

**Minutes from *the Meeting of the PRRA*  
held on Monday 8 June 2020 at 7.00 p.m in the Community Hall**

**Present:** Richard Glover, Trudi Ballantyne, Judie McEnallay, John McEnallay, Carole Forrester, Neil Carter, Conrad Nagel, Kirsty Garrett, Councillors Kevin Marsh, John Scrimgeour

**Absent:** Richard Walters

**Guests:** Rod and Wendy Davenhill

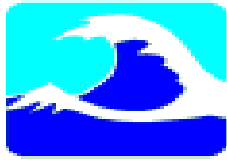
**Apologies:** Esther Kirk, Leanne Armstrong, Les Roa

Rod and Wendy Davenhill gave the Committee an update on the current situation with the Community Hall. Rod advised that Council had appointed a Building Inspector to carry out a further inspection and his findings confirmed that the building has severe water tightness issues mainly caused by the use of untreated timber which no longer comes up to the Building Code but did at the time of construction. This problem has gone undetected for many years as there has been no regular building inspections carried out for the Building Warrant of Fitness. The current Hall Committee are no longer accepting bookings for the hall and due to the Covid-19 lockdown it has been shut up for several months. Council has a report that details the possible extent of remedial work required and engaged a local builder to provide an estimate for this work. This is likely to be a substantial sum which Council will probably fund by way of a loan which will then be repaid over a number of years through an additional rate. Wendy advised the Hall Committee had received an email from Council requesting that in order for Council to fund the works, a case must be made to justify the Community Hall is a vital hub for the Community outlining the frequency and uses made of the facility. It was agreed that until the cladding is removed from the exterior of the hall, the full extent and probable cost of remedial works will not be known.

Wendy also advised that the hall is still under a Trust with only 2 surviving trustees and the Committee have been trying for several years to sort this situation out with Council. As the current Hall Committee is not an Incorporated Society, it was thought the best plan of action would be to align with the PRRA Committee and work together to resolve the situation. Kevin Marsh suggested the Hall Committee become a sub-branch of the PRRA and Wendy and Rod agreed that would be the best outcome.

Conrad suggested that as there are many new residents to the area we should provide information on how the hall has been used over the years and its possible future use such as child care centre, various sporting groups etc so they can understand the importance of the hall as a hub for the whole community to use and enjoy. A discussion ensued around providing ratepayers with positive reasons for the repairs to be completed and to understand the need for it to be added to the yearly rates until the Council loan is repaid. John Scrimgeour explained how this process has worked in other districts and advised that Council would look at the options and provide details of the cost over a 10 year or 20 year repayment plan.

Rod noted that the Hall Committee would provide Council with information on the hall usage and expected that Council would then proceed to obtain further quotes to complete the work. John McEnallay suggested that Council was perhaps not the best operator to oversee these works and suggested that local builders be engaged to provide quotes for the work. Rod advised that there was nobody on the Hall Committee suitable to project manage a construction job of this size.



# **Pukehina Ratepayers' & Residents' Association Inc.**

[Pukehina.bra@gmail.com](mailto:Pukehina.bra@gmail.com) or [www.pukehinabeach.co.nz](http://www.pukehinabeach.co.nz)

PO Box 113, Te Puke 3153

Neil asked whether Rod was proposing that the Hall Committee run as a sub-committee within the Pukehina Ratepayer’s and Residents Association. Rod agreed that this would be the best outcome but that he hadn’t discussed this with the other members. It was agreed that it was Council’s preference for the Hall to come under the PRRA supervision. Richard identified the need for Rod and Wendy to get the support of the Hall Committee and come back to us. Trudi asked what where the legal implications of transferring responsibility for the hall over to the PRRA as this had been suggested by Council previously but instead the Hall Committee proceeded to attempt to form an Incorporated Society. Rod advised that until the existing Trust could be wound up, they were unable to make any decisions. Kevin Marsh offered to look into what is required to wind up the existing Trust and transfer responsibility for the hall over to the PRRA. Trudi noted that once the current situation is sorted, she thought the PRRA would be happy for the Hall Committee to continue running the hall, taking bookings etc with one or more members coming along to the PRRA Committee Meetings with progress updates.

Richard thanked Wendy and Rod for coming along this evening to discuss the future of the hall.

## **1. Approval of May Minutes**

The minutes of the May 2020 meeting had been distributed and read prior to meeting. It was moved that those minutes are a true and accurate record.

**Moved** Neil Carter   **Seconded** John McEnallay                         **Carried**

## **2. Treasurer’s Report**

Trudi noted there was very little activity to report for May with no monies coming in. She also noted that she has not yet followed up on the two new members from the Pukehina Motorama Event who haven’t paid their subscriptions but she has chased up the two outstanding website advertisers (Brown Freight and Laser Plumbing) and both advised it had just been an oversight and will pay this month. Laser Plumbing advised they wanted their advertising updated and Trudi advised these changes have been forwarded onto John to action. The bank account has \$3,031 at the end of May as well as \$18,181 on term deposit which matures today and will be rolled over for another 3 months. There are only two accounts for payment this month:

\$129.00 Tarnix Security  
\$402.50 Vision Lab for domain renewal & hosting

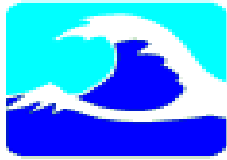
It was moved that these invoices be approved for payment.

**Moved** Trudi Ballantyne   **Seconded** John McEnallay                         **Carried**

It was further moved that the Treasurer’s Report be accepted.

**Moved** Richard Glover   **Seconded** John McEnallay                         **Carried**

**ACTION:**                 Trudi/John



### **3. Action Point Updates from May Minutes**

- *Council's Community Resilience Fund – Esther/Kirsty*

Kirsty advised that the funding structure has changed and been broken down into sections with the first being all Covid-related. She noted that there does not appear to be any suitable projects we could apply for in this first section of funding. Kirsty noted there was a Funder's Forum for applications next week which she will attend in order to find out what we can and can't apply for and will update the Committee after that.

- *Draft Letter regarding Estuary Erosion Mitigation – Leanne/Esther*

Judie advised that Esther did say that Leanne and herself had been working on this and she also had a meeting with Thomas from BOP Regional Council next week. It was decided to hold over any further discussion on this until the next meeting.

- *Report from meeting at Bledisloe Park – Kevin*

Kevin advised that Jim Dahm and several members of the BOP Regional Council met at the Little Waihi Estuary. He explained that originally fill had been carted in and filled out into the Estuary and it's now being washed away. Down at the end where the tide comes in and water rushes through it is rock and will always need to stay rock. Many years ago, groins had been built with railway lines and timber but over time these have rotted away and now Regional Council will not allow any hard structures only sand can be used. Where the tide has got back to the edge in places, vegetation is starting to grow which is what Council hopes will continue. Council want to fill the area with sand and plant grasses similar to the beach 'push up' project last year and over a number of years the area should be retained. Kevin advised that as a ratepayer of the Waihi Drainage Scheme he is allowed 500 cm a year and as Council has approved this as suitable fill, Kevin offered this as fill for the project. Kevin asked Council about the Pukehina side of the Estuary and they advised it's a similar situation though much more sheltered on the Pukehina side and that DOC were in charge here. Judie had advised that Esther and Leanne have been trying to engage with DOC regarding the Estuary erosion for many months without any success but are continuing with their efforts.

- *Newsletter - Esther*

Esther completed the Newsletter and it has been emailed to all PRRA members. Trudi advised she has printed a number of copies that she will put in The Store. Judie advised the Newsletter has been posted on Facebook and the website and that Esther is keen to get 200 printed and delivered to those without access to a computer. With the need for ongoing volumes of printing, Judie suggested we open an account with one of the printing companies as it is too much to expect Ray White to continue to print these quantities at their expense. Trudi offered to do the printing at her work at cost which was gratefully accepted by the Committee.

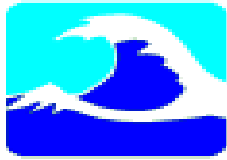
It was moved to use BRG for any bulk photocopying requirements for the PRRA.

**Moved** Neil Carter

**Seconded**

Conrad Nagel **Carried**

**ACTION:** Trudi



## Pukehina Ratepayers' & Residents' Association Inc.

[Pukehina.bra@gmail.com](mailto:Pukehina.bra@gmail.com) or [www.pukehinabeach.co.nz](http://www.pukehinabeach.co.nz)

PO Box 113, Te Puke 3153

- *Welcome Pack - Judie*

Judie advised that this has been completed but there are a few items that need to be clarified such as the Market operations and Child Care information. Esther has given the document to her designer to compile into a booklet. Conrad advised he is in the process of completing the information on child care and also has important information concerning the use of septic tanks which could be included. He noted that with an influx of people using their holiday homes over the lockdown period, many had issues with understanding the process and perhaps it would be a good idea to include this information in the booklet. Conrad also advised he was in the process of finalising information on Child Care and has a meeting with Plunkett tomorrow. Carole noted that a group called 'Inspire' have kindergartens in Paengaroa and Otamarakau. There is also a playcentre at Pongakawa and Pukehina School, and a home-based service based at 664 Pukehina Parade run by a fully qualified ECT for the under-2's.

**ACTION:** Conrad

- *Vision Lab Hosting location - John*

John advised he had not yet contacted Vision Lab but will follow up. He noted that Vision Lab had previously hosted the site but have since moved it to Blue Host in California. John suggested it would be better to pay a little extra to have it hosted locally to support the local economy.

**ACTION:** John

- *BOP Regional Council's Environmental Enhancement Fund*

Judie advised that Esther had emailed through that this fund is not suitable for the estuary erosion mitigation work and that Leanne and herself have worked on a proposal which has been sent through to Thomas at the BOP Regional Council. This item can be held over until next month's meeting.

Carole mentioned the fact that the Hall has been used as a Polling Station for elections in the past and wondered what would happen this year with our hall out of action. Trudi noted that this year there will be more advanced voting days because of Covid and that the Fishing Club was a possible alternate venue.

#### 4. GENERAL BUSINESS

- *Review of current projects and Committee Responsibilities*

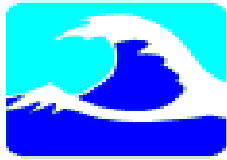
**This item will be held over until next month's meeting.**

- *Disputes Policy*

Judie advised that this was a matter for all committee members to discuss and agree a policy that can be included in the Constitution. Members were asked to read the draft document and make any notes/additions for discussion at the next meeting.

**This item will be held over until next month's meeting.**

**ACTION:** All Committee Members



## Pukehina Ratepayers' & Residents' Association Inc.

[Pukehina.bra@gmail.com](mailto:Pukehina.bra@gmail.com) or [www.pukehinabeach.co.nz](http://www.pukehinabeach.co.nz)

PO Box 113, Te Puke 3153

- *Stu's suggestion of signs for either end of the beach regarding quad bikes*

Judie explained that Stu had offered a suggestion that signs be erected at both ends of the beach along the lines of *'To continue to enjoy the use of the beach on our 4-wheelers please register your bike'* and provide the website address. Even though it is not mandatory, it is vital that people understand we are self-regulatory so that access to the beach can continue. Richard and Conrad both mentioned that there had been motorbikes on the beach over the past few weeks. Judie agreed to 'mock up' a sign and the committee can agree wording and size of the signs. Trudi advised she has a client who is a signwriter and will be able to get a quote for the work.

**ACTION:** Judie

- *Encouraging the community spirit with project participation such as Community Gardens, crop swap etc*

Judie advised that Esther had put forward the idea of community-based projects such as the garden, crop swaps etc that we can help get up and running then someone from the Community itself would be in charge of the projects to foster an inclusive community spirit. Conrad mentioned that his wife is keen to be involved in a community garden project and has been to look at several in the area and spoken to Council. The Committee suggested she might like to come along to our next meeting to discuss this.

### 5. OTHER BUSINESS

- *Neighbourhood Support*

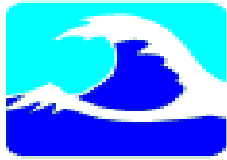
Richard asked whether anything was happening with Neighbourhood Support and Judie advised that she had invited Kate Blakeborough to attend our meetings but hasn't heard back from her. Judie also advised that regular emails have been received from Bruce Banks and they have been posted on the Facebook page. The Committee agreed that very little could have happened over the lockdown period and Richard suggested he would catch up with Kate and see if there was anything further to report on how the reorganization of the Pukehina Neighbourhood Support was progressing.

**ACTION:** Richard

There were no updates from Civil Defence or CPNZ. Carole asked whether there was any feedback from the community regarding civil defence operations during Covid-19.

- *Plantings*

Conrad mentioned that four of his beachside neighbours have planted and roped off the planted areas and still they have people walking over the beach and through the new planting areas. These residents don't live here and wondered whether they should put down orange netting or whether there was anything else they can do to prevent this from happening. The Committee suggested these residents contact Chris Ward at Coast Care and ask whether the orange netting is a good idea or whether Coast Care could offer any other suggestions.



**Pukehina Ratepayers' & Residents' Association Inc.**

[Pukehina.bra@gmail.com](mailto:Pukehina.bra@gmail.com) or [www.pukehinabeach.co.nz](http://www.pukehinabeach.co.nz)

PO Box 113, Te Puke 3153

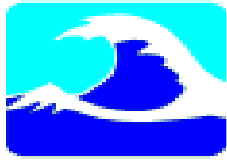
- *Notice Board/Recycling Trial*

Trudi asked members whether they had any ideas for the noticeboard. She also noted that the Recycling trial at the BP Pongakawa only had a short time to run and if we wanted to keep this service going, people need to have their say on the recycling survey online @

<http://haveyoursay.westernbay.govt.nz/ruralrecyclingpongawaka>.

**There being no further business, the meeting closed at 8.17pm**

**The next meeting of the PRRA Committee would be on Monday July 13, 2020 at 7pm.**



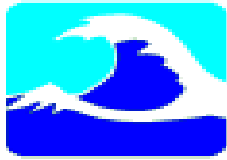
## **Pukehina Ratepayers' & Residents' Association Inc.**

[Pukehina.bra@gmail.com](mailto:Pukehina.bra@gmail.com) or [www.pukehinabeach.co.nz](http://www.pukehinabeach.co.nz)

PO Box 113, Te Puke 3153

### **ACTION POINTS**

- **Trudi** to follow up non-payment of fees by 2 members signed up at Autorama
- **John** update Laser Plumbing website ad
- **Trudi** – print out 200 copies of newsletter for local distribution
- **Conrad** to finalise information regarding preschools/play centres for inclusion in Welcome Pack.
- **John** to contact Vision Lab regarding hosting of website in New Zealand rather than USA.
- **All Committee** – review Disputes Policy for discussion at next meeting
- **Judie** – mock up a suitable sign for either end of the beach for 'Bikes on Beach'
- **All Committee** – Notify Trudi of any noticeboard items



**Pukehina Ratepayers' & Residents' Association Inc.**

[Pukehina.bra@gmail.com](mailto:Pukehina.bra@gmail.com) or [www.pukehinabeach.co.nz](http://www.pukehinabeach.co.nz)

PO Box 113, Te Puke 3153

***Correspondence Inward:***

***Email:***

*May 2020*

Nigel Scott – bike rego  
Te Puke EDG – newsletter  
BRG - newsletter  
Social Link newsletter  
Social Link newsletter  
Westpac – apology for out of service  
WBOP District Council Caroline Lim – info on Covid-19  
BRG Newsletter  
BOP Regional Council Korero  
TECT Newsletter  
WBOP – info on Resilience Fund  
Vision Lab invoice  
Evocom – Invoice (bike numbers)  
Ratepayers and Residents Association update  
Pam Roa – change of address  
Social Link newsletter  
Tarnix invoice  
J Rossaak – request for push up documentation  
Maketu-Te Puke Ward Forum invite  
Rex Turner – bike rego

***Correspondence Outward***

***Email:***

*May 2020*

Vision Lab – approval to renew domain name  
Kate Blakeborough – invite to PRRA Committee Meeting