



# Rangitikei District Council

## Santoft Domain Management Committee Meeting

Minutes – Wednesday 4 December 2019 – 6:00 p.m.

---

### Contents

1	Welcome .....	2
2	Apologies.....	2
3	Introduction of Committee members.....	2
4	Election of Chair .....	2
5	Election of Deputy Chair .....	3
6	Guidance for the Santoft Domain Management Committee.....	3
7	Standing Orders .....	3
8	Members' conflict of interest .....	3
9	Confirmation of order of business .....	4
10	Budget Submission.....	4
11	Santoft Domain Development Plan .....	4
12	Receipt of minutes from the last meeting in the 2016-19 triennium .....	4
13	Late Items.....	4
14	Next meeting.....	5
15	Meeting closed.....	5

**Present:** Heather Thorby  
Julie McCormick  
Sandra McCuan  
Murray Spring  
Paul Geurtjens  
Cr Jane Dunn  
Cr Brian Carter

**In attendance:** Mr George Forster

## 1 Welcome

Cr Dunn welcomed everyone to the meeting.

## 2 Apologies

The apologies of lateness for Ms McCuan and Mr Bennet be received and the apologies for absence from His Worship the Mayor be received.

Cr Dunn/Mr Spring. Carried

## 3 Introduction of Committee members

Members introduced themselves to the Committee and discussed what their anticipations were over the next triennium.

- Keep the good work going
- Buildings on site
- Get the infrastructure installed
- Functioning campsite
- A plan for the whole site
- How the Domain can be used to make money
- Work in partnership with Council

Cr Dunn and Cr Carter introduced themselves and shared what they hoped to achieved with the Committee.

6:10 Ms McCuan arrived at the meeting.

## 4 Election of Chair

Cr Dunn informed the Committee members that the elected Chair, will be required to attend a mandatory Chair training session held at Council Chambers on 19 February 2020.

**Resolved minute number**                      **19/SDMC/028**                      **File Ref**

That the Santoft Domain Management Committee, for the purpose of electing or appointing persons under Clause 25, adopt System B.

Cr Dunn/Mr Spring. Carried

**Resolved minute number**                      **19/SDMC/029**                      **File Ref**

That Miss Thorby be appointed Chair of the Santoft Domain Management Committee.

Ms McCuan/Mr Spring. Carried

Cr Dunn vacated the chair.

## **5 Election of Deputy Chair**

Cr Dunn informed the Committee that the Deputy Chair will be welcome to attend the Chair training session held at Council Chambers on 19 February 2020 but it will not be mandatory.

**Resolved minute number**                      **19/SDMC/030**                      **File Ref**

That Mr Geurtjens be appointed Deputy Chair of the Santoft Domain Management Committee.

Mr Spring/Ms McCuan. Carried

## **6 Guidance for the Santoft Domain Management Committee**

Committee discussed the process of the submission and how 18 December was not enough notice to prepare one. The Committee said they would make a submission at a later date.

Discussion was had around the current lease system.

Mr Geurtjens asked if Council contractors had to be used for work on the Domain.

Ms Thorby requested that the Committee financials appear in each of the Order Papers.

**Resolved minute number**                      **19/SDMC/031**                      **File Ref**

That the memorandum 'Guidance for the Santoft Domain Management Committee' to the Santoft Domain Management Committee at the 4 December 2019 meeting be received.

Ms McCormick/Ms Thorby. Carried

## **7 Standing Orders**

Mr Forster and Cr Dunn spoke to the item and informed the Committee that the Standing Orders were good for members to get their heads around as it contributed to ensuring a meeting ran smoothly and other aspects of what it meant to be a Committee member.

## **8 Members' conflict of interest**

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

## 9 Confirmation of order of business

The order of business was confirmed.

There were three late items identified;

- Spraying the Domain
- The well
- Working bee

## 10 Budget Submission

The Committee discussed this in item 6. The Committee considered that preparing a submission by 18 December 2019 was not achievable and they would do one at a later date.

## 11 Santoft Domain Development Plan

Ms Thorby noted that some of this work has been done.

**Resolved minute number**                      **19/SDMC/032**      **File Ref**

That the 'Santoft Domain Development Plan' to the 4 December 2019 Santoft Domain Management Committee be received.

Ms McCormick/Ms McCuan. Carried

## 12 Receipt of minutes from the last meeting in the 2016-19 triennium

The Committee noted two changes for the minutes: removing His Worship the Mayor from being recorded as present as he did not turn up after his apologies for lateness; adding at the end of the second sentence of item 10 have "with the landscaping plan".

Ms Thorby/Ms McCormick. Carried

## 13 Late Items

The Committee wanted to know if it had to use Council approved contractors for spraying of the Domain.

Mr Geurtjens will ring the two local contractors Rotoworks and Leighton Hammond to see what the cost of spraying the Domain will be. The Committee was satisfied that there would be no wind drift from helicopter spraying on neighbouring properties, as this type of spraying operation is very accurate.

The Committee discussed that 5:30 Tuesday 10 December 2019 suited everyone have a working bee.

Ms Thorby informed the Committee it was going to cost \$1500 to put the three liners in for the well. The Committee discussed the importance of needing proper water at the Domain.

**Resolved minute number**                      **19/SDMC/033**                      **File Ref**

That Mr Geurtjens make contact with Rotoworks and Leighton Hammond to get quotes on how much it will cost to spray conquest onto the Domain and that if the quote is under \$3000 the spraying be done.

Ms Thorby/Ms McCormick. Carried

## **14 Next meeting**

The Committee requested that the meeting be moved to 29 January 2020 at 6pm.

## **15 Meeting closed**

7:34 pm

**Confirmed/Chair:** \_\_\_\_\_

Date: