
MINUTES of a meeting of the Te Kauwhata Community Committee held at St John's Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY, 3 DECEMBER 2025** commencing at **7.00pm**.

Present:

His Worship the Mayor, Mr Aksel Bech
Cr Marlene Raumati

Apologies:

Liz Tupuhi (Candidate)
Lauren Hughes (Candidate)
Leigh Taylor (Te Kauwhata AMP Committee Chairperson)

Staff attending:

Mr C Hobbs (Chief Executive)
Mrs K Birdsall (Strategic Initiatives & Partnerships Manager)
Mrs D Thurlow (Community Led Development Advisor)
Ms S Flay (Strategic Advisor – Communications)
Ms E Saunders (Senior Democracy Advisor)

Public attending:

Mr John Cunningham (Former Chairperson)
Mr Tim Hinton
Mr Courtney Howells
Mr Ian Wrigley
Ms Estelle Jonathan
Ms Angela van de Munckhof
Mr Mike Peters
Mr Derek Peel
Ms Harjeet Kaur
Mr Hayden Solomon

Six (6) Members of the Public.

The meeting opened with a karakia.

1. APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Hinton/Ms Kaur)

THAT the Te Kauwhata Community Committee accepts the apologies from Lauren Hughes, Liz Tupuhi and Leigh Taylor for non-attendance.

CARRIED

TKCC2512/1

TERMS OF REFERENCE & EXPECTATIONS OF MEMBERS

- His Worship addressed the Committee and outlined his vision for the next three (3) years of the 2025-2028 triennium.
- The Chief Executive outlined the Terms of Reference and expectations to the members of the public present.
- An outline of the governance support for the Committee was provided along with a requirement for pecuniary and non-pecuniary interests to be declared.

Resolved: (Mr Peters/Mr Wrigley)

THAT the Te Kauwhata Community Committee notes the expectations and requirements of Community Committees and their members for the 2025-2028 term.

CARRIED

TKCC2512/2

3. ELECTION OF COMMITTEE

Nominations:

Name: Lauren Hughes

Nominated By: Lauren Hughes

Seconded By: Tim Hinton

Name: Tim Hinton

Nominated By: John Cunningham

Seconded By: Jan Sedgwick

Name: Liz Tupuhi
Nominated By: John Cunningham
Seconded By: Tim Hinton

Name: Mike Peters
Nominated By: Hayden Solomon
Seconded By: Estelle Jonathan

Name: Derek Peel
Nominated By: Cr Marlene Raumati
Seconded By: Hayden Solomon

Name: Courtney Howells
Nominated By: Cr Marlene Raumati
Seconded By: Hayden Solomon

Name: Ian Wrigley
Nominated By: Angela van den Munckhof
Seconded By: Derek Peel

Name: Angela van den Munckhof
Nominated By: Ian Wrigley
Seconded By: Estelle Jonathan

Name: Estelle Jonathan
Nominated By: Tim Hinton
Seconded By: Angela van den Munckhof

Name: Harjeet Kaur
Nominated By: Mike Peters
Seconded By: Jan Sedgwick

Name: Hayden Solomon
Nominated By: Estelle Jonathan
Seconded By: Mike Peters

- It was noted that Mr Solomon has also been elected as Chairperson of the Meremere Community Committee. The nomination was accepted by the Chief Executive and Mr Solomon is able to be elected to this Committee.
- As less than 12 members of the public were nominated for the Committee all nominated candidates were duly elected to the Te Kauwhata Community Committee.

4. ELECTION OF OFFICERS

Resolved: (Mr Hinton/Ms Jonathan)

THAT the Te Kauwhata community committee resolves to use system b for the election of chairperson and deputy chairperson as detailed in Clause 25, Schedule 7 of the Local Government Act 2002.

CARRIED

TKCC2512/3

Chairperson Nominations:

- Mr Peters nominated Mr Tim Hinton as Chairperson which was seconded by Angela van den Munckhof.
- As there were no further nominations from the Committee Mr Hinton was duly elected as Chairperson for the 2025-2028 triennium.

Resolved: (Mr Peters/Ms van den Munckhof)

THAT Mr Tim Hinton is appointed Chairperson of the Te Kauwhata Community Committee for the 2025-2028 triennium.

CARRIED

TKCC2512/4

The Chief Executive than vacated the Chair and Mr Grainger assumed the Chairperson role for the remainder of the meeting.

Deputy Chairperson Nominations:

- The Chairperson nominated Angela van den Munckhof for Deputy Chairperson which was seconded by Ian Wrigley.

- As there were no further nominations from the Committee Ms van den Munckhof was duly elected as Deputy Chairperson for the 2025-2028 triennium.

Resolved: (Mr Hinton/Mr Wrigley)

THAT Angela van den Munckhof is appointed Deputy Chairperson of the Te Kauwhata Community Committee for the 2025-2028 triennium.

CARRIED

TKCC2512/5

Secretary Nominations:

- The Chairperson nominated Lauren Hughes for Committee Secretary which was seconded by Mr Wrigley.
- As there were no further nominations from the Committee Ms Hughes was duly elected as Secretary for the 2025-2028 triennium.

Resolved: (Mr Hinton/Mr Wrigley)

THAT Lauren Hughes is appointed Secretary of the Te Kauwhata Community Committee for the 2025-2028 triennium.

CARRIED

TKCC2512/6

5. CONFIRMATION OF MINUTES

- The Senior Democracy Advisor outlined the minutes from the last meeting before the elections were confirmed under delegated authority by the Chairperson (Mr J Cunningham) and the Chief Executive.

6. BOARD REPORTS

- The report was received by the Committee and it was confirmed that further discussion will be had at the first meeting of 2026.

7. DISCRETIONARY FUND REPORT

- A query was raised about the difference between the two funds (Te Kauwhata Community Committee Discretionary Fund & North Waikato Development Fund) and the Chairperson provided a summary for the Committee along with an explanation of how funding is applied.
- The origin of the North Waikato Development Fund was outlined by Mr Cunningham and was further noted this is a 'one time lump sum' fund which is not replenished yearly like the discretionary fund.

Resolved: (Ms van den Munckhof/Mr Hinton)

THAT the Te Kauwhata Community Committee:

- a. receives the report for the Te Kauwhata Discretionary Fund and the North Waikato Development Funding report, and**
- b. notes the resolution to shift the transaction from NWDF to TKCC DF has been requested within the finance team.**

CARRIED

TKCC2512/7

8. DISCRETIONARY FUND APPLICATION

- The application was submitted by Committee member Ms Hughes however as she was an apology for the meeting no conflict was required to be declared.
- The Committee confirmed that the application was for \$900.00 and were all in favour of approving the application.

Resolved: (Mr Solomon/Mr Peters)

THAT the Te Kauwhata Community Committee approves an allocation of \$900.00 (plus GST if any) from their discretionary fund to:

- i. Te Kauwhata & Districts Information & Support Centre,**
- ii. for the Splash'n Dash event in March 2026.**

CARRIED

TKCC2511/8

9. SCHEDULE OF MEETINGS – 2026

- The report was received by the Committee and the Senior Democracy Advisor noted the schedule was based on the current meeting schedule of the first Wednesday of the month (excluding January, April, July & October).
- The Committee resolved to keep the meeting schedule and approved the 2026 meeting dates.

Resolved: (Mr Hinton/Ms van den Munckhof)

THAT the Te Kauwhata Community Committee approves the schedule of Committee meetings for 2026 as follows:

- **Wednesday, 4 February 2026,**
- **Wednesday, 4 March 2026,**
- **Wednesday, 6 May 2026,**
- **Wednesday, 3 June 2026,**
- **Wednesday, 5 August 2026,**
- **Wednesday, 2 September 2026,**
- **Wednesday, 4 November 2026 and**
- **Wednesday, 2 December 2026.**

noting that each meeting will be scheduled to commence at 7.00pm.

CARRIED

TKCC2511/9

9. GENERAL BUSINESS

- The Chairperson invited the Committee to introduce themselves and give some background to their history with Te Kauwhata.
- Cr Raumati acknowledged the passing of former Waikato District Ngāruawāhia General Ward Councillor Moera Solomon last week and acknowledged her outstanding service to the community of Ngaaruawaahia and the wider Waikato District.
- Mr Hayden Solomon noted for the Committee his election as Chairperson of the Meremere Community Committee.
- Cr Raumati noted she will be on leave from January 5 2026 through to February 9 2026.
- The Chairperson noted he would liaise with the Committee to confirm a time & date to meet early in the new year prior to the first meeting in February.

10. CLOSE OF MEETING

There being no further business for discussion the meeting was declared closed at 8.01pm.

The meeting finished with a karakia.

Minutes confirmed and approved on day of 2026.

Mr Tim Hinton
CHAIRPERSON