

**MINUTES** of the Triennial Meeting of the Te Kauwhata Community Committee held in the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 2 NOVEMBER 2016** commencing at **7.01pm**.

**Present:**

Mrs T Grace  
 Cr JD Sedgwick  
 Mr J Cunningham  
 Mr K Dawson  
 Mr D Hardwick  
 Mr B Weaver  
 Mrs C Berney  
 Mr T Hinton  
 Mrs M Raumati  
 Mr C Howells

**Attending:**

Mr AM Sanson (His Worship the Mayor)  
 Mr GJ Ion (Chief Executive)  
 Mrs RJ Gray (Council Support Manager)  
 Mrs W Wright (Committee Secretary)  
 Mrs H Dillon  
 Mrs E Davies  
 Ms M Udy  
 Ms J Ratahi

The Chief Executive welcomed everyone present and advised he will conduct the meeting.

**NOMINATIONS AND ELECTION OF MEMBERS**

Agenda Item I

The Chief Executive called for nominations for membership of the Te Kauwhata Community Committee.

9 nominations were received:

Mrs Toni Grace	nominated by	Cr Sedgwick	seconded by	Mr K Dawson
Mr David Hardwick	nominated by	Mrs H Dillon	seconded by	Mr K Dawson
Mr Tim Hinton	nominated by	Cr Sedgwick	seconded by	Mrs T Grace
Ms Marlene Raumati	nominated by	Mrs Elsie Davies	seconded by	Ms Judeanne Ratahi
Mr John Cunningham	nominated by	Mrs T Grace	seconded by	Mr K Dawson
Mr Keith Dawson	nominated by	Mr B Weaver	seconded by	Mr H Dillon
Ms Carolyn Berney	nominated by	Cr Sedgwick	seconded by	Mrs T Grace
Mr Courtney Howells	nominated by	Cr Sedgwick	seconded by	Mrs T Grace
Mr Barry Weaver	nominated by	Mrs T Grace	seconded by	Mr K Dawson

**Resolved: (Cr Sedgwick/Mr Weaver)**

**THAT nominations for membership to the Committee be closed.**

**CARRIED on the voices**

**TKCCI1/01/1**

**Resolved: (Cr Sedgwick/Mr Dawson)**

**THAT Ms C Berney, Mr J Cunningham , Mr K Dawson Mrs T Grace, Mr D Hardwick, Mr T Hinton, Ms C Howells, Ms M Raumati and Mr B Weaver be elected members of the Te Kauwhata Community Committee.**

**CARRIED on the voices**

**TKCCI611/01/2**

### **APOLOGIES AND LEAVE OF ABSENCE**

Agenda Item 2

**Resolved: (Cr Sedgwick/Mr Cunningham)**

**THAT an apology be received from and leave of absence granted to David Hardwick.**

**CARRIED on the voices**

**TKCCI611/02**

### **CONFIRMATION OF STATUS OF AGENDA ITEMS**

Agenda Item 3

**Resolved: (Cr Sedgwick/Mrs Grace)**

**THAT the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 2 November 2016 be confirmed and all items therein be considered in open meeting.**

**CARRIED on the voices**

**TKCCI611/03**

### **STATUTORY REQUIREMENTS**

Agenda Item 4

**Resolved: (Mrs Grace/Mr Cunningham)**

**THAT the report from the Chief Executive be received;**

**AND THAT the Te Kauwhata Community Committee acknowledge the report as a general explanation of the statutory requirements under schedule 7 clause 21 of the Local Government Act 2002.**

**CARRIED on the voices**

**TKCCI611/04**

## **APPOINTMENT OF CHAIRPERSON AND DEPUTY CHAIRPERSON**

Agenda Item 5

The Chief Executive called for nominations for the position of Chairperson of the Te Kauwhata Community Committee.

One nomination was received:

Mrs Grace nominated by Cr Sedgwick seconded by Mr Weaver.

**Resolved: (Mr Weaver/Mr Cunningham)**

THAT nominations for the position of Chairperson of the Te Kauwhata Community Committee be closed.

**CARRIED on the voices**

**TKCCI611/05/1**

The Chief Executive then called for nominations for the position of Deputy Chairperson.

One nomination was received:

Mr Cunningham nominated by Mr Dawson seconded by Mrs Grace.

**Resolved: (Mr Hinton/Mr Weaver)**

THAT nominations for the position of Deputy Chairperson of the Te Kauwhata Community Committee be closed.

**CARRIED on the voices**

**TKCCI611/05/2**

**Resolved: (Mr Dawson/Mr Weaver)**

**THAT the report from the Chief Executive be received;**

**AND THAT Mrs Toni Grace be appointed Chairperson of the Te Kauwhata Community Committee;**

**AND FURTHER THAT John Cunningham be appointed Deputy Chairperson of the Te Kauwhata Community Committee.**

**CARRIED on the voices**

**TKCCI611/05/3**

## **APPOINTMENT OF SECRETARY**

Agenda Item 6

The Chief Executive called for nominations for the position of Secretary after explaining what the role entails.

One nomination was received:

Mrs Berney nominated by Cr Sedgwick seconded by Mr Dawson.

**Resolved: (Cr Sedgwick/Mr Dawson)**

THAT nominations for the position of Secretary of the Te Kauwhata Community Committee be closed.

**CARRIED on the voices**

**TKCCI611/06/1**

The Chief Executive duly declared Mrs Berney elected as Secretary of the Te Kauwhata Community Board. He took the opportunity to thank Mrs Dillon for her service during the last 8 years and the exemplary job she has done during all that time. A round of applause was given.

**Resolved: (Mrs Grace/Mr Dawson)**

**THAT the report from the Chief Executive be received;**

**AND THAT Mrs Berney be appointed Secretary of the Te Kauwhata Community Committee.**

**CARRIED on the voices**

**TKCCI611/06/2**

## **DATE AND TIME OF MEETINGS**

Agenda Item 7

**Resolved: (Mrs Grace/Mr Cunningham)**

**THAT the report from the Chief Executive be received;**

**AND THAT the Te Kauwhata Community Committee holds its meetings on the first Wednesday of each month commencing at 7.00pm;**

**AND FURTHER THAT it is suggested no meeting is held in the months of January, April, July and October in line with Council practice.**

**CARRIED on the voices**

**TKCCI611/07**

## **COMMUNITY COMMITTEE CHARTER**

Agenda Item 8

**Resolved: (Mr Weaver/Mrs Berney)**

**THAT the report from the Chief Executive be received;**

**AND THAT the Te Kauwhata Community Committee confirms the Community Committee Charter as attached to the Agenda.**

**CARRIED on the voices**

**TKCCI611/08**

## **CODE OF CONDUCT**

Agenda Item 9

**Resolved: (Mrs Grace/Mrs Raumati)**

**THAT the report from the Chief Executive be received.**

**CARRIED on the voices**

**TKCCI611/09**

## **REMUNERATION OF MEMBERS**

Agenda Item 10

**Resolved: (Mr Cunningham/Mr Hinton)**

**THAT the report from the Chief Executive be received;**

**AND THAT the Te Kauwhata Community Committee resolves not to accept the salary budget but to transfer this to the Discretionary fund for the benefit of the community.**

**CARRIED on the voices**

**TKCCI611/10**

## **STANDING ORDERS FOR MEETINGS OF LOCAL AUTHORITIES AND COMMUNITY COMMITTEES**

Agenda Item 11

**Resolved: (Mrs Grace/Mrs Berney)**

**THAT the report from the Chief Executive be received;**

**AND THAT Te Kauwhata Community Committee conduct its meetings using these Standing Orders.**

**CARRIED on the voices**

**TKCCI611/11**

**USE OF COMMUNITY BOARD AND COMMUNITY COMMITTEE  
DISCRETIONARY FUNDS**

Agenda Item 12

**Resolved: (Mr Weaver/Mr Cunningham)**

**THAT the report from the Chief Executive be received.**

**CARRIED on the voices**

**TKCCI611/12**

**REPORT ON SERVICE REQUEST SYSTEM**

Agenda Item 13

**Resolved: (Mr Weaver/Mr Dawson)**

**THAT the report from the Chief Executive be received.**

**CARRIED on the voices**

**TKCCI611/13**

**RECEIPT OF MINUTES**

Agenda Item 14

**Resolved: (Cr Sedgwick/Mr Cunningham)**

**THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 5 October 2016 be received.**

**CARRIED on the voices**

**TKCCI611/14**

**REPORTS**

**TKCC Discretionary Fund to 21 October 2016**

Agenda Item 15.1

**Resolved: (Mr Cunningham/Mr Weaver)**

**THAT the report from the General Manager Strategy & Support be received.**

**CARRIED on the voices**

**TKCCI611/15/1**

