

**MINUTES**

**ARO VALLEY COMMUNITY COUNCIL COMMITTEE**

**Date: Wednesday 19 August 2015, 7:30 – 9:30pm**

**Location: THE MEETING ROOM ADJACENT TO HALL,**

**ARO VALLEY COMMUNITY CENTRE**

Present: Roland Sapsford (Co-chair), Luke Allen (Co-chair), Lexi Goodman (Community Developer), Lisa Thompson, Jadwyn Lowe, Sarah Paterson, Catherine Vaughan, Jay Buzenburg (arrived late), Karen MacIntyre, Chris Loveday, Jo Mackay, Mattie Timmer, Krissy Cloutman (Community Administrator)

Apologies: Jo Brien, Hilary Unwin (Secretary), Rachel Griffiths, (Treasurer), Sacha Green (Aro Valley Pre-school Representative),

Tony McGruddy (Aro Valley School Representative) for lateness

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| Opening Round |
| Introductions  |
| Minutes: Aro Valley Community Council Committee Meeting  |
| Amended minutes as circulated were passed, amended slightly in the meeting. Changes made in the meeting: Clarification to decision point for AGM minutes: AVCC committee members will review the draft minutes before they are posted to the community.  |
| Aro Valley Community Centre Staff Report | Action Points |
| Lexi asked what do members want to see in the reports. One joint report ­­­from both staff, appropriately renamed, continue to use headings for items, cover the main activities undertaken, report to note what has happened and what will happen (bit of past and future).This month’s report from Lexi covered:A Wellington city council (council) meeting explained the upcoming health and safety legislation changes, which may result in personal liability for injuries on site for AVCC chairs and staff, and possibly even AVCC committee members. Impact of the legislation is still unclear. The committee will want guidance in due course, and expect this to come through the council.FunLab is keen to continue its activities in Aro Valley and to continue its relationship with AVCC who is its umbrella organization for funding applications. They have lots of ideas for future events.  The application for Aro Fair funding to council is due at the end of August, Lexi asked for help on this.September school holiday programme – Roland and Lexi will discuss Natasha’s contract for this in their regular meeting. From community surveys, some residents are keen on a monthly Sunday market. Lexi will gauge community interest in this.  **Tony** and **Jay** joined the meeting. A new resident has expressed interest in leading a Te Reo club. Roland suggested he has a chat with the mana whenua Te Atiawa first if he hasn’t already done so, and ensures he has both the mana and support to start the club.Wendy’s ESOL classes have finished, Sarah Stark will take them over. Roland asked if people are paying for their hall hire. Krissy is getting a report from Rachel and will follow up on outstanding debts and check that new hires are paying.  |  **ACTION: Lisa** to help Lexi with the Aro Fair funding application. **ACTION: Lexi** to check that Sarah Stark is aware that she will need to submit her own funding applications as Wendy did, for the ESOL classes to continue. |
| General Agenda Items | Action Points |
| 1. **Minutes of AGM**

Chris has offered changes, Lexi’s name was spelled wrong. Roland still wants to review them. Noted that a promise was made to get the minutes out fairly promptly to the community. **DECISION:** Revisit the minutes at the next AVCC committee meeting. 1. **Financial report**

Deferred as the Treasurer is not well and not present.Question for the Treasurer from Karen: Kai O Te Aro had some money in the account from last year, where is it? 1. **Website and community communications**
2. **Committee meeting date**

The monthly committee meetings will be on the third Wednesday evening of each month, as this was the best time overall for members. Sorry Karen for the clash.1. **Planning days**

Several actions.1. **General meetings**

Lisa suggested advertising for ideas for meeting topics in the Valley Voice.The meeting noted Russell Taylor’s email on community dialogue.Several ideas for meetings already discussed were noted:* **Constitutional issues** – might be better to have a meeting on constitutional matters after the Ministry of Business, Innovation and Employment has released changes that it is making that will affect the constitution. Also the last general meeting on the constitution failed to get a quorum.
* **Aro Valley community centre site redevelopment** (because the council has provided an opportunity for some development)
* **Planning issues / heritage zoning history** (following the interest shown at the AGM).
1. **School/pre-school report**

**Tony** gave a verbal report on the school. A fence has been erected around the school by the Ministry of Education, to ensure a child who is a “flight risk” cannot escape.The school has noticed a huge increase in vehicle traffic up Abel Smith Street for the past 2 months, since NZTA adjusted the Willis St intersection. The traffic is fast too. Roland suggested raising the issue with Iona Pannett, as the Council owns the local roads. The NZTA people who consulted with the AVCC recently were on a project and would not be the right people at NZTA. School production next week.Tony will be replaced by Claire Tocher (teacher rep). Both will come to the next meeting. Tony floated the “book nook” idea. He had met with Anne Locke, an educational researcher. Research shows increasingly the under-twos are not being read to as much and this is affecting their relationship with the written word. The book nook idea is to create a warm, comfortable, lounge-like place where parents with young kids can come, every morning, and hang out with others and read their kids books. Put forward as an idea for the site development. Also Anne would be happy to talk about the research. Noted that Space does something similar. 1. **Extra Council funding is available – funding proposal**

The Council had advised that additional funding for communities was available and called for applications. **DECISION:** To seek to fully fund the Community Developer and Community Administrator roles, which are currently part-funded by the AVCC. 1. **Redevelopment fund**

Luke met with Jenny Rains and Teresa Gianos (from the Council). The money available for the community facility redevelopment is $1.3m under “Community facilities in Aro Valley” in the Long Term Plan and $200,000 in the asset management plan (this is maintenance over a long timeframe). The $1.3m is allocated to these years as follows:$67,000 – 2016/17$110,000 – 2017/18$1.1m – 2018/19.The amounts can be shifted somewhat between years. If not spent, it would be repurposed. Noted this is not a lot of money for building a new building. The timing of the money allocation works well for consultation and planning and designing over the next 2 years, followed by construction, providing consultation starts soon. The AVCC is expected to lead the process of determining and designing what the community want. Karen noted that students had done designs for a new community centre through a previous process. The history is to be gathered from Frank Stark etc. Suggestion to do a tour of other community facilities to see what other communities have done. Luke is happy to push the process along and proposed a subcommittee be set up because there will be too much to discuss just in the AVCC committee meetings. Karen, Chris, potentially Jo volunteered to be on the redevelopment subcommittee.**DECISION:** Discuss how to kick off the consultation at the planning day. 1. **Correspondence and communications with community members**

AVCC gets two types of correspondence – from community members, and from elsewhere. While some members struggle to read all their emails, most committee members wanted to have emails from AVCC community members forwarded to them. Committee members were less sure about receiving lots of emails from other sources. **DECISION:** Email correspondence from community members will be acknowledged by return email by the person who opens it and forwarded to the AVCC committee members. **DECISION:** Have “correspondence” as a standing item at AVCC committee meetings to decide if/how to respond to correspondence from community members where a response may be warranted.Re meeting with the Garage Project – Lisa will suggest to the Garage Project that they approach the Valley Voice for an interview. Re parking on the disputed parks at the foot of St John’s Street – Karen outlined the history of the patch of concrete, noting it had been part of the park and the access to St John’s Street but had been turned into parks for the use of users of the community centre. This was not at all obvious. Karen said the council did not intend to enforce the parking as it was off-road, so any enforcement would fall to the AVCC. She suggested the committee approach Iona to request signage to clarify that the parking spaces are community centre parks. **DECISION:** Discuss the parking further at the next meeting.  | **ACTION: Roland** to review the AGM minutes. **ACTION: Karen** will follow up on Kai O Te Aro’s money with Rachel**ACTION: The AVCC committee** will tackle the question of website management on the planning day.**ACTION: Roland** will follow up with Andrew Dalziel who promised to type in everyone’s email addresses from the AGM.**ACTION: All** – at the planning day, decide what the email addresses will be used for and what will go on the website.**ACTION: Roland** will set up a doodle poll to ascertain the best dates for members for the planning days (this action carried over from last meeting). The first planning day to happen before the end of September. **ACTION: Lisa** will put in a notice in the Valley Voice, request in a prominent place, calling for ideas for general meetings.**ACTION: Roland** will talk to Iona about the increased traffic on Abel Smith Street causing a problem for pedestrians and Te Aro School.**ACTION: Roland and Krissy** will complete the extra funding application to the Council. **ACTION: All –** logistics and feasibility of email list to be discussed further at the planning meeting. **ACTION: All** to discuss consultation for the site redevelopment at the planning day. **ACTION:**  **Krissy and Lexi** will acknowledge emails from community members and forward them to the committee members, and will get a feel for the other email correspondence and think about how to respond to it / whether to forward it on to AVCC committee members. **ACTION: Krissy** will acknowledge Kellar’s email sent on the same day as this AVCC committee meeting and note several committee members were enthusiastic about his ideas of community plantings of fruit trees, in particular Karen who is in Kai O Te Aro, which is also planting fruit trees.  |
| Financial Report | Action Points |
| **Rachel** was sick and no financial report was made. |  |
| Meeting Closed |
| **The meeting closed around 9.30pm**.  |