

**MINUTES**

**ARO VALLEY COMMUNITY COUNCIL COMMITTEE**

**Date: 17 February 2016, 7:30 – 9pm**

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

**ARO VALLEY COMMUNITY CENTRE**

Present: Luke Allen (Co-chair), Roland Sapsford (co-chair) Sacha Green (Aro Valley Pre-school Representative), Hilary Unwin (Secretary) Jo Mackay, Karen McIntyre, Lisa Thompson, Krissy , Chris Loveday, and Jay Buzenberg, Phil Edgar

Apologies: Rachel Griffiths, (Treasurer), Lexi Goodman (Community Developer), Jo Brien, Jadwyn Lowe

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| Opening Round |
|  Minutes from last meeting have been misplaced. ACTION– everyone to mail to secretary any notes taken from the previous meeting. Hilary asked for assistance with minute writing. Committee agreed this role should be shared. ACTION: - Phil will take the minutes for 16 March 2016 meeting; Lisa will take minutes for 20 April 2016 meeting.  |
| Staff Report and Related Topics  | Action Points |
| **Krissy** presented the staff report. DECISION: Committee agreed it would be good to have the report prior to the meeting so members can review it and discuss any issues arising at the meeting. Lexi is getting married! ARO VALLEY FAIR Volunteer roles for the fair are still required. All committee members are expected to assist.Bucket shaking for the preschoolJo Brien will manage the Green Room. Roland and Jo in charge of Traffic ManagementKrissy is drafting a survey for the fair asking about use of the hall. DECISION: it would be useful to combine this with the questionnaire for the community facilities revamp project.   | ACTION: Krissy will email out staff report prior to committee meetings. ACTION: Krissy will buy Lexi a wedding present. ACTION: Roland will ask Charles from Kai te Aro about a volunteer for waste management ACTION: Krissy will email out a schedule for the fair. Lisa will give Krissy the green room plan. ACTION: Sacha will send Krissy the draft questionnaire. Luke and Hilary will meet with Krissy to discuss further.   |
| Organising Ourselves  | Action Points  |
| Financial Report unavailable. TRIENNIAL FUNDING ROUND The application is due at the end of April. Previous applications should be stored in the office filing system. Otherwise WCC will have copies. VALLEY VOICE Roland has been approached by a couple of people about taking on the roles– technical editor and a journalist. Discussions are ongoing.  | ACTION –Rachel and Roland will meet to discuss and report back at the next meeting. ACTION: Further report for the next meeting.  |
| School And Pre-School Update  | Action Points  |
| PRESCHOOL Sacha reported that:* The preschool has a new senior teacher.
* The new mural will be unveiled in early April.
* There has been a second attempt at procuring funding to upgrade the kitchen. There is money for a dishwasher but no money to install it.

Replacing or upgrading the safety matting is an ongoing issue. The preschool needs support from the AVCC to discuss this with the WCC. There are issues of safety that need to be addressed and the playground is not on the WCC agenda for some time. Roland suggested emailing the ward councilors Iona Pannett and Nicola Young. DECISION AVCC acknowledges this is a community concern, it understands the need to escalate the issue and will support whatever action is required to progress this. AVCC staff are supporting the preschool’s use of the space in the office. TE ARO SCHOOL REPRESENTATIVE There is no school representative OTHERWe need a single point of contact within WCC, this has worked well in the past but people have moved on and it needs a review. GENERAL MEETINGS The proposed dates were included in the minutes for December. * April 6th 2016
* June 1st 2016

Lisa said that The Ministry is seeking submissions on the Exposure Draft of the Incorporated Societies Bill. The deadline for making comments is **Thursday 30 June 2016**.DECISION: This should be a topic for a general meeting. Discussion on the AVCC constitution has been deferred until this Bill was in process. The revamp/upgrade is another proposed topic for a general meeting – This could include discussions on;* The history of the site
* The previous consultation process - 2004.
* Rough timetable/plan/schedule
* The role of the AVCC in the process
 | ACTION: Roland and Sacha will discuss this further. ACTION: Krissy and Sacha will liaise, if there are big decisions required she will come back to the AVCC. ACTION: Sacha will talk to Sue about the new school representative. ACTION: for discussion and decision at the next meetingACTION: for discussion and decision at the next meeting |
| Community Issues  | Action Points |
| COMMUNITY FACILITIES UPGRADE There have been various meetings and discussions with people who are involved in community consultation. February 2017 is the first key date. The AVCC will need to have a concept plan and a preliminary design for the WCC. This initial stage will be done in close consultation with the WCC and it will need to be satisfied that the project is on track. The subgroup explained that this will require hiring people to assist with project management, community consultation and stakeholder engagement. The subgroup is starting the community engagement process at the Fair– they will provide information on the scope of the project and ask people to complete a questionnaire. They also aim to give people the opportunity to draw their own vision for the site. The subgroup has created a list of stakeholders and now needs representatives from each group. The group would like:* A face book page or blog to keep people updated.
* Involvement from a key group of volunteers and professionals
* A platform to build in opportunities for extra funding/sponsorship

A long term vision for the overall site design which could can be achieved over time and in stages. The committee agreed that as the site is a thoroughfare for cyclists/preschoolers/cars, some shared zone signs could be a useful interim measure. RUBBISH – Devon StreetStill an ongoing issue  | ACTION: Luke and Hilary to meet and finalise plans for the Fair. ACTION: Hilary will initiate a conversation with the tenants of Devon Street and discuss ways of addressing the issue.  |
| Any Other Business |  |
| No other business. |  |
| Meeting Closed |
| The meeting closed at 9.15pm.  |