

**MINUTES**

**ARO VALLEY COMMUNITY COUNCIL COMMITTEE**

**Date: 16 March 2016, 7:30 – 9pm**

**Location: Coordinators Office,**

**ARO VALLEY COMMUNITY CENTRE**

Present: Luke Allen (Co-chair), Roland Sapsford (co-chair), Hilary Unwin (Secretary), Jo Mackay, Phil Edgar, Rachel Griffiths (Treasurer)

Apologies: Sacha Green (Aro Valley Pre-school Representative), , Lisa Thompson, Lexi Goodman (Community Developer), Jo Brien, Karen McIntyre Jadwyn Lowe, Krissy Cloutman; Chris Loveday, Jay Buzenberg

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| Opening Round | |
| Minutes from January 2016 meeting have been misplaced.  ACTION– Hilary to compile Rachel’s notes and prepare short January minutes. | |
| Staff Report and Related Topics | Action Points |
| AVCC staff report was tabled.  Coordinators not present to speak to report.  The committee noted the new Health and Safety legislation coming into effect 4 April.  DECISION: Committee agreed to include Health and Safety as a standing item in the committee meeting agenda  The committee noted the recent spate of vandalism.  ARO VALLEY FAIR  The Fair was pronounced a triumph – the large crowd and happy atmosphere continued late into the afternoon, with the Aro Olympics contributing to the longevity of the day and high spirits. Stallholders reported good sales.  A formal vote of thanks to Krissy, Lexi and all the volunteers was accepted. | ACTION: Roland to include in meeting agenda |
| Organising Ourselves | Action Points |
| TRIENNIAL FUNDING ROUND  The application is due 15 April.  Rachel now has access to the funding portal and will prepare the application based on the previous application.  The application will be circulated to committee members only if there is a shift in direction from previous application.  VALLEY VOICE  Roland has been approached by a couple of people about taking on the roles of Technical Editor and Journalist. | ACTION –Rachel and Roland to complete and submit application by April 15. Application to be circulated if shift in direction.  ACTION: Roland to make contact and report back to the next meeting. |
| School And Pre-School Update | Action Points |
| PRESCHOOL REPRESENTATIVE  Sacha was not present for meeting, but submitted report via email. Key points:   * *Contacted Sue Clement at Te Aro School about representative on AVCC. Sue suggested that the school look at appointing someone after the school board of trustees elections. These are in May, with trustees starting in June* * *Issue of the unsafe safety matting in the playground - This hasn't been progressed. Preschool will follow up on this and seek AVCC support as appropriate.* * *Thanked AVCC for enabling the preschool to be able to shake buckets and collect donations at the Fair. Preschool raised about $430 through donations with a total of $1450 from all activities*   TE ARO SCHOOL REPRESENTATIVE  As per Sacha’s discussion above.  The committee restated its commitment to engaging a representative of the school and acknowledging the discussion Sacha has had with the principal, will write to the school detailing the type of relationship sought and what both parties could gain from a relationship through the committee.  SINGLE POINT OF CONTACT WCC  The need to have a single point of contact within WCC was discussed.  GENERAL MEETINGS  The General Meeting planned for 6 April 2016 will be moved to 13 April.  The Notice, Agenda and Minutes of last General Meeting need to go out by 30 March 2016.  Agreed the 13 April meeting should include:   * an intro to the site redevelopment programme of work and the results of the community survey undertaken at the Fair * A call for new committee members * The new Incorporated Societies Law   The June General Meeting should include the constitution | ACTION: Hilary to write a letter to Sue Clement, detailing relationship  ACTION: Roland to progress  ACTION: Roland to prepare item for GM around Incorporated Societies Law  ACTION: Hilary and Luke to prepare item for GM around site redevelopment and survey response |
| Community Issues | Action Points | |
| COMMUNITY FACILITIES UPGRADE  There were 80 responses to the community survey undertaken on Fair day.  General sentiment in the survey response was upgrading / improving what’s there rather than significant change  Luisa Beltran Castillon is assisting with analysis of the survey responses.  Hilary commented on need to engage business owners and create a representative group  Luke noted the likely need for more committee members to input into the site redevelopment sub-committee  RUBBISH – Devon Street  Hilary met with residents, and some landlords, of Devon St about the rubbish situation.  A cleanup has been arranged for 2pm to 4pm on Sunday 20 March, followed by sausages, beer, prize giving and similar antics.  WCC has provided gloves, bags and will take the rubbish away | ACTION : Hilary will liaise with the business owners to talk about their needs and interests in the upgrade.  ACTION: Luke will email all committee members about need for input into sub-committee and seeking assistance  ACTION: Hilary to take photos for website / Facebook etc | |
| Finance Report |  | |
| Rachel presented the Finance report.  The report was discussed and moved.  Roland accepted the Finance report. |  | |
| Any Other Business |  | |
| No other business. |  | |
| Meeting Closed | | |
| The meeting closed at 9.15pm. | | |