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| Description: ttp://www.graphicdesignblog.org/logo-design-gallery/wp-content/themes/logo-design-gallery/thumb.php?src=logo-design-gallery/wp-content/uploads/2012/05/Aro.jpg&h=190&w=330&zc=1&q=90 | MINUTESARO VALLEY COMMUNITY COUNCIL COMMITTEE DATE: 30 October 2017 7.30 pm |

Present: Hilary (Co-chair), Luke Allen (Co-chair), Brent Efford, Heather Mackay (Secretary), Krissy Cloutman, Madeline Rashbrooke, Nicole Benkert, Daniella Butterfield, Rachel Griffiths

Apologies: Daniel Brown, Jay Buzenberg, Chris Loveday (Treasurer), Roland Sapsford, Sarah Child, Hayley Burns, Nadine Dodge, Tom Pettit

The minutes of the previous meeting were confirmed and accepted.

All actions from previous meeting were reviewed and any not done are carried over to these minutes.

**Correspondence**

Inwards correspondence should be listed in minutes and include: from whom, the subject and date received.

**Action: Heather to change auto response from secretary’s email to read from Committee**

Replies to the correspondence should be cc’d to the secretary’s email so that we have a record.

**Action: Heather to select and send inwards correspondence received in the secretary’s email for the month to the committee before the next meeting**.

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| **Inwards correspondence to** **secretary@arovalley.co.nz** **since previous meeting** |
| Received from | Subject | Date received |
| Martin Wilson | Auto response should come from committee and not the council | 17 October |
| Martin Wilson | Motion for general meeting re attendance at committee meetings | 17 October |
| Russell Taylor | Idea for a newsletter for the proposed site development | 13 October |
| Russell Taylor | AVCC’s right to submit on an issue if not first agreed at a general meeting | 13 October |
| Russell Taylor | AVCC’s authority to engage architect re proposed site development questioned | 3 October |
| Martin Wilson | Incoming correspondence should be recorded and topics raised at meetings | 28 September |
| Martin Wilson | Questioning minutes of meetings and “fraudulent” use of money | 28 September |
| Russell Taylor | Polhill tracks – thanks for efforts to protect | 28 September |
| Russell Taylor | Polhill tracks – link to City Strategy Committee paper that was present to the WCCC. | 28 September |

**STAFF REPORT**

Staff report tabled.

Staff changes. The Committee are very sad to accept Krissy’s resignation and thank her whole heartedly for her efforts over the last 2 plus years.

We need a new member for the employment committee – happy to receive names for this. Hilary to check with Roland?

Lexi is back at work after parental leave on the 27th November so there is at least some cross-over of staffing and both roles may need to be covered for a while until the administrator position is sorted out.

Bikes – will buy a cargo bike from grant money and make it available for hire for the community.

Moveable planter boxes around the hall being worked on.

ESOL classes going well. Fundraiser – tickets now available for next Monday everyone to publicise.

School holiday programme a bit light on numbers – need to maintain numbers to keep getting OSCAR funding.

Kid’s yoga funding successful and course running.

Soup provision has ended – volunteers needed to be able to continue maybe a roster of volunteers would work.

WREMO emergency draft received – sent to selected people. WREMO will put it into the right template in a couple of weeks. Needs to be mooted at the next General Meeting as the venue for the emergency centre is proposed to change from the Aro School to the community centre.

Seniors week went really well. History walk had 50 off people attend. NOTE: History tour would be a great event for the Aro Valley.

**ORGANISING OURSELVES**

**1.Financial report.**

Report received. Chris not able to attend meeting so deferred to next meeting.

**2.Valley Voice**

Going to do more online and need to publicise this. Will still publish the printed copy occasionally and distribute a few copies when eight pages of printed material is accumulated.

**3. School and Pre-School update**

Pre-school rep not yet available.

No school update received.

**4. Health and safety**

Nothing to report. Draft documentation on H&S to be sent around by Krissy for the committee to view. If anyone has anything to add to the Hazards Register please let Krissy know.

Christmas tree container – we need the arch removed to get the container in and stored by compost bins rather than have the crane move the container like last year. Need someone to be coordinating the people involved with the Christmas trees – may have to ask for student job search people if we are not able to get local people involved.

**COMMUNITY ISSUES**

**1.Community Centre Upgrade**

Daniella and Brent have volunteered to go on the Steering Group. Next meeting 13th. Good response to the residency event but not a wide enough response and not enough information about why these particular designs had been put forward. More visibility needed and more online. Anne, Community Facilitator, has done a communication plan with proposal to set up webpage for FAQs and to make project constraints clearer (eg bunker has to be decided about). Communication plan will be funded separately by the Council. Feedback on the residency to be sent out and community talk to be had and it is progressing**.** Communication plan has gone to Steering Group – will decide next steps.

2. **Update on sale of property from VUW.**

**Action: Hilary to send update to Committee and to be posted to the website and facebook.**

3. **Outer Green Belt Management Plan Review**.

 **Action: Krissy/Sarah to put the information on website and facebook**.

**4 .Liquor Licensing hearing**

Hearing for Patel’s application finished and many spoke against the application.

**ANY OTHER BUSINESS**

**General Meeting**

During the site development work the issue of homelessness was often raised. Decided that this would be the topic for the next general meeting. People to potentially be involved: Steff McIntyre Downtown City Mission, Max Rashbrook and others from the WCC. Date to be Wednesday night 29th November. Possible to include motions? If so they need to be on the agenda and publicised at least 2 weeks before the meeting. Any ideas about who would be good to speak are welcome.

There was no other business.

Meeting closed at 9.40pm.

Next AVCC meeting date November 13th (2nd Monday of the month). Meeting dates after that will be - 11 December 2017, 8 January 2018, and 12 February 2018.

Summary of Actions

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| What | Who | When |
| Change auto response on secretary’s email to be from the committee | Heather | Asap |
| Send email received since last meeting | Heather | Before next meeting |
| Send update on VUW sale of property to Committee and to be posted to the website and facebook. | Hilary/Sarah/Krissy | Asap |
| Put the Outer Green Belt Management Plan Review on website and facebook | Krissy/Sarah | Asap |