



MINUTES

ARO VALLEY COMMUNITY COUNCIL COMMITTEE

DATE: 14 September 2016 7.30 pm

Present: Luke Allen (Co-chair), Hilary Unwin (Co-chair), Nicole Benkert, Roland Sapsford, Zeke O'Connor-Sapsford, Brent Efford, Heather Mackay (Secretary), Daniel Brown, Jo Brien, Rachel Griffiths (Treasurer), Jay Buzenberg, Catherine Carey-Smith, Lexi Taylor

Apologies: Madeline Rashbrooke, Krissy Cloutman, Karen MacIntyre, Chris Carey-Smith, Sacha Green

Confirmation of minutes of previous meeting.

All actions from previous meeting were reviewed and any not done are carried over to these minutes. Updates on matters not covered elsewhere are below.

School holiday programme will be discussed by sub-committee after the committee meeting.

Date for brainstorm/discussion about AVCC direction for this year.

ACTION: Secretary to send out a doodle poll. Co-chairs and secretary to decide on possible dates for the doodle poll.

Date for next general meeting to be decided. Idea to have schedule for general meetings and at regular intervals – the same times approx. every year.

ACTION: Roland to create a schedule.

ACTION: Heather to find the topics that were generated at the last general meeting and circulate. Include Indigenous vegetation - living cloak – based on project at the end of Epuni Street and also around the consultation for community centre upgrade possibly.

Draft AGM agenda circulated and agreed to be put on the website.

ACTION: Heather to send to Krissy.

Community Award.

ACTION: Hilary/Luke to put on agenda for next meeting as time is short this meeting.

HEALTH AND SAFETY

Update to Health and Safety documents is work in progress.

CORRESPONDENCE

Continue to source information for reply to request for injunction information.

ACTION: Roland to check email committee records.

STAFF REPORT

The AVCC staff report was tabled and spoken to by Lexi.

Matters arising from this.

Rachel will organise signing for EFTPOS account.

No attendance register needed for Candidates meeting and helping roles allocated.

The following four items in the Staff Report were unanimously approved.

1. Extra money for rain day allowance for Fair.
2. Cost of PA and for extra microphones for Candidates meeting. Note: Hilary played no part in this decision because of conflict of interest. Andrew, organiser of this equipment, is Co-chair Hilary's partner.
3. Extra heat pump if no outlay cost to us.
4. Extra cost item proposed by Lexi, discussed and unanimously approved. 2 Corflute signs for Epuni Street planting project: one to go on the Hall and one at the end of Epuni Street \$102 total.

Valley Voice. Deadline for 30 October issue is 30 September.

GUEST

Matt Beres from the Wellington City Council Parks, Sport and Recreation section attended the meeting to discuss work on the grass at the Aro Park. He was concerned to get our feedback on how it went last time and how to improve it this time. He gave comprehensive information about the site problems, the work done last autumn and the work scheduled to start this Thursday.

Site problems.

Assessment by a turf renovation company shows that the problems are mostly compaction and leaf litter which are caused by high foot traffic and the large trees. The grass needs ongoing renovation.

Roland observed that the grass hasn't been right since the 2006 drain renovation work. Matt will consider soil sampling.

Work done last autumn.

Spot spraying, coring for aeration, topdressing with topsoil, sowing.

Last autumn was very dry and temporary irrigation had to be set up. Had to undersow for a 2nd time. Fencing was an issue because it was there for 8 weeks whereas it is usually only needed for 4-6 weeks.

Work scheduled to start this week.

Planning broadleaf spot spray, core and dethatching, wetting agent application, and undersowing with rye and fescue. Idea of not fencing was looked at but really not ideal – asked for feedback on suggestion of length of time fencing is up and timing for irrigation. Proposes starting this Thursday then 10-14 days later put up the fencing.

Early signage is important. Also doing a media release for the scheduled. Matt was grateful for assistance from Lexi and Krissy last time.

Leaf litter should be taken by whoever wants it as it swamps the lawn. Ongoing fertiliser programme would be beneficial. Widening the footpath should be part of a later discussion.

Committee was happy with the Matt's recommendations for the management of the grass.

COMMUNITY ISSUES

1. Community Centre Upgrade

Luke gave an update on this project.

Draft scope for facilitation of consultation activities has been received from the contractors. Our sub-committee has given feedback and are awaiting the response. Should have something tangible in the next week or two. There will be a series of workshops and activities. Then a designer and architect will be involved – in consultation with WCC about this process. The project is being run as a participatory design process.

Spreadsheet circulated by Luke with the start of a list of who should be directly consulted. Lexi will flesh this out further and send around for everyone to add to.

ACTION: Lexi to add to spreadsheet and circulate. Everyone to add to this document as appropriate.

ORGANISING OURSELVES

1. Financial report

Report held over until next meeting because some items need further investigation.

2. School and Pre-school update

BOT meeting on this Monday coming which conflicts with Candidates meeting.

Daniel gave an update on school community involvement and the invitation to be involved.

Fundraising for kapa haka uniforms at the moment.

No pre-school update this meeting.

3. Business Plan and MOU

WCC asked us to sign our funding contract. However we are partners and have developed an MOU – the funding contract suggests we are regarded as service providers. This needs clarification.

ACTION: Luke to follow up with Madeline who was involved earlier and also with appropriate WCC staff.

ANY OTHER BUSINESS

No other business.

Meeting closed at 9.14

Next meeting date – Wednesday 19th of October

Summary of Actions		
What	Who	When
Co-chairs and secretary to decide on possible dates for the doodle poll and send it.	Hilary/Luke/Heather	By next meeting

Create a schedule for our meetings including general meetings.	Roland	By next meeting
Find the topics that were generated at the last general meeting and circulate. Include Indigenous vegetation - living cloak – based on project at the end of Epuni Street and also around the consultation for community centre upgrade possibly.	Heather	By next meeting
Draft AGM minutes to be sent to Krissy for posting on website.	Heather and Krissy	By next meeting
Agenda item for recognising our local community heroes	Hilary/Luke	For next meeting
Check email committee records for correspondence	Past members of AVCC	Asap
To add to the circulated list of stakeholders for direct consultation over the Community Centre upgrade.	Lexi and then everyone	By next meeting
Funding contract - follow up with Madeline who was involved earlier and also with appropriate WCC staff for clarification on our status under our MOU.	Luke	By next meeting