

**MINUTES**

**ARO VALLEY COMMUNITY COUNCIL COMMITTEE**

**Date: Wednesday 22 July 2015, 7:30 – 9pm**

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

**ARO VALLEY COMMUNITY CENTRE**

Present: Roland Sapsford (Co-chair), Luke Allen (Co-chair), Rachel Griffiths, (Treasurer), Lexi Goodman (Community Developer), Lisa Thompson, Jadwyn Lowe, Sacha Green (Aro Valley Pre-school Representative), Sarah Paterson, Catherine Vaughan, Jay Buzenburg, Karen McKay, Hilary Unwin (Secretary)

Apologies: Jo Mckay, Mattie Timmer, Tony McGruddy, Jo Brien, Chris Loveday

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| Opening Round | |
| Introductions | |
| Minutes: Aro Valley Community Council Committee Meeting | |
| Minutes amended slightly then passed unanimously.  Changes: Rachel would look at budget implications re the School Holiday Programme and whether staff wages can be increased.  Julia would have a discussion with Mrs Patel about her plans.  Opening Round notes were removed. | |
| Aro Valley Community Centre Staff Report | Action Points |
| The young man living under the garages at the end of the basketball court has been evicted.  Sewage leak into the Basketball court has been fixed.  Lexi and Lisa and have had email discussions with the Garage Project about the new bar.  Emails can now be forwarded from the Community Centre email.  DECISION: The coordinator’s report was passed. | ACTION: **Hilary** to circulate contacts list to the committee. |
| General Agenda Items | Action Points |
| **Organising Ourselves**  Roland talked about the role of the AVCC. There are various projects it runs throughout the year. These include:   * Fair in March * Xmas tree sales/fundraiser * Smaller events/one off activities * Overview – Kai o Te Aro * Composting project * Pest control * Sit and be fit * Esol * WW1 * Ongoing business – site development work   The constitution sets out the AVCC’s objectives – these encompass heritage, environmental, social and neighbourhood issues.  In general the AVCC manages public money to enable people to undertake projects– they act as a bridge between the locals and the WCC, overseeing projects and management of funds.  The AVCC responds to community issues as and when they arise.  There are ongoing planning issues. These currently include:  Proposed plan change for the top of Vivian street to be rezoned to be in the university precinct. This will allow the university carte blanche on the site. General agreement for a community meeting on this.  There are further proposals for another town house at the top of Aro Street.  Splitting the role of community coordinator should allow the AVCC to be more pro active.  The AVCC has a website and Facebook presence – these are currently managed by Roland and Sarah Jane Parton.  Jay is happy to continue to manage the website.  **DECISION**: Some time in the next two months, the committee will have 2 (½) day planning days. Tasks will be split up depending on interests.  **DECISION**: Create a calendar setting out the dates for the year, include dates for 3 general meetings.  2. EMPLOYMENT UPDATE  Lisa and Rachel were thanked for managing the employment process. Great to have Lexi and soon Krissy will be on board.  **DECISION:** Luke, Lexi and Roland will meet on a regular basis.  3. AGM MINUTES  The AGM made it clear that the community would like to be better informed.  Could send out the AGM minutes as draft minutes to those people who signed up on the email list at the AGM how that list will be used requires further discussion.  **DECISION**: All AVCC will amend the minutes through google docs or by direct email.  **4. AVCC MINUTES**  Discussion about creating a general email list, it could be useful for keeping people up to date and informed about the AVCC including: calling for nominations, providing information on dates for meetings, sending out the minutes and volunteers for xmas tree sakes.  **DECISION**: The minutes will be posted on the website when approved. Signed hard copies of the full version of the minutes are kept in the office. Posted minutes do not include any item discussed “in committee”.  **AVCC Meetings**  Held monthly.  **General Meetings**  Ideas for general meetings include:   * How to include items on the agenda * Planning issues/heritage values/priorities.   **DECISION**: determine the dates for these meetings for the year.  **Parking around the shops**  Resident initiated dialogue with the WCC dialogue and local shopowners on whether the parking balance is right for residents and shoppers. There used to be more general parking but that was changed when the road was sealed.  Discussion on carparks at the paper road on John Street beside Garage Project. There are differences in understanding around use and ownership. They are there for community center and preschool.  There are now 2 driveways coming in and out of Garage Project, these could be hazardous and need to be managed.  **DECISION**: Discuss this further with Garage Project. Find out what their plans are for the space.  **Community issues**  The mini mart will have its grand opening date on 8th August. | **ACTION** – Roland will create a doodle poll to ascertain the best dates for the planning meetings.  **ACTION** – logistics and feasibility of email list to be discussed further at the planning meeting.  **ACTION**: **Hilary** will send out a link to the AGM minutes via google docs. The amendments will be sent back within 2 weeks - 5th August.  **ACTION**: **Roland** will create doodle poll to determine when the AVCC meetings should be held.  **ACTION** – Calendar dates to be decided at planning meeting.  ACTION Parking issues and how to progress this is as a community discussion to be discussed on planning day.  ACTION: Karen, Lisa and Lexi will contact Garage Project and arrange to meet with them to discuss general parking issues and their plans for the driveways. |
| Pre-school Report |  |
| **Sacha** delivered her report.  The preschool is going well, the new teaching team is working well together. The preschool is interested in what is happening on the site at large but recognising this is not commencing until 2017 they are trying to progess their own environmental upgrade. |  |
| Financial Report | Action Points | |
| **Rachel** presented the June financial report for review. Aiming to keep the receivables in check. The new administrator should assist with that.  In order to use the  IRD online services , the treasurer (currently Rachel Griffiths) and the employee with responsibility for the accounts (currently Krissy Cloutman) need to be appointed as executive office holders with IRD for Aro Valley Community Council Incorporated.  – Approved  **DECISION** Rachel and Krissy are appointed as executive office holders with IRD for Aro Valley Community Council Incorporated.  DECISION: The committee approved the June financial report. |  | |
| Any Other Business |  | |
| No other business. |  | |
| Meeting Closed | | |
| **The meeting closed at 10pm**. | | |