



MINUTES
ARO VALLEY COMMUNITY COUNCIL COMMITTEE
DATE: 19 June 2017 7.30 pm

Present: Luke Allen (Co-chair), Hilary Unwin (Co-chair), Brent Efford, Heather Mackay (Secretary) , Sarah Child, Krissy Cloutman, Madeline Rashbrooke, Jay Buzenberg, Nicole Benkert, Rachel Griffiths (Treasurer),

Apologies: Roland Sapsford, Zeke O'Connor-Sapsford, Catherine Carey-Smith, Chris Carey-Smith, Karen MacIntyre, Jo Brien, Daniel Brown

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.

Correspondence

Inwards

20 May – Martin Wilson email requesting information about the exact status of AVCC policy and discussion as to paying all its staff at a minimum of the living wage.

Action: Heather to forward a copy of the email to Rachel to respond to.

24 May - Andrea Boston (Public Health Advisor) email to alert community to an application for a liquor store off-licence in Aro Street. The operators of the fruit and vege shop at 102 Aro Street have applied to turn this store into a bottle store.

26 May - Teresa Gianos VUW email to advise VUW are working on improvements to the well-travelled pedestrian walkway from the Terrace to Boyd-Wilson field. As part of that, would like the community to help name the walkway to promote a sense of ownership. Hilary advised that a name had been decided on and we have been advised.

2 June – Martin Wilson – email requesting information on a range of topics. Heather to reply to Martin to advise that full reply will be sent by Co-chairs.

6 June – letter from 11 Essex Street.

10 June – Martin Wilson – email questioning meeting attendance policy. Replied to by Luke stating that guests are invited to give presentations on issues but otherwise meetings are for AVCC members only.

11 June – Jo Mackay – email confirming the Emergency Response general meeting – letter and poster proofs sent by Jo to show the Committee what it was being organised.

Date? Wadestown Residents Association from Brendon Tracey – we have responded.

Outwards.

As noted above on Inwards correspondence.

6 June – AVCC objection to liquor licence. (Consultation with committee by email)

3 July - Submission on behalf of the AVCC to the WCC re the Brooklyn Trail Builders proposal to add primarily mountain bike trails to the Polhill Gully Reserve. (Consultation with committee by email).

GUESTS

Photographer, Claudia Latisnere, attended the meeting to take photos of the Committee for posting on the website.

7.45 Ingrid Downey talking about the Central All Breeds Training School (CABTS) site. This is related to the WCC sale of land which affects access and parking for this site. CABTS people have improved the building off Holloway Road. Parking for or access to the site was not supported by the WCC and means that the Dog School can't continue to use the site. It is situated on Town Belt land – nice sunny site. WCC will consult with the community if CABTS leave the site. Ingrid will keep in touch with CABTS and VUW about what is happening so that we can

keep on top of it if we need to. Ingrid will let us know if we can support. Ingrid to keep in touch through Sarah and will prepare something for Valley Voice.

8.00 - Jo Mackay talking through WREMO disaster planning meeting which is the planned general meeting for Sunday 2 July 6-9pm. WREMO will bring nibbles and we are providing the chips. Krissy is sending around the information and invitation letter to community leaders (meaning active people in the community). We want people who will be around in an emergency. WREMO will facilitate the meeting to their interactive format. Meeting will be approx. 3 hours – we can open briefly as a general meeting. WREMO will write it up and give the plan back to us. This is step one and maybe we can do an exercise later in the year. Need to decide where the Emergency Hub will be located at the Community Hall or the Aro Valley School (the current designated centre)? Need to decide this with the school and the community. If it is decided that the Aro Community Centre is better sited to be the Emergency Hub this should go as a motion to the AGM. Need also to keep in mind what area the Aro Community will encompass as Mt Cook School is the nearest Emergency Hubs and there are many people living in between the Hubs.

HEALTH and SAFETY

Action: Luke to lodge the near miss incident from the Fair

Health & Safety risk/hazard register update and reporting procedures etc following the new act –work has been done by Krissy.

Action: Krissy and Luke to do Health and Safety review after the AGM to present at the August meeting.

STAFF REPORT and related issues

Staff report presented and discussed.

Some highlights as follows.

Action: Krissy to organise the General election meeting.

Martin keen to set up a screen etc. outside.

Action: Krissy to ask Martin what the charges will be so that we can see how if it is affordable.

Brent will chat to Krissy about organising it – who to invite etc.

Lots of activities for Senior's Week (need to rename it).

Working on end of year financials.

Website – being looked at by volunteers.

Action: Website work for the new committee to agree on.

ESOL for another couple of weeks only but we may run conversational English classes. More ESOL classes would be good if we could finance it.

Action: Rachel and Krissy to look at the funding for these classes we may be able to afford to fund more.

Broad uptake for courses from not just Aro Valley.

AGM date set for 26 July.

Anyone available for DIY – need a few bits and pieces doing (tools) – could ask if Russell could help or the Philosophy School which has a workshop.

Plastic free July meeting last Friday very well attended. Other events to come.

Bunker mural planning work in progress. Can we approve the design? Sarah will check with WCC. Mix between free wall and the mural. Everyone agreed to it going ahead.

Composting workshop will be run. Look to rebuild the existing compost bin and add some signage.

School holiday programme in planning.

Action: Feedback to WCC on the Polhill track submission to be done by Madeline and Nicole.

ORGANISING OURSELVES

1. Financial report.

Report tabled and accepted.

Main points to note:

Profit and loss for May:

Income includes a well-attended School holiday programme, electricity covers for two months from 25/03 to 25/05, and salaries includes SHP

Profit and loss for YTD

Negative amounts are accounting adjustments from the end of the previous financial year.

The draft 31 March 2017 accounts are being finalised but currently we have a profit to declare at the next AGM.

Good hall hire and school holiday hire have helped with income. Thanks to Krissy and Sarah for their work.

School holiday programme wage to be reconsidered. SHP committee to consider.

Recommendation to review the wage from the Treasurer to the SHP subcommittee.

2. AGM

Need to start advertising the AGM straight after the general meeting.

3. School and Pre-School update

Action: To ask Helen Baxter to nominate someone from the pre-school to attend AVCC meetings.

4. Valley Voice

Next production cycle will be started by Brent and then passed on to Dan.

Still looking for a sponsor.

COMMUNITY ISSUES

1, Community Centre Upgrade

Design workshops were had and will be reported on. Concept designs will appear in 4-6 weeks and the architects will run the engagement process. Anne will still be involved and paid by the WCC in an advisory and coordination role.

ANY OTHER BUSINESS

There was no other business.

Meeting closed at 9.53pm

Next AVCC meeting date Monday 17 July 2017.

Summary of Actions

What	Who	When
Forward a copy of the email re-living wage to Rachel to respond to	Heather	After the meeting
Lodge the near miss incident from the Fair	Luke Krissy to do	Before next meeting
Health and Safety review after the AGM to present at the August meeting.	Krissy and Luke.	After the AGM to present at the August meeting.
Organise General Election meeting	Krissy	After the meeting
Ask Martin what the charges will be for sound for the Candidates meeting.	Krissy	Before next meeting
Website work for the new committee to agree on.	Krissy and new committee	As decided
To look at the funding for the ESOL classes we may be able to afford to fund more	Rachel and Krissy	Before next meeting
Feedback to WCC on the Polhill track submission	Madeleine and Nicole Done.	Before submission date
To ask Helen Baxter to nominate someone from the pre-school to attend AVCC meetings	Rachel	Before next meeting