

# ORDER PAPER

## SANTOFT DOMAIN MANAGEMENT COMMITTEE MEETING

**Date:** Wednesday, 23 February 2022

**Time:** 6.30 pm

**Venue:** Town Hall, Te Matapihi  
Bulls Community Centre  
4 Criterion Street  
Bulls

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**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

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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 Town Hall, Te Matapihi, Bulls Community Centre, 4 Criterion Street, Bulls on Wednesday, 23 February 2022 at 6.30 pm.**

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## **AGENDA**

### **1 Welcome**

### **2 Apologies**

### **3 Public Forum**

No 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

### 6.1 Confirmation of Minutes

**Author:** Ash Garstang, Governance Advisor

#### 1. Reason for Report

- 1.1 The minutes from the Santoft Domain Management Committee meeting on 04 August 2021 are attached.

#### Attachments

1. **Santoft Domain Management Committee Meeting - 04 August 2021**

#### Recommendation

That the minutes of Santoft Domain Management Committee Meeting held on 04 August 2021 [**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 ATTACHMENT 1 MINUTES

## **UNCONFIRMED: 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**

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**Present** Ms Heather Thorby  
Mr Paul Geurtjens  
Ms Julie McCormick  
Ms Sandra McCuan  
Cr Brian Carter  
HWTM Andy Watson

**In attendance** Mr Jen Britton, Strategic Advisor – District Promotions

**Order of Business**

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## 1 Welcome

The meeting commenced at 6.30 pm.

## 2 Apologies

Nil.

## 3 Public Forum

Nil.

## 4 Conflict of Interest Declarations

Nil.

## 5 Confirmation of Order of Business

No changes.

## 6 Confirmation of Minutes

**Resolved minute number 21/SDMC/018**

That the minutes of Santoft Domain Management Committee Meeting held on 16 June 2021, without amendment, be taken as read and verified as an accurate and correct record of the meeting.

Ms H Thorby/Ms J McCormick. Carried

## 7 Chair's Report

### 7.1 Chair's Report - August 2021

Verbal report on installation of services.

Four committee members met with MP Ian McKelvie 06/07/21 on site. Progress report and future opportunities.

**Resolved minute number 21/SDMC/019**



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

Ms H Thorby/HWTM A Watson. Carried

## 8 Reports for Decision

### 8.1 Project Manager's Report - August 2021

Mr Geurtjens gave a detailed verbal report on the installation of services – water tanks, septic tank, electronic power cable, drain and culverts, fencing and stump removal. A special list has been established of people and businesses who have helped the Domain. Thank you cards have been sent already.

The Domain received a \$550 credit from DDL. The pines are still to be planted.

Mr Geurtjens displayed his drawings of the proposed building.

The meeting agreed to submit these for an architect to complete detailed drawings. A limit of \$5,000 was recommended, and Mr Geurtjens to liaise with the architect.

#### **Resolved minute number 21/SDMC/020**

That the water tanks be cleaned out and sealed by a commercial operator. The value not to exceed \$6,000.

Cr B Carter/Ms J McCormick. Carried

### 8.2 Accounts for Approval

#### **Resolved minute number 21/SDMC/021**

That DDP invoice for \$7,342.04 being digger work on the Domain, be paid.

Mr P Geurtjens/Ms H Thorby. Carried

#### **Resolved minute number 21/SDMC/022**

That 50 Banksia from Pioneer Nursery Feilding \$347.50 be approved & purchased.

Ms S McCuan/Cr B Carter. Carried

#### **Resolved minute number 21/SDMC/023**

That Culvert pipe purchased from Farmlands be reimbursed to P.M. Geurtjens \$821.64.

Mr P Geurtjens/Ms H Thorby. Carried

## 9 Reports for Information

### 9.1 Santoft Domain Transactions Report

ITEM 6.1

ATTACHMENT 1

The Transactions Report was noted.

### 10 Discussion Items

#### 10.1 Charitable Trust

The committee discussed the benefits of setting up a Trust. A separate meeting will be held to establish this.

### 11 Guest Speaker

#### 11.1 Destination Management Plan

Ms Jen Britton discussed the Destination Management Plan.

**Resolved minute number 21/SDMC/024**

The Plan update be received.

Cr B Carter/Ms S McCuan. Carried

**Resolved minute number 21/SDMC/025**

SDMC accept the concept plans as presented.

Mr P Geurtjens/Ms S McCuan. Carried

**The meeting closed at 7.45 pm.**

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

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**Chairperson**

## **7 Chair's Report**

### **7.1 Chair's Report - February 2022**

**Author:** Heather Thorby, Chair

#### **1. Reason for Report**

- 1.1 The Chair will provide a verbal update to the Committee.

#### **Recommendation**

That the verbal 'Chair's Report – February 2022' be received.

**ITEM 8.1**

## **8 Reports for Information**

### **8.1 Santoft Domain Transactions Report**

**Author: Danny Le Mar, Manager Financial Services**

#### **1. Reason for Report**

1.1 Transactions Report to the end of January 2022.

#### **Attachments**

1. **SDMC - Transactions Report**

#### **Recommendation**

That the Santoft Domain Transactions Report be received.

Opening balance -\$123,942.73

Date	Reference	Value	Balance	Detail
8/07/2021	91001	\$3,474.15	<span style="color: red;">-\$123,942.73</span>	AP Laser Electrica Payment on behalf of Santoft Domain
20/07/2021	271001	\$6,384.38	<span style="color: red;">-\$117,558.35</span>	AP Doughty Drainag Payment for Santoft Domain INV-3499
20/07/2021	13524-	\$2,421.13	<span style="color: red;">-\$115,137.22</span>	Credit Card Jun21
20/08/2021	13526-	\$838.07	<span style="color: red;">-\$114,299.15</span>	Credit Card Aug21
28/09/2021	170001	\$302.17	<span style="color: red;">-\$113,996.98</span>	AP Pioneer Nurseri Plants Santoft Domain
24/11/2021	644001	\$330.00	<span style="color: red;">-\$113,666.98</span>	AP Hodgson Silvicu Santoft Domain spraying
24/11/2021	644001	\$302.17	<span style="color: red;">-\$113,364.81</span>	AP Heather J Thorb Expense claim - plants for Santoft Domai
24/11/2021	644001	\$120.00	<span style="color: red;">-\$113,244.81</span>	AP John Turkington Seedling for Santoft Domain
22/12/2021	297001	\$7,454.29	<span style="color: red;">-\$105,790.52</span>	AP Laser Electrica Deposit transformer upgrade Santoft Dom

Closing balance -\$105,790.52

**ITEM 8.2**

**8.2 Project Manager's Report - February 2022**

**Author: Paul Geurtjens, Project Manager**

**1. Reason for Report**

1.1 The Project Manager will provide a verbal update to the Committee.

**Recommendation**

That the verbal 'Project Manager's Report – February 2022' be received.

## **9 Discussion Items**

### **9.1 Power Supply Update**

**Author:** Heather Thorby, Chair

#### **1. Points for Discussion**

- 1.1 The installation of the power box.
- 1.2 The community refund from Powerco.

#### **Recommendation**

If needed:

### **9.2 Tanks**

**Author:** Heather Thorby, Chair

#### **1. Points for Discussion**

- 1.1 Repairs.
- 1.2 Cleaning.
- 1.3 Linkage.

#### **Recommendation**

If needed:

### **9.3 Filters and Pump**

**Author:** Heather Thorby, Chair

#### **1. Points for Discussion**

- 1.1 Three troughs, the fittings, and the supply lines.
- 1.2 Pump for Stock Supply.

#### **Recommendation**

If needed:

### **9.4 Main Entrance**

**Author:** Heather Thorby, Chair

#### **1. Points for Discussion**

- 1.1 The main entrance situation; the wooden rails are currently falling down and there is a gate propping it up.
- 1.2 Resight the current gate and strainer to the top end (Marton end) of the roadside fence line.
- 1.3 Design a new entrance that reflects the character and history of Santoft.
- 1.4 Please bring your ideas and pictures to the meeting.

#### **Recommendation**

If needed:



## **9.5 Plantings**

**Author:** Heather Thorby, Chair

### **1. Points for Discussion**

- 1.1 Update on the pine trees.
- 1.2 The banksia and the flowering gums.

### **Recommendation**

If needed:

## **10 General Domain Discussion**

## **11 Meeting Closed**