

MINUTES for the meeting of the Huntly Community Board held in Waahi Marae, 177C Harris Street, Huntly on **TUESDAY, 4 APRIL 2023** commencing at **6.00pm**

Present:

Ms S Matenga (Chairperson)
Ms K Bredenbeck – *until 7.50am*
Mr GB McCutchan
Cr F McInally
Mr J Sandhu
Ms E Wawatai
Cr P Matatahi-Poutapu
Cr D Whyte

Attending:

Her Worship the Mayor, Mrs JA Church – *from 6.24pm until 7.15pm*
Mrs V Jenkins (People & Capability Manager)
Ms K Rhind (Senior Community Engagement Co-ordinator)
Mrs L Van Den Bemd (Community Led Funding Team)

Ms P Giles (Waikato District Alliance)
Ms D Herewini (Waikato District Alliance)
Mrs D Lamb (Huntly Museum)
Mrs H Rayner (Huntly Museum)
Ms E Taoho (Kimihi School Board of Trustees Representative)

Ms E Saunders (Democracy Advisor)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Wawatai/Mr McInally)

THAT the Huntly Community Board accepts the:

- a. **apology for lateness from Ms K Bredenbeck.**

CARRIED

HCB2304/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Matenga/Mr Sandhu)

THAT:

- a. the agenda for a meeting of the Huntly Community Board held on Tuesday, 21 September 2021 be confirmed and all items therein be considered in open meeting; and
- b. all reports be received.

CARRIED

HC2304/02

DISCLOSURES OF INTEREST

Mr F McNally & Ms E Wawatai advised members of the Board that they would declare a non financial conflict of interest in item 6.5 (*Application for Discretionary Funding – Huntly Returned Services Association*).

Ms S Matenga advised members of the Board that she would declare a non financial conflict of interest in item 6.5 (*Application for Discretionary Funding – Matawhaanui Trust*).

Ms K Bredenbeck advised members of the Board that she would declare a non financial conflict of interest in item 6.5 (*Application for Discretionary Funding – Waikato Enterprise Agency*).

CONFIRMATION OF MINUTES

Resolved: (Mr McNally/Mr McCutchan)

THAT the minutes for a meeting of the Huntly Community Board held on Tuesday, 21 February 2023 be confirmed as a true and correct record.

CARRIED

HC2304/03

ACTION: Mr F McNally would speak to the Democracy Manager to confirm Agenda Items moving forward and if a Matters Arising from the Previous Minutes item needs to be added.

PUBLIC FORUM

Agenda Item 5

The following items were discussed at the public forum:

Waikato District Alliance Roothing Update:

- Ms P Giles introduced herself to the Board as an employee with Waikato District Alliance and explained her role. It was noted by Ms Bredenbeck that the work that was currently being undertaken outside the War Memorial Hall is looking good.
- Mr F McNally made a note that Huntly seems to be the forgotten town at the moment with lots of trees out of place and roading and general reserve areas looking rather unkempt. On the other hand neighbouring towns seem to be looking great in comparison and it feels like Huntly is being left behind.
- Traffic Management seems to be an issue in Huntly at the moment with cones for road works not being removed until well after works had stopped for the day or being erected long before work begins. It was asked if there was any reason why cones need to be out for so long when work is only happening for a few hours a day?

ACTION: The Waikato District Alliance Team to look into the issue of road cones being left out after works are completed for the day.

- It was noted that Great South Road would be returning to Council for roading management imminently from Waka Kotahi but there was no confirmed date of when this transition would take place as yet.
- Cr Whyte queried issues with weed spraying and what the best way was to notify the Alliance Team if issues were not being escalated correctly. The Alliance Team confirmed that it was best to start from the beginning and log a service request and follow the process from there.
- The issue of roadside gutters and stormwater drains not being cleared was raised as with the heavy rain weather in recent times it has caused surface flooding in some areas and it appears to be happening quite regularly.
- Mr McCutchan has asked Council about Stormwater catch pits and was currently awaiting a response to his request for an audit on what had been cleaned out and what had not to date.

ACTION: This matter to be added to the works and issues report.

- It was confirmed that most Roothing Works were undertaken by contractors however all roading inspections were undertaken by the Alliance Team.
- It was queried if there was a Scheduled Programme of Works for Huntly, in particular for the next few months that the Board could see and use to inform the Community of what was coming up. There was a programme of works but it was subject to change depending on changing priorities.
- It was queried if local community businesses could be used for local works that needed to be undertaken. It was confirmed that the Procurement Team are working on a social procurement programme which would look into this further.
- It was noted by the Board that the Tainui Bridge re-seal was looking really good so far - great job to the team.

Kimihia School:

- Ms E Taoho on behalf of Kimihia School Board of Trustees addressed the Board in regards to a current subdivision consent and works that were underway in Tamihana Avenue – right outside Kimihia School.
- The School have only just became aware of this new subdivision which includes the construction of 22 new properties right at the end of the road which Council have approved.
- This was causing issues particularly at school drop-off and pick-up time with parents unable to turn around in the old cul-de-sac at the end of Tamihana Avenue anymore and is becoming increasingly unsafe for children.
- There was no communication from Council with Kimihia School about this Subdivision and no warning that these works were going to be getting underway which meant there was no time to plan for children to be picked up and dropped off safely.
- It was noted that the biggest issue for Kimihia School is that they do not know what is happening with the road nor what the road is going to look like once the works are completed.
- There has been some communication with Council and the Contractor who have sent the Safety Plans for the Subdivision to Kimihia School however there does not seem to be any policing of these plans to ensure that health & safety standards are being met.

ACTION: Council requested to advise what communication could occur with the school on this issue, particularly in regard to safety measures being monitored whilst the development was being done.

- It was queried if there was a missing link with Mana Whenua and if they were being consulted and have a voice in this space.
- A list of consents that have been received by Council are available on the website and the link to that page is: <https://www.waikatodistrict.govt.nz/services-facilities/land-and-property/next-steps/processing-your-application/resource-consents-decisions-online>

ACTION: Ms V Jenkins (Executive Leadership Team) to connect with the Council Rooding Manager along with the Council Monitoring Team to connect with Kimihia School to discuss issues raised in the Public Forum and to ensure Resource Consent Conditions are being complied with.

ACTION: A letter expressing support for Kimihia School to be compiled to the Resource Consent Developer from the Huntly Community Board with the issues raised in the Public Forum.

REPORTS

NZ Police Update Agenda Item 6.1

No update was provided at this meeting.

Huntly Wastewater Treatment Plant – Discharge Summary
Agenda Item 6.2

The report was received [*HCB2304/02 refers*] and no further discussion was held.

Resolved: (Ms Wawatai/Mr Sandhu)

THAT the Huntly Community Board receives the report on the Huntly Wastewater Treatment Plan – Discharge Summary.

CARRIED

HCB2304/04

Huntly Works & Issues Report: Status of Items March 2023
Agenda Item 6.3

The report was received [*HCB2304/02 refers*] and discussion was held.

Huntly Railway Station – Historic Station Building Relocation:

- Ms D Lamb (Huntly Museum) spoke to this item and provided an update to the Board. The Station building relocation was set to be done in the next 10-14 days and would be undertaken in the evenings to mitigate disruption.
- This was a great opportunity to share with the community some historic information and footage as it was a really positive event.
- It was noted that Council was aware of the concerns that had been raised in regards to safeguarding the building whilst its vulnerable and being relocated.
- It was queried if the current fencing that is being used for the relocation could be repurposed in the community. It was confirmed that the fencing needed to be offered back to Gallaghers in the first instance before it could be re-purposed.

ACTION: The Station Building Relocation Project Team to follow up on the fencing that is being used and if it can be repurposed and advise the Board of the outcome.

Fitness Trail in Tumate Mahuta Drive Park

- A date of Wednesday, 26 April 2023 at 1pm has been proposed for a wananga with mana whenua to discuss this further.

ACTION: Item to remain on the schedule.

Street Lights Service Requests

- Mr McCutchan has some streets of interest for Street Lights with Semple Street in particular being looked at as every second power pole did not have a light.
- It was noted that the Dog Park by Lake Hakanoa was also been looked at to get some lighting installed and it was confirmed that this was something that would need to be considered under Long-Term Plan funding.
- The next three years of work for the Long-Term Plan would be set in June 2024. Mr McCutchan was happy to lead this project and look at any lights that needed to be considered under Long-Term Plan Funding.
- Ms Wawatai noted that she was currently talking to the Ngaruawahia Community Board regarding a walkabout that was undertaken with Council Staff looking at reserve spaces and street lights around their community. Ms Wawatai would look into this further and whether it could be done for the Huntly Community.
- It was confirmed that lights were going in at the Huntly West Sports Complex in the next couple of months.
- Huntly Thistle AFC is also looking at an upgrade and investment from council with their fields and lights on Lake Hakanoa – Long-Term Plan Funding to be looked at.
- It was confirmed that the Better off Funding for Davis Park was included in the first Tranche.

ACTION: A Board workshop to be organised out of the meeting cycle to discuss the priorities for Long-Term Plan Funding and any other issues the community have raised. This would be organised by the Board and the date of Tuesday, 9 May 2023 has been proposed.

ACTION: A list of Huntly Community Assets that is in line for this current round of Long-Term Plan funding to be sought from the Assets Team and provided to the Board.

Inground garden lights, Main Street, Huntly

- Cr Whyte still has not inspected these to date and this item will stay on the schedule.

ACTION: Item to remain on the schedule – close to completion.

Planned Projects (Roading/Projects/Waters Teams)

- Cr Whyte is still working on this item and how best to ensure projects are captured in this forum.

ACTION: Item to remain on the schedule.

CCTV Cameras

- A proposal was now in front of council in conjunction with Hamilton City Council to help monitor and maintain CCTV cameras moving forward. This would be a very good shared service and a follow up on the installation of new cameras needed to be done.

ACTION: Item to remain on the schedule.

Project Updates

- No further discussion was held.

ACTION: Item to remain on the schedule.

Jakeman Place – Huntly Street Name

- No further discussion was held.

ACTION: Item to remain on schedule until Street Name Policy can be revisited and a workshop confirmed to discuss this further.

Community Safety

- No further discussion was held.

ACTION: Item to remain on schedule.

Liquor Licence

- The Board would like to invite a member of the Environmental Health team to the next Board meeting to discuss the approval process of Liquor Licencing Applications.

ACTION: The Democracy Advisor to extend an invitation of a member of the Liquor Licencing Team (Environmental Health) to the next Board meeting to specifically answer questions on the Liquor Licence Application approval process.

Chairpersons Report

- No further discussion was held.

ACTION: Item to remain on the schedule.

Watercare Update – Treatment Plant Visit

- This item is to stay on the list until the site visit on the Monday, 17 April 2023.

ACTION: Item to stay on the schedule

Rock of Recognition Item

- An update on this item was provided by the Democracy Advisor as per the report.

ACTION: A process for applications to the Rock of Recognition to be formalised and documented to ensure a clear and transparent pathway.

Huntly Community Koorero Magazine

- An application for funding has been received by the Waikato Enterprise Agency so the item could now be removed from the schedule.

ACTION: Item to be removed from the Schedule.

Resolved: (Ms Bredenbeck/Cr Whyte)

THAT the Huntly Community Board Works, Actions & Issues Report: Status of Items for March 2023 be received.

CARRIED

HCB2304/05

Huntly Community Board Discretionary Fund Report Agenda Item 6.4

The report was received [*HCB2304/02 refers*] and the following discussion was held.

- The Accountability Form that was received from the Huntly War Memorial Hall was a very good read and really detailed.
- It was confirmed that no Accountability Form had been received to date from Mr G Mackie (Huntly Youth Focus Trust).

ACTION: Democracy Advisor to send Accountability Form to Mr Mackie (Huntly Youth Focus Trust) to complete and return to the Board.

Resolved: (Mr McNally/Mr McCutchan)

THAT the Huntly Community Board receives the Discretionary Fund Report dated 21 March 2023.

CARRIED

HCB2304/06

Huntly Community Board Discretionary Applications Report
Agenda Item 6.5

The report was received [*HCB2304/02 refers*] and the following discussion was held.

An item was tabled by Mr F McNally for a Funding Application for the Huntly RSA which was accepted (refer Attachment 6.5A).

Huntly Baptist Church:

- The application was regretfully declined by the Board as the event requiring funding had already taken place and could not be considered retrospectively.

Huntly Koorero Magazine:

- Funding was approved without further discussion as this item has already been discussed in previous meetings by the Board.

Huntly Youth Week:

- Ms Matenga spoke to the Huntly Youth Event that is being considered for funding.
- This is the first time a Youth Week event has been organised for the Huntly community which is a great thing for the community to celebrate.
- There are seven (7) different organisations co-ordinating activities and events over the course of the seven (7) day week including; Te Kaahui Rangatahi; Waahi Whaanui Trust; Tuuhono; Kirikiriroa Social Services Trust; Te Ahurei a Rangatahi; Raahui Pookeka Waka Ama Sports and Matawhaanui Trust.
- It was noted that whilst the Board is extremely supportive of this Youth Week initiative, the application for funding itself is very light on financial information like:
 - i. Financial quotes from the organisations for the activities being provided;
 - ii. What activities are being done each day by which organisation;
 - iii. Does each organisation need \$1000 for the activities planned or is it better to have more funding for some days than others; and
 - iv. A breakdown of how the money is going to be used and what it is needed for.

- It was confirmed that if the application was indeed approved then an Accountability Form would need to be provided to the Board once the Youth Week festivities are completed to show exactly what the funding contributed to and how it was used.
- Ms Matenga confirmed that what was being asked for from the Board was a contribution to the Youth Week events. The full costs for the events would be covered by other organisations as well, including the seven organisations involved in the week.
- It was confirmed that the Board would approve the application in principle but would like to see more information by email from Matawhaanui Trust which will need to be circulated to the Board members by Wednesday, 26 April 2023 so full consideration could be made.

Huntly Returned Services Association:

- Mr F McNally spoke to this application and outlined the historic significance of the Anzac Day Dawn Service. It was noted that over 1,000 community members attended the Anzac Day dawn service in 2022 which speaks to the importance of this service to the Huntly community.
- It was noted that historically the Board have always funded the Civic and the associated costs but this has now changed.
- The costs for the catering is based on food being provided at a cost of \$6 per head.
- The tabled application requests the amount of \$2,700 for the costs of catering after the dawn service, however Mr McNally confirmed that the RSA was willing to cover half of these costs so the total for the Board to consider would be \$1,350.00.
- Concerns were raised by the Board in regards to the application being received late and not included in the agenda. This is not the first time that applications for funding from the Huntly Returned Services Association had been late and the need for this to be rectified moving forward needed to be noted.
- The Democracy Manager was called on the telephone to provide clarification on the process for this application being tabled prior to the agenda being confirmed and whether the Board can actually consider this application.
- The Democracy Manager confirmed the process under s46 of the Local Government and Official Information Meetings Act 1987 that the board could make a decision on the application at this meeting by accepting the late application under s46 and outlining the reasons why a decision had to be made at this meeting, i.e. the event was being held prior to the next scheduled meeting.

Resolved: (Cr Whyte/Mr McCutchan)

THAT the Huntly Community Board:

- a. **regretfully declines an allocation of \$2,000 (excl. GST) from their Discretionary Funding account to:**
 - i. **Huntly Baptist Church**
 - ii. **for the Backyard Bands & Kai event.**
- b. **approves an allocation of \$2,400 (excl. GST) from their Discretionary Funding account to:**
 - i. **Waikato Enterprise Agency**
 - ii. **for the printing of 600 copies of the Huntly Koorero Magazine.**
- c. **approves in principal an allocation of \$7,000 (excl. GST) from their Discretionary Funding account, on condition that further detailed financial information is provided to the Board by Wednesday, 26 April 2023 to:**
 - i. **Matawhaanui Trust**
 - ii. **for the Huntly Youth Week festivities from 15 – 21 May 2023**
- d. **accepts the late application for funding from the Huntly RSA as per Section 46 of the Local Government & Official Information Meetings Act 1987 as the Anzac Day dawn service is scheduled prior to the next Board meeting;**
- e. **approves in principal an allocation of \$1,350 (excl. GST) from their Discretionary Funding account, on the condition that further information is provided to the Board to show the budget scope before Monday, 17 April 2023 to:**
 - i. **Huntly Returned Services Association Inc**
 - ii. **for Catering Costs associated with Anzac Day Dawn Service**
- f. **advises that all future funding applications from the Huntly Returned Services Association are submitted to the Board prior to the Community Board agenda being closed for consideration.**

CARRIED

HCB2304/07

ACTION: Democracy Advisor to follow up the information requested from both the Huntly RSA and Youth Week Event organisers to ensure the information requested is received prior to the scheduled dates listed above.

Councillor's & Community Board Members Reports

Agenda Item 6.7

The report was received [*HCB2304/02 refers*] and the following discussion was held.

- Cr Whyte gave a brief update on Tregoweth Lane (Page 76 of the Agenda) and the report was taken as read.
- A brief discussion about Garden Place and hoardings on Council land took place and further discussions on this can be had at the out of meeting cycle workshop.
- It was queried what could be done about the pedestrian crossing on Harris Street to make it more safe. It is a heavy traffic route through Harris Street and it was discussed why the pedestrian crossing is in the current location.
- A letter has been composed to the Local Constable (NZ Police) to see if a formal complaints process for the issues residents are having with the motorbikes could get underway.
- There was a brief discussion about turning the issues with Motorbikes into a positive as some families and residents did not have an issue with them. This would be discussed further at the workshop.
- Hakanoa Stream Agenda Item is an interesting read and was included in the Agenda for the Boards information.

Verbal reports were received on the following items:

- Mr McNally made a comment in regards to the flags that have erected down Great South Road in Ngaruawahia and whether this was something that could be considered for Huntly moving forward. The Board would look at this at the out of meeting cycle workshop on the 9 May 2023.

Chairperson's Report

Agenda Item 6.6

The chairperson gave a verbal report on the following items:

- A firearm incident occurred on 5 March (and again on the 12 March) at the Huntly West community shops. The same person was involved in both incidents and conversations are underway to ensure the community is kept safe.
- North Waikato Community Health Forum was attended and the statistics, particularly around Methamphetamine use was discussed.
- On 7 March there were Facebook posts on the Huntly Community Forum highlighting youth fights that were happening around Huntly West and also occurred in the Main Street.
- A complaint has been made to KiwiRail about the trains coming through at ridiculous times both in the morning and the evening and a response is still pending.

