

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

Date: Tuesday 12 November 2019
Time: 9.30am
Meeting Room: Takaka Office, 78 Commercial Street,
Venue: Takaka

Golden Bay Community Board

AGENDA

MEMBERSHIP

Chairperson	A Langford
Deputy Chairperson	G Knowles
Members	D Gowland
	A Grant
	Cr C Hill
	Cr C Butler

(Quorum 3 members)

Contact Telephone: 03 525 0054
Email: emma.gee@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 Golden Bay Community Board meeting held on Tuesday, 5 November 2019, be confirmed as a true and correct record of the meeting.

6 PRESENTATIONS

Nil

7 REPORTS

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8 CORRESPONDENCE

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9 CONFIDENTIAL SESSION

Nil

7 REPORTS

7.1 CHAIRS REPORT

Information Only - No Decision Required

Report To: Golden Bay Community Board
Meeting Date: 12 November 2019
Report Author: Emma Gee, Team Leader Customer Services
Report Number: RGBCB19-11-1

1 Summary

1.1 The Chair's report is included in the agenda.

2 Draft Resolution

That the Golden Bay Community Board receives the Chairs Report RGBCB19-11-1

3 Public Forum

3.1 The Board will discuss issues raised in Public Forum.

4 Swimming Holes

4.1 Board member Gowland would like to request that Council make the local swimming holes deeper before the summer swimming season.

5 Twisted Frequency

5.1 Deputy Chair Knowles would like to know if the event organisers have provided a plan for rubbish and mental health.

6 Hui with Manawhenu ki Mohua

6.1 Deputy Chair Knowles would like the Board to discuss organising a hui at the Onetahua Marae where the Board can look at how it continues to support the local iwi and honour the Treaty of Waitangi.

7 Senior Prize Giving

7.1 Invites have been received from Golden Bay High School (4 December, 6.30pm) and Collingwood Area School (29 November, 11am) for the Board to attend the senior prize giving ceremonies.

8 Rubbish & Recycling

8.1 Chair Langford would like the Board to discuss plans for the busy season to deal with the increase in rubbish and recycling.

9 Responsible Camping Strategy

9.1 Chair Langford would like the Board to decide on a submission.

10 Meeting Schedule

10.1 The Board is required to agree on a meeting schedule. We need to discuss and decide meeting frequency and location. Options to be discussed at the meeting.

11 Board Training

11.1 Training is available to the Board from Sue Wells, Chair Langford will discuss cost and dates.

11 Attachments

Nil

7.2 APPOINTMENTS TO COMMUNITY ORGANISATIONS REPORT**Decision Required**

Report To:	Golden Bay Community Board
Meeting Date:	12 November 2019
Report Author:	Dennis Bush-King, Environment & Planning Manager
Report Number:	RGBCB19-11-2

Item 7.2**1 Summary**

- 1.1 After each election, the Golden Bay Community Board appoints Board members to liaise with various community organisations during the next triennium. A list for consideration has been prepared and included in this report.
- 1.2 The Board is also able in its own right to appoint members to liaise with Council, its standing committees, and various community organisations.

2 Draft Resolution**That the Golden Bay Community Board:**

- receives the Appointments to Community Organisations Report RGB19-11-2; and**
- appoints the following representatives to community organisations for the three years of the current triennium; and**

Community Organisation	Liaison representative
Upper Takaka Recreation Reserve Committee	
Onekaka Hall Management Committee	
Kotinga Hall Management Committee	
Collingwood Hall Management Committee	
Bainham Hall Management Committee	
Pakawau Hall Management Committee	
Golden Bay Recreation Park Committee	
East Takaka Recreation Reserve Committee	
Rockville Recreation Reserve Management Committee	
Golden Bay Community Centre and Village Green management committee	

Golden Bay Rec Park User Council	
GBSRF Board	

3. agrees that the following Community Board members will be the liaison person for the community groups listed in the table below; and

Community Organisation	Liaison representative
Keep Golden Bay Beautiful	
DOC Community Forum	
Manawhenua ki Mohua	
Public Access Group	
Golden Bay Museum Board	
Golden Bay Honors Committee	
Golden Bay High School	
Collingwood Area School	
Golden Bay Heritage Trust	
RSA	
Police	
Golden Bay Promotions	
Golden Bay Arts Council	
Heritage Golden Bay	
Port Tarkohe Advisory Group	
Milnethorpe Park Committee	
Safer Families Golden Bay	

4. agrees that the following Community Board members will be the liaison person for the Council and Council Standing Committee meetings; and

Council Standing Committee	Liaison representative
Full Council	Chair A Langford
Strategy and Policy Committee	

Regulatory Committee	
Operations Committee	

5. asks staff to advise the various management committees and other organisations of the liaison appointments; and
6. agrees that all appointments to various external organisations and committees made at the Golden Bay Community Board meeting on 12 November 2019, and any subsequent appointments, cease from the date of this meeting.

3 Purpose of the Report

- 3.1 That the Golden Bay Community Board Members be appointed to liaise with various community organisations within the Golden Bay Ward; and
- 3.2 To appoint members of the Board as liaison roles with various community organisations and to Council and its standing committees.

4 Background and Discussion

- 4.1 The Board has the power to appoint liaison representatives to some community organisations, hall or park management committees and to be liaison representatives to Council and its various standing committees.
- 4.2 At its meeting on 8 November 2016, the Golden Bay Community Board made liaison appointments to relevant committees in the Golden Bay Ward. These appointments were made for a three-year term and it is now time to consider appointments for the 2019–2022 triennium.
- 4.3 The appointments are liaison roles as formal Council or Community Board appointees to Boards and Trusts have legal obligations and liabilities, whereas liaison representatives only have responsibility for liaising with groups and providing a conduit of information and engagement between the Council or Community Board and the community organisation they are liaising with. They provide a conduit for information to flow between both organisations and to help understanding of each other's position during discussion. Liaison representatives also assist with enabling common objectives and outcomes to be achieved. They tend not to have voting rights at meetings of the community organisation and they are not Trustees of any organisation. Becoming a Trustee and having voting rights usually comes with associated liabilities and responsibilities which Council does not wish to assume in relation to these organisations. Therefore, there is no decision power associated with a liaison role. The advantage of being liaison representatives, rather than appointed as Board members or Trustees is that the liaison role is less likely pose a conflict with your role at Board meetings.

5 Golden Bay Appointments

- 5.1 The table below lists the organisations that the Community Board previously appointed liaison representatives to. The Board should discuss and agree which members should be appointed as liaison representatives to any organisation on the list that the Board considers appropriate.
- 5.2 Only one representative should be appointed to any organisation. Community Board members may work with or be on any group in a personal capacity separate from the Council/Board role if they choose to. Being on a group in your personal capacity is outside any Council responsibility and Council will not accept any liabilities associated with your personal roles.
- 5.3 The criteria used for assessing whether a Board Member is appointed as a liaison representative to an organisation include:

- if the organisation is managing a Council asset (e.g. reserve or hall) then it is desirable for a Council liaison representative to be appointed to it;
- if the organisation is a Government agency (e.g. school or hospital) or is a social service agency (e.g. employment trust or Police) then it is not necessary for a Council representative to be appointed to it;
- if there is a critical relationship between the organisation and Council (e.g. Manawhenua ki Mohua) then it is desirable for a Council liaison representative to be appointed to it.

5.4 The Board can make liaison appointments to none, some or all of the organisations listed below. The names listed below were the representatives during the last triennium. The Board may wish to amend these names and will need to replace the two previous Councillors with alternative representatives.

Community Organisation	Liaison representative
Upper Takaka Recreation Reserve Committee	Chair Langford
Onekaka Hall Management Committee	Deputy Chair Knowles
Kotinga Hall Management Committee	Chair Langford
Collingwood Hall Management Committee	
Bainham Hall Management Committee	
Pakawau Hall Management Committee	
Golden Bay Recreation Park Committee	Board member Gowland
East Takaka Recreation Reserve Committee	
Rockville Recreation Reserve Management Committee	
Golden Bay Community Centre and Village Green management committee	Chair Langford

5.5 The Board can make liaison appointments to none, some or all of the organisations below:

Community Organisation	Liaison representative
Keep Golden Bay Beautiful	
DOC Community Forum	
Manawhenua ki Mohua	
Public Access Group	Board member Gowland
Golden Bay Museum Board	Deputy Chair Knowles
Golden Bay Honors Committee	Chair Langford

Golden Bay High School	Deputy Chair Knowles
Collingwood Area School	
Golden Bay Heritage Trust	
RSA	Board member Gowland
Police	Board member Gowland
Golden Bay Promotions	
Golden Bay Arts Council	Deputy Chair Knowles
Heritage Golden Bay	
Port Tarakohe Advisory Group	Board member Gowland
Milnethorpe Park Committee	Deputy Chair Knowles

5.6 The Chair has by convention been assigned to Full Council and the remaining three Community Board members be assigned one Council Standing Committee each. The representatives for the Council Standing Committees would be responsible for liaison on matters within the portfolio responsibilities.

Council Standing Committee	Liaison representative
Full Council	Chair Langford
Strategy and Policy Committee	
Regulatory Committee	
Operations Committee	

6 Strategy and Risks

- 6.1 There are advantages with the Board maintaining links with many of the organisations listed in the tables through having liaison representatives on these groups. As noted above such representation assists with community engagement, communication and enabling common objectives and outcomes to be achieved.
- 6.2 There are minimal risks associated with making the appointments solely as a liaison representative for the Board.
- 6.3 Board members do, however, need to be aware of their responsibilities and obligations to both the organisations and to Council and the Board when accepting appointments.

7 Policy / Legal Requirements / Plan

- 7.1 There are no current requirements regarding Councillor/Board Member involvement in community organisations. The Board may, therefore, choose whether to make appointments to these organisations.

8 Consideration of Financial or Budgetary Implications

- 8.1 There are no financial or budgetary implications arising from these appointments which are not otherwise covered under exiting budget arrangements.

9 Significance and Engagement

- 9.1 The appointment of these positions has low significance as it does not have financial or level of service implications. They will have some level of public interest, but it is likely to be relatively low. The Board is has traditionally made such appointments in the past and has a right to do so. Therefore, we consider that there is no need for community consultation prior to making these decisions.

10 Conclusion

- 10.1 The Board is asked to make these appointments on the day, or decide that some areas do not need representation.

11 Next Steps / Timeline

- 11.1 Once the appointments are made, the various external organisations that are affected will be notified.

12 Attachments

Nil

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

Report To:	Golden Bay Community Board
Meeting Date:	12 November 2019
Report Author:	Liz Cameron, Assistant Management Accountant
Report Number:	RGBCB19-11-3

1 Summary

- 1.1 The financial report for the period ending 31 October 2019 is attached (Attachment 1).
- 1.2 The net financial position for the year-to-date is a surplus of \$4,701.
- 1.3 Overall expenditure for the year was 25% of the budget, which is slightly behind the year-to-date budget spend (being 33% through the financial year).
- 1.4 Closed account interest earned on the Golden Bay Community Board opening surplus is \$261.
- 1.5 The net position for the Community Board's overall funds, as at 31 October 2019, is a surplus balance of \$53,626.
- 1.6 For new Board members we can give an explanation of commitments which have been previously agreed to but which yet to come to charge, and therefore in part explain the reason behind the surplus in the account.

2 Draft Resolution

That the Golden Bay Community Board receives the Financial Report RGBCB19-11-3

3 Attachments

1. [Financial Summary October 2019](#)

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TASMAN DISTRICT COUNCIL
Golden Bay Community Board
October 2019

	Month Actual	Month Budget	Month Budget%	YTD Actual	Annual Budget	Annual Budget %
Charges						
Remuneration						
Chairperson Monthly Salary	1,092	1,092	100%	4,363	13,103	33%
Members (3)	1,638	1,698	96%	6,502	20,379	32%
Community Board Members Reimbursements	117	670	17%	1,289	8,043	16%
Miscellaneous						
	<i>pages</i>	<i>rate</i>				
Photocopying	0	0.1		-	470	0%
Community Board discretionary fund	-	1,132	0%	1,575	13,578	12%
Community Board Expenses	4	202	2%	797	2,423	33%
Contingency allowance	-	70	0%	-	836	0%
Cost of Elections	-	21	0%	-	251	0%
Total Charges	2,851	4,924	58%	14,526	59,083	25%
Less						
CCB rate	4,719	4,737	100%	18,904	56,840	33%
Golden Bay Market	17	131	13%	61	1,573	4%
Closed Account Interest	65	56	116%	261	670	39%
Net Charges	1,950	-		4,701	-	

Equity

Opening Surplus/(Deficit) Balance 1 July 2019	48,925
Net Income Surplus/(Deficit) October 2019	4,701
Closing Surplus/(Deficit) Balance 31 October 2019	<u><u>\$53,626</u></u>

Discretionary Fund

GBSRF, recycling	500
Takaka Drama Society	475
GB Riding for Disabled	500
Collingwood Area School	50
Golden Bay High	50
	<u><u>\$ 1,575</u></u>

7.4 DISCRETIONARY FUND APPLICATIONS

Decision Required

Report To: Golden Bay Community Board
Meeting Date: 12 November 2019
Report Author: Emma Gee, Team Leader Customer Services
Report Number: RGBCB19-11-4

1 Summary

1.1 The applications received for the November 2019 round of discretionary funding are as follows:-

Golden Bay Agricultural and Pastoral Association Inc - \$500.00

Golden Bay Toy Library - \$500.00

Golden Bay Shared Recreational Facility - \$500.00

The applications comply with Board guidelines and the full applications are attached for the Boards reference.

1.2 The Board has three options:-

Option 1 - The Board can approve the applications in full.

Option 2 – The Board can approve an amount less than the applications.

Option 3 – The Board can decline the applications. In declining the applications, the Board should communicate the reason for the decision to the applicants.

1.3 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 their bank account details.

1.4 To date the Board has granted a total of \$2335.00 in funding from the Golden Bay Community Board Discretionary Fund.

2 Draft Resolution

That the Golden Bay Community Board;

a) receives the Discretionary Fund Applications Report RGBCB19-11-4; and

b) grants the application from the Golden Bay Agricultural and Pastoral Association Inc for - \$ 500.00 ; or

c) declines the application from the Golden Bay Agricultural and Pastoral Association Inc on the grounds that

d) grants the application from the Golden Bay Toy Library for - \$ 500.00; or

Item 7.4

e) declines the application from the Golden Bay Toy Library on the grounds that

**f) grants the application from the Golden Bay Shared Recreational Facility for - \$ 500.00 ;
or**

**g) declines the application from the Golden Bay Shared Recreational Facility on the
grounds that**

3 Attachments

1. ↓	Golden Bay Agriculture & Pastoral Association Inc	25
2. ↓	Golden Bay Toy Library	27
3. ↓	Golden Bay Shared Recreational Facility	29

Emma Gee

From: website@tasman.govt.nz
Sent: Sunday, 3 November 2019 11:32 pm
To: Emma Gee
Subject: Application - Golden Bay Community Board Discretionary Fund

Follow Up Flag: Follow up
Flag Status: Flagged

A new application has been received.

Name of organisation*

Golden Bay Agricultural and Pastoral Association Inc

Address

PO Box 69, Takaka. C/- 607 Abel Tasman Drive, Clifton, Takaka. 7183

Contact person*

Jean Wedderburn

Contact phone*

03 5259142 0273443316

Email address*

goldenbayshow@gmail.com

What is the purpose of your organisation?

To provide an annual A&P show for the benefit of rural and urban entrants and the general public.
 To promote the care and welfare of animals.

Amount applied for - up to \$500

\$500

Details of the project to be funded

Hire of 40 tables for the display of cooking, home produce, vegetables, fruit, flowers, crafts and children's entries. These tables to be hired replace the permanent tables present in the former booth building.

Benefits - Who or what will benefit from the project in the Golden Bay community?

The annual A&P show appeals to all sectors of the community. This is a day of rural meeting town for the benefit of both. Our produce booth is one of the most popular in the Top of the South region and the goods on display showcase the talent present in the bay. Several families have 2 or even 3 generations exhibiting goods on the day as young folk follow in grandparents footsteps, encouraged by Mum or Dad also exhibiting. Old crafts are taken up by young members of the community as they see what can be achieved.

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

Numerous hours of voluntary time go into planning and producing the show each year. Planning begins with the committee in August and volunteer numbers build over the months until a large contingent of volunteers help on show day each January.

Who else have you asked for funding for this project?

No one at this time.

Bank account number

02 0764 0011324 00

You can upload a file to support your application

GB-Show-Produce-Booth.JPG - [Download File](#)

Privacy Statement

Emma Gee

From: website@tasman.govt.nz
Sent: Tuesday, 10 September 2019 9:25 a.m.
To: Emma Gee
Subject: Application - Golden Bay Community Board Discretionary Fund

Follow Up Flag: Follow up
Flag Status: Flagged

A new application has been received.

Name of organisation*

Golden Bay Toy Library

Address

64 Commercial Street

Contact person*

Kirsty Orange

Contact phone*

0273377147

Email address*

goldenbaytoylibrary@gmail.com

What is the purpose of your organisation?

The Golden Bay Toy Library buys quality toys for preschoolers and hires them out to families for a small fee. These are developmental toys that most local families could not afford to buy themselves.

Amount applied for - up to \$500

\$500

Details of the project to be funded

Rental of the Toy Library building - so we can continue to operate out of the building we are currently in. It is centrally located down the middle of Takaka's main street - easily accessible to all.

Benefits - Who or what will benefit from the project in the Golden Bay community?

The young families of Golden Bay will benefit as they will continue to have access to a large range of educational toys and resources. Others that benefit are the extended families such as grandparents who may have young grandchildren that come to stay. They have access to the Toy Library also.

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

03-1354-0311820-00 NBS

You can upload a file to support your application

1

Emma Gee

From: website@tasman.govt.nz
Sent: Thursday, 12 September 2019 5:00 p.m.
To: Emma Gee
Subject: Application - Golden Bay Community Board Discretionary Fund

A new application has been received.

Name of organisation*

GBSRF

Address

2032 Takaka Valley Highway

Contact person*

Abbie Langford

Contact phone*

0276240680

Email address*

recreation@recparkcentre.co.nz

What is the purpose of your organisation?

To provide community events, and recreation.

Amount applied for - up to \$500

\$500

Details of the project to be funded

Golden Bay Santa Parade and Carols on the Green

Benefits - Who or what will benefit from the project in the Golden Bay community?

Both of these events benefit a wide range of the Golden Bay Community. The two events are Christmas related, and looked forward to by the community.

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

Volunteer hours for both events total 25 hours, local businesses donate prizes for the Parade, and funding is also received through TDC Summertime events.

Who else have you asked for funding for this project?**Bank account number**

03 1354 0345692 01

You can upload a file to support your application

7.5 ACTION SHEET

Information Only - No Decision Required

Report To: Golden Bay Community Board
Meeting Date: 12 November 2019
Report Author: Emma Gee, Team Leader Customer Services
Report Number: RGBCB19-11-5

1 Summary

1.1 The Action sheet is attached to this report.

2 Draft Resolution

That the Golden Bay Community Board receives the Action Sheet RGCB19-11-5

Item 7.5

3 Attachments

1. [↓](#) Action Sheet

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Action Sheet – Golden Bay Community Board

Item	Action Required	Responsibility	Completion Date/Status
Meeting Date: 10 July 2018			
Takaka Playground Opening	The Board to support an opening Whale	Board Abbie	11/09-ongoing 09/10-ongoing 13/11-ongoing 11/12-still awaiting the whale to be added to the playground 09/04-ongoing 14/05-ongoing 11/6-ongoing 09/07-ongoing 13/08-ongoing 10/09- ongoing 11/6- Abbie to request an installation date for the whale from Richard Hollier 16/06-email sent to Glenn Thorn 19/6-Glenn agreed to provide a timeframe from the contractor, if not satisfactory he will seek another contractor 02/07-contractor booked for mid-august 13/08 – emailed Glenn minutes and recommendation from the meeting 10/09-Abbie to follow up with Glenn 19/09- email sent to Glenn requesting an update
Meeting Date: 14 May 2019			
Third crossing on Commercial Street	Abbie to email NZTA the request	Abbie	20/5- contact form completed vis NZTA website 21/5-response from NZTA, passed to NZTA Wellington office, contact to be made within 5-10 days

Item	Action Required	Responsibility	Completion Date/Status
			11/6- ongoing, Abbie to follow up 09/07- ongoing, Abbie to follow up 13/08 Paul to follow up with NZTA 10/09 - ongoing
Meeting Date: 09 July 2019			
Skate Park	Abbie to have a follow up conversation with Beryl Wilkes	Abbie	13/08 Paul to discuss with NZTA and engineering 10/09- Engineering have confirmed that any extension to the skate park above ground would not affect the underground infrastructure
Meeting Date: 13 August 2019			
Gravel Extraction	Dennis to report to the new board the regulatory position on extracting gravel from Golden Bay Rivers	Dennis	10/09 - ongoing
Anatoki Track Road 2006 agreement	Chair Langford to request an update from Council on the status of the 2006 agreement that was made between Council and residents of Anatoki Bridge Road	Chair Langford	27/08- response from Robert Deck –“I will raise this with Brian McManus (Engineer previously involved with this issue) to prepare a response to the board. “ 10/09 - ongoing
Dark Sky Committee	Grant to follow up with Ralph Bradley and hear more about this topic	Grant	10/09 - ongoing
Meeting Date: 10 September 2019			
Collingwood Campground Upgrade	Abbie to follow up with Andrew Ellis to ensure business owners are kept updated	Abbie	17/09 - phone conversation, the work is now proceeding and Andrew is aware of the request for regular updates

Item	Action Required	Responsibility	Completion Date/Status
5G	Board members to do their own 5G research Dennis to inform the Board on what rules/authority Council currently has	Board Dennis	 05/11-There is a National Environmental Standard on Telecommunications Facilities (NES) which govern the permitted size and location of structures which deliver 5G services. Overheight structures may need resource consent but generally, if permitted by the NES, Council has no ability to intervene.
Rec Park Centre	Abbie to contact Roger Tait to discuss ensuring that a Councillor be invited to future committee meetings	Abbie	16/09 - actioned
Candidate Publication on the Council website prior to nominations closing	Averill to follow up with staff	Averill	05/11-actioned

8 CORRESPONDENCE

8.1 CORRESPONDENCE

Information Only - No Decision Required

Report To: Golden Bay Community Board
Meeting Date: 12 November 2019
Report Author: Emma Gee, Customer Services Officer
Report Number: RGBCB19-11-6

Item 8.1

1 Summary

- 1.1 A list of the inwards and outwards correspondence for September & October 2019 are included in this report. A copy of the correspondence are available on Council's website, along with this agenda. A copy may also be viewed at the Takaka Service Centre.

2 Draft Resolution

That the Golden Bay Community Board receives the Correspondence Report RGBCB19-11-6

3 Incoming Correspondence

Date	Name	Subject
05/08/2019	Collingwood Area School	Senior Prizegiving Invitation
10/09/2019	Sarah Chapman	GB Recreation Park Committee
10/09/2019	Iona Jelf	5G
02/09/2019	Linda O'Connor	Dog Bylaw
02/08/2019	LGNZ	Community Boards Championing Localism
16/09/2019	Collingwood Area School	Paid Invoice
19/09/2019	GBHS	Prizegiving
23/09/2019	GBHS	Paid Invoice
29/09/2019	Mohua Blue Penguin Trust	Blue Penguins
30/09/2019	Noel Baigent	Security Cameras
17/10/2019	GB Weekly	Paid Invoice
18/10/2019	NZTA	Speed Review
29/10/2019	GBHS	Donation Thanks
04/11/2019	Kevin Moran	Save Our Springs

4 Outgoing Correspondence

Date	Name	Subject
10/09/2019	Abbie Langford	Response to Linda O'Connor
30/09/2019	Abbie Langford	Response to Mohua Blue Penguin Trust

5 Attachments

Nil