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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: 20 February 2017 7.30 pm |

Present: Hilary Unwin (Co-chair), Roland Sapsford, Zeke O’Connor-Sapsford, Brent Efford, Heather Mackay (Secretary) , Rachel Griffiths (Treasurer), Sarah Child, Krissy Cloutman, Madeline Rashbrooke, Jay Buzenberg , Chris Carey-Smith, Daniel Brown,

Apologies: Luke Allen (Co-chair), Karen McIntyre, Nicole Benkert, Catherine Carey-Smith, Sacha Green, Jo Brien

Meeting was held on the grass in Aro Park due to the unseasonal lovely evening.

Opening round: What would we be doing if we had a summer?

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.

**Action: email Krissy if any suggestions for interesting places for Neighbourly event.**

**Action: distribute draft MOU**

**Action: let Krissy know if you see homeless people staying around the hall**.

**Correspondence**

Smoke free status for park? Teresa Gianos from WCC emailed about the Wellington Smokefree by 2015 initiative.

**Action: We will discuss Smokefree status of the park further with the community.**

Notice of Resource Consent Application received for 72 Aro Street.

**Action: Roland will follow up with the Council on Resource Consent.**

**GUESTS**

Sam Ripley and Ash from WREMO attended. Ash is taking over as Emergency Management Advisor. They wanted to discuss Community Emergency Hubs. They distributed a document which explained that during disasters Community Emergency Hubs are “a way for people to work together to solve problems locally, while still coordinating with councils about really big problems”. This idea comes from experience with Christchurch etc and WREMO are trying to get Hubs operating on a suburban level with WREMO having a coordinating role. Legacy around Civil Defence Centres – changing the name to recognise all the good things that the community does. Volunteer roles with a guide to get it off the ground. No-one is in charge of the support during a disaster it would happen organically as not everyone is in the community all the time (people work elsewhere). A Community Response Plan (the Plan) needs to be developed which collects information useful in a disaster. WREMO are available to facilitate development of this Plan.

About a third of the communities so far have a Plan. The Plan identifies hazards, amongst other things, and is reviewed maybe every two years. The Community Emergency Hub is about assessing your own needs and what you need help with. Question was asked and acknowledged about possibility of tension between powers of council and those of the community, for example if we weren’t allowed to access our houses (scenario happened in Christchurch). The school is already a legacy civil defence centre and there is a meeting scheduled there about this same topic - so we should work together.

How do we promote it from here is a question for us to consider. WREMO could promote it at a general meeting. Ash and Sam would run a workshop. Our own personal response plan is something we can work on now. Sam will email Krissy the digital version of the document to distribute.

**Action: Krissy to distribute the Community Emergency Hub document when she receives it.**

**HEALTH AND SAFETY**

The hazard management plan for the Fair has been done.

**STAFF REPORT**

The AVCC staff report was tabled and spoken to by Krissy and Sarah.

**The Fair**

Stalls easily number 50 again this year. Krissy organising them.

Marketing and music – Sarah organising. 2 stages for the entertainment.

Managing within budget.

**Actions: Volunteers needed. May use Timebank for volunteer help if needed. Signs need to go up asap. Chris could help on Sunday and anyone else. At 2 week mark will crank up social media. Posters also need to go up.**

Attention to managing rubbish at the Fair to increase recycling.

**Other matters from the Staff Report**

ESOL classes started. $477 spent on resources to help prepare the lessons – the tutor bought these and has asked if AVCC will fund.

**Action: Luke, Hilary and Rachel to sort out with the tutor.**

Aro Valley book exchange has been advertised and so far a good response, Will be outside and taken in at night. Process is – take one leave one. Books ae being accepted now,

Pay it forward day – to do good things for others. Date is the 1st of May.

**Action: Dan to see if the school is keen to participate in Pay it forward day.**

Community fruit – idea to promote this. People would bring excess fruit to AVCC and run workshops on using it. An advert has gone into Valley Voice.

Boomerang bags. Make bags and add logo. This is to have bags made out of left over material etc available in shops to stop the use of one-use plastic bags. Might have a working bee to make them. Talked to school about being involved. Launch in Wellington was in Newtown. They will be at the Fair.

Indian cooking classes may start. Holiday programme debrief soon.

Site survey replies coming in. Businesses have been canvased and hall users.

Painting of preschool happening in February.

**ORGANISING OURSELVES**

**1. Financial report.**

Finances are as expected. Only thing to note is the site development money.

Roland thanked Rachel for her work

**Report was approved unanimous**

**2. Valley Voice**

In progress – lots of material came in. Will be out before March. Brent will be away and has handed the material over to Dan.

Would be good to get distributed as soon as it is published.

**Action: Someone needed to deliver Valley Voice to Boston Tce – Madeline volunteered.**

**Action: Backup people for delivery of Valley Voice needed. Dan and son will do a street.**

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

School also involved with WREMO as mentioned. A senior student may do an article in the Valley Voice.

**COMMUNITY ISSUES**

**Community Centre upgrade**

Next workshop to be held on the 1st of April. Prior to that the collation of input so far needs to be finalised and displayed. There are many similar views. Engagement of architect is very close – have interviewed two and finalising details to be up and running on the 1st of April. Design brief will hopefully be presented then for discussion. Would be great to have lots of people at the meeting.

**Action: Dan to check that if the next workshop is advertised in this issue of Valley Voice.**

Nicole attended a WCC Central Area Working Group meeting on cycling.

**Action: Hilary to forward Nicole’s email on the cycling meeting to everyone**.

**ANY OTHER BUSINESS**

There was no other business.

Meeting closed at 9.29 pm

**Next AVCC meeting date Monday 20th of March.**

**Summary of Actions**

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| What | Who | When |
| **Email Krissy if any suggestions for interesting places for Neighbourly event** | Everyone | By next meeting |
| **Distribute draft MOU** | Luke | By next meeting |
| **If you notice homeless people staying around the hall** | Notify Krissy | As necessary |
| **We will discuss Smokefree status of the park further with the community** | AVCC | ? |
| **Follow up with the Council on Resource Consent.** | Roland | As necessary |
| **Distribute the Community Emergency Hub document when she receives it** | Krissy | When received |
| **Someone needed to deliver Valley Voice to Boston Tce** | Madeline | Done |
| **Backup people for delivery of Valley Voice needed.**  | Dan and son will so a street. | Done |
| **Work for the Fair. Volunteers needed. May use Timebank for volunteer help if needed. Signs need to go up asap. Chris could help on Sunday and anyone else. At 2 week mark will crank up social media. Posters also need to go up.**  | As possible please | In time for the Fair |
| **Cost of ESOL resources to sort out with the tutor.** | Luke, Hilary and Rachel | By next meeting |
| **Is the school is keen to participate in Pay it forward day?** | Dan | By next meeting |
| **Check that if the next workshop is advertised in this issue of Valley Voice** | Dan | Asap |
| **Forward Nicole’s email on the cycling meeting to everyone**. | Hilary | By next meeting |