

# MINUTES

## SANTOFT DOMAIN MANAGEMENT COMMITTEE MEETING

**Date:** Thursday, 14 December 2023

**Time:** 6.30pm

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

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**Present** Ms Sandra McCuan  
Ms Heather Thorby  
Mr Paul Geurtjens  
Mr Matthew Holden  
Mr Gary Bennett  
Cr Brian Carter  
HWTM Andy Watson

**In attendance** Ms Gaylene Prince, Group Manager- Community

**Order of Business**

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## 1 Welcome

## 2 Apologies

**Resolved minute number** 23/SDMC/009

Apologies received from Julie McCormick.

Mr P Geurtjens/Ms S McCuan. Carried

## 3 Public Forum

There was no public forum.

## 4 Conflict of Interest Declarations

Matthew Holden declared a conflict of interest as he is an applicant in the Building Tender Process.

**Resolved minute number** 23/SDMC/010

The committee noted this conflict of interest.

Ms H Thorby/Ms S McCuan. Carried

## 5 Confirmation of Order of Business

Several members raised that their Order Papers had not been received by today. Hard copy printouts had been previously requested by M Holden and H Thorby.

## 6 Confirmation of Minutes

**Resolved minute number** 23/SDMC/011

That the minutes of Santoft Domain Management Committee Meeting held on 19 July 2023 **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.

Ms S McCuan/Mr M Holden. Carried

## 7 Chair's Report

### 7.1 Chair's Report - December 2023

I wish to acknowledge the work of this committee over the past 6 years in the setting up of facilities on the Domain, which has now culminated in the Building submitted to RDC for Building Consent.

All costs to date have been met by this committee. The Architect Plans, Geotech Report, Engineers and Fire Reports. In addition a new Power Transformer and mains power connection on site. Also provided by SDMC on site services (water and septic tanks, stockwell, culverts).

As the RDC Terms of Reference for the SDMC do not allow this committee to apply for Grants and Funding from charities the community has had to form the Santoft Domain Incorporated Society.

This society successfully applied to the JBS Duddings Trust in May, and was awarded a grant on 30 November 2023. The Building Consent had been RDC since April 2023, when in early December 2023 we were advised that Santoft Domain now needs a Resource Consent.

To access Trust Funding we have to comply with their conditions. One of which is that all consents be in place. The Dudding deadline is 29 February 2024. I have advised the Public Trustee of the need for a Resource Consent only received in December 2023. At no time in the last 6 years have the SDMC been advised of a change in Activity Status in the Santoft Domain. The Domain has always been for "Recreational Purposes," if this changed- who changed it and when? The community is completely unaware of any status change.

The SDMC has addressed the RDC Council Meeting on 3 occasions. Supported by Development Plans and update on progress. We appreciate the support by fellow councillors in making this domain functional for our community.

**Resolved minute number 23/SDMC/012**

That the tabled 'Chair's Report – December 2023' be received

Ms H Thorby/Mr P Geurtjens. Carried

## 8 Reports for Information

### 8.1 Project Manager's Report - December 2023

Project Manager- Paul Geurtjens- Progress on Building Consent Application

- i) The Horizons Drainage Report was also provided to the RDC Building Department. The Project Manager was then advised that the Domain now requires a Resource Consent

Gaylene Prince addressed the meeting. Her discussions with G Pointon covered the legal position of the Domain.

From its creation in 1963 as a Recreational Reserve owned by the Crown. In 1985 was deemed a Local Reserve with Rangitikei County Council and in 1989 under Local Government Act changes came under the Rangitikei District Council as a Recreational Reserve.

The introduction of Resource Consents wasn't established until the 1990's. There was never an activity category given to the Domain during the change to the Resource Consent Act.

Through this SDMC, we need to apply to the RDC for a Resource Consent. Paul Geurtjens undertook to collect the forms tomorrow 15 Dec.

The committee noted that one of the conditions of the JBS Duddings Trust is that "All resource consents have been approved." The deadline to comply is 29 February 2024. Relevant RDC staff need to be aware of this, and not put our Grant in Jeopardy.

**Resolved minute number 23/SDMC/013**

That the verbal 'Project Manager's Report – December 2023' be received.

Mr P Geurtjens/Ms S McCuan. Carried

**Resolved minute number 23/SDMC/014**

That the SDMC apply to RDC for Resource Consent for the Domain.

Mr P Geurtjens/Ms S McCuan. Carried

## 9 Public Excluded

Matthew Holden was asked to vacate the room as there is a conflict of interest at 7.08pm.

The meeting went into public excluded session 7.10pm

### Resolution to Exclude the Public

**Resolved minute number 23/SDMC/015**

That the public be excluded from the following parts of the proceedings of this meeting.

1. Report on Tenders

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the *Local Government Official Information and Meetings Act 1987* for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
0.0 - Report on Tenders	s7(2)(h) - Commercial Activities	s48(1)(a)(i)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding or the whole or the relevant part of the proceedings of the meeting in public as specified above.

Ms H Thorby/Ms S McCuan. Carried

## 10 Open Meeting

The meeting went into open session 7.25pm.

**Resolved minute number**                      **23/SDMC/016**

That the public excluded meeting move into an open meeting, and the below recommendations be confirmed in the open meeting:

22/RDC/016

Cr B Carter/Mr G Bennett. Carried

### 8.1 Project Manager's Report - December 2023- Cont.

The SDMC understands that the Building Consent has been completed, but needs to await the Resource Consent for final sign off.

**Resolved minute number**    **23/SDMC/017**

The expected start date of the Domain Building be 1<sup>st</sup> May 2024

Mr P Geurtjens/Ms H Thorby. Carried

**Resolved minute number**    **23/SDMC/018**

That upon confirmation by Council, the Project Manager notify the unsuccessful Tenders.

Ms H Thorby/Ms S McCuan. Carried

**Resolved minute number**    **23/SDMC/019**

That the Health and Safety requirements be met by and signed off by the Project Manager.

Mr P Geurtjens/Mr M Holden. Carried

### 8.2 Lease of the Domain

Mr G Pointon had prepared a Draft Lease for the Santoft Domain Incorporated Committee to discuss.

Based on other leases, both Cr Carter and Mayor Watson passed on \$6 cash- to possibly cover the first 6 years of lease! It was accepted on behalf of the SDMC to be passed onto the Society.

**The meeting closed at 7.35pm.**

**Next meeting- notified as required.**

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

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**Chairperson**