

ORDER PAPER

SANTOFT DOMAIN MANAGEMENT COMMITTEE MEETING

Date: Wednesday, 4 August 2021

Time: 6.30 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
Mr Murray Spring
Ms Sandra McCuan
Cr Brian Carter
HWTM Andy Watson (Mayor)

Attending: Ms Jen Britton

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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, 4 August 2021 at 6.30 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 with dealt as a late item at this meeting.

6 Confirmation of Minutes

6.1 Confirmation of Minutes

Author: Ash Garstang, Governance Administrator

1. Reason for Report

- 1.1 The minutes from the Santoft Domain Management Committee Meeting held on 16 June 2021 are attached.

Attachments

1. **Santoft Domain Management Committee Meeting - 16 June 2021**

Recommendation

That the minutes of Santoft Domain Management Committee Meeting held on 16 June 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: Wednesday, 16 June 2021

Time: 6.00 pm

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

Present: Ms Heather Thorby
Mr Paul Geurtjens
Ms Julie McCormick
Mr Murray Spring
Cr Brian Carter
His Worship the Mayor, Andy Watson

In attendance: Mr Peter Beggs, Chief Executive

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1 Welcome

2 Apologies

Gary Bennett and Sandra McCuan.

3 Public Forum

Held over till later in Meeting, and address by Mr Peter Beggs CEO.

4 Conflict of Interest Declarations

Nil.

5 Confirmation of Order of Business

6 Confirmation of Minutes

Resolved minute number 21/SDMC/010

That the minutes of the SDMC 25/5/21 be taken as read, with the amendments below included.

- (i) Pg 8 Reports 8.2
"Paul Geurtjens has met with representatives of All Quotations on site at Santoft."
- (ii) Pg 9 Next Meeting
"Meeting closed at 7.03pm"

B Carter/J McCormick. Carried

7 Follow-up Action Items from Previous Meetings

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

Noted.

8 Chair's Report

8.1 Chair's Report - June 2021

Progress will be covered under Project Managers' Report in Minutes.

9 Reports for Information

9.1 Santoft Domain Transactions Report

Noted.

9.2 JBS Dudding Trust

Noted.

10 Project Managers Report - Paul Geurtjens

The 14 & 15 June 2021 saw the start of work on installing services to the Domain. Trenching of the Power Cable channel and cable installed. The septic tank and stock water well installed. The culvert pipe installed in the drain. The groundworks prepared for the tank installation. Paul acknowledged the generosity of locals and contractors businesses with this work.

Resolved minute number 21/SDMC/011

That the Project Managers Report be accepted, with thanks from the Committee.

P Geurtjens/M Spring. Carried

Resolved minute number 21/SDMC/012

Financial.

That the following Accounts be paid:

1. Farmlands (culvert/timber) 1,342.07.
2. Chesters Plumbing Centre (tankfittings) 1,234.43.
3. P Geurtjens, Padlock/Strainers/Sitewise Health & Safety Registration 427.48.

H Thorby/J McCormick. Carried

10.1 Power Transformer**Resolved minute number** **21/SDMC/013**

That SDMC proceed with installation of the Power Transformer as per Laser Electrical Quote of \$7,500+GST. Noted that SDMC will apply for reimbursement from the Community Trust.

P Geurtjens/J McCormick. Carried

10.2 Drain and Stumps

Paul advised of the generous offer of use of the Digger. While onsite it was an opportunity to clean the drain and pull some of the stumps.

Resolved minute number **21/SDMC/014**

That the drain be cleared and some of the stumps pulled and heaped for burning.

P Geurtjens/H Thorby. Carried

Resolved minute number **21/SDMC/015**

That a temporary electric fence be erected along the cleaned drain to keep cattle out.

P Geurtjens/M Spring. Carried

10.3 Forestry

Reference pg 9 Item 9.3 SDMC minutes of 25/5/21.

P Geurtjens reported on discussions with neighbours.

Resolved minute number **21/SDMC/016**

That a commercial pine block be planted in the fenced-off boundary area this winter. This is to provide future funds for the Domain. The boundary with G Bennett be planted with lower height trees and the edge of the block facing the campsite planted with flowering gums and banksia.

P Geurtjens/H Thorby. Carried

10 JBS Dudding Trust

SDMC expressed interest in applying for the Charitable Trust 2022 Grant Round.

Mayor Watson filled in some background information and expressed support being a non-profit Rural Rangitikei group. The SDMC wish to explore the setup of a Charitable Trust and this to be included in a future Agenda.

Resolved minute number **21/SDMC/017**

That the chairman investigate the Registration of a Charitable Trust which could aid the SDMC.

P Geurtjens/J McCormick. Carried

11 Guest Speaker

SDMC invited CEO Mr Peter Beggs to attend our Meeting, meet our committee and hear the Progress to date.

The Chairman welcomed Peter to see our community in action.

This is the first time Peter has met our committee.

P Beggs expressed his interest in helping us and making a positive contribution to our Rural neighbourhood.

Points noted were:

- 12.1 SDMC could write to CEO of Tearoha Walking Trail for letter of support for our campsite. Any assistance for Grants/Tourism help would be welcomed.
- 12.2 RDC CEO can help with our internal building works/consents process.
- 12.3 Peter commended the Committee on progress so far and was happy to post any pictures on-line and provide positive press coverage.

The Chair thanked Peter for his support and assistance.

12 Next Meeting

To be advised.

Note: All SDMC Meetings will commence at 6.30pm.

An informal gathering will be held on site for the Committee to view the new Services works.

Meeting closed at 7.10pm.

The minutes of this meeting were confirmed at the Santoft Domain Management Committee held on 04 August 2021.

.....
Chairperson

7 Chair's Report

7.1 Chair's Report - August 2021

Author: Heather Thorby, Chair

ITEM 7.1

1. Reason for Report

1.1 This report is included for the Chair to provide any updates.

Recommendation

That the verbal 'Chair's Report – August 2021' be received.

8 Reports for Decision

8.1 Project Manager's Report - August 2021

Author: Paul Geurtjens, Project Manager

1. Reason for Report

1.1 This report is included for the Project Manager to provide any updates.

Recommendation 1

That the verbal 'Project Manager's Report – August 2021' be received.

Recommendation 2

If required:

8.2 Accounts for Approval

Author: Heather Thorby, Chair

ITEM 8.2

1. Reason for Report

1.1 The Chair will provide accounts for Committee approval.

Recommendation 1

That the report 'Accounts for Approval' be received.

Recommendation 2

That the below accounts be approved:

-
-
-
-

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 June 2021

Attachments

1. Santoft Transactions Report June 2021

Recommendation

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

Santoft Domain Management Committee

Transactions in Reserve Account for 12 months ending 30th June 2021

Opening Balance 31/05/2021 129,197.85

Revenue

Rent

	-
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Interest on Reserve Funds

Less: Expenses

1,780.97	
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1,780.97

Humes Pipeline Business Card (direct debit)

Closing Balance 31/05/2021

127,416.88

10 Discussion Items

10.1 Financial Future Funding

Author: Heather Thorby, Chair

1. Reason for Report

- 1.1 The Chair will lead a discussion around financial future funding.

Recommendation

If required:

10.2 Setup of a Charitable Trust

Author: Heather Thorby, Chair

1. Reason for Report

- 1.1 At its meeting held on 16 June 2021, the Committee requested that the setup of a charitable trust be discussed at a future meeting.

Recommendation

If required:

10.3 Destination Management Plan Update

Author: Jen Britton, Community Projects Officer

1. Reason for Report

1.1 Jen Britton will discuss the Destination Management Plan with the Committee.

Recommendation

That the verbal 'Destination Management Plan Update' be received.

11 Meeting Closed

The meeting closed at [time].