

ORDER PAPER

SANTOFT DOMAIN MANAGEMENT COMMITTEE MEETING

Date: Wednesday, 16 June 2021
Time: 6.00 pm
Venue: Ohakea Room, Te Matapihi
Bulls Community Centre
4 Criterion Street
Bulls

Chair: Ms Heather Thorby
Deputy Chair: Mr Paul Geurtjens
Membership: Mr Gary Bennett
Ms Julie McCormick
Ms Sandra McCuan
Mr Murray Spring
Cr Brian Carter
His Worship the Mayor, Andy Watson

For any enquiries regarding this agenda, please contact:

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Notice is hereby given that a Santoft Domain Management Committee Meeting of the Rangitīkei District Council will be held in the Ohakea Room, Te Matapihi, Bulls Community Centre, 4 Criterion Street, Bulls on Wednesday, 16 June 2021 at 6.00 pm.

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AGENDA

1 Welcome

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 with as a late item at this meeting.

6 Confirmation of Minutes

Recommendation

That the minutes of the Santoft Domain Management Committee meeting held on 25 May 2021 [as amended/without amendment] be taken as read and verified as an accurate and correct record of the meeting.

MINUTES

UNCONFIRMED: SANTOFT DOMAIN MANAGEMENT COMMITTEE MEETING

Date: Tuesday, 25 May 2021

Time: 6.00pm

Venue: Ohakea Room, Te Matapihi
Bulls Community Centre
4 Criterion Street
Bulls

Present: Ms Heather Thorby (Chair)
Mr Paul Geurtjens (Deputy Chair)
Mr Gary Bennett
Ms Julie McCormick
Ms Sandra McCuan
Mr Murray Spring
Cr Brian Carter
His Worship the Mayor, Andy Watson

In attendance: Lorina Spring

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1 Welcome

2 Apologies

Nil.

3 Public Forum

4 Conflict of Interest Declarations

5 Confirmation of Order of Business

Correspondence will be covered under "Reports".

6 Confirmation of Minutes

Resolved minute number 21/SDMCC/006

That the minutes of the Santoft Domain Management Committee Meeting held 23 March 2021 be confirmed.

Mr Geurtjens/Mr Bennett. Carried

7 Chair's Report

Ms Thorby and Mr Geurtjens spray marked the area to be forestry planted. Committee members informed so they could view the area prior to this meeting.

8 Reports

8.1 CEO's Letter

Ms Thorby read out Mr Beggs' letter of 10 May 2021 formalising operational matters.

Mr Beggs will attend the next meeting on 16 June 2021 at Bulls.

8.2 Project Manager Paul Geurtjens Report

Mr Geurtjens presented quotes, as below:

- a) Power & electrical
- b) Digger contractor
- c) Fending & supplies
- d) Roundwood post supplies
- e) Concrete well lines & cover

Resolved minute number **21/SDMCC/007**

That the above correspondence be received.

Mr Geurtjens/Mr Bennett. Carried

8.3 Communications for Paul Geurtjens

Mr Geurtjens will advise the Rangitikei District Council and Mr Beggs of the start date, and allow time for Public Notice of closure of the Domain.

Mr Geurtjens undertook to display Health & Safety Signs on the main entrance gateway.

8.4 Grazier

Mr Geurtjens and Ms Thorby will meet with the Grazier at the Domain and provide update information concerning works.

9 Reports for Action

9.1 On-site Services

Resolved minute number 21/SDMCC/008

That the Santoft Domain Management Committee accepts the quotes received from Humes Pipeline Systems, Doughty Drainage Ltd, Farmlands, Santoft Roundwood, M. Ward fencing, quote from Laser Electrical for power cable only, being \$4,000 only accepted at this stage.

Mr Geurtjens/Mr Spring. Carried

9.2 Fencing

Resolved minute number 21/SDMCC/009

That the marked area be fenced off with an 8-wire, ¼ round posts + 1 batten between posts, high tinsel 2.5 wire with electrified option. The Santoft Domain Management Committee accepts M. Wards' generous offer accompanied by community help to erect the fence. The Santoft Domain Management Committee also accepts the kind offer from Santoft Roundwood.

Mr Geurtjens/Ms McCormick. Carried

9.3 Forestry

The Committee discussed planting the edge of the Pine Block with other species, including a small area of lower height trees on the boundary with G. Bennett. This item will be included in a future agenda.

Mr Geurtjens to approach J. Turkington concerning forestry planting on the joint boundary.

10 General

Ms Thorby thanked the Community for their generous support and kind offers for the Domain. A list of support has been established for future acknowledgement of re-building the Domain.

11 Next Meeting

Wednesday, 16 June 2021, 6.30pm at the Ohakea Room, Te Matapihi – Bulls.

ITEM 6 ATTACHMENT 1

The Meeting closed at 7.03pm.

The minutes of this meeting were confirmed at the Santoft Domain Management Committee held on 16 June 2021.

.....
Chairperson

UNCONFIRMED

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from previous Santoft Domain Management Committee meetings

Author: Ash Garstang, Governance Administrator

1. Reason for Report

- 1.1 On the list attached are times raised at previous Santoft Domain Management Committee meetings. All items indicate who is responsible for follow up, and a brief status comment.

Attachments

1. Follow-up Actions Register

Recommendation

That the report 'Follow-up Action Items from previous Santoft Domain Management Committee meetings' be received.

Current Follow-up Actions

From Meeting Date	Details	Person Assigned	Status Comments	Status
23-Mar-21	The \$5,000 debit card approved for the Domain will be required as soon as possible this month. Peter Beggs to advise how this is to occur.	Cr Carter/Mr Tombs	Mr Tombs has advised the Heather Thorby and Paul Geurtjens that the credit cards are available for pick up.	Closed

8 Chair's Report

8.1 Chair's Report - June 2021

Author: Heather Thorby, Chair

1. Reason for Report

- 1.1 A verbal report will be provided at the meeting.

Recommendation

That the 'Chair's Report – June 2021' be received.

9 Reports for Information

9.1 Santoft Domain Transactions Report

Author: Kathryn McDonald, Management and Systems Accountant

1. Reason for Report

1.1 Transactions Report to the end of May 2021

Attachments

1. Santoft Transactions Report May 2021

Recommendation

That the report 'Santoft Domain Transactions Report' be received.

ITEM 9.1

Santoft Domain Management Committee

Transactions in Reserve Account for 11 months ending 31st May 2021

<i>Opening Balance 01/02/2021</i>	129,197.85
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Revenue

Rent

_____	-
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Interest on Reserve Funds

Less: Expenses

_____	-
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Closing Balance 31/05/2021

_____	129,197.85

9.2 JBS Dudding Trust**Author: Ash Garstang, Governance Administrator****ITEM 9.2****1. Reason for Report**

- 1.1 This item has been included at the request of Ms Thorby (Chair).

2. Applications to the trust

- 2.1 This fund is managed by the Public Trust and applications will need to be made via the Public Trust website.
- 2.2 Information about the trust is attached to this report.
- 2.3 Applications can be made at publictrust.smartygrants.com.au/JBSDudding21

Attachments

1. JBS Dudding Trust - Information

Recommendation

That the report 'JBS Dudding Trust' be received.



JBS Dudding Trust 2021



Start a
submission



Preview
the form



Download
preview form

Submissions are now being accepted. Submissions close at 5:00PM 30 June 2021 ([NZST](#)).

JBS Dudding Trust Charitable Trust 2021 Grant Round

IMPORTANT: Please read the information below to assist you in completing your application online. Applicants should carefully consider the criteria, which may be varied from time to time.

The JBS Dudding Trust was established in 1963 by local farmer and investor John Beresford Swan Dudding and has been managed by Public Trust since its inception. The JBS Dudding Trust was established to benefit charitable organisations within New Zealand. The John Beresford Swan Dudding Trust is a registered charity under the Charities Act 2005, Registration No. CC27320.

John Dudding died in 1969 aged 74, six years after establishing the JBS Dudding Trust. Having farmed for most of his life, Mr Dudding was aware of the financial challenges caused by fluctuating farm prices. As a result, Mr Dudding knew the hardships that can be experienced by people living in rural areas, as well as the impacts felt in the wider community. Mr Dudding believed that in establishing a charitable trust, with the award of grants to deserving organisations, this would help cushion the Rangitikei people from the vagaries of the economy in rural New Zealand.

Applications are open from 9am on 1 May 2021 and close at 5pm on 30 June 2021.

Who is eligible? Applications are open to committees registered with Charities Services and schools that are based in or supporting people within the Rangitikei region (within the boundaries of the Rangitikei District Council).

How much funding is available? The Trust will be providing three types of grants in 2021 ranging from \$5,000 to \$300,000. All funding is GST exclusive. The funding will be grouped into three categories and your organisation /school can apply for one of the following: (Please ensure you apply under the relevant grant category and range.)

General Grant – for funding towards equipment purchase / replacement, operating expenses and non-operating expenses that support the Rangitikei region. General grants will be approved between \$5,000 and \$20,000. Please ensure your funding request is within this range.

Impact Grant – for funding towards salaries, projects or programmes supporting the Rangitikei region. Impact grants will be approved between \$5,000 and \$50,000. Please ensure your funding request is within this range.

Community Development Grant – for funding towards a capital project that will facilitate and enable the delivery of new, or the expansion/preservation of existing, community and environmental assets in the Rangitikei region. Community Development grants will be approved between \$50,000 and \$300,000. Please ensure your funding request is within this range.

How are decisions made? The Trustee makes recommendations, and the Advisory Board advise which applications to approve at the Annual Board Meeting. The Trustee's decision is final. No further communications will be entered into. This includes providing applicants with the reason why they have been unsuccessful, justifying why an application was successful or reconsidering an application. A grant may be approved subject to certain conditions, in such circumstances the funds will normally be held by the Trustee until the conditions have been met.

It is important that all details on the application form are concise and easy to read. Decisions relating to grant applications are made on the information provided in the application and other general enquiries.

In what circumstances will an application not be considered?

- Incomplete or late applications
- Retrospective funding
- Accountability requirements from 2020 - any applicant who received funding in 2020 that has not uploaded a receipt for the grant to the 'Smarty Grants' database will not be considered in the 2021 grant round. (Or who has not made alternative arrangements with the Trustee in this respect.)
- Applications from individuals, sports organisations and service clubs
- Applications requesting funding for overseas projects
- Applications not based in or supporting people within the Rangitikei region

Important dates:

The application is to be completed and submitted via Public Trust online granting system 'Smarty Grants'.

- Applications are open from 9am on 1 May 2021 closing on 30 June 2021 at 5pm
- Applicants will be advised of the outcome by the end of October 2021

Contact us: Any questions should be directed to Public Trust Charities by email to funding@publictrust.co.nz or by phone on 0800 371 471.

More information about the Trust and John Beresford Swan Dudding can be found [here](#)

How to apply

Step 1: Determine eligibility

- Please ensure you have read the Trust's eligibility funding criteria on the Public Trust website
- Please ensure you have checked you are operating within the Trust's funding region
- If you are unsure if your organisation is eligible to apply, or of the suitability of your funding request, contact Public Trust Charities on funding@publictrust.co.nz or by phone on 0800 371 471

Note: Only one application per organisation/ school will be considered for the grant round year.

Step 2: Register or login to apply online to SmartyGrants

- First time users will need to register

***Hint:** you will need an email address to register. If your organisation / school has a 'generic' email (e.g. info@organisation.org) using this may allow other staff members to use the same login in future (as long as they know the password).*

Your login can be used for any trust managed by the Public Trust granting via SmartyGrants and can be used in future grant rounds.

Note: Please store your login details in a safe place for future reference.

- Once registered, you can login to the system and start your application

Step 3: Complete your application

- The application is best viewed/completed on a non-mobile device
- Complete all of the required questions – mandatory questions are marked with an *
- Attach all required supporting documents to your application

***Note:** Our preferred format for attachments is PDF, Excel, Word or JPG. Supporting materials cannot exceed 25MB in size, as files exceeding this will not upload.*

***Hints:** Save your work regularly, so it is not lost if you time out or lose your connection. You can save your application at any stage and return to it later. Make sure the spell checker is switched on in your browser to prevent spelling errors.*

Step 4: Review and submit your application

- When you are satisfied with your application press the review button to ensure that all required sections of the application have been completed (you must do this before the submit button is enabled)
- Submit your application

Note: Once you have submitted your application, no further editing or uploading of supporting documents is possible.

Step 5: What happens next

- You will receive an automated email confirming your submission with a copy of your application attached and information about how and when your application will be assessed. This will be sent to the email you used to register with.

If you do not receive a confirmation email, then your application has not been successfully submitted (remember to check your 'spam email folder' when looking for the email).

We will contact you:

- If we require any further information to consider your application

- After the Trustee and Advisory Board have met to consider the applications as either successful/unsuccessful

If you need more help using this form, download the **Help Guide for Applicants** or check out **Applicant Frequently Asked Questions (FAQ's)**

If you have any technical difficulties using the online SmartyGrants portal email service@smartygrants.com.au

Grants Information:

Contact Public Trust

+64 3 977 7956

info@publictrust.co.nz

Technical Assistance:

Contact SmartyGrants

+64 4 889 3068

service@smartygrants.com.au

Technical help guide for applicants

10 Discussion Items

10.1 Development Programme

Author: Heather Thorby, Chair

1. Reason for Report

- 1.1 This discussion item has been included at the request of Ms Thorby (Chair).

Recommendation

That the report 'Development Programme' be received.

11 Next Meeting

Wednesday, 18 August 2021 at 6.00 pm.

12 Meeting Closed