

MINUTES OF THE WOODVILLE DISTRICTS' VISION MEETING
Held on Tuesday 1st March 2022 at 7.00pm, Sports Stadium, Ross Street, Woodville

PRESENT:

Vicky Tomlinson (Chair), Geoff Haglund (Treasurer), Rosie McMillan (Coordinator), Paul Tayler (Deputy Chair), Janice Wiri, John Preston, Peter Thornton, Jenny Lovett

IN ATTENDANCE:

Mayor Tracey Collis, Councillor Raylene Treder, Councillor Peter Johns, Brooke Carter (DIA)

APOLOGIES:

Brent Tomlinson, Carole Wilton, Denise Henman, Kari Gray, Bob Parkes, Denise Quinney, Denise Henman, Nigel Lovett

V Tomlinson moved that the apologies be accepted

J Preston/Carried

CONFLICTS OF INTEREST:

No new conflicts of interest were noted regarding the items noted on the agenda.

MINUTES:

V Tomlinson moved minutes from the general meeting on 1st February 2022 be taken as read

J Preston /Carried

AMENDMENTS:

V Tomlinson noted two amendments to the minutes of 1st February 2022 – removal of Councillor Raylene Treder as in attendance and the inclusion of Mayor Tracey Collis.

ACTION POINTS:

Action points updated as per attached.

Item 35: Tree Sculpture: P Tayler and G Haglund spoke to this item, noting the Executive Team minutes and the decision to look at disposing options. This decision was not taken lightly but given the increase of costs to repair the tree and transport it (to and from locations) and new glass needing to be cut and placed in it (once back on site) it is beyond economic repair. P Tayler noted that WDV, given the current social climate and the rising costs, is unable to justify spending a large amount of money repairing a single piece of artwork. The recommendation is to seek a new piece which will tie in with Woodville's 150-year celebrations in 2025.

P Tayler suggested a motion that WDV writes off the Tree Sculpture and then goes out to the Woodville Community to seek their input in what they would like to see in their town and tie it in with 150-year celebrations – noting it is about moving forward.

Councillor P Johns noted a possible amendment. He talked through the need of consulting with Woodville first before removing the tree. He was asked if he would lead that piece of work/consultation, he declined.

Councillor P Johns moved that Woodville is consulted prior to a decision being made re the Tree Sculpture via an article in the Bush Telegraph.

Seconded G Haglund

Four against /Four in favour. Motion lost.

P Tayler moved that the Tree Sculpture is beyond economic repair, and it is appropriately disposed of. **Seconded J Preston/Carried**

P Johns against.

EXECUTIVE MEETING MINUTES:

V Tomlinson moved reports from 23 February 2022 is tabled as read.

J Wiri/Carried

CORRESPONDENCE:

IN:

- 1 Feb: Email from Jonathan Howe, Waka Kotahi, re meeting on Recreational Path Fund
- 2 Feb: Email from Principal of Woodville School thanking WDV for the Grant
- 9 Feb: Email from TDC re Earthquake-Prone Buildings
- 17 Feb: Email from T Benham re Broomfeild Road Speed Limit
- 17 Feb: Email from T Benham re Flooding
- 18 Feb: Email from R Taylor TDC Agenda/Papers
- 19 Feb: Letter from J Preston re Funding
- 21 Feb: Email from J Lovett re Donation to Woodville School
- 22 Feb: Email from Dawn Vella, Ngāti Kahungunu re vaccine clinic in Woodville on 1st March
- 23 Feb: Email from TDC re COVID-19 within the communities of Dannevirke and Pahiatua
- 25 Feb: Email from Sport Manawatu re Bubble Bingo

OUT:

- 1 Feb: Email from Chair to previous WDV members advising of possible future agenda items
- 1 Feb: Email to WDV Members re proposed new Constitution
- 2 Feb: Email to Acting Principal of Woodville School advising of Grant
- 22 Feb: Email to Dawn Vella, Ngāti Kahungunu thanking her for letting us know re the vaccine clinic

V Tomlinson talked to several pieces of correspondence giving context to them. It was noted, with the pressures of COVID-19 and the lack of shoppers, some businesses didn't appreciate the timing of the 'Earthquake Strengthening' letters from TDC.

V Tomlinson moved the correspondence be noted.

G Haglund/Carried

FINANCE REPORT:

G Haglund spoke to his report. He noted that by the end of March 2022 the Gymnastics Team will be self-sustaining. They will have enough income to cover their expenses – main ones being their monthly lease and operating costs. G Haglund noted previous examples (of WDV) where small sub-committees/teams were given approval to operate/approve their own expenses within their budget.

G Haglund moved that the Gymnastics Team is able to approve their own expenditure up to the amount they have generated by income, less the balance for lease and operating costs.

J Preston/Carried

G Haglund moved his reports be accepted

P Johns/Carried

G Haglund read out a letter received by J Preston seeking funding for a contribution towards more artwork for ANZAC Day. He will be creating more solid cut outs to place around Fountaine Square as this year no actual soldiers will be in attendance. J Preston noted that due to some ongoing issues within the local RSA, all support is gratefully appreciated.

It was confirmed that the money would be for additional figures, which will be 'free-standing' this time and all together there should be 12 – 15 figures.

G Haglund moved that \$540.18 (as per the quote supplied) is granted to J Preston for the creation of soldier figures for ANZAC Day 2022 to stand in Fountaine Square. **R McMillan/Carried**

J Preston noted his thanks.

CHAIR'S REPORT:

V Tomlinson talked to her report noting thanks to Brooke Carter from DIA for all the fantastic support she gives and continues to give the community.

V Tomlinson moved her report be received.

P Tayler/Carried

COUNCIL REPORT:

Mayor T Collis noted key aspects from the last Council meeting which included the adoption of the Annual Report. She touched on the Staff Report and the current skills shortage.

Mayor Collis noted the new pensioner flats in Dannevirke and that there is a new Housing Strategy in place. She was asked do locals (in Woodville) get preference for the Woodville flats over outsiders? She advised she understood that they were given first choice if they are on the list when a new flat comes up.

GENERAL BUSINESS:

COVID-19 Management Policy:

P Tayler spoke to the COVID-19 Management Policy noting the key points. He confirmed it was important for WDV to keep their volunteers safe and that we have a duty of care for our community.

He noted the vaccination assessment tool, which is incorporated within the Policy from Business.Govt.

He confirmed that as the Executive have passed the Policy, it is at the General Meeting for endorsement, and it comes into effect from today.

Online Meetings/Zoom/Microsoft Teams

P Tayler noted that one key point which had come out of the Policy was the viability of online meetings for WDV. He confirmed that within the proposed new Constitution there are provisions for it, but he asked the meeting if there was interest now so we could look into options.

P Tayler explained how it would work (laptop/camera/microphone etc.) and have someone monitor online questions/voting etc.

He noted this might also get more people involved, given that COVID-19 it not going away any time soon! Interest was then sought for different types of conferencing: Computer/App – Yes. Telephone Only – One person.

J Preston noted that he didn't support online as it means people haven't truly taken the time to get involved – and it reduces personal debate. P Tayler noted all points discussed and confirmed he will investigate the possible options.

2022 Focus for Society

V Tomlinson noted the main points from the Executive Team minutes regarding maintaining a level of community events and involvement but in a safe way. She noted that given the uncertainty within the community (around socialising and going out) that smaller activities could be the key. She noted G Haglund's point (earlier mentioned around the Tree Sculpture) in tying in new, if not all, activities/events/projects now with 150-year celebrations. P Tayler noted it was important to get helpers with events and projects, so for people to keep that in mind.

V Tomlinson put it to the meeting to take the item away and to reflect/think on the main areas they would like to see the society focus on in 2022 (forward).

The meeting closed at 8.28pm.

#	Date of Meeting	Action	Owner	Due Date	Status/Update
					Notice will be published in Bush Telegraph and emailed to current members.
9	7/7/2020 6/10/20 3/11/20 1/12/20	Induction Pack for new members to cover historic items and ongoing projects.	V Tomlinson	Ongoing	Chair and Secretary to produce. A draft has been produced. To be edited before circulating to members for review. On hold till some historic issues are resolved.
16	4/8/2020 6/10/20 3/11/20 1/12/20 6/4/21 1 Feb 22	Mayor to investigate whether Chorus boxes can be painted.	Mayor V Tomlinson	 2021 May 22	Noted in TDC meeting. It is not a Chorus box; it belongs to Scanpower. L Gray-Stuart to make enquiries. Permission has been granted to paint boxes, in consultation with Scanpower. Chair to contact Scanpower to get details. Chair has spoken with Scanpower and they are happy for the box to be painted, in consultation with them. Chair suggested a competition with local school children. Matter to be further discussed in 2021. V Tomlinson moved that this item is managed by the Events Team. Second T Brackenbury/Carried Chair advised that a competition will be run for school children to enter ideas of what to paint the box. Due May 2022
24	6/10/20 3/11/20 1/12/20 2/2/21	Invitation to Colin Yonge and team to WDV meeting	V Tomlinson	1/12/20 Feb-21 March 21	Replied: suggested December's meeting. Waiting for response. Chair to meet with C Yonge. Report to come next meeting. Chair confirmed C Yonge will attend 2021 meeting as the feasibility study has just got underway (funded by Council).

#	Date of Meeting	Action	Owner	Due Date	Status/Update	
	2/3/21			May 21	Chair advised C Yonge will attend the March meeting as the feasibility into the walkway was not yet finished.	
	4/5/21			TBA	Chair advised that C Yonge is now leaving the Council, but also the study was not completed. M Maxwell from Council will present once report is completed, most likely May.	
	3/8/21			April 22	4/5: The Chair noted that the feasibility study has now been put on hold by the Council as Councillors discuss it further. Mark Maxwell will update the Chair in due course.	
					3/8: Councillor Johns updated the meeting. Please see minutes for full details.	
25	2/2/21	Recycling Centre Woodville: Continued investigations into possible options of either moving it, or reducing the disturbance to visitors using the camping grounds.	V Tomlinson	March 21		
	2/3/21					
	4/5/21				TBA	The Chair noted that options were still being considered and a possible interim solution, which she will be discussing with Council staff, is signage and or a gate to restrict the hours people can use the glass recycling section.
	6/7/21			Mayor Collis	6 July 21	On hold until TDC trial is complete
	3/8/21				Ongoing	Woodville Recycling Centre: There is some confusion regarding the black glass bins used in a trial. Some were taken away and some were left. Mayor Collis agreed to investigate and provide clarity.
	5/10/21				3/8: V Tomlinson advised update re bins, as per the flyer handed out to those who still had bins. All were collected.	
				July 2022	Work continues on recycling options.	

#	Date of Meeting	Action	Owner	Due Date	Status/Update
					5/10: Cr Treder confirmed that there will be an update in July 2022.
27	4/6/21 4/6/21 7/12/21	Concept Tree Sculpture: With the return of the concept tree sculpture, the Chair asked members to think, over the next month, where an appropriate place is to house it permanently, given it is a WDV asset.	ALL	May 21 Dec 21 Feb 22 March 22 April 22	4/5: Discussion held. The Chair to approach the Medicine Depot to see if they are happy to display the tree until a permanent/semi-permanent home is agreed upon. This venue gives members of the public access to view it. 1/6: Tree is now at Medicine Depot till further notice. Review to be done in six months of location. 7/12: Letter to be written to Art and History asking if they would like to host the tree for a while. P Johns confirmed the artist was Deidre Powell. 1/2/22: Action not undertaken, now due in March. 1/3: Action to be undertaken via email as Gallery now closed till further notice.
35	3/8/21 2/11/21 7/12/21 1/3/22	Tree Sculpture: Removal of tree:	WDV Exec	Nov 21 Feb 22 Mar 22	M Stuart advised that he was still awaiting an updated quote as the main person was currently away. Chair to follow up. Resolution required. As per Exec Mtg minutes discussion took place at general meeting. The decision was voted on and carried to dispose of the tree due to the uneconomic nature of repair. Please see minutes for full notes. P Thornton to seek a letter from member of public in Woodville who is interested in tree. V Tomlinson also to seek written confirmation of another offer to take the tree away.
36	3/8/21	WDV Website/s: Work required on WDV website.	WDV Exec	Oct 21 April 22	5/10: The Chair noted this will be an item for the new Executive Team to discuss going forward.

#	Date of Meeting	Action	Owner	Due Date	Status/Update
					1/3: As per Exec Minutes, investigatory work is underway to find a new website platform. Funds already available to assist with upgrade. Will investigate quotes and bring back to April meeting.
38	1/3/22	2022 Focus for Society: All members to reflect/think about what direction they would like to see the society move in for 2022/23.	ALL	April 22	1/3: As per minutes, ongoing item for all members to consider.

MINUTES OF THE WOODVILLE DISTRICTS' VISION EXECUTIVE TEAM MEETING
Held on Wednesday 23rd February 2022, 7.00pm, Anglican Church Hall

PRESENT:

Vicky Tomlinson (Chair), Geoff Haglund (Treasurer), Rosie McMillan (Coordinator), Paul Tayler (Deputy Chair and Co-Chair for this meeting), Janice Wiri

APOLOGIES:

Evan Natrass

COVID-19:

With a general meeting coming up on 1st March, and the higher risk of COVID in the community, the Executive agreed to hold the next meeting in the Sports Stadium so there is more space for seating. There was a discussion regarding using zoom or Microsoft Teams for the meeting, so people can join online. P Tayler will investigate, and the team will seek interest at the next general meeting.

Correspondence:

Email from J Lovett re Donation to Woodville School:

The Executive discussed the communication. It was noted, as at the time of the meeting, the possible 'expectation' this donation might set going forward. The Chair noted that she had responded to that concern on the night, though due to masks not everyone might have heard. Donations have previously gone to Woodville School, Papatawa School and the CACTUS Programme run at Tararua College. The Executive reconfirmed that this was very exceptional circumstances and that all support, from the community is required at the given time for Woodville School. It was confirmed all decisions and discussions were within the current constitution. The Chair did note that given mask wearing greater and slower conversations might be required.

The Chair read out a response from the Acting Principal regarding the concerns about MoE raised in the piece of correspondence. A response will be drafted and circulated to the Executive before being sent.

Email from T Benham re Speed on Broomfield Road:

The Executive discussed the communication and agreed to write to TDC asking for a possible investigation into reducing the speed and a possible review of the properties to ensure appropriate fencing is in place to ensure animals are secure. A letter will be drafted and circulated to the Executive before being sent.

Email from T Benham re Flooding near Broomfield Road:

The Executive discussed the communication and agreed, with the information currently at hand, that the Regional Council may not be fulfilling its obligations with contract management. The Executive agreed that a letter is sent to the Regional Council asking for further details and/or confirmation of their position within the situation presented. Given the possible impact on the wider community, especially with climate change and larger storms now happening, the Executive noted that small actions can make a big difference. A letter will be drafted and circulated to the Executive before being sent.

Email from Tararua Alliance re Bin Request Ormond Street:

The Executive discussed the communication noting that 91 Ormond Street was no-where near the pub. The Executive agreed to seek clarification before any recommendations are made.

TDC Welcome Packs:

The Executive discussed what was currently included and agreed it would be good to include information about Woodville Districts' Vision, and possibly the structure of how WDV fits into the larger picture. An info sheet will be drafted and circulated to the Executive Team prior to sending to C Wilton.

WDV Website:

V Tomlinson noted that the current website (which was commissioned and put into place by the prior Executive) was not very user friendly. G Haglund noted that it was built to generate income through selling advertising. WDV is here to support all the community, not to profit from it. It was agreed to seek details of 'Explore Pahiatua's' new website and its construction and to find out related costs.

Road Safety Group - Representation:

The Executive discussed and agreed that greater clarification should be sought re the role. V Tomlinson will email the Mayor and report back.

Tree Sculpture:

The Executive discussed options around the Tree Sculpture noting that someone is interested in purchasing it and relocating it. There was agreement that it is beyond economic repair given the increase of costs now. The Executive agreed to discuss it further at the next General Meeting. Dependent on that discussion will be the next steps. The Executive did discuss the options around including a new project tied in with the 150-year celebrations.

Skate Park Update:

P Tayler updated the Executive on the Skate Park Project. He noted that measurements of the proposed area were undertaken, and quotes were being sought. He noted, all going well and if the quotes are received in time, the first major funding application will be completed.

COVID-19 Policy:

The Executive reviewed the draft policy again, noting the final updates around the 'Vaccination Assessment Tool'. The Executive agreed with the policy, and it is coming into effect on 1 March after the next General Meeting.

P Tayler moved that WDV adopt the COVID-19 Management Policy.

R McMillan/Carried

2022 Goals/Main Focus:

V Tomlinson opened the discussion noting the global pandemic, the effects it has on events and the wider community. P Tayler noted it was important to maintain a level of community events and involvement, but perhaps best not to add anything new this year. He noted smaller group activities seem to be an enjoyable environment for everyone. G Haglund suggested activities/projects are now linked to our 150-year celebrations – why wait for 2025. They could be all revitalisation projects linked into the celebrations, i.e., any artwork. V Tomlinson noted that the thinking behind the 'mid-winter light and Matariki Festival' was to build on it each year leading up to 2025, so that would work nicely with the 'revitalisation' approach. This item is to be discussed at the next General Meeting.

The meeting closed at 9.10pm.

WOODVILLE DISTRICTS VISION

Treasurer's report 28 February 2022

Discretionary Fund	Opening Balance	Income	Expenditure	<u>\$ 14,930.85</u>
28/02/2022 Interest		\$ 3.82		
	Closing Balance	<u>\$ 3.82</u>	<u>\$ -</u>	<u>\$ 14,934.67</u>

General Working A/c	Opening balance	Income	Expenditure	<u>\$ 71,228.43</u>
1/02/2022 Gym		\$50.00		
1/02/2022 Gym		\$60.00		
2/02/2022 Gym		\$50.00		
2/02/2022 Gym		\$10.00		
3/02/2022 Gym		\$60.00		
3/02/2022 Gym		\$50.00		
3/02/2022 Gym		\$195.00		
4/02/2022 Gym		\$50.00		
5/02/2022 Subs	DEPOSIT	\$40.00		
7/02/2022 Gym		\$65.00		
8/02/2022 Gym		\$65.00		
8/02/2022 Gym		\$60.00		
8/02/2022 Gym		\$40.00		
8/02/2022 Bush Multisport Trust	Grant - Marking track		\$468.00	
9/02/2022 Gym		\$140.00		
10/02/2022 Gym		\$60.00		
10/02/2022 Gym		\$50.00		
14/02/2022 Gym		\$65.00		
14/02/2022 Gym		\$65.00		
14/02/2022 Gym		\$60.00		
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15/02/2022 Gym		\$60.00		
15/02/2022 Gym		\$65.00		
15/02/2022 Gym		\$110.00		
16/02/2022 Gym		\$70.00		
16/02/2022 Gym		\$60.00		
16/02/2022 Gym		\$10.00		
16/02/2022 Gym		\$60.00		
17/02/2022 Gym		\$100.00		
17/02/2022 Gym		\$60.00		
17/02/2022 Gym		\$60.00		
17/02/2022 Gym		\$60.00		
17/02/2022 Gym		\$40.00		
17/02/2022 Woodville School	Grant		\$5,000.00	
17/02/2022 Ann-Marie Hapuku*	Kidz Club		\$881.36	
17/02/2022 Edwin Gray	Event-1950s Refund		\$60.00	
17/02/2022 Woodville Rec Trust	T Gym Sport-Evnt Centre Lease		\$433.33	
18/02/2022 Gym		\$120.00		
21/02/2022 Gym		\$50.00		
22/02/2022 Gym		\$50.00		
23/02/2022 Gym		\$10.00		
28/02/2022 Interest		\$19.76		
	Closing Balance	<u>\$2,694.76</u>	<u>\$6,842.69</u>	<u>\$ 67,080.50</u>

Committed funds (Including GST)

ongoing	Secretary	Honorarium		\$1,650.00
ongoing	Treasurer	Honorarium		\$1,800.00
ongoing	Chair	Honorarium		\$2,000.00
	5/07/2022	GST to IRD		\$232.43
ongoing	Event - 1950's Refund	Event - 1950's Refund		\$30.00
ongoing	DIA Community Initiative - Kidz Club			\$1,503.81
ongoing	DIA Community Initiative - Community Garden			\$3,999.82
ongoing	DIA Community Initiative			\$11,500.00
complete	WDV Community Initiative - Gymnastics			\$0.00
reserved	Rippa Rugby			\$30.00
reserved	Gym Fees		\$4,442.61	\$4,442.61
ongoing	Lease Gym Area until 17/1/2023 (No GST)		\$4,333.30	\$475.38
			Total Committed:	\$27,664.05

Note: The Gym Fees, less GST, are used to pay the Lease of the Gym area.

The Gym Fees are required to be reserved in order to pay the Lease of the Gym area.

Approved Projects (Balance)

	Date Approved:		
Recreation and Play Park (1000)	2/02/2021		1000
Website Development (1,200)	4/06/2019		1200
Events 21/22	4/05/2021		1981.51
Total Approved:			\$ 4,181.51

Expected Projects

Tree sculpture repairs	Verbal Discussion		8336.92
Draft WDV Annual Budget			10245.00
Total Expected:			\$ 18,581.92

Accounts to be approved for payment on 1/3/2022

Total for Payment: \$ -

TOTAL AMOUNTS Committed / Approved / Expected / Received:

\$50,427.48

Potential Available General Funds 2021/22

\$ 16,653.02

Term Deposits	#008	Grant fr Meridian for	Walkway	\$	5,787.89
	#011	Funds allocated to	150 Year celebration	\$	5,607.64
Total funds in reserve				\$	11,395.53

Notes:

* Items is for a reimbursement

If your koha is an unconditional gift you do not have to pay GST on it.

An unconditional gift is a voluntary payment to a non profit body that does not benefit the payer or giver in the form of goods or services.

Woodville Districts' Vision – Conflicts of Interest Register

Name of Society Member	Description of interest	Has the Society been notified?	Date of disclosure	Steps taken by the society for dealing with the conflict	Society member action to address the conflict
Geoff Haglund	Partner of D Quinney, person who gets paid for the delivery of the Woodville Wire	Yes	6/10/20		Geoff will abstain from any votes related to Woodville Wire.
	Currently undertakes business with one of the shortlisted accounting firms.	Yes	6/4/21	Disclosed at meeting, noted/recorded	Geoff abstained from voting on the shortlist of Accountants
Denise Quinney	Receives money from WDV, via the Woodville Wire Sub-Committee, for delivery of newsletter As at Aug 21 Denise no longer delivers the Woodville Wire	Yes	6/10/20 3 Aug 21		Denise will abstain from any votes related to Woodville Wire.
Vicky Tomlinson	Chair of Holy Trinity Anglican Church Vestry Chair of Woodville Bowling Club Executive Team	Yes	2/2/21	Disclosed at meeting, noted/recorded.	Vicky will abstain from any votes related to Holy Trinity Church. Vicky will abstain from any votes related to Woodville Bowling Club.
		Yes	7/12/21	As per above	
Janice Wiri (became a member after 2/2/21)	Member of Holy Trinity Anglican Church, Vestry Member of Woodville Bowling Club Executive Team	Yes	2/2/21	Disclosed at meeting, noted/recorded.	Janice will abstain from any votes related to Holy Trinity Church. Janice will abstain from any votes related to Woodville Bowling Club.
		Yes	7/12/21	As per above	
Rev Rosie McMillan	Member of Holy Trinity Anglican Church, Vestry	Yes	2/2/21	Disclosed at meeting, noted/recorded.	Rosie will abstain from any votes

Name of Society Member	Description of interest	Has the Society been notified?	Date of disclosure	Steps taken by the society for dealing with the conflict	Society member action to address the conflict
					related to Holy Trinity Church.
Turia Brackenbury	Chair of WRAP (formally known as WIFI)	Yes	2/2/21	Disclosed at meeting, noted/recorded	To be worked through on a case-by-case basis.
Malcolm Stuart	Member of WRAP	Yes	2/2/21	Disclosed at meeting, noted/recorded	To be worked through on a case-by-case basis.
Carole Wilton	Member of WRAP	Yes	2/2/21	Disclosed at meeting, noted/recorded	To be worked through on a case-by-case basis.
Rosie Karena	Member of Woodville School BoT	Yes	1/2//22	Disclosed at meeting, noted/recorded	To be worked through on a case-by-case basis.