq 0000032	\$125.00		\$1,662.66
28/12/16	Chq 0000034	\$38.90		\$1,623.76
28/12/16	Chq 0000033	\$234.43		\$1,389.33
29/12/16	Deposit		\$106.20	\$1,495.53
29/12/16	Chq 0000035	\$62.14		\$1,433.39
09/01/17	Deposit		\$50.00	\$1,483.39
03/02/17	Chq 0000038	\$50.00		\$1,433.39
07/02/17	Chq 0000031	\$19.00		\$1,414.39
20/02/17	Chq 0000040	\$100.00		\$1,314.39
23/02/17	Chq 0000039	\$100.00		\$1,214.39
23/02/17	DC MOTUEKA CHURCH Alive Church Donation		\$400.00	\$1,614.39

Closing Balance: \$1,614.39

End year 2016-17.

7.3 DISCRETIONARY FUND APPLICATION - MOTUEKA 50 PLUS WALKING GROUP

Decision Required

Report To:	Motueka Community Board
Meeting Date:	19 September 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-09-03

1 Summary

- 1.1 The **Motueka 50 Plus Walking Group** have applied for \$320 to help fund a 1st Aid Refresher course run by the Triple1 organisation for 32 participants.
- 1.2 The course will be focused on potential events that could arise in the course of their walks including CPR and will be run in two groups to keep numbers manageable for each course. The RSA are providing premises for the course.
- 1.3 Primarily approximately 200 members of their group will benefit from the funding by having trained 1st Aiders within their membership and on the walks but in a wider sense, the whole Motueka community, by having these skills available to the community in case of emergency.
- 1.4 This application complies with Board guidelines and there are budgeted funds available to meet the request.
- 1.5 This meeting will consider applications for the September 2017 funding round for discretionary funding.
- 1.6 Currently there is a balance of \$8262.00 carried forward from June 2017 for the discretionary fund. If all the applications being considered at this meeting are approved in full, the remaining balance will be \$5442.00.

2 Draft Resolution

That the Motueka Community Board receives the Discretionary Fund Application - Motueka 50 Plus Walking Group RMCB17-09-03; and

- 1. Grants the Motueka 50 Plus Walking Group \$320; or**
- 2. the Motueka Community Board declines the application from the Motueka 50 Plus Walking Group on the grounds that**

3 Purpose of the Report

- 3.1 To consider an application from the **Motueka 50 Plus Walking Group** to help contribute towards a 1st Aid Refresher course for 32 of its participants.

4 Background and Discussion

- 4.1 The Board sets aside funds on an annual basis to support small board or community initiatives.
- 4.2 Staff have reviewed the application and confirm that it complies with the Board guidelines.
- 4.3 Participants volunteer their time freely. The gross cost per head for training is \$25 and the club will provide a \$5 subsidy leaving members with a net cost of \$20 per head. The **Motueka 50 Plus Walking Group** are seeking a grant of \$10 per head (\$320 in total) leaving members with a net cost of \$10 per head.

5 Options

- 5.1 The Board has three options.
- 5.2 **Option 1** - The Board can approve the application in full and provide \$320 to the **Motueka 50 Plus Walking Group**.
- 5.3 **Option 2** – The Board could approve an amount less than the application.
- 5.4 **Option 3** – The Board could decline the application. In declining the application, the Board should communicate the reason for the decision to the **Motueka 50 Plus Walking Group**.

6 Consideration of Financial or Budgetary Implications

- 6.1 The budget for the discretionary fund was confirmed as part of the Long Term Plan 2015-2025 so there are no financial implications from accepting the application. Currently there is a balance of \$8262.00 available in the discretionary fund.
- 6.2 If all the applications being considered at this meeting are approved in full, the remaining balance will be \$5442.00.

7 Conclusion

- 7.1 The application meets the requirements set down by the Board. The Board should turn its mind to merits of the application and make its decision accordingly.

8 Next Steps / Timeline

- 8.1 The outcome of the Board's decision will be communicated to the applicant.
- 8.2 If the application is approved in full or part, payment will be made to the applicant by direct credit within ten working days of receiving bank account details.

9 Attachments

- | | |
|---|----|
| 1. Discretionary Fund Application - Motueka 50 Plus Walking Group | 29 |
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Grant Application - Motueka Community Board Discretionary Fund

The following application has been received.

Name of Organisation *

Motueka 50 Plus Walking Group

Address

c/o Secretary 10 Woodlands Ave Motueka 7120

Contact Person *

Tony Pearson - Walks Co-ordinator

Contact Phone *

0276871953

Email Address *

tonypearson@xtra.co.nz

Purpose of the Organisation

To arrange weekly walks for our members covering all levels of walking ability - usually 4 groups each week

Amount applied for (up to \$500.00)

\$320

Project Details

1st Aid Refresher course run by the Triple 1 organisation for 32 participants. The course will be focused on potential events that could arise in the course of our walks including CPR and will be run in two groups to keep numbers manageable for each course. The RSA are providing premises for the course.

Project Category

Category B - Board Activities

Benefits - Who/What will benefit from the project in the Motueka community?

Primarily the approx 200 members of our Group by having trained 1st aiders within our membership and on our walks but in a wider sense the whole Motueka Community by having these skills available tyo the Community in case of emergency

Describe any voluntary time and any other funding contributions received for this project

Participants volunteer their time freely

The gross cost per head is \$25 - the club will provide a \$5 subsidy leaving members with a net cost of \$20 per head -we are seeking a grant of \$10 per head (\$320 in total) leaving members with a net cost of \$10 per head.

Who else have you asked for funding for this project?

Item 7.3

No one

Bank Account Number

030 693 011 9919 00

Upload a file

Attachment 1

7.4 DISCRETIONARY FUND APPLICATION - MENZ SHED MOTUEKA INC.

Decision Required

Report To:	Motueka Community Board
Meeting Date:	19 September 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-09-04

1 Summary

- 1.1 The **Menz Shed Motueka Inc** have applied for \$500 to provide a publicly accessible defibrillator at the A & P Showgrounds in Marchwood Park.
- 1.2 Everyone using the facilities, working and camping at the A & P Showgrounds in Marchwood Park will benefit from the funding.
- 1.3 This application complies with Board guidelines and there are budgeted funds available to meet the request.
- 1.4 This meeting will consider applications for the September 2017 funding round for discretionary funding.
- 1.5 Currently there is a balance of \$8262.00 carried forward from June 2017 for the discretionary fund. If all the applications being considered at this meeting are approved in full, the remaining balance will be \$5442.00.

2 Draft Resolution

That the Motueka Community Board receives the Discretionary Fund Application - Menz Shed Motueka Inc. RMCB17-09-04; and

- 1. Grants the Menz Shed Motueka Inc \$500; or**
- 2. the Motueka Community Board declines the application from the Menz Shed Motueka Inc on the grounds that.....**

3 Purpose of the Report

- 3.1 To consider an application from the **Menz Shed Motueka Inc.** for funding towards a publicly accessible defibrillator at the A & P Showgrounds, Marchwood Park.

4 Background and Discussion

- 4.1 The Board sets aside funds on an annual basis to support small board or community initiatives.
- 4.2 Staff have reviewed the application and confirm that it complies with the Board guidelines.
- 4.3 **The Menz Shed Motueka Inc** will contribute 20% of the full cost, which is suggested to be approximately \$2700.00
- 4.4 The balance of funding will be sought from within the Motueka business community and other philanthropic organisations. The A & P Society have also agreed to contribute.

5 Options

- 5.1 The Board has three options.
- 5.2 **Option 1** - The Board can approve the application in full and provide \$500 to the **Menz Shed Motueka Inc.**
- 5.3 **Option 2** – The Board could approve an amount less than the application.
- 5.4 **Option 3** – The Board could decline the application. In declining the application, the Board should communicate the reason for the decision to the **Menz Shed Motueka Inc.**

6 Consideration of Financial or Budgetary Implications

- 6.1 The budget for the discretionary fund was confirmed as part of the Long Term Plan 2015-2025 so there are no financial implications from accepting the application. Currently there is a balance of \$8262.00 available in the discretionary fund.
- 6.2 If all the applications being considered at this meeting are approved in full, the remaining balance will be \$5442.00.

7 Conclusion

- 7.1 The application meets the requirements set down by the Board. The Board should turn its mind to merits of the application and make its decision accordingly.

8 Next Steps / Timeline

- 8.1 The outcome of the Board's decision will be communicated to the applicant.
- 8.2 If the application is approved in full or part, payment will be made to the applicant by direct credit within ten working days of receiving bank account details.

9 Attachments

- | | |
|---|----|
| 1. Discretionary Fund Application - Menz Shed Motueka Inc | 35 |
|---|----|



Motueka Community Board

tasman district council

Motueka Community Board Discretionary Fund Application Form

Name of organisation:	Menzshed Motueka Inc
Address:	80 Wildman Road Motueka
Contact Person:	Hugh Booker
Phone:	03 5289169
Email:	hughbooker@kinect.co.nz
Purpose of organisation:	To provide a facility and support for men to meet and make things for themselves and the community, and promote wellness
Amount applied for: (up to \$500)	\$500.00
Details of project to be funded:	To provide a publicly accessible Defibrillator at the A.P Showgrounds Marchwood Park
Category of funding relating to this application (see guidelines)	A
Who/What will benefit from the project in the Motueka community?	Everyone using the facilities, working and camping at the A.P Showgrounds Marchwood Park Motueka
Describe any voluntary time and any other funding contributions received for this project	Menzshed Motueka contributing 20% of the cost
Who else have you asked for funding for this project?	Rotary Club, A.P Association
Bank Account Number	03 1354 0276500 000

11th November 2016

Jennian
HOMES

Your personality. Our expertise

To whom it may concern,

Jennian Homes Nelson Bays Ltd
PO Box 3293, Richmond,
Nelson 7050
6 Champion Road, Richmond
Nelson

P 03 544 4390
jennian.co.nz

AED's in our community – vital life-saving tools when in close proximity.

Jennian Homes Nelson Bays are leading a funding campaign to purchase and implement more AED's (automated external defibrillators) into our local communities.

'AED's in communities' has been a very newsworthy topic of late with examples of community defibrillators used to save lives, and Bunnings removing defibrillators from some stores only to be replaced after staff concern and community feedback.

The goal is to make communities "heart safe" which includes improving access to acute care, and a pathway was set up last year with St John to fast track patients having a STEMI, the most lethal form of heart attack, directly to a heart attack centre where they could be treated.

*Education
Ambulance
Nelson*

The next stage was working to improve public access to AEDs increasing the number of people trained in CPR and providing further training in resuscitation and cardiology to ambulance staff in rural locations.

Early defibrillation is vital to improve the survival rate of sudden cardiac arrest in the community. CPR and defibrillation cannot wait until the ambulance arrives, in a cardiac arrest every minute that passes without CPR and defibrillation impacts the patient's chance of survival.

In conjunction with the NMDHB Cardiology Department, Heart Foundation and St. John Ambulance we have identified a shortage of defibrillators in our region and in particular, in 24 hour locations, where AED's should be easily accessible e.g. service stations. We've begun an advertising campaign requesting financial support to fill the essential gaps asking businesses for contributions towards this very important cause.

AED's normally cost over \$3,250 + GST to purchase, however we have negotiated a greatly reduced purchase price of \$1,921 + GST per unit. To purchase a secure smash box to house the defibrillator externally will cost an extra \$365 + GST or alternatively an internal Wall Bracket is \$122.40 plus GST.

The Heart Foundation has provided a trust account to hold and administer funds. If you or your company have been considering an AED defibrillator, there is no better time to make the purchase than now at these very generous bulk community purchasing rates so join our campaign to make our community heart safe.

We are now asking for donations.

If your company, business or family can make a donation, please contact our office, phone 035444390, or email jackie.cole@jemian.co.nz

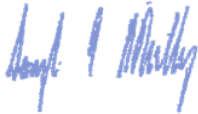
Donations can be made to the Heart Foundation BNZ Trust Account 02-0500-0307076-17

To ensure correct records are maintained, please forward me a message advising of your deposit amount and date of bank transfer.

All donated AED's are required to be installed to an external surface of a building for 24 hour access, and registered on the AED locations mobile phone APP.

Zoll Medical New Zealand, suppliers of the Zoll Defibrillators will provide free training in support of the community bulk purchase. The Zoll AED Plus Defibrillator has a 7 year warranty, and includes a wall sign.

Yours sincerely



Daryl O'Reilly
General Manager
0220103055

Operating at Marchwood Park
College St
Motueka



Patron: Hon Damien O'Connor, MP

1 July 2017

The Chairperson,
Motueka Community Board
TDC Service Centre
Hickmott Place
Motueka

Dear Brent

Enclosed is our Discretionary Fund Application Form seeking financial support for the Menzshed Motueka Inc., to purchase a defibrillator to be installed in a publicly available space at the A&P Showgrounds, Marchwood Park. The purpose of this letter is to expand on the information in the application form and to provide an overview of the proposal.

Menzshed Motueka is now established in the Produce Shed rented from the Motueka A & P Society. The group has a membership of twenty members who meet regularly, particularly on Wednesdays and Thursdays each week. The Patron is the Hon Damien O'Connor who has been Associate Minister of Health, and he maintains a strong interest in men's health. Most members are retired men and although pretty active are not quite as fit and healthy as they once were. There are of course members with differing skills, one of whom has many years experience as a paramedic and who has brought to the attention of the group the great merit of installing a defibrillator in an emergency locker. This equipment would also be available for use by people living in Marchwood Park camp, and using the many facilities in the Park. The nearest defibrillator is quite some distance away at Sky Dive Motueka in College Street – it is understood that access to this equipment is somewhat awkward.

Members of Menzshed Motueka recognise the benefits of having this equipment available at Marchwood Park and have determined to not only contribute funds from the Club's own funds, but to seek financial support from local sources. The cost of the device is reckoned to be about \$2,700.00. As a public good Jennian Homes purchases ten of these devices at a time, and retails them at cost to interested organisations such as Menzshed Motueka. (Please see the attached correspondence from Jennian Homes.)

The Menzshed has many demands on its income and accumulated funds, including the purchase of machinery and technical equipment. However, the committee has made provision for 20% of the total cost, say \$540, leaving just over \$2,000 to be found. If the Motueka Community Board could donate up to say \$500 to this worthwhile proposal it would be of enormous benefit. The balance of funding will be sought from within the Motueka business community, and other philanthropic organisations such as Motueka Rotary Club would also be approached. The A & P Society have also agreed to contribute.

Needless to say all donations will be properly acknowledged.

This proposal is forwarded for your most favourable consideration.

Yours faithfully



Hugh Booker (Chairman)

7.5 DISCRETIONARY FUND APPLICATION - VISION MOTUEKA DEVELOPMENT TRUST

Decision Required

Report To:	Motueka Community Board
Meeting Date:	19 September 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-09-05

1 Summary

- 1.1 The purpose of the **Vision Motueka Development Trust** is to set out and promote their vision of Motueka as a vibrant, progressive, sustainable, healthy and resilient town, particularly for its children and future generations.
- 1.2 The **Vision Motueka Development Trust** requests \$500 to be used towards the Motueka Volunteers Celebration and Awards.
- 1.3 The whole of the Motueka community benefits from the work of volunteers and the community groups they work in. A cross-section of volunteers who attend the event benefit from knowing their efforts are appreciated and from meeting other happy volunteers and hearing about their work.
- 1.4 This application complies with Board guidelines and there are budgeted funds available to meet the request.
- 1.5 This meeting will consider applications for the September 2017 funding round for discretionary funding.
- 1.6 Currently there is a balance of \$8262.00 being carried forward from June 2017 for the discretionary fund. If all the applications being considered at this meeting are approved in full, the remaining balance will be \$5442.00

2 Draft Resolution

That the Motueka Community Board receives the Discretionary Fund Application - Vision Motueka Development Trust report RMCB17-09-05; and

- 1. Grants the Vision Motueka Development Trust \$500; or**
- 2. the Motueka Community Board declines the application from the Vision Motueka Development Trust on the grounds that.....**

3 Purpose of the Report

- 3.1 To consider an application from the **Vision Motueka Development Trust** which hosts the Motueka Volunteers Celebration and Awards yearly.

4 Background and Discussion

- 4.1 The Board sets aside funds on an annual basis to support small board or community initiatives.
- 4.2 Staff have reviewed the application and confirm that it complies with the Board guidelines.
- 4.3 Each year (bar one) for the past five years, Vision Motueka has hosted this event in October at the Motueka Memorial Hall. All known community groups and clubs are invited to send up to four volunteer representatives to attend the catered afternoon tea and enjoy fellowship and local entertainment and to nominate one volunteer as a candidate for a special award for their services.
- 4.4 To carry out an entertaining and celebratory event, the **Vision Motueka Trust** need to pay for hall hire, the catering of a good quality afternoon tea and the making of the award plaques and certificates.

5 Options

- 5.1 The Board has three options.
- 5.2 **Option 1** - The Board can approve the application in full and provide \$500 to the **Vision Motueka Trust**.
- 5.3 **Option 2** – The Board could approve an amount less than the application.
- 5.4 **Option 3** – The Board could decline the application. In declining the application, the Board should communicate the reason for the decision to the **Vision Motueka Trust**.

6 Consideration of Financial or Budgetary Implications

- 6.1 The budget for the discretionary fund was confirmed as part of the Long Term Plan 2015-2025 so there are no financial implications from accepting the application. Currently there is a balance of \$8262.00 available in the discretionary fund.
- 6.2 If all the applications being considered at this meeting are approved in full, the remaining balance will be \$5442.00.

7 Conclusion

- 7.1 The application meets the requirements set down by the Board. The Board should turn its mind to merits of the application and make its decision accordingly.

8 Next Steps / Timeline

- 8.1 The outcome of the Board's decision will be communicated to the applicant.
- 8.2 If the application is approved in full or part, payment will be made to the applicant by direct credit within ten working days of receiving bank account details.

9 Attachments

- | | |
|--|----|
| 1. Discretionary Fund Application - Vision Motueka Trust | 45 |
|--|----|

Grant Application - Motueka Community Board Discretionary Fund

The following application has been received.

Name of Organisation *

Vision Motueka Development Trust (Vision Motueka)

Address

c/- 3 Avalon Court Motueka 7120

Contact Person *

David Armstrong

Contact Phone *

528 4046

Email Address *

david@visionmotueka.org.nz

Purpose of the Organisation

Vision Motueka Development Trust began in early 2012 as a "grass roots" group under the name Vision Motueka. It was set up as a strategic community development group with clear objectives which are laid out and explained on its website: www.visionmotueka.org.nz/about.html. Our core mission is to set out and promote our vision of Motueka as a vibrant, progressive, sustainable, healthy and resilient town, particularly for our children and future generations.

Amount applied for (up to \$500.00)

\$500.00

Project Details

Motueka Volunteers Celebration and Awards.

Each year (bar one) for the past 5 years Vision Motueka has hosted this event in October at Memorial Hall. All known community groups and clubs are invited to send up to 4 volunteer representatives to attend the catered afternoon tea and enjoy fellowship and local entertainment, and to nominate one volunteer as a candidate for a special award for their services.

To carry out an entertaining and celebratory event, we need to pay for hall hire, the catering of a good quality afternoon tea, and the making of the award plaques and certificates.

Project Category

Category A - Projects

Benefits - Who/What will benefit from the project in the Motueka community?

The whole of the Motueka community benefits from the work of volunteers and the community groups they work within. A cross-section of volunteers who attend the

event benefit from knowing their efforts are appreciated and from meeting other happy volunteers and hearing about their work.

Describe any voluntary time and any other funding contributions received for this project

The Vision Motueka team voluntarily provide time to organise the event. Our entertainers and guest speaker also provide their services at no charge.

Who else have you asked for funding for this project?

Tasman District Council Community Grants programme - \$650

Bank Account Number

03-1354-0300187-00

Upload a file

Set-of-accounts-2016.pdf - [Download File](#)

Financial Report for the Year Ended 31 December 2016
Vision Motueka Development Trust

	Year Ended 31/12/2016	Year Ended 31/12/2015	Year Ended 31/12/2014	Year Ended 31/12/2013	COMBINED TOTAL		
Income Received							
Administration Donations	\$756.50	\$1,516.11	\$9,429.05	\$1,938.60	\$13,640.26		
Vision Mural Donations	\$0.00	\$0.00	\$5,301.89	\$7,117.20	\$12,419.09		
Motueka Music Network Donations	\$120.00	\$1,791.00	\$979.70	\$1,715.00	\$4,605.70		
Volunteer Award Donations	\$1,125.00	\$0.00	\$0.00	\$850.00	\$1,975.00		
Motueka 2030 Donations	\$0.00	\$3,098.57	\$7,009.81	\$0.00	\$10,108.38		
Kai Festival Donations [2016: + \$500 transfer from Admin]	\$20,822.00	\$0.00	\$0.00	\$0.00	\$20,822.00		
Interest Received - Call Account	\$126.36	\$0.00	\$0.00	\$0.00	\$126.36		
Other Income	\$0.00	\$0.00	\$2,019.13	\$2,394.95	\$4,414.08		
Less Expenditure							
Administration	\$22,949.86	\$6,405.68	\$24,739.58	\$14,015.75	\$68,110.87		
Vision Mural Expenses	-\$328.19	-\$2,243.56	-\$8,305.24	-\$619.19	\$11,496.18		
Motueka Music Network	\$0.00	-\$2,207.14	-\$2,187.80	-\$3,880.49	\$4,275.48		
Volunteer Awards	-\$1,326.07	-\$645.00	-\$1,121.13	-\$1,513.50	\$4,605.70		
Motueka 2030	-\$933.20	-\$350.00	-\$380.00	-\$838.95	\$3,502.15		
Kai Festival Expenses	\$0.00	-\$10,089.38	\$0.00	\$0.00	\$10,089.38		
Internal allocation from Admin to Kai Festival Donations	-\$6,455.71	\$0.00	\$0.00	\$0.00	\$6,455.71		
Other Expenditure	-\$500.00	\$0.00	\$0.00	\$0.00	\$500.00		
Excess Expenditure over Income	-\$9,249.17	-\$15,595.08	-\$14,888.31	-\$7,992.13	-\$4,034.24		
Depreciation or Loss on Sale of Fixed Assets	\$13,406.69	-\$9,129.40	\$9,851.27	\$6,023.62	\$47,998.69		
Net Surplus (-Deficit) for Year	-\$572.35	-\$519.22	-\$431.60	\$6,023.62	-\$1,573.17		
Net Surplus (-Deficit) at End of Year	\$12,834.34	-\$9,648.62	\$9,419.67	\$6,023.62	\$18,629.01		
STATEMENT OF FINANCIAL POSITION							
CURRENT ASSETS - Bank Accounts	\$2,340.38	\$3,224.29	\$6,356.63	\$6,023.62			
Cheque account	\$16,288.63	\$1,012.75	\$7,009.81	\$0.00			
On-call account	\$18,629.01	\$4,237.04	\$13,366.44	\$6,023.62			
	\$0.00	\$1,557.63	\$2,076.85	\$0.00			
FIXED ASSETS (per Schedule)	\$18,629.01	\$5,794.67	\$15,443.29	\$6,023.62			
EXCESS ASSETS OVER LIABILITIES							
STATEMENT OF MOVEMENTS IN EQUITY							
Trust Equity at Beginning of Year	\$5,794.67	\$15,443.29	\$6,023.62	\$0.00			
Net Surplus (-Deficit) for Year	\$12,834.34	-\$9,648.62	\$9,419.67	\$6,023.62			
Trust Equity at End of Year	\$18,629.01	\$5,794.67	\$15,443.29	\$6,023.62			
FIXED ASSET SCHEDULE							
		Purchase Date	Purchase Cost Price	Book Value 01/01/2016	Sale Value	Loss on Disposal	Book Value 31/12/2016
Murals Scaffold		29/04/2014	\$2,043.55	\$1,245.28	-\$985.28	-\$260.00	\$0.00
Two Murals Ladders		21/08/2014	\$464.90	\$312.35	\$0.00	-\$312.35	\$0.00
TOTALS			\$2,508.45	\$1,557.63	\$2,508.45	-\$572.35	\$0.00

This financial statement is a special purpose report intended for the Trustees and members of the above entity only. The Trustees are responsible for the preparation and presentation of Financial Statements. I confirm that I have conducted a simple review of the Financial Report set out above from bank transaction information supplied and confirmed the balance of funds held in the bank accounts shown. While this information has not been audited and no responsibility is accepted for the accuracy of any details shown, I believe that the report sets out the details of the transactions of the entity during the year ended 31 December 2016 and balance of funds held as at that date.

Lyndon Underwood
Quantum Accounting & Business Solutions Ltd, MOTUEKA
24 January 2017

Item 7.5

Attachment 1

7.6 DISCRETIONARY FUND APPLICATION - MOTUEKA THERAPEUTIC RIDING RDA

Decision Required

Report To:	Motueka Community Board
Meeting Date:	19 September 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-09-06

1 Summary

- 1.1 **Motueka Therapeutic Riding RDA** have applied for \$500 from Motueka Community Board’s Discretionary Fund for training for the Coach and for \$150 towards shared travel and accommodation expenses.
- 1.2 **Motueka Therapeutic Riding RDA** provide therapeutic riding to the benefit of individuals with physical and mental disabilities and other challenges.
- 1.3 This application complies with Board guidelines and there are budgeted funds available to meet the request.
- 1.4 This meeting will consider applications for the September 2017 funding round for discretionary funding.
- 1.5 Currently there is a balance of \$8262.00 carried forward from June 2017 for the discretionary fund. If all the applications being considered at this meeting are approved in full, the remaining balance will be \$5442.00.

2 Draft Resolution

That the Motueka Community Board receives the Discretionary Fund Application - Motueka Therapeutic Riding RDA RMCB17-09-06; and

- 1. grants Motueka Therapeutic Riding RDA \$500; or**
- 2. the Motueka Community Board declines the application from Motueka Therapeutic Riding RDA on the grounds that**

3 Purpose of the Report

- 3.1 To consider an application from **Motueka Therapeutic Riding RDA** for training, shared travel and accommodation for their Coach.

4 Background and Discussion

- 4.1 The Board sets aside funds on an annual basis to support small board or community initiatives.
- 4.2 Staff have reviewed the application and confirm that it complies with the Board guidelines.
- 4.3 **Motueka Therapeutic Riding RDA** provide opportunities for children from Motueka and the surrounding area with a disability to enjoy safe, healthy, stimulating horse riding and horse related activities. This interaction with horses develops increased ability, independence and self-worth for children with physical, intellectual, emotional and social challenges. It meets a need in our community that no one else can meet.

5 Options

- 5.1 The Board has three options.
- 5.2 **Option 1** - The Board can approve the application in full and provide \$500 to **Motueka Therapeutic Riding RDA**.
- 5.3 **Option 2** – The Board could approve an amount less than the application.
- 5.4 **Option 3** – The Board could decline the application. In declining the application, the Board should communicate the reason for the decision to **Motueka Therapeutic Riding RDA**.

6 Consideration of Financial or Budgetary Implications

- 6.1 The budget for the discretionary fund was confirmed as part of the Long Term Plan 2015-2025 so there are no financial implications from accepting the application. Currently there is a balance of \$8262.00 available in the discretionary fund.
- 6.2 If all the applications being considered at this meeting are approved in full, the remaining balance will be \$5442.00.

7 Conclusion

- 7.1 The application meets the requirements set down by the Board. The Board should turn its mind to merits of the application and make its decision accordingly.

8 Next Steps / Timeline

- 8.1 The outcome of the Board's decision will be communicated to the applicant.
- 8.2 If the application is approved in full or part, payment will be made to the applicant by direct

9 Attachments

- | | |
|--|----|
| 1. Discretionary Fund Application - Motueka Therapeutic Riding RDA | 53 |
|--|----|

Grant Application - Motueka Community Board Discretionary Fund

The following application has been received.

Name of Organisation *

Motueka Therapeutic Riding RDA

Address

PO Box 350, Motueka - 230 College St, Motueka

Contact Person *

Jessica Coppins-Rance

Contact Phone *

0273552383

Email Address *

motrdagrants@gmail.com

Purpose of the Organisation

We provide therapeutic riding to the benefit of individuals with physical and mental disabilities and other challenges.

Amount applied for (up to \$500.00)

\$500

Project Details

\$350 for training for the Coach plus \$150 for shared travel and accommodation expenses.

Project Category

Category C - Youth Development Fund

Benefits - Who/What will benefit from the project in the Motueka community?

We provide opportunities for children from Motueka and the surrounding area with a disability to enjoy safe, healthy, stimulating horse riding and horse related activities. This interaction with horses develops increased ability, independence and self worth for children with physical, intellectual, emotional and social challenges. It meets a need in our community that no one else can meet.

Describe any voluntary time and any other funding contributions received for this project

Who else have you asked for funding for this project?

-

Bank Account Number

02-0692-0066093-00

----- Original Message -----
From: RDAAdmin <Admin@rda.org.nz>
To: admin@rda.org.nz
Date: 14 August 2017 at 12:54
Subject: Coach Training Courses 2017

Afternoon,

Please find the attached application forms for the 2017 Coach Training Course. This year we have Sally Francis from Australia as one of the presenters. Sally has been a National Coach Educator and Assessor for the Australian RDA and Pony Club and still consults for the RDA in this role. She is a regular presenter at RDA and Pony Club coaching workshops and specialises in innovative coaching techniques using adaptive saddlery and equipment to assist Riders to develop their optimum riding skills. Sally has the experience, knowledge and range of skills to arm Coaches with confidence to enable them to go back to their Groups, make changes and challenge Riders.

We are aiming to raise the standard of coaching thought out New Zealand and work towards having a qualified coach in every Group. We encourage all Groups to send their coach along to gain knowledge in a range of coaching styles that can be taken back and implemented within the three core riding programmes.

The cost for one coach to attend is \$350.00 + GST which includes lunch and refreshments.
Any travel and associated costs such as accommodation will be at the expense of the Volunteer / Coach / RDA Group.

Please enrol in the course best suited to your level, Hamilton is hosting the advanced/senior coach course and Marlborough is hosting the assistant/new coaches course.

Looking forward to seeing you all there.

Dna Wells
National Training Manager
New Zealand Riding for the Disabled

NZRDA | PO Box 58110 | Whitby | Porirua 5245 | New Zealand
T: +64 4 234 6090 | M: +64 21 629271 | DDI: +64 4 5951138
W: www.rda.org.nz | Facebook: Nz Rda | Twitter: @NZRDA

New Zealand Riding for the Disabled - Home
www.rda.org.nz

Welcome to New Zealand Riding for the Disabled. New Zealand Riding for the Disabled is a registered charity (CC38921). Each year over 3,000 people enjoy our goal ...



7.7 CHAIRMAN'S REPORT

Information Only - No Decision Required

Report To: Motueka Community Board
Meeting Date: 19 September 2017
Report Author: Brent Maru, Chairman, Motueka Community Board
Report Number: RMCB17-09-07

1 Summary

1.1 This is the Chairman's regular monthly report.

2 Draft Resolution

That the Motueka Community Board receives the Chairman's Report RMCB2017-09-07.

3 Summary

- 3.1 This is the Motueka Community Board Chair's regular meeting report.

4 Policing

- 4.1 I attended Senior Constable Gerry Tonkin's farewell on 1 September 2017 and would like to take this opportunity to acknowledge his considerable contribution to the Motueka Community and over the past 19 years and his incredible 40 years of Policing.

Recommended Action:

Board to Note.

5 Motueka Arts Council

- 5.1 Cr Canton and I attended the Motueka Arts Council "Make a Hold-All Competition" held at the Motueka Memorial Hall on Saturday 19 August. Cr Canton and I had great pleasure tag teaming the presentation of prizes for this competition. There was a good turn out and a pleasing number of children were in attendance for the prize giving.
- 5.2 A reminder that the Motueka Arts Council "Arrivals and Departures" community sculpture project public fundraising campaign hosted through www.boosted.org.nz/projects is still open.

Recommended Action:

Board to note.

6 Motueka Memorial Hall – Crockery Charges

- 6.1 An update will form part of our agenda, as it appears the advice that these charges can be amended by the Board in fact needs Council ratification of a formal request from the Board.

Recommended Action:

Board to note.

7 Motueka Community Board Special Projects

- 7.1 Thank you to Chris Choat for organising the publication in The Guardian Newspaper of the Board's proposed projects.
- 7.2 Bryce Grammer has confirmed that a total of \$126,719 is available to the Board for 2017/18, which is made up of \$75,669 carry over plus \$51,010 for this financial year. As the total of all projects are below this, it is expected that we will have carry over funds for the 2018/19 financial year.

2016/17 MCB Special Projects		
Motueka Historical Wharf	\$ 3,000.00	
Salt Water Baths	\$ 5,000.00	
Motueka District Museum	\$ 10,000.00	
Northern End Marahau	*	
Newhaven Reserve	\$ 5,000.00	
Wallace Street Footpath	\$ 10,000.00	
Old Wharf Rd – Kerb and Channel	\$ 10,000.00	
2016/17 Projects to be completed		\$ 43,000.00
<i>*\$5k to be re-allocated in 2017/18 projects</i>		
2017/18 MCB Special Projects		
Courtney Street Footpath	\$ 12,155.50	
Thorp Bush Project	\$ 10,000.00	
Playground Upgrade	\$ 10,000.00	
Motueka Arts Council	\$ 10,000.00	
Community Accessible Defibulator	\$ 3,000.00	
Outdoor Exercise Equipment	\$ 10,000.00	
Enhancement of George Quay	\$ 10,000.00	
North Park	\$ 7,000.00	
Enhancement or Marahau	\$ 10,000.00	
Total proposed 2017/18 Projects		\$ 82,155.50
Total Projects if all to be approved		\$ 125,155.50
Total Available Funds in Special Projects Fund		\$ 126,719.00
Remaining Funds if all projects completed		\$ 1,563.50

Recommended Action:

Board to note.

8 Extension of Sports Park Motueka

- 8.1 Can the Board please discuss a proposal to purchase land currently leased by the Motueka High School for the extension of Sports Park Motueka. This project was previously included in the Tasman District Council's Long Term Plan (LTP), however it is believed that this has since been removed.
- 8.2 Can the Board start a discussion on their support for this project and a workshop to be organised to formalise a submission from the Board as part of the LTP consultation.

Recommended Action:

Motueka Community Board to have a discussion on this project and if it is supported, organise a workshop to formalise a submission on this project.

9 The Motueka Community Board's role

9.1 It is timely to reflect and review the role of the Motueka Community Board:

- (a) Represent and act as an advocate for the interests of the community.
- (b) Consider and report on any matter referred to it by the territorial local authority, and any issues of interest to the Motueka Community Board.
- (c) Make an annual submission to the territorial local authority on expenditure in the local authority.
- (d) Maintain an overview of services provided by the territorial authority within the community.
- (e) Communicate with community organisations and special interest groups in the community, and undertake any other responsibilities delegated by the local authority.

9.2 In reviewing what more could we do and how we can continue to best represent Motueka, I have a few thoughts:

- To assist in meeting (a) and (e) in particular I think that we could better engage key community organisations and propose that I invite one or two organisations per meeting to present to the Board for 10mins with 10mins of questions. I believe that this will provide a positive interface for the Motueka Community Board and also increase the overall Board's understanding of the "not for profit" sector.
- Suggestions would include; Motueka High School, Motueka Family Service Centre, Keep Motueka Beautiful, Motueka Arts Council, Motueka Fire Service, Police, Tasman Bay Promotions, Our Town Motueka, Age Concern, SVS Living Safe, and any other suggestions.

Recommended Action:

If the Board supports this concept, I will organise the first presentation for October.

10 Items from Board Members

10.1 Motueka Community Board members are invited to provide any updates of interest or raise any other matters at this meeting.

11 Items from the Public Forum

11.1 Are there any items raised in the Public Forum requiring further discussion?

12 Attachments

Nil

7.8 MOTUEKA MEMORIAL HALL CROCKERY AND CUTLERY HIRE FEE**Decision Required**

Report To:	Motueka Community Board
Meeting Date:	19 September 2017
Report Author:	Heather Spiers, Senior Customer Services Officer - Motueka
Report Number:	RMCB17-09-08

1 Summary

- 1.1 Community organisations have approached the board to advise that the cost of hiring the crockery at the Motueka Memorial Hall (\$150) is a considerable financial barrier for them.
- 1.2 It was intended that the Board had the authority to waive this hire charge for community use but it appears this was not provided for when Council set the fees and charges for the 2017-18 year.
- 1.3 The Motueka Community Board proposes to recommend to Council that the current \$150 crockery and cutlery hire be waived for all community organisations hiring the Motueka Memorial Hall.

2 Draft Resolution**That the Motueka Community Board**

- 1. receives the Motueka Memorial Hall Crockery and Cutlery Hire Fee report RMCB17-09-08; and**
- 2. recommends to Full Council that the Council Fees and Charges Schedule be amended to permit the Motueka Memorial Hall crockery and cutlery hire charge to be waived for all community organisations hiring the Hall.**

3 Purpose of the Report

- 3.1 To obtain board approval to recommend to Council that the Fees and Charges Schedule be amended to provide for the crockery and cutlery hire to be waived for all community organisations hiring the Motueka Memorial Hall.

4 Background and Discussion

- 4.1 Several community organisations have stated that the cost of hiring the crockery at the Motueka Memorial Hall is a considerable financial barrier they face when deciding whether or not to hire the Hall.
- 4.2 Chair Maru has had an informal email conversation with Francie Wafer, Reserves & Facilities Administrator, Community Development who advised that the Motueka Community Board supplied the crockery and set the initial price for its use.
- 4.3 The Community Board funds the cost of broken or missing items.
- 4.4 It was intended that the Board had the authority to waive this hire charge for community use but this option was not included in the Fees and Charges Schedule when it was approved by Council.
- 4.5 The Motueka Community Board proposes that it asks Council for the current \$150 crockery and cutlery hire to be waived for all community organisations hiring the Motueka Memorial Hall.

5 Options

- 5.1 There are two options:
- 5.1.1 Option 1 (recommended). That the Board request Council to amend the Fees and Charges Schedule to provide for the Motueka Memorial Hall crockery and cutlery hire charge to be waived for all community organisations hiring the Hall.
- 5.1.2 Option 2 – this is to maintain the status quo where all organisations are required to pay the crockery and cutlery hire charge. If this option is chosen no further action is required.

6 Strategy and Risks

- 6.1 The decision is not inconsistent with the Council's community outcomes. There is a small risk that the decision could set a precedent for future decisions on charging for equipment hire.
- 6.2 This is considered a very low risk decision given the financial implications are small and it involves a small group of community organisations.

7 Policy / Legal Requirements / Plan

- 7.1 There are no policy or legal implications in making the recommendation to Council.

8 Consideration of Financial or Budgetary Implications

8.1 There are minimal financial implications. In the 2016/17 financial year crockery/utensils were hired only once for \$150. In 2015/16 there was no crockery/utensil hire.

9 Significance and Engagement

9.1 <Enter text>

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	LOW	
Is there a significant impact arising from duration of the effects from the decision?	NO	
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	NO	
Does the decision create a substantial change in the level of service provided by Council?	NO	
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	NO	
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	NO	
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	NO	
Does the proposal or decision involve Council exiting from or entering into a group of activities?	NO	

10 Conclusion

10.1 This decision is of low significance. The recommendation to Council is primarily a procedural matter and within the power of the Board.

11 Next Steps / Timeline

- 11.1 The recommendation of the Board will be referred to Full Council via the next Corporate Services Quarterly Report to the 14 December Full Council meeting.

12 Attachments

Nil

7.9 FINANCIAL REPORT**Information Only - No Decision Required**

Report To:	Motueka Community Board
Meeting Date:	19 September 2017
Report Author:	Bryce Grammer, Financial Accountant
Report Number:	RMCB17-09-09

1 Summary

- 1.1 The financial report for the period ending 31 August 2017 is attached (Attachment 1).
- 1.2 The net financial position for the year is a surplus of \$4,428.
- 1.3 Overall expenditure is at 10% of budget, which is below the year to date budgeted spend of 17%.
- 1.4 Closed account interest has been earned on the positive Motueka Community Board opening balance. This rate was adjusted to 2% for the quarter beginning 1 July 2017, as per the Council's Treasury Risk Management Policy.
- 1.5 The income from the Motueka Sunday Market is currently below budget due to the time of the year. The majority of the income from the market is received over the summer months.
- 1.6 The net position of the Community Board's overall funds as at 31 August 2017 is a surplus balance of \$108,504.

2 Draft Resolution

That the Motueka Community Board receives the Financial Report RMCB17-09-09.

3 Attachments

1. Financial Summary August 2017

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TASMAN DISTRICT COUNCIL						
Motueka Community Board						
August 2017						

	Month Actual	Month Budget	Month Budget %	YTD Actual	Annual Budget	YTD Budget %
Charges						
<i>Remuneration</i>						
Chairperson Monthly Salary	\$1,156	\$1,176	98%	\$2,312	\$14,108	16%
Members(3)	\$1,734	\$1,802	96%	\$3,468	\$21,627	16%
Member Reimbursements	\$0	\$357	0%	\$0	\$4,288	0%
<i>Miscellaneous</i>						
	<i>pages</i>	<i>rate</i>				
Photocopying	0	0.1				
Community Board discretionary fund	\$0	\$465	0%	\$0	\$5,577	0%
Youth Development Fund	\$0	\$88	0%	\$0	\$1,060	0%
Litter Cart	\$1,000	\$417	240%	\$5,000	\$5,000	100%
Community Board Expenses	\$0	\$43	0%	\$0	\$511	0%
Cost of Elections	\$107	\$107	100%	\$214	\$1,279	17%
Special Projects	\$0	\$4,254	0%	\$0	\$51,050	0%
Total Charges	\$3,997	\$8,837	45%	\$10,994	\$106,032	10%
<i>Less</i>						
CCB Rate	-\$7,217	-\$7,254	99%	-\$14,426	-\$87,044	17%
Sunday Market Income	-\$650	-\$1,020	64%	-\$650	-\$12,240	5%
Closed Account Interest	-\$173	-\$146	118%	-\$346	-\$1,747	20%
Net Charges Aug 2017	-\$ 4,043	\$ 417		-\$ 4,428	\$ 5,001	

Equity

Opening Credit Balance 1 July 2017	\$ 104,076
Net Surplus Aug 2017	\$ 4,428
Closing Credit Balance 31 August 2017	<u>\$ 108,504</u>

Notes to the accounts

A) Discretionary Fund

Balance brought forward from 2016/17	\$ 2,685
Plus Budget Allocation	<u>\$ 5,577</u>
Available Funds	<u>\$ 8,262</u>
Less Expenditure	\$ -
Less Commitments	\$ -
Remaining Balance	<u><u>\$ 8,262</u></u>

Discretionary Fund Expenditure

B) Youth Development Fund

Balance brought forward from 2016/17	\$ 845
Plus Budget Allocation	<u>\$ 1,060</u>
Available Funds	<u>\$ 1,905</u>
Less Expenditure	\$ -
Less Commitments	\$ -
Remaining Balance	<u><u>\$ 1,905</u></u>

Youth Development Fund Expenditure

Total Expenditure to Aug 2017 \$ -

C) Special Projects

Balance brought forward from 2016/17	\$ 75,669
Plus Budget Allocation	<u>\$ 51,050</u>
Available Funds	<u>\$ 126,719</u>
Less Expenditure	\$ -
Less Commitments	\$ -
Remaining Balance	<u><u>\$ 126,719</u></u>

Special Projects Expenditure

Total Expenditure to Aug 2017 \$ -

\$ -

7.10 ACTION SHEET

Decision Required

Report To: Motueka Community Board
Meeting Date: 19 September 2017
Report Author: Heather Spiers, Senior Customer Services Officer - Motueka
Report Number: RMCB17-09-10

1 Summary

1.1 Attached is the Action Sheet for the Motueka Community Board to review.

2 Draft Resolution

That the Motueka Community Board receives the Action Sheet report RMCB17-09-10.

3 Attachments

1. Action Sheet

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Note – updated from the Board meeting of 15th August 2017

Item	Minute/Action	Accountable Officer	Status
July 2015	Drain at the intersection of Whakarewa and Queen Victoria Streets	Steve Elkington	<p>Steve has spoken to David Ogilvie regarding extending the piped drain. When the intersection was upgraded the open drain was piped back a sufficient safe distance. There are no plans to extend the pipe further however, Chris Pawson will be asked to review the site and if recommended, the work will be included in the Council's Minor Improvement Matrix for future construction.</p> <p>8 November 2016 – The Board considers that this drain is dangerous and asks that the Engineering Services staff give it urgent consideration</p> <p>21/3 Richard Kirby reported this has been noted. It will be put on the priority list and staff will work their way through it.</p> <p>16/05/17: Board to continue to monitor action item.</p>
	Examine trees on High Street and report back to the Board	Beryl Wilkes	<p>Beryl has asked an arborist to review the trees and she will liaise with Engineering staff about any proposed upgrades to High Street.</p> <p>13/02 – Beryl advised this is a work in progress.</p> <p>21/02/17 – The Board asked for a progress report on this review and that the trees at Memorial Park be included.</p> <p>21/03/17 – Beryl to advise.</p> <p>16/05/17 - Ask Beryl and Engineering staff for status report on serious concerns over drainage and visibility issues.</p> <p>20/05/17: Emailed Beryl requesting status report</p> <p>20/06/2017: NZTA involved in High Street upgrade study.</p>

Item	Minute/Action	Accountable Officer	Status
			18-07-17: The Board decided to remove the Greenwood St tree, which Cr Ogilvie is totally against. It was agreed to trim the High Street trees back very well.
December 2016	Investigate criteria for friendly town status on the Motorhome Caravan Association website and report back to the Board	Board Members Hutt/Dowler	We do not currently meet all their criteria. Board Member Hutt keen to progress further and will obtain more information. Claire Hutt to report back at April meeting. Cr Ogilvie stated that a 2 nd dump station is needed. Barry Dowler to investigate. 17/05/17 – Board Member Hutt to report back June meeting. 20/06/17: Board Members Hutt & Dowler to investigate potential dump station sites. 18/07/17 – Jeff Cuthbertson will come to Motueka to look at potential sites. 15/08/17 – To be monitored
April 2017	Motueka Community Board to be represented at future workshops and that the Board will continue to be included in the consultation process with the NZTA (including reviewing submissions).	Anna Gerraty/Beryl Wilkes	15/08/17 - Chair Maru to get update.
June 2017	Available sections in the Motueka Ward	Chair Maru	See attachment 18/07/17 – This was a little hard to read but Cr Ogilvie interpreted it for the Board. Chair Maru to write to Iain Sheves, Property Manager, Wakatu. For September meeting.

Item	Minute/Action	Accountable Officer	Status
July 2017	Write a letter to the owners of the site where the Janie Seddon is resting	Chair Maru	15/08/17 – Chair Maru emailed Chris Choat and Barbara McDonald voicing the MCB's concerns.
	A letter to be written to Dennis Bush-King requesting a response to Greypower and Mr Rowse's submission on 10 Teece Drive copying Lindsay McKenzie and Mayor Kempthorne in.	Chair Maru	15/08/17 – Unsure if response has gone to Mr Rowse. Chair Maru will follow-up on this.
August 2017	Brent to meet with Francie and discuss Motueka Memorial Hall account finances and have a discussion about crockery and cutlery hire.	Chair Maru	
	Litter cart sponsorship.	Cr Hawkes	
	Get clarification of exact figure for spending of Special Projects fund 2017/18	Heather Spiers	Emailed response attached.

7.11 SPECIAL FUNDS PROJECTS ACTION SHEET

Information Only - No Decision Required

Report To: Motueka Community Board
Meeting Date: 19 September 2017
Report Author: Heather Spiers, Senior Customer Services Officer - Motueka
Report Number: RMCB17-09-11

1 Summary

1.1 Attached is the Special Projects Action List for the Motueka Community Board to review.

2 Draft Resolution

That the Motueka Community Board receives the Special Funds Projects Action Sheet report RMCB17-09-11.

3 Attachments

1. Special Projects Fund Action Sheet

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SPECIAL PROJECTS FUND ACTION SHEET – UPDATED AUGUST 2017

Approved Projects	Funds Awarded	Status
Motueka Historic Wharf landscaping	\$3000	<p>Emailed confirmation to Beryl that MCB Special Projects Fund covering costs up to \$3000.</p> <p>Update 05/05/17: This is on Reserves & Facilities work programme to be carried out.</p> <p>18/07/17: In progress</p>
Saltwater Baths Flood Gate	\$5000	<p>Emailed confirmation to Beryl that Special Projects Fund to pay for this. Beryl waiting on invoice to put towards GL code.</p> <p>Beryl Wilkes to follow up with Bob Cook requesting an invoice for this work, which is now complete.</p> <p>18/07/17: Still waiting. Beryl chasing them constantly.</p>
Motueka District Museum	\$10,000	Email correspondence ongoing.
Entranceway to the Northern end of Marahau Beach	\$5000	<p>This is on unformed legal road. Not Council land.</p> <p>Letter/email sent to Marahau Sandy Bay Ratepayers & Residents Association advising them of approved grant and asking them to send invoice also to send Accountability paperwork within nine months.</p> <p>This email has been received and confirmation given by John Ayling that the terms and conditions of this grant are acknowledged and understood.</p> <p>Beryl still waiting to hear from Marahau/Sandy Bay R.A</p> <p>20/06/17 - Chair Maru to respond to letter from John Ayling.</p> <p>18/07/17 – The Board is encouraging the move to put money aside to assist the Marahau RA to develop this site.</p>

Approved Projects	Funds Awarded	Status
Play equipment for the Newhaven Reserve	\$5000	<p>Beryl Wilkes waiting on Marahau Residents Association to contact her.</p> <p>Beryl still waiting to hear from Marahau/Sandy Bay R.A 18/07/17 – The Marahau community have sent TDC the designs and Beryl has Glenn Thorn looking at them.</p>
Wallace Street footpath – Staff estimate this will cost between \$10,000 and \$15,000.	Beryl Wilkes/Steve Elkington/Richard Kirby	<p>Steve Elkington noted Beryl was concerned about tree roots but he and Steve Richards are looking again at it on 23/03/17. Beryl will update.</p> <p>Update 03/04/17: Beryl and Steve looking into designs. Request staff to report to next meeting.</p> <p>Update 05/05/2017: Still working on options so the roots of the trees that are there won't be disturbed during any construction. We may need to look at alternative options for providing all weather access along this portion of the route.</p> <p>Board members to have further discussions with staff with quotes from CJ Industries.</p> <p>Board Member Dowler to ask for new quotes from CJ Industries and Concrete Metals.</p> <p>18/07/17 – Beryl will look into the Wallace-Wilkinson link. The Board agreed to move forward with CJ Industries in getting the path started. \$7,375.00 was approved.</p> <p>4/8/17 – Update from Steve Elkington: "I met with Arne of C J's and we have confirmed extent of work as to concrete and gravel. Arne thought they may be able to get started this month but I will leave that to Arne to confirm. Lynne Hall will do a stand-over while CJ's are excavating around the trees. The gravel will be a Limestone mix that gives a White appearance. Not sure if Arne, has allowed for this".</p> <p>15/08/17 - This is underway.</p>

DEFERRED PROJECTS	Accountable Officer	Status
Kerb and channel Old Wharf Road		Note, staff estimate this work will cost approximately \$15,000.
Welcome to Motueka sign	Cr Ogilvie	Defer until ongoing maintenance costs, location of signage and roading health & safety issues are resolved. Chair Maru will follow up with Jamie McPherson to identify where this is up to. 16/05/17 Chair Maru to report back to next meeting 15/08/17 – Cr Ogilvie working on quotes.
Footpath on the southern side of Courtney Street		Staff estimate this work will cost approximately \$15,000. Update from Steve Elkington 04/05/17: It is envisaged, that a standard width path ideally in concrete would be constructed from the hospital entrance in Courtney St to High St. Concrete can be the most cost effective material and while more expensive possibly by a third over Asphalt, its longevity far outweighs it. The new path could be procured from local contractors who have approved H&S status with the council. Or, alternatively, when a contract is let this year for similar work, this site could be added. While this work could be done in Winter, the re-sowing of the affected berm would better suited to Spring. A Quotation method of procuring for a small job of this value would be considered appropriate with at least 3 contractors pricing however, it would be advisable to request a quotation from all of those contractors on Council's Suppliers Panel for "Small Civil Works". 22/05/17 – Board Member Dowler received quote from CJ Industries for pathway (to TDC specifications) to be laid totalling \$12,155.50. 18/07/17 – For discussion at workshop

DEFERRED PROJECTS	Accountable Officer	Status
		15/08/17 – About to go out for consultation. Ad to be drafted for the Guardian.