

Agenda for a meeting of the Ngaruawahia Community Board to be held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 20 OCTOBER 2020** commencing at **6.00pm**.

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

1. **APOLOGIES AND LEAVE OF ABSENCE**
2. **CONFIRMATION OF STATUS OF AGENDA**
3. **DISCLOSURES OF INTEREST**
4. **CONFIRMATION OF MINUTES**  
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5. **PUBLIC FORUM**
6. **REPORTS**
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  - 6.3 Ngaruawahia Works and Issues Report – October 2020 25
  - 6.4 Chairperson's Report Verbal
  - 6.5 Councillors' Report Verbal
  - 6.6 Community Board Members' Report Verbal

GJ Ion  
**CHIEF EXECUTIVE**

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### **Open Meeting**

<b>To</b>	Ngaruawahia Community Board
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	7 October 2020
<b>Prepared by</b>	Grace Brady Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	Gov0508
<b>Report Title</b>	Confirmation of Minutes

#### **1. EXECUTIVE SUMMARY**

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To confirm the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 8 September 2020.

#### **2. RECOMMENDATION**

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**THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 8 September 2020 be confirmed as a true and correct record of that meeting.**

#### **3. ATTACHMENTS**

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NCB Minutes Tuesday 8 September 2020

**MINUTES** of a meeting of the Ngaruawahia Community Board held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY, 8 SEPTEMBER 2020** commencing at **6.02pm**

**Present:**

Mr G Wiechern (Chairperson)  
Ms K Morgan  
Mr J Ayers  
Ms D Firth  
Ms V Rice  
Cr JM Gibb

**Attending:**

Ms J Peebles (Police Constable)

His Worship the Mayor, Mr AM Sanson  
Mr K Abbot (Projects & Innovation Manager)  
Mr S Toka (Iwi and Community Partnerships Manager)  
Ms N Armstrong-Nield (Iwi and Community Partnerships Advisor)  
Ms G Brady (Democracy Advisor)

Members of the public

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Ms K Morgan/Cr Gibb)**

**THAT** an apology be received from Cr Patterson and Ms Kirkwood.

**CARRIED**

**NCB2009/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Ms K Morgan/Ms V Rice)**

**THAT** the agenda for a meeting of the Ngaruawahia Community Board held on Tuesday 8 September 2020 be confirmed and all items therein be considered in open meeting;

**AND THAT** all reports be received;

**CARRIED**

**NCB2009/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

## **CONFIRMATION OF MINUTES**

**Resolved: (Mr J Ayers/Cr Gibb)**

**THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 28 July 2020 be confirmed as a true and correct record of that meeting.**

**CARRIED**

**NCB2009/03**

## **PUBLIC FORUM**

- Ms Ann Ramsay sought further information on recycling, and the CCTV monitoring camera supply, within Ngaruawahia.
- Suggestion that a security camera be purchased by the Board to be placed at the cemetery as a trial before possibly discussing funding for further cameras. Board to contact 'Grassroots' about costs of camera installation and maintenance.

**ACTION:** Ms V Rice to research security camera quotations and report back to the Board.

## **SPEAKERS**

- Kiwi Rail representatives were not in attendance.
- Constable Peebles addressed the Board on policing issues in the town, in particular:
  - The location of all security cameras in Ngaruawahia.
  - Prevention of access to parks, the cemetery and school grounds by motorcycles.
- Iwi and Community Partnerships Advisor introduced herself and noted she would be attending Board meetings in future.
- His Worship the Mayor updated the Board on Council issues, in particular on the recent Keeping of Animals Bylaw workshop.

## **Discretionary Fund Report to 31 July 2020**

Agenda Item 7.1

The report was received [*NCB2009/02 refers*] and discussion was held.

**Resolved: (Cr Gibb/Mr J Ayers)**

**THAT the Ngaruawahia Community Board agrees to transfer \$20,000 from net funds remaining to the commitment of the Te Mana o Te Rangi Reserve, bringing the account to a total of \$40,000.**

**CARRIED**

**NCB2009/04**

## Ngaruawahia Works and Issues Report: Status of Items September 2020

### Agenda Item 7.2

The report was received [NCB2009/02 refers] and the following matters were discussed:

- Playground equipment - Staff had been in contact with Ngaruawahia High school, who had indicated they would respond to the Board in full at the next Community Board meeting.

The following additional items was discussed:

- Recycling bins – Lack of public understanding had resulted in contaminated recycling. Staff suggested that this item be addressed in the Waste Minimisation Strategy.

### **ACTION: Item to be added to the register**

- Lightpost at Patterson Park was not secured to the ground due to damaged bolts and was in need of urgent repair.

## Chairperson's Report

### Agenda Item 7.3

The Chair gave a verbal report and answered questions of the Board.

## Councillors' Report

### Agenda Item 7.4

Crs Gibb gave a verbal overview on current Council issues.

- Alcohol Bylaw Submissions
- Zero Harm Workshop
- District Plan hearings
- Ngaruawahia swimming pool maintenance:
  - Toilet and changing rooms would now be cleaned by the cleaning company and not pool staff/lifeguards.
  - Perimeter fence would be replaced.
  - New signage would be erected.
  - Quotes to repaint the pool had been sought.
  - Estimated quote of \$150,000 would be required for pool painting, fence replacement and other minor works.

## Community Board Members' Report

### Agenda Item 7.5

Members provided a verbal report on the following issues:

- Beautification of the main road, to include murals and youth engagement
  - Funding would be required
  - Specific sites would need to be decided on by the Board, in addition to a theme.
- Significance and Engagement Policy – noted the difficulty in accessing information on the Waikato District Council website.
- Procurement of flu vaccinations on behalf of a local pharmacy operator.
- Lighting at junction between Queen Street and River Road.



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**Open Meeting**

<b>To</b>	Ngaruawahia Community Board
<b>From</b>	Alison Diaz Chief Financial Officer
<b>Date</b>	01 October 2020
<b>Prepared by</b>	Jean de Abreu Support Accountant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0508
<b>Report Title</b>	Discretionary Fund Report to 01 October 2020

**1. EXECUTIVE SUMMARY**

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To update the Board on the Discretionary Fund Report to 01 October 2020.

**2. RECOMMENDATION**

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**THAT** the report from the Chief Financial Officer be received.

**3. ATTACHMENTS**

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Discretionary Fund Report to 01 October 2020

**NGARUAWAHIA COMMUNITY BOARD DISCRETIONARY FUND REPORT 2020/21 (July 2020 - June 2021)**
**As at Date: 01-Oct-2020**

			<b>GL 1.205.1704</b>
<b>2020/21 Annual Plan</b>			20,999.00
<b>Carry forward from 2019/20</b>			63,721.00
<b>Total Funding</b>			<u><u>84,720.00</u></u>
<b>Income</b>			-
<b>Total Income</b>			<u>-</u>
<b>Expenditure</b>			-
<b>Total Expenditure</b>			<u>-</u>
<b>Net Funding Remaining (Excluding commitments)</b>			<u><u>84,720.00</u></u>
<b>Commitments</b>			
13-Nov-18	Te Mana o Te Rangi Reserve - includes \$500 commitment for an opening ceremony (NCB1906/04). 08/09/20 Commitment increased by \$20,000 (NCB2009/04)	NCB1811/04 NCB1906/04 NCB2009/04	40,000.00
04-Nov-19	Ngaruawahia Railway Bridge commitment: 50% subsidy of Ngaruawahia pool 18/19 (NCB1811/04) & 19/20. (NCB1911/09) <i>Less : Payments made to Belgravia Leisure for Pool Admissions (23/01/2020)</i> <i>Less : Payments made to Belgravia Leisure for Pool Admissions (28/02/2020)</i> <i>Less : Payments made to Belgravia Leisure for Pool Admissions (26/03/2020)</i>	NCB1811/04 NCB1911/09  NCB2006/04 NCB2002/01	10,000.00   (1,309.74) (903.97) (334.78) 7,451.51
14-Feb-19	Catering for NCB 2019 meetings (\$10 per meeting) <i>Less: Expenses (4 Meetings)</i>	NCB1902/04	80.00 (40.00) 40.00
<b>Total Commitments</b>			<u><u>47,491.51</u></u>
<b>Net Funding Remaining (Including commitments)</b>			<u><u>37,228.49</u></u>



## Open Meeting

<b>To</b>	Ngaruawahia Community Board
<b>From</b>	Vishal Ramduny Acting General Manager Community Growth
<b>Date</b>	5 October 2020
<b>Prepared by</b>	Lianne van den Bemd Community Development Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference</b>	CDR0502 / 2772915
<b>Report Title</b>	Ngaruawahia Community House - Christmas Market Event 2020

### 1. EXECUTIVE SUMMARY

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Ngaruawahia Community House seek funding, under \$1,000, for their Christmas Market Event this year from the Ngaruawahia Community Board.

### 2. RECOMMENDATION

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**THAT the Ngaruawahia Community Board approves payment to the Ngaruawahia Community House for the amount of \$..... (excluding GST) towards their Christmas Market Event 2020;**

**OR**

**AND THAT the request of the Ngaruawahia Community House of \$..... towards the cost of their Christmas Market Event 2020 be deferred/declined until ..... for the following reasons:**

### 3. POLICY

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The request for funding meets the criteria set in the Discretionary Grants Policy.

*Criteria for Grants: re Applications under \$1000 will only need to provide a cover letter describing the event/project and relevant quotes.*

### 4. ATTACHMENT

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Ngaruawahia Community House – Christmas Market Event 2020



#### Ngaruawahia Community Board

The Ngaruawahia Community House is requesting funding towards Christmas Market on Martin of \$840(GST Exclusive) to cover the cost of stilt walkers and face painters- quote attached.

Traditionally the Ngaruawahia Community House has held a Christmas event either on Jesmond Street or at the Point.

The impact that covid has had on events has meant that we have had to rationalise what we are able to provide for Ngaruawahia this year.

Our usual supplier SMILE who we have worked with for many years are Auckland based and were hugely impacted by covid and to date are still not operating. SMILE provided us with 3 other providers who were unable to assist as they already have bookings for the date we selected. Two Hamilton operators were not able to provide the range of activities and Mahon amusements were extremely costly hence our decision to rethink our event for 2020 whilst still providing a Christmas event for the community.

Christmas Market on Martin will be held on Sunday the 6<sup>th</sup> of December from 9am - 1pm

We will have local food and craft stalls, Santa's grotto, music, it will be a fun family event aimed at our community, providing for those with stalls to sell goods and for others in the community to maybe catch up with that last minute Christmas present, catch up with friends and whanau generally take the opportunity to support local.

We encourage members of the Community Board to attend so that you can see the impact your funding has on an event.

Regards

A handwritten signature in blue ink that reads 'Anne Ramsay'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Anne Ramsay

# QUOTE

Ngaruawahia Community House 13 Galileo Street, Ngaruawahia  
PO Box 96, Ngaruawahia 3742 P;07 8248340

**Date**  
23 Sep 2020

Free Lunch Limited  
PO Box 380  
Hamilton

**Expiry**

**Account Number**

**Quote Number**  
QU-0043

**Reference**  
xmas 2020

**GST Number**  
75040547

Description	Quantity	Unit Price	GST	Amount NZD
stilt walkers x2 x3 hrs	6.00	90.00	15%	540.00
face painters x2 x 3hrs	6.00	50.00	15%	300.00
			Subtotal	840.00
			Total GST 15%	126.00
			<b>TOTAL NZD</b>	<b>966.00</b>

## Terms

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# Financial Mentoring

(Budgeting Services)

Monday—Friday  
9.00am—2.30pm

## What do I need to bring?

- A support person if desired
- Your latest bank statements
- A list of your debts and all outgoings
- Up to date statements from your creditors/debtors
- Income statement from your employer or work and income (WINZ)
- A willingness to make changes to the way you manage your finances



**Make an appointment today.**  
**Appointments last for one hour.**  
**Additional advice and crisis support is available.**

*Open Monday 8.30am– 1.00pm*  
*Tuesday to Friday 8.30am– 4.00pm*

For any additional information  
please enquire at reception  
or join us on Facebook to keep  
up to date with your  
community

Address: 13 Galileo Street, Ngaruawahia. 3720  
Phone: 07 824 8340  
Email: [reception@ngacomhouse.org.nz](mailto:reception@ngacomhouse.org.nz)  
Website: [www.ngacomhouse.org.nz](http://www.ngacomhouse.org.nz)

*Services*  
*for our*  
*Community*

07 824 8340  
[reception@ngacomhouse.org.nz](mailto:reception@ngacomhouse.org.nz)  
[www.ngacomhouse.org.nz](http://www.ngacomhouse.org.nz)  
13 Galileo Street, Ngaruawahia | PO Box 98, Ngaruawahia 3742



# Our Services

Community Information

AA & Jason Tourist Information

Printing & Photocopying

Email & Scanning Services

Free Coffee, Tea & Water

CV & Cover Letters

Intercity Ticket Sales

Community Newsletter

Weekly Fruit and Veg Co-op

Free Reading Glasses Donation

Free Cellphone Donations

Budgeting Services

Healthy Homes Advice

Meals on Wheels

Supervised Access/Contact

Volunteer Drivers



Justice of the Peace

Law Drop-in Clinic

General Counselling

AOD Counselling Service

Community Probation

Free Book Exchange

Free Hearing Clinic

Plunket Outreach Clinic

Weekly Knitting Class

History Group

WINTEC Basic Computer Course

Sign Language Courses

Te Reo Courses

Driver Licensing Courses

Tane Ora—Empowering Men Group

Parenting Courses



# Other Services



**New Zealand Post**  
Monday—Friday  
8.30-5.00  
Saturday  
9.00-12.00pm



**For Frock Sake**  
**Pre-loved Clothing Store**  
Tuesday—Friday  
9.00-3.00pm  
Saturday  
9.00-12.00pm



**Room Hireage**  
Contact Ngaruawahia  
Community House  
for prices  
07 824 8340

Open Monday 8.30am—1.00pm & Tuesday to Friday 8.30am—4.00pm



[www.ngacomhouse.org.nz](http://www.ngacomhouse.org.nz)



# CHARITIES SERVICES

Ngā Ratonga Kaupapa Atawhai

Supporting  
charities  
*in New Zealand*  
for stronger communities



[Create Annual Return](#)

[Continue Update Details](#)

[Print Charity Summary](#)

[Log out \(/Account/LogOff\)](#)

[Update Login Details  
\(/Account/Update\)](#)

[Help](#) ▼

## Charity Dashboard

This is the charity information for: **Ngaruawahia Community House Incorporated**. Withheld information is marked with (w).

[Annual Returns](#)

**Charity Details**

[Purpose &  
Structure](#)

[Officer Details](#)

[Update Details](#)

[Charity Documents](#)

[Deregister](#)

## Charity Details

Legal Name: **Ngaruawahia Community House Incorporated**

### Registration details

Registration Status: Registered

Date of Registration: 17/03/2008

Registration Number: CC21923

NZBN Number: 9429043140176

Balance Date: March 31

IRD Number: (w) 86537796

# **Ngaruawahia Community House Inc**

## **Financial Statements For the Year Ended 31 March 2020**

### **Schedule of Contents**

Statement of Financial Performance

Statement of Financial Position

Fixed Asset and Depreciation Schedule

Notes to the Accounts

Audit Report

## Ngaruawahia Community House Inc

### Statement of Financial Performance For the Year Ended 31 March 2020

Community House	2020	2019
<b>Income</b>		
Umbrella Programme	100	1,400
Fruit & Vege - Receipts	11,849	11,769
Fundraising Income	2,590	5,485
Grants - COGS	10,000	10,000
Grants - NZ Lotteries Commission	45,000	130,000
Grants - Trust Waikato	35,000	30,000
Grants - WEL Energy Trust	20,000	22,500
Grants - WEL Energy Trust - Healthy Homes	40,160	0
Grants - Trillion Trust	0	3,565
Grants - Waikato District Council	0	6,397
Grants - Ministry of Social Development	58,840	56,791
Rent Received	37,523	32,460
Koha Donations	5,203	5,998
Grants - Norah Howell Trust	0	0
Grants - Lion Foundation	0	20,000
Grants - DV Bryant Trust	0	5,000
Grants - Tindall Foundation	500	1,500
Miscellaneous	320	504
Class Fees	0	1,135
Events & Functions	1,972	1,907
Information/Document Centre	1,202	250
Supervised Access Income	6,325	11,675
Interest Received	18	68
For Frocks Sake	886	3,899
Volunteer Driver - Donations	140	325
Meals on Wheels	2,456	0
News Letter	953	1,245
Income Received for Next Year	(67,000)	(40,000)
Income Received from Last Year	40,000	0
	<b>254,037</b>	<b>323,873</b>



## Ngaruawahia Community House Inc

### Statement of Financial Performance For the Year Ended 31 March 2020

Community House	2020	2019
<b>Expenses</b>		
ACC Levies	1,153	565
Advertising	97	26
Audit Fees	652	675
Programme Expenses	0	2,551
Bank Charges	296	322
Cleaning/Hygiene	2,874	2,964
Computer Expenses	5,476	6,128
Event Expenses	6,758	10,593
Fruit & Vege Co-op Payments	10,341	9,590
Consumables	1,297	494
Community Support	622	672
Community Newsletter	762	1,470
Fundraising Expenses	185	1,028
Grounds Maintenance	637	218
For Frocks Sake expenses	608	878
General Expenses	2,496	392
Insurance	7,092	6,875
Umbrella Programme Expenses	0	0
Lease - Photocopier	1,152	2,420
Legal Expenses	0	776
Light, Heat & Power	2,922	3,104
Meals on Wheels Expenses	882	0
Operational Expenses	0	604
Printing, Stamps & Stationery	2,618	920
Repairs & Maintenance	1,335	3,774
Security	4,041	235
Supervised Access Evpenses	109	0
Telephone, Tolls & Fax	2,476	1,948
Volunteer & Staff Expenses	3,529	2,871
Wages/Salaries	175,922	212,800
Website	1,238	0
Rates	1,729	1,572
Interest	850	467
Depreciation	6,497	6,702
	<b>246,646</b>	<b>283,634</b>
<b>Net Surplus/(Deficit) For Community House</b>	<b>7,391</b>	<b>40,239</b>

**Ngaruawahia Community House Inc**

**Statement of Financial Performance  
For the Year Ended 31 March 2020**

<b>Post Shop Plus</b>	<b>2020</b>	<b>2019</b>
<b>Income</b>		
Post Shop Plus - Income	115,819	63,494
<b>Expenses</b>		
Post Shop Plus - Expenses	45,171	18,156
Post Shop Wages	91,231	63,053
	<u>136,402</u>	<u>81,209</u>
<b>Net Surplus/(Deficit) on Post Shop Plus</b>	<b>(20,583)</b>	<b>(17,715)</b>
<b>Total Net Surplus/(Deficit) For Community House and Post Shop Plus</b>	<b><u>(13,192)</u></b>	<b><u>22,524</u></b>



## Ngaruawahia Community House Inc

### Statement of Financial Position As at 31 March 2020

	2020	2019
<b>Current Assets</b>		
ANZ -05	1,150	1,277
ANZ -07	3,931	1,955
ANZ -08	1,762	8,660
ANZ -09	92	117
ANZ - 10	7,423	522
ANZ -11	699	808
ANZ -12	7,386	1,632
Sundry Debtors	15,505	16,316
Stock on Hand Post Shop	11,095	8,248
Taxation Refund Due	20	20
	49,063	39,555
<b>Current Liabilities</b>		
Sundry Creditors/Accruals	4,473	4,890
ANZ -01	13,062	14,683
Grants In Advance	67,000	40,000
GST Payable	6,777	9,889
	91,312	69,462
<b>Working Capital</b>	(42,249)	(29,907)
<b>Non Current Assets</b>		
Fixed Assets - as per schedule	526,617	527,467
NZ Post Centre Plus Fee	20,000	20,000
	546,617	547,467
<b>Net Assets</b>	504,368	517,560
<b>Represented By:</b>		
<b>Equity</b>		
Opening Balance Equity	517,560	495,036
Net Surplus/(Deficit)	(13,192)	22,524
Closing Balance Equity	504,368	517,560

Chairperson  
Date



## Ngaruawahia Community House Inc

### Fixed Asset and Depreciation Schedule For the Year Ended 31 March 2020

	Cost Price	Book Value 1/04/19	Additions Disposals	-----Depreciation-----			Accum Deprec 31/03/20	Book Value 31/03/20	
			Month	Rate		\$			
<b>Community House</b>									
Building - 13 Galileo Street	105,556	77,370		12	0.0%	DV	-	28,186	77,370
Land - 13 Galileo Street	50,000	50,000		12	0.0%	DV	-	-	50,000
House Extensions/Renovations 2010	175,600	168,203		12	0.0%	DV	-	7,397	168,203
House Improvement 2010	63,441	53,539		12	0.0%	DV	-	9,902	53,539
Renovations 2011	22,137	20,875		12	0.0%	DV	-	1,262	20,875
Building 2014	89,969	89,969		12	0.0%	DV	-	-	89,969
Building 2017	11,436	11,436		12	0.0%	DV	-	-	11,436
	518,139	471,392	-				-	46,747	471,392
<b>Security System</b>									
Security System	2,143	53		12	21.6%	DV	11	2,101	42
Security System	3,569	3,055		12	21.6%	DV	660	1,174	2,395
	5,712	3,108	-				671	3,275	2,437
<b>Renovations</b>									
House Renovations	7,202	1,172		12	11.4%	DV	134	6,164	1,038
Fencing	10,178	1,657		12	11.4%	DV	189	8,710	1,468
Paintings	3,750	690		12	11.4%	DV	79	3,139	611
Ramp	10,205	5,762		12	4.0%	DV	230	4,674	5,531
House Renovations	1,775	368		12	11.4%	DV	42	1,449	326
Garage Renovations	4,817	998		12	11.4%	DV	114	3,933	884
Ideal Garage	10,978	2,570		12	11.4%	DV	293	8,701	2,277
Carpet	660	155		12	11.4%	DV	18	522	138
Blinds	713	167		12	11.4%	DV	19	565	148
Fences 2012	2,060	879		12	11.4%	DV	100	1,281	779
Carpet 2012	3,275	371		12	10.0%	DV	37	2,941	334
Windows/Doors 2013	1,566	165		12	40.0%	DV	66	1,467	99
Renovations 2015	22,728	14,733		12	8.0%	DV	1,179	9,174	13,554
Storage Shed			695	7	11.4%	DV	46	46	649
	79,907	29,686	695				2,545	52,766	27,836
<b>Plant &amp; Equipment</b>									
Communication System	7,712	1,585		12	11.4%	DV	181	6,308	1,404
Office Equipment	520	84		12	11.4%	DV	10	445	75
Software	440	71		12	11.4%	DV	8	377	63
Whiteboard	400	77		12	11.4%	DV	9	332	68
Boardroom Table	533	102		12	11.4%	DV	12	443	90
Signage	1,262	261		12	11.4%	DV	30	1,031	231
Trestle Table	276	57		12	11.4%	DV	7	225	51
Fridge	877	182		12	11.4%	DV	21	716	161
Security Lights	277	58		12	11.4%	DV	7	226	51
Entrance Plaque	671	139		12	11.4%	DV	16	548	123
Office Furniture	2,262	469		12	11.4%	DV	53	1,847	415
Garden Shed & Tools	461	96		12	11.4%	DV	11	376	85
Cupboards	1,161	272		12	11.4%	DV	31	920	241
Signage & Banner	700	163		12	11.4%	DV	19	555	145
Heat Pumps	8,538	1,998		12	11.4%	DV	228	6,768	1,770
Computers	2,297	537		12	11.4%	DV	61	1,821	476
Office Furniture	948	222		12	11.4%	DV	25	751	197
Conference Room Tables	1,766	467		12	11.4%	DV	53	1,352	414
Office Equipment 2010	3,251	1,041		12	11.4%	DV	119	2,328	923
Sever 2011	7,255	21		12	50.0%	DV	11	7,244	11



## **Ngaruawahia Community House Inc**

### **Notes to the Financial Statements**

**For the Year Ended 31st March 2020**

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#### **1 STATEMENT OF ACCOUNTING POLICIES**

These financial statements are for Ngaruawahia Community House Inc. Ngaruawahia Community House is an incorporated Society and was registered as a charity entity under the Charities Act 2005 on 18 March 2008. The financial statements of Ngaruawahia Community House are general purpose financial statements which have been prepared according to generally accepted accounting practices.

Ngaruawahia Community House Inc qualifies for differential reporting exemptions based on the following criteria;

- It is not publicly accountable and
- It is not large as defined by the New Zealand Institute of Chartered Accountants.

Ngaruawahia Community House Inc has adopted all available differential reporting exemptions.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on a historical cost basis have been used with the exception of certain items for which specific accounting policies have been identified.

#### **Changes in Accounting Policies**

There has been no changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

#### **Specific Accounting Policies.**

In the preparation of these financial statements, the specific accounting policies are as follows:

(a) **Property, Plant & Equipment**

The entity has the following classes of Property, Plant & Equipment:

Plant & Equipment      0-60% DV, CP or SL

All property, plant & equipment are stated at cost less depreciation.

Depreciation has been calculated in accordance with rates permitted under the Income Tax Act 2007

(b) **Goods and Services Tax**

The financial statements have been prepared on a GST exclusive basis with the exception of accounts receivable and accounts payable which are shown inclusive of GST. The 2016 financial statements have also been prepared on a GST exclusive basis.

© **Receivables**

Receivables are stated at their estimated realisable value. Bad debts are written off in the year in which they are identified.



**Ngaruawahia Community House Inc****Notes to the Financial Statements****For the Year Ended 31st March 2020**

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**2 AUDIT**

These financial statements have been audited.

**3 CONTINGENT LIABILITIES**

At balance date there are no known contingent liabilities (Last Year: \$0). Ngaruawahia Community House Inc has not granted any securities in respect of liabilities payable by any other party whatsoever.

**4 RELATED PARTIES**

There were no related party transactions during the year under review.

**5 SUBSEQUENT EVENTS**

As at balance date there were no known subsequent events.



**AUDITORS REPORT****NGARUAWAHIA COMMUNITY HOUSE INC  
FOR THE YEAR ENDED 31 March 2020**

I have audited the attached financial statements for Ngaruawahia Community House Inc. The financial statements provide information about the past financial performance of the Society and its financial position as at 31 March 2020. This information is stated in accordance with the accounting policies set out with these statements.

**Auditor's responsibilities**

It is my responsibility to express an independent opinion for the financial statements presented by the Society and report my opinion.

**Basis of Opinion**

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial statements. It also includes assessing:

- The significant estimates and judgement made by the Society in the preparation of the financial statements; and
- Whether the accounting policies are appropriate to the circumstances, consistently applied and adequately disclosed.

I conducted an audit in accordance with generally accepted auditing standards in New Zealand, except that my work was limited as explained below. I planned and performed my audit so as to obtain all the information and explanations which I considered necessary. I obtained sufficient evidence to give a reasonable assurance that the financial statements are free from material mis-statements, whether caused by fraud or error. In forming my opinion, I also evaluated the overall adequacy of the presentation of information in the financial statements.

Other than in my capacity as Auditor, I have no relationship with or interest in the Society.

In my opinion, except for the limited control over income, the financial statements fairly reflect the results of the activities and the financial position of the Society as at 31 March 2020.

My audit report was completed on 10 September 2020 and my unqualified opinion is expressed as at that date.



Graham Haines ACCM, DipMgtSt





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### **Open Meeting**

<b>To</b>	Ngaruawahia Community Board
<b>From</b>	Kurt Abbot Projects & Innovation Manager
<b>Date</b>	09 October 2020
<b>Prepared by</b>	Sharlene Jenkins Executive Assistant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0508 / 2865866
<b>Report Title</b>	Ngaruawahia Works & Issues Report: Status of Items October 2020

## **1. EXECUTIVE SUMMARY**

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The purpose of this report is to update the Ngaruawahia Community Board on issues arising from the previous meeting and works underway in Ngaruawahia.

## **2. RECOMMENDATION**

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**THAT the report from the Projects & Innovation Manager be received.**

## **3. ATTACHMENTS**

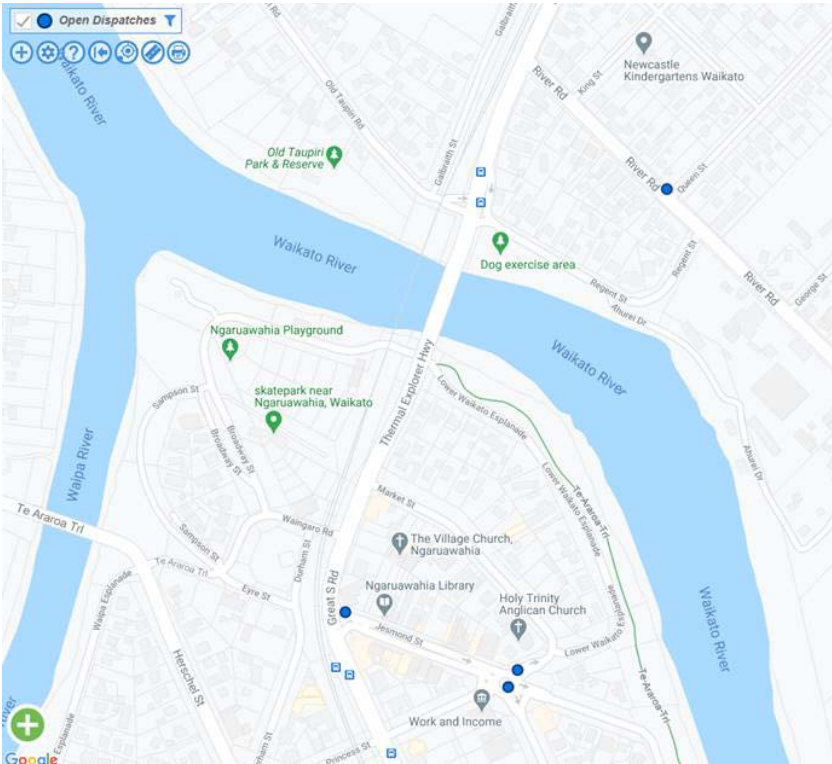
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- Ngaruawahia Community Board Issues Register – October 2020
- Ngaruawahia Works as at 06 October 2020

## NGARUAWAHIA COMMUNITY BOARD ISSUES REGISTER – October 2020

Issue	Area	Action	Comments
Playground equipment at the Point	Operations Group / Service Delivery	<p>2019: The Community Board would like the old playground equipment to be repurposed for the Ngaruawahia Dog Run as dog agility equipment.</p> <p>There are plans to recycle what we can from the Ngaruawahia Playground and reuse some of it at the dog park on Ellery Street. There are some additional items that will need to be purchased to complete the project but this will be done in the near future.</p> <p>JULY 2020: Staff to continue to make efforts to contact the school and report back to the Board.</p>	<p>SEPTEMBER 2019: WDC staff are working with Ngaruawahia High School who have taken on the design, build and installation project of the dog agility equipment at Ngaruawahia Dog Park. This will earn them a large amount of their NCEA standards for this year. They will be engaging with the Community Board in the near future to progress this project.</p> <p>In addition to this, staff have been approached by the Ngaruawahia Christian Youth Camp regarding any remaining surplus equipment (old metal monkey bars etc) that are not able to be repurposed at the dog parks. Subject to Council resolution, it is planned that this equipment will be gifted to them in the near future rather than disposing of through scrap metal.</p> <p>FEBRUARY 2020: The Ngaruawahia High project is progressing well, but has been on hold due to the school holidays.</p> <p>The students have designed and mapped out their course and sought feedback from Council on any amendments needed prior to approval. This project should pick up momentum now that students have returned to school for Term 1.</p> <p>JUNE 2020: Our Project Development Team have provided feedback on the Ngaruawahia High design and requested more details.</p> <p>As Terms 1 and 2 were disrupted by COVID-19 restrictions, we have not yet received the details requested. We are re-engaging with Ngaruawahia High to support them to progress the project.</p> <p>JULY 2020: Staff have made a number of attempts to contact the Lead Teacher and School Office but have not had any response. Staff will visit the school at the beginning of Term 3 to enquire if the project is still part of the Schools plan for students to earn NCEA credits, or if the project is on hold.</p> <p>SEPTEMBER 2020: Staff will be in attendance at the September meeting to update the Board.</p> <p>OCTOBER 2020: The Ngaruawahia High School project lead teacher will be in attendance at the December Community Board meeting to update the Board.</p>

Issue	Area	Action	Comments
Cenotaph Vandalism	Service Delivery	<p>Staff were notified of the damage to the cenotaph on Tuesday April 23rd and despite us speaking to contractors straight away, we were unable to get it fully repaired in time for Anzac Day.</p> <p>To ensure that there was no disruption to the ceremony on the day contractors repaired the cracks and reinstated the plaque. The marble slab was removed and the mess was tidied up.</p> <p>Contact was made with the RSA to let them know what had happened and they provided us with photographs of the cenotaph from before the damage. Through this we discovered that two brass wreaths had also been stolen.</p> <p>Since then, we have been contacted by Chris Allen from Architectural Building Conservation Ltd. They have offered to repair the damage for free. The remaining pieces of Marble have been delivered to him in Paeroa. There was extensive damage to the stone and therefore we no longer have large enough pieces to be able to “glue” it all back together. Chris said that the quarry that supplied the stone for these types of monuments around the country closed and it has been a struggle to match the marble since then.</p> <p>He will do some investigating, contact his suppliers and will let us know if he is able to source it, if the slab is repairable and if so, how long it will take. He is also going to find a supplier of the wreaths and will let us know the cost.</p>	<p>SEPTEMBER 2019: This is still ongoing. Staff are working with contractors to source stone and organise installation.</p> <p>FEBRUARY 2020: Due to the specialist nature of the work required to repair the cenotaph we have engaged a company, Architectural Building Conservation, to undertake this work.</p> <p>The stonework is relatively simple to repair, it took some investigation to source stone that matches. They are having issues finding someone to recreate the bronze wreathes/plaques, they have been waiting on their contact to return from holiday.</p> <p>We have decided to proceed with the repairs to the stonework while we continue to work with the contractor to find a solution to the replacement of the bronze wreathes.</p> <p>We were hoping that a historical or heritage organisation or museum have an existing wreath that is similar that we are able to make a mould of, but we are rapidly running out of places that may be able to provide this. We are now looking into having a sculptor create new wreaths with the old photos as reference.</p> <p>We are hoping that the new wreaths will be in place before Anzac Day.</p> <p>MARCH 2020: Replica bronze wreathes are being sculpted and cast. Still waiting on a quote to repair the stone work. Stone has been sourced.</p> <p>JUNE 2020: Replica bronze wreathes are now made, despite COVID-19 causing delays. The sculptor will deliver them to us once payment has been received. Once delivered we can obtain a quote for the stone work and get both the wreathes installed and the stonework repaired.</p> <p>JULY 2020: The stone has been milled and the wreaths are ready to go so repairs will begin as soon as the contractor is available to travel down.</p> <p>SEPTEMBER 2020: Waiting for contractor who has a backlog of work.</p> <p>OCTOBER 2020: The contractor has attended to undertake the repairs but discovered that a plaque had been attached where it did not belong. The plaque couldn't be removed until we confirmed how it was attached. This has now been confirmed and will be removed next week. The contractor will return once the plaque has been removed.</p>

Issue	Area	Action	Comments
Speed Limits – Schools	Service Delivery, Rooding	JULY 2020: Staff to check the accuracy of District Mapping, in particular Glen Massey School on Waingaro Road and follow up on 40km school limit signage in Ngaruawahia.	<p>SEPTEMBER 2020: Permanent speed limit changes for all Waikato district schools are being considered to ensure consistency across the district. We are waiting on guidance from the Ministry of Transport before presenting a report to Council for resolution change to the bylaw (likely to be October).</p> <p>OCTOBER 2020: A paper is being prepared for the November Policy &amp; Regulatory meeting for speed limit changes around all schools in the district.</p>
Damaged Light Post – Patterson Park	Service Delivery, Rooding	SEPTEMBER 2020: Light Post at Patterson Park was not secured to the ground due to damaged bolts and was in need of urgent repair	<p>OCTOBER 2020: A service request has been raised for this matter (RDG01015/21). Waikato District Alliance advise that the traffic management team have scheduled the following x4 locations in Ngaruawahia in their next street light maintenance run in November 2020:</p> <ul style="list-style-type: none"> <li>- River Road / Queen Street, Ngaruawahia – Medium / High Priority – 1x street light out</li> <li>- Jesmond Street, Ngaruawahia – 3x street lights out</li> </ul> 

Issue	Area	Action	Comments
Te Mana O Te Rangi Reserve Update	Service Delivery, Open Spaces	SEPTEMBER 2020: Update requested by the Chair.	OCTOBER 2020: Survey and drone photos are complete. We now need to stitch the aerials together and overlay on the survey before we are ready for another hui to discuss engaging the specialist from Waikato Regional Council. This should be completed in the next couple of weeks.
Daffodil Volunteer Planting Day 2021	Community Board / Service Delivery Open Spaces		<p>Staff would like to know if the Community Board is interested in organising a daffodil volunteer planting day for around April next year?</p> <p>The Community Board would need to commit approximately 2hours for 30 people (or break this down into a smaller group over a couple of days).</p> <p>Waikato District Council will supply 1500 bulbs if the community supplies the volunteers. 1500 daffodils is approximately 60m2.</p> <p>Open Spaces will confirm locations closer to the time, but it would likely be Waipa or Waikato Esplanade. If the Community Board is keen, Council will also get the approval of iwi and mana whenua.</p>

## **NGARUAWAHIA WORKS – As at 06 October 2020**

### **Toilets**

#### The Point, Ngaruawahia

Contract 18/213 – ESN have carried out the full refurbishment of the Ngaruawahia Toilet as per the design, however due to low water flow issues, the toilets remain closed.

A quote has been received from Cushman Wakefield to upgrade the waterline to the toilet. This will resolve the water pressure issue and enable the new flush mechanisms to function correctly.

#### Centennial Park, Ngaruawahia

Manufacture of toilet is underway by Permaloo Ltd and is currently scheduled for the last week of November for delivery. Installation is scheduled prior to the Christmas break.

### **Cemeteries**

#### Jackson Street, Cemetery

18/153 – Ngaruawahia Cemetery Access Road Upgrade is now complete and the cemetery is open to the public.



*Completed Ngaruawahia Cemetery access road turning head*



*Completed Ngaruawahia Cemetery access road from turning head looking back toward entrance*

## **Bridges**

### Perry Bridge Lighting – Power System Replacement

Awaiting NEO Consulting to price a grid connected solution option for comparison to replacing the off-grid equipment.