



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

ORDER PAPER

HUNTERVILLE COMMUNITY COMMITTEE MEETING

Date: Monday, 13 February 2023

Time: 6.30pm

Venue: Hunterville Town Hall
Bruce Street
Hunterville

Chair: Ms Karen Kennedy

Deputy Chair: Ms Kelsey Smith

Membership: Ms Sandra Carroll
Ms Charissa Lawlor
Ms Lynette Thompson
Ms Jane Watson
Cr Richard Lambert
Cr Fi Dalgety (Alternate)
HWTM Andy Watson

Purpose of the Committee

- To provide a local link and point of contact for Council liaison with the community.
- To provide for the exchange of information, communication, and to assist with the Council's consultative processes.
- To exercise delegated authority for the annual allocation of \$1.00 per rateable property for "defined small local works" in line with the guidelines provided¹.
- Particularly, to help ensure that any minor remedial or renewal works are brought to Council's attention through the Request for Service procedure, by promoting its use and advising community members on how to use it.
- To be the first point of contact (prior to Council) for community groups. Where this is not possible, the Committee will be informed of the approach by the community group to the Council.
- Applications for the Parks Upgrade Partnership Fund are considered and commented on by the Committee prior to the application being considered by Council.
- Placemaking initiatives that are taking place on Council land will be considered and commented on by the Committee before the application is considered by the Chief Executive.
- To engage with wider/small communities of the ward represented.

Quorum

The quorum for the Huntermville Community Committee is 4.

Council's Standing Orders (adopted 31 October 2019) 11.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

At least 1 Elected Member must be present at the meeting.

For any enquiries regarding this agenda, please contact:

Kezia Spence, Governance Advisor, 0800 422 522 (ext. 917), or via email

kezia.spence@rangitikei.govt.nz

¹ Appended to the Delegations Register

Notice is hereby given that a Hunterville Community Committee Meeting of the Rangitikei District Council will be held in the Hunterville Town Hall, Bruce Street, Hunterville on Monday, 13 February 2023 at 6.30pm.

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AGENDA

1 Welcome / Prayer

2 Apologies

3 Public Forum

4 Conflict of Interest Declarations

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda.

5 Confirmation of Order of Business

That, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, [enter item number](#) be dealt as a late item at this meeting.

6 Confirmation of Minutes

6.1 Confirmation of Minutes

Author: Kezia Spence, Governance Advisor

1. Reason for Report

- 1.1 The minutes from Huntermville Community Committee Meeting held on 12 December 2022 are attached.

Attachments

1. **Huntermville Community Committee Meeting - 12 December 2022**

Recommendation

That the minutes of Huntermville Community Committee Meeting held on 12 December 2022 **[as amended/without amendment]** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

ITEM 6.1

MINUTES



ATTACHMENT 1

UNCONFIRMED: HUNTERVILLE COMMUNITY COMMITTEE MEETING

Date: Monday, 12 December 2022

Time: 6.30 pm

**Venue: Hunterville Town Hall
Bruce Street
Hunterville**

Present

- Ms Sandra Carroll
- Ms Charissa Lawlor
- Ms Kelsey Smith
- Ms Jane Watson
- Cr Richard Lambert
- Cr Fi Dalgety (Alternate)
- HWTM Andy Watson
- Ms Karen Kennedy
- Ms Lynette Thompson
- Ms Sheryl Srhoj

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**ITEM 6.1
ATTACHMENT 1**

UNCONFIRMED

ITEM 6.1
ATTACHMENT 1

1 Welcome / Prayer

All welcomed.

2 Apologies

HWTM Andy Watson

Late arrival Ms Lynette Thompson.

3 Public Forum

Nil

4 Conflict of Interest Declarations

5 Confirmation of Order of Business

6 Reports for Decision

6.1 Election of Chair - Huntermville Community Committee

Cr R Lambert led the vote for chair.

Resolved minute number 22/HCC/026

That the Huntermville Community Committee, for the purpose of electing or appointing persons under Clause 25, adopt either System A.

That Ms Karen Kennedy be appointed Chair of the Huntermville Community Committee.

Cr R Lambert Carried

6.2 Election of Deputy Chair - Huntermville Community Committee

Ms K Kennedy led the vote

Resolved minute number 22/HCC/027

That Ms Kelsey Smith be appointed Deputy Chair of the Huntermville Community Committee.

Ms K Kennedy Carried

6.3 Guidance and Draft Terms of Reference - Huntermville Community Committee

Taken as read.

Resolved minute number 22/HCC/028

That the report, Guidance and Draft Terms of Reference – Huntermville Community Committee, be received.

Ms K Kennedy/Ms S Carroll. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Huntermville Community Committee Meetings

Taken as read.

Resolved minute number 22/HCC/029

That the report 'Follow-up Action Items from Huntermville Community Committee Meetings' be received.

Ms K Kennedy/Ms C Lawlor. Carried

6 Reports for Information

8.1 Mayor's Report - 23 November 2022

Taken as read.

Resolved minute number 22/HCC/030

That the Mayor's Report – 23 November 2022 be received.

Ms K Kennedy/Ms J Watson. Carried

8.2 RDC Engagement and Consultations

Taken as read.

Resolved minute number 22/HCC/031

That the report 'RDC Engagement and Consultations' be received.

Ms K Kennedy/Cr R Lambert. Carried

8.3 Funding Schemes Update - December 2022

Taken as read.

Resolved minute number 22/HCC/032

That the Funding Schemes Update – December 2022 be received.

Cr R Lambert/Ms S Carroll. Carried

ITEM 6.1 ATTACHMENT 1

8.4 Small Projects Fund Update - December 2022

Ms K Smith advised committee the supplier of tags for Sculpture Steel Art has not provided these tags other than the initial example, despite many emails from Ms K Smith.

Ms S Carroll will therefore obtain another quote on tags from a new supplier, up to the value of \$674.00 as per previous agreement.

Resolved minute number 22/HCC/033

That the report ‘Small Projects Fund Update – December 2022’ be received.

Ms J Watson/Ms K Smith. Carried

Resolved minute number 22/HCC/034

That, the Hunterville Community Committee recommend to Council they confirm total expenditure to Steel Art, with a breakdown of these payments.

Ms K Smith/Ms S Carroll. Carried

Resolved minute number 22/HCC/035

That, the Hunterville community committee recommend to Council if no tag payments have been made. The Hunterville Community Committee proceed to obtain a quote from another supplier.

Ms L Thompson/Cr R Lambert. Carried

7 Discussion Items

9.1 Simpson Bush Reserve

Discussion:

Cr F Dalgety advised the committee on the current situation with the reserve. The reserve is closed due to a sink hole in front of the bridge. DOC manages the reserve. Cr F Dalgety has been informed pest control has ceased in the reserve.

The committee will look to other organisations for assistance in moving this matter forward.

Cr F Dalgety will liaise with local Iwi and contact Kiwiburn. Ms K Kennedy will approach a contact in DOC for further assistance.

9.2 Business after five event feedback. Ms K Smith has received the following feedback, people who attended were not comfortable with the event being held in a private residence. People were unsure of the purpose of Business after five.

Late Items

1. Signage at Queens Park. The Hunterville Community Committee strongly recommend to

- Huntermville Lions Club to remove the existing sign.
- 2. Public Toilet signage. Current signage is not visible enough for visitors with high numbers still approaching BP for their location. Ms S Srhoj to follow up with RDC on additional signage if possible.
- 3. Painted town seating. These seats now require fresh paint. Would RDC Parks and reserves water blast or sand prior to the committee begin the painting. Ms S Srhoj to follow up with RDC Parks and Reserves.
- 4. Plants in gardens on State highway 1 and Bruce Street, plants now block the view of vehicles ,in particular trucks of pedestrians crossing . Ms S Srhoj to follow up.
- 5. Huntermville Shemozzle shipping container. Mr J Kilmister spoke with Ms K Smith seeking approval to locate the container behind the village green in front of the playcentre. The committee denies permission due to safety concerns.
- 6. Frequency of ongoing Huntermville Community Committee meetings.

Resolved minute number 22/HCC/036

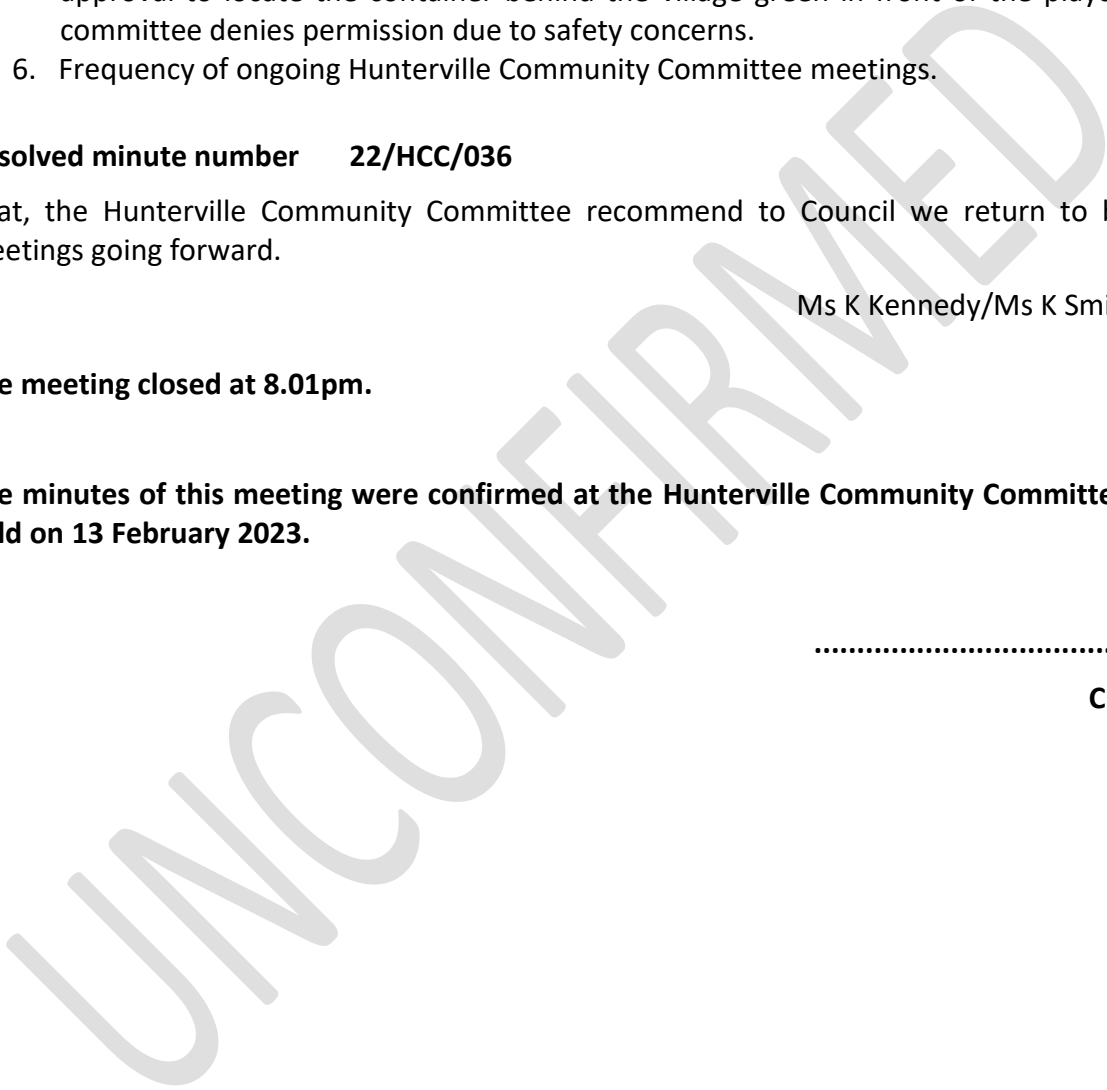
That, the Huntermville Community Committee recommend to Council we return to bi monthly meetings going forward.

Ms K Kennedy/Ms K Smith. Carried

The meeting closed at 8.01pm.

The minutes of this meeting were confirmed at the Huntermville Community Committee meeting held on 13 February 2023.

.....
Chairperson



7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Huntermville Community Committee Meetings

Author: **Kezia Spence, Governance Advisor**

1. Reason for Report

1.1 On the list attached are items raised at previous Huntermville Community Committee meetings. Items indicate who is responsible for follow up, and a brief status comment.

2. Decision Making Process

2.1 Staff have assessed the requirements of the Local Government Act 2002 in relation to this item and have concluded that, as this report is for information only, the decision-making provisions do not apply.

Attachments:

1. **Follow-up Actions** [↓](#)

Recommendation

That the report 'Follow-up Action Items from Huntermville Community Committee Meetings' be received.

Current Follow-up Actions

Item	From Meeting Date	Details	Person Assigned	Status Comments	Status
	12-Dec-22	HCC recommend to Council they confirm total expenditure to Steel Art with a breakdown of these payments	Kezia Spence	An updated is included in the small projects fund.	Closed.
	1-Aug-22	Cr Dalgety requested that Rural Water Scheme staff remove items of piping and drainage left behind the shed. Ms Srhoj advised that she will follow-up with the appropriate staff member.	Sheryl Srhoj	This request has been passed onto Councils Chief Operating Officer to action – Sheryl will continue to follow up.	In progress
	6-Dec-21	That RDC clears the blackberry next to the creek at 16 Paraekaretu Street.	Murray Phillips	The large stump that was discovered amongst the black berry clump between the Squash club and stream has been ground down. When conditions allow, the site will be levelled and sown with grass seed. The sprayed black berry has been cut back. The planned removal of the established row of flax bushes and black berry debris has been delayed due to the extremely wet ground conditions. This is now unlikely to occur until late summer 2023 which means the planting scheduled for July 2022 will now be pushed back to June/July 2023. Have spoken with Hazel Richardson from the Hunterville Squash club and updated her on proceedings and planting plan/time line.	In progress
	6-Dec-21	That RDC initiates native planting next to the creek at 16 Paraekaretu Street.	Murray Phillips	Due to extremely wet ground conditions, we have postponed the planting operation until June/July 2023.	In progress

ITEM 8.1

8 Chair's Report

8.1 Chair's Report - February 2023

Author: Karen Kennedy, Chair

1. Reason for Report

- 1.1 The Chair may provide a verbal update.

Recommendation

That the verbal Chair's Report – February 2023 be received.

9 Mayoral Update

9.1 Mayoral Update - February 2023

Author: Andy Watson, His Worship the Mayor

1. Reason for Report

- 1.1 Andy Watson may provide a verbal update.

Recommendation

That the verbal Mayoral Update – February 2023 be received.

10 Reports for Information

10.1 Small Projects Fund Update - February 2023

Author: **Kezia Spence, Governance Advisor**

1. Allocation

1.1 The 2022/23 allocation to the Committee's Small Projects Fund was **\$889**.

2. Earmarked Payments from 2021/22 yet to be paid

2.1 The below payment was earmarked in 2021/22 but has not yet been paid. Payment for this will come from the 2021/22 budget.

- a. \$214 to explore the concept of generating brass dog name tags on Huntaway Festival dog honours board.

3. Breakdown

3.1 The below payment was resolved 1 August but has not yet been paid. Payment for this will come from the 2022/23 budget.

- a. That HCC spend up to \$460.00 of Small Projects Fund to purchase the remaining 14 winners' plaques.
- b. This has not yet been paid.

3.2 The remaining allocation for the Committee's Small Projects Fund is **\$429**.

4. SteelArt NZ payments

4.1 It was requested at the December Huntermville Community Committee meeting for confirmation on total expenditure to Steel Art, with a breakdown of payments.

4.2 Attached is the invoice from SteelArt NZ.

4.3 Resolution 22/HCC/015 for payment is included below.

Resolved minute number **22/HCC/001**

The Committee agrees to provide up to \$1,000.00 to Steel Art NZ for the manufacture, supply and erection of a metal sculpture depicting a dog . To be located on the Village Green. The artwork to be framed with railway sleepers, Cr R Lambert has offered these to the project.

Ms K Smith/Ms J Watson. Carried

5. Tag payments

5.1 It was requested if no tag payments have been made then the Huntermville Community Committee would proceed to obtain a quote from another supplier.

5.2 Council have not received an invoice in relation to tag payments from Steel Art NZ and therefore no payment has been made.

Attachments:

1. Invoice SteelArt NZ [↓](#)

Recommendation

That the report 'Small Projects Fund Update – February 2023' be received.



TAX INVOICE

Hunterville Community Committee
 Attention: Rangitikei District Council.
 46 High Street
 Marton
 Marton 4710
 NEW ZEALAND

Invoice Date 14 Jun 2022
Invoice Number INV-0391
GST Number 061-436-693

SteelArt NZ
 One Tree Point
 NEW ZEALAND

Description	Quantity	Unit Price	GST	Amount NZD
Custom 3mm CorTen "Hunterville" art panel as per .pdf file. Measuring 1200x1140. Supplied in a raw material finish.	1.00	760.00	15%	760.00
Courier XXL charge	1.00	34.18	15%	34.18
			Subtotal	794.18
			TOTAL GST 15%	119.13
			TOTAL NZD	913.31

Due Date: 14 Jun 2022

Payments made to;



All goods including shipping costs are to be paid in full prior to collection in person or dispatch by courier. All goods remain the property of Steel Art NZ until full payment received.

If this invoice relates to a numbered Limited Edition piece, Edition number will be allocated in sequence based upon time and date that full payment of goods is received into the above bank account.

All items supplied to the end user by SteelArt NZ, will be supplied in a raw CorTen material finish.

This artwork/design may not be reproduced by any process without the expressed written permission of SteelArt NZ. All copyright and reproduction rights are retained by SteelArt NZ.



[View and pay online now](#)



PAYMENT ADVICE

To: SteelArt NZ
One Tree Point
NEW ZEALAND

Customer Huntermville Community Committee

Invoice Number INV-0391

Amount Due **913.31**

Due Date 14 Jun 2022

Amount Enclosed

Enter the amount you are paying above

10.2 Funding Schemes Update - February 2023**Author: Kezia Spence, Governance Advisor****1. Overview**

- 1.1 Council currently administers five funding schemes for the Rangitikei District:
 - a. Community Initiatives Fund
 - b. Events Sponsorship Scheme
 - c. Parks Upgrades Partnership Fund
 - d. Creative Communities Scheme
 - e. Sport NZ Rural Travel Fund

2. Community Initiatives Fund

- 2.1 This is a Council fund intended to support community-based projects in the Rangitikei District that develop community cohesion and community resilience.
- 2.2 Council allocates \$30,000 to this fund annually, to be distributed across two separate funding rounds.
- 2.3 Council approved the total spend of \$11,500 on the 29th of September 2022 (Round 1, 2022/23) at the Finance and Performance meeting.
- 2.4 The current funding round (Round 2 2022/23) is now open for applications and closes 2 April 2023.

3. Events Sponsorship Scheme

- 3.1 This is a Council fund intended to support events in the district that help to develop community cohesion and reinforce economic growth.
- 3.2 Council allocates \$50,000 to this fund annually, to be distributed across two separate funding rounds.
- 3.3 Council approved the total spend of \$18,222 on the 29th of September 2022 (Round 1, 2022/23) at the finance and performance meeting.
- 3.4 The current funding round (Round 2 2022/23) is now open for applications and closes 5 March 2023

4. Parks Upgrades Partnership Fund

- 4.1 This is a Council fund and is the only one available for capital purchases. The Council provides up to 33% in cash of the value – in cash or in kind - of the contribution from the community for small-scale, community-led, capital projects.
- 4.2 Applications may be submitted at any time and will be considered at the next available Assets/Infrastructure Committee meeting.

5. Creative Communities Scheme

- 5.1 This fund is supplied by Creative NZ and administered by Council. Applications are encouraged from community groups and individuals whose projects:

- Demonstrate growth over time
- Develop and support local artistic communities
- Encourage a transfer of artistic skills
- Support diversity and inclusion
- Projects with a youth focus are also encouraged

5.2 Creative NZ typically allocates \$24,090 (+ GST) to the Rangitikei District Council on an annual basis, and this is distributed across two separate funding rounds.

5.3 Creative NZ committee met on the 14 November and allocated \$12,397.50 to applicants.

5.4 The current funding round (Round 2 2022/23) is now open for applications and closes 7 May 2023

6. Sport NZ Rural Travel Fund

6.1 This fund is supplied by Sport NZ and administered by Council. The fund is targeted at young people aged between 5 and 19 years, and is open to rural sport club teams and rural school club teams with eligible members who require subsidies to assist with transport expenses to local sporting competitions.

6.2 Sport NZ typically allocates \$9,500 (+ GST) to the Rangitikei District Council on an annual basis. There is one funding round per year.

6.3 The funding round opened for applications 17 May 2022 and will close 13 April 2023. The Sport NZ Rural Travel Fund Committee will meet to consider applications on 27 April 2023.

7. Further Information

7.1 More details about these funding opportunities can be found on the Council website (link below) and this is also where applications can be submitted:

<https://www.rangitikei.govt.nz/district/community/grants-funding>

Recommendation

That the Funding Schemes Update – February 2023 be received.

11 Meeting Closed