

To: Paeroa Ward Committee

From: Community Services Department

Date: 30 June 2015

File reference & attachments: Document : 1382010
Appendix A : 1379923
Appendix B : 1381118
Appendix C : 1385140

Meeting Date: 14 July 2015

Subject: **Monthly Report on activities for the month of June 2015**

RECOMMENDATION

THAT the report be received, and
THAT the correspondence from Paeroa Little Theatre and Age Concern Thames be received, and
THAT consideration be given to the request from Paeroa Little Theatre.

Community Development

Requests for Financial Assistance [CDV-30-100]

The Paeroa Ward Committee has been allocated \$10,451 for discretionary grants for the 2015/16 financial year.

In 2014/15 term, grants were made to the following:

Organisation	Amount Granted
Ohinemuri Singers (hall hire)	\$14.50
Paeroa Rotary Club	\$500.00
RNZ Plunket Society – Ohinemuri Branch	\$500.00
Goldfields School (hall hire)	\$238.00
Jeanette Prout	\$200.00
Girl Guiding (Rangers)	\$300.00
Ngati Tawhaki Culture Group (hall hire)	\$103.00
Paeroa Kindergarten (hall hire)	\$113.00
Paeroa Pipe Bands Tattoo Committee Inc.	\$1000.00
Paeroa Night Owls	\$500.00
ECHO Walking Festival	\$500.00

Paeroa BMX Club	\$1000.00
Paeroa Community Support Trust	\$250.00
Paeroa Bluelight (hall hire)	\$42.50
Paeroa Kaumatua Roopu (hall hire)	\$123.50
Ngati Tawhaki Kapa Haka Roopu (hall hire)	\$144.50
Age Concern Thames	\$300.00
Paeroa Community Support Trust	\$200.00
Joseph Goddard	\$500.00
Paeroa Historical Maritime Park Inc.	\$1250.00
Paeroa Neighbours (foodbank)	\$1000.00
Paeroa CareHouse	\$500.00
TOTAL ALLOCATED	\$9,279.00
BALANCE	\$1,672.00

There is one request for financial assistance this month.

Paeroa Little Theatre [1379923 – Appendix A]

A member of the theatre writes seeking financial assistance towards the costs of updating the theatre's refreshment area.

Thames – Age Concern (1381118 – Appendix B)

Attached is a letter from the Manager/Service Co-ordinator of Age Concern Thames thanking the Ward Committee for its support of financial assistance towards their 'Steady as you Go' fall prevention classes.

Ward Discretionary Social Fund

The Paeroa Ward Committee has \$8,000 from the 2014/15 term that was not allocated and a further \$5,000 for the 2015/16 term making a total of \$13,000 for discretionary grants of a social services nature.

Significant District Funded Projects

No projects to report on.

Ward Funded Projects

Corridor Improvement Plan for the Karangahake Gorge (Paeroa to Waihi)

Council has received a preliminary draft report from NZTA that requests initial feedback from Council with regards to the recommendations made; Staff has held a brief workshop with Council representatives of the Paeroa and Waihi Wards and has passed this feedback to NZTA. Subsequent to receiving this, NZTA have indicated that a summary report will be provided in the month of July that should provide a better understanding of the corridor improvement plan to Council and the Community.

Paeroa Ward Recreation Projects 2014/15 Carried Forward	Start Date	Completion Date	Completed Project Cost	Approved Funding
Project: Karangahake Reserve Development	2015	TBC		\$517,000
<i>Project Status: Council has decided to delay any projects in this area till 2015 and the findings of the NZTA workshops.</i>				

Capital Projects Paeroa Ward

Community Facilities Projects 15-16 Non Rec Reserves	Start Date	Completion Date	Completed Project Cost	Approved Funding
Project: Hutchinson Reserve	July 2015	June 2016		\$44000
<i>Project Status: This project will be completed by the Parks and Reserves manager in liaison with a Paeroa Community group and a working party that has yet to be appointed.</i>				
	Start Date	Completion Date	Completed Project Cost	Approved Funding
Project: Hutchinson Reserve Funding Application and RC	August	November		\$6000
<i>Project Status: This project will be completed by the Parks and Reserves manager in liaison with a Paeroa Community group and working party that has yet to be appointed</i>				
Community Recreation Projects 15/16 Main Street	Start Date	Completion Date	Completed Project Cost	Approved Funding
Project: Wharf St MacKay St Development	July 2015	June 2016		\$90000
<i>Project Status: This project will be completed by Community Services and an elected working party that has yet to be appointed.</i>				
	Start Date	Completion Date	Completed Project Cost	Approved Funding
Project: Wharf St MacKay St Paeroa Planning and Consultation	July 2015	June 2016		\$60000
<i>Project Status: This project will be completed by Community Services and a working party that has yet to be appointed</i>				
	Start Date	Completion Date	Completed Project Cost	Approved Funding
Project: Install Xmas Lights on Magnolia Trees on Main St	August	November		\$15000
<i>Project Status: This project will be completed by the Parks and Reserves Manager</i>				
Community Recreation Projects 15/16 Recreation Reserves	Start Date	Completion Date	Completed Project Cost	Approved Funding
Project: Mackay Domain Development All Season Road	November	December		\$8000
<i>Project Status: This project will be completed by the Parks and Reserves Manager</i>				

GENERAL

Paeroa Domain – Tree Report

A report with regards to the future direction of Paeroa Domain's tree species is presently being worked on by a specialist contractor, John Wakeling. A working group of Staff and Paeroa Ward Committee members have worked with John to provide background information and direction from Council. The draft tree assessment report has been received from Wakeling and Associates Ltd; staff is reviewing the document and will report to the working party before the end of July.

Hutchinson Reserve

Hutchinson Reserve has had design concepts completed on what the future direction may be for the Reserve which was submitted as part of the new Hauraki Long Term Plan. As such, \$217,000 has been allocated over the next four years for the transformation of the Reserve. Part of that funding allocation in year one is a sum of \$6,000 that has been set aside for the resource consent, and for the application of external funding on behalf of the Paeroa Lions Club. The club has expressed a desire to assist with this project and to take an active role in the future of the reserve and activities there.

Year one of this project is to:

1. Confirm design concepts with respective stakeholders; once agreed construction drawings completed, priced and reported to the Paeroa Ward.
2. District Council Resource Consent applied for and external funding applications on behalf of Lions completed.
3. Depending on the success of the external funding, stage one of the project brief can begin.

A working party needs to be established to complete the planning and establishment of this project once the next planning stage is completed by staff.

Wharf Street/MacKay Street Development

With the introduction of the Hauraki Rail Trail which passes by Wharf Street, and the planned construction of the new Paeroa Library in Mackay Street, the Ward members through the new Hauraki Long Term Plan (HLTP) have made provision for the upgrade of these streets. \$517,000 has been allocated over the next three years in anticipation of the increase of use of these areas and the desire to increase the level of service to the Community and Paeroa business community.

Year one has \$60,000 allocated for the planning and consultation, and \$90,000 dollars allocated for stage one construction.

Objectives of the project for year one would be:

1. Project planning for the next three years in terms of project milestones.
2. Seek suitably qualified urban design consultants that can provide design concepts.
3. Appoint a working party for the project.
4. Seek resource consent for the working party approved concepts.
5. Have concept drawings formalised to construction drawings and priced in accordance with the funding tranches in the Hauraki Long Term Plan (HLTP).

Ohinemuri Park – Ratepayer Request

At the May meeting, the matter of the Ohinemuri Reserve L&P bottle refurbishment and the provision of a camera stand for tourists were considered.

Staff has contacted the contractor that completed the refurbishment of the bottle previously and have asked them to provide a price for this work. Additionally, staff has been in touch with Coca Cola Amitil with regards to this project. Staff are anticipating a response from Coca Cola Amitil and the contractor in the near future. Once responses have been received staff will report to the Committee in August.

Paeroa Main Street, Bin Removal and Relocation (1385140 – Appendix C)

Staff has completed the bin removal and relocation project in the Paeroa CBD. This work was completed in the week of the 29th June where 3 additional bins were removed and 1 was relocated.

Attached is correspondence from Paeroa Farm Services advising of their opposition to the removal of the bin outside their business premises in Normanby Road.

Paeroa Urban Centre

Staff received a request from a Ward Member this week on behalf of the Paeroa Community. Recently, local youth have been riding motocross bikes along the stop bank, Rail Trail and other urban areas. One particular area has been used to access the stop bank and the rail trail. This area has been fenced off to help prevent this occurring.

Steve Fabish
Community Services Manager

RECEIVED

24 JUN 2015

HAURAKI DISTRICT COUNCIL
PAEROA OFFICE

Mrs E Black

17 Tukaki Road

RD 3

Tirohia

Paeroa

3673

Mobile: 0211863659

23/06/2015

Dear Ward Committee,

I am writing to you on behalf of the Paeroa Little Theatre to inform you of our latest production which will be shown in Paeroa in November. The production will be 'Under Milk Wood' by Dylan Thomas and it will be directed by myself.

We appreciate the support that Council has given us in the past and would appreciate your consideration of supporting this production, financially.

After our great success in May of the production 'Wyrd Sisters', It would help our theatre if we can get some extra funding in order to cover costs. This will involve updating the theatre's refreshment area as at the moment it is in need of repair.

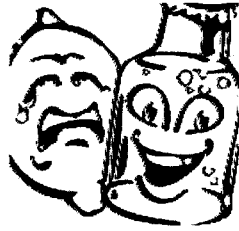
We would value any contributions you could make and thank you for your time and support.

Should you have any questions please do not hesitate to contact me.

Yours sincerely



Emma Black



Paeroa Little Theatre

Under Milk Wood by Dylan Thomas

Directed by Emma Black

Open auditions to be held at Paeroa Little Theatre, Hughenden Street, Paeroa on Sunday 28th June at 2pm

Males and females wanted aged 15 years and over. Enthusiasm and an imagination are required!

Under Milk Wood is about a day in the small town of Llareggub and the many different people we meet there!

It's a play full of wonderful characters, comedy and beautiful language. Dylan Thomas's radio play is to be brought to life on stage.





Serving the needs of older people

RECEIVED

29 JUN 2015

HAURAKI DISTRICT COUNCIL

25 June 2015

Hauraki District Council

Po Box 17

Paeroa

3640

RE: Request for financial assistance Steady As You Go

Dear John,

On behalf of Age Concern Thames we would like to thank the Paeroa and Waihi Ward Committees for the generous donation to support the Steady As You Go falls prevention classes. It is very heart-warming to know that the local Ward Committees recognize and value the classes and the work that we do to support our older people.

Best Wishes and thanks again.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'Julia Monrad', is written over a light-colored background.

Julia Monrad

Manager /Service Co-ordinator

Age Concern Thames

(07) 868 9790

Email: julia@ageconcern.gen.nz

Serving the needs of older people

AGE CONCERN THAMES INCORPORATED CONSTITUTION 2014

1. NAME AND OFFICE

1.1 The name of the Incorporation is **Age Concern Thames Incorporated.**

1.2 **The Registered Office** is 609 Mackay Street, Thames, or such other place that the Board shall determine from time to time.

2. VISION AND OBJECTIVES

Age Concern Thames Inc. holds the vision of an inclusive society, where people of all ages and cultures; as they grow older, have opportunities and support to make choices which lead to quality of life and personal fulfilment.

The principal objective of Age Concern Thames Inc. is **to benefit the community by working together to enhance the quality of life for older people.**

To this end it will use volunteers to fulfil its mission and in doing so seek funds from central and local Government, public trusts as well as donations and membership from the general public of the region.

Objectives

- 2.1 To be an effective advocate of issues affecting Older People.
- 2.2 To develop and provide intergenerational life-long learning opportunities.
- 2.3 To encourage understanding of and practice positive attitudes to ageing.
- 2.4 To maintain a sound operational base.
- 2.5 To respect the dignity and uniqueness of every person as an individual and valuable member of society.
- 2.6 To ensure that older people are given the opportunity to achieve physical comfort, and personal development and feel valued and supported.
- 2.7 To ensure that older people have an equal opportunity to achieve well-being by directing resources to help those disadvantaged or in greatest need.
- 2.8 To respect the values and social structures of Maori and people of other cultural and ethnic backgrounds and to demonstrate such respect by working together to gain and share understanding.

3. INTERPRETATIONS

Definitions of abbreviations and terms used;

Age Concern Thames Inc. means Age Concern Thames Incorporated.

ACT means Age Concern Thames Incorporated.

The Board means the body of people volunteered to govern and manage the affairs of Age Concern Thames Inc.

AGM means Annual General Meeting of Age Concern Thames Inc. held in September of each year.

4. MEMBERSHIP

4.1 Members of Age Concern Thames Inc. are:

4.1.1 All persons who volunteer to sign the membership register and support the objectives of the organisation.

4.1.2 Any persons co-opted onto the Board.

5. THE BOARD

5.1 The Board is the body of people volunteered to govern and manage the affairs of the Age Concern Thames Inc. in accordance with its vision and objectives.

5.2 The Board shall consist of a maximum of nine and a minimum of five Board members.

5.3 The inaugural Board will be appointed by the Age Concern Thames Inc. appointment committee.

5.4 Co-option of Board members

5.4.1 If a vacancy occurs on the Board the remaining Board members have the power to co-opt a person to fill the vacancy.

5.4.2 A vacancy can occur upon resignation of a Board member, or when the number of Board members is less than seven.

5.4.3 The Board is not obliged to fill any vacancy unless the number of remaining councillors is less than seven.

5.4.4 The Board may co-opt up to two members for special reasons regardless of whether there are vacancies or not.

5.4 Resignation of Board Members

- 5.4.1 During a Board members term of office resignation is to be made in writing addressed to the Board.
- 5.4.2 If a Board member is absent from more than three consecutive meetings without leave of absence granted by the Board or the Chairperson and apologies are not tendered or accepted by the Board, then the member shall be deemed to have resigned.
- 5.4.3 A Board member shall be deemed to vacate office immediately if that Board member;
1. ceases to be eligible
 2. resigns in writing
 3. is absent without leave from three or more consecutive meetings (clause 5.4.2)
 4. is convicted of any offence liable for imprisonment
 5. loses legal capacity
 6. is an undischarged bankrupt
 7. is younger than eighteen
 8. is subject to a property order under the PPPR Act
 9. is prohibited from being involved in a company under sections 382, 383, or 385 of the Companies Act 1993
 10. has been convicted of a crime of dishonesty and sentenced within the last seven years
 11. has been disqualified from being an officer by the Commission under section 31 of the Charities Act
 12. is a body corporate that is being wound up, in liquidation, or receivership
 13. has been disqualified from being an officer under the Rules BUT
 14. if and only if, a written waiver in respect of an exemption contained in the Charities Act has been granted by the Charities Commission the Board shall ensure fair and proper action is taken on a case by case basis. Where clause 5.4.3 (14) applies a waiver to the Rules shall be enforced

5.5 Office Bearers

- 5.5.1 There shall be a Chairperson and Deputy Chairperson elected at the first meeting of the Board.
- 5.5.2 If at any time the Chairperson and Deputy Chairperson resigns or is permanently incapacitated then a replacement shall be elected from the Board.
- 5.5.3 If at any time the Chairperson becomes unavailable or temporarily incapacitated the Deputy Chairperson shall act as Chairperson until such a time as the Chairperson can resume duties.
- 5.5.4 There shall be a Secretary and a Treasurer elected at the inaugural Board Meeting. The position may be jointly held by the same Board member.

5.6 Terms of Office

- 5.6.1 The Chairperson shall be elected each year for a term of one year to a maximum of four years.

5.6.2 The Secretary and treasurer shall be appointed for a term of one year, and may be re-elected from year to year.

5.7 The Chairperson

5.7.1 The **Chairperson** shall preside over all regular and formal meetings of Age Concern Thames Inc.

5.7.2 The **Chairperson** shall foster and facilitate the participation of all Board members and volunteers in pursuance of the vision and objectives of Age Concern Thames Inc.

5.8 Board meetings

5.8.1 The Board shall meet regularly as is necessary for the governance and management of Age Concern Thames Inc.

5.8.2 A meeting may be called at any time by the Chairperson or upon the written request of three or more Board members.

5.8.3 At least seven days notice shall be given of all Board meetings.

5.8.4 The Chairperson, or in the Chairpersons absence, the Deputy Chairperson or another member so elected at the meeting shall chair meetings.

5.8.5 A quorum for Board meetings shall be a minimum of five Board members.

5.8.6 Decisions of the Board (other than to vary the Constitution) shall be by simple majority of all the Board members, with no casting vote for the chair. If there is an equality of votes such resolution shall be lost.

5.8.7 Resolutions of the board to change the Constitution are to be by unanimous vote, and are to be ratified at the next AGM or Special General Meeting.

5.8.8 The agendas for regular Board meetings are to be set by the Board at the previous meeting.

6. ANNUAL GENERAL MEETINGS

6.1 The AGM is held in September each year at a time and place determined by the Board.

6.2 At least three weeks notice of the meeting shall be given.

6.3 Notification to the public of the AGM shall be by notice in the press three weeks prior to the meeting.

6.4 The Notice of Meeting to members shall contain an agenda.

6.5 Voting shall be by a show of hands. Resolutions shall be decided by a simple majority of those members attending. Constitutional changes shall require a two-thirds majority of those members attending.

6.6 No addition to, or alteration, or rescission of the Constitution shall be allowed if they affect Clause 8 unless approved by the Charities Commission.

6.7 A Quorum shall be no fewer than fifteen qualified members of Age Concern Thames Inc.

7. MINUTES

The Secretary shall be responsible for having minuted all appointments of officers, and of all resolutions and proceedings of all meetings. Minutes when signed by the Chair of the meeting or Chair of the previous meeting, shall be conclusive evidence of the matters stated in those minutes.

8. FINANCE

8.1 The Financial Year of Age Concern Thames Inc. shall end on the 30th of June.

8.2 All monies received shall be paid to the credit of Age Concern Thames Inc., at such bank and accounts as the Board shall from time to time determine.

8.3 Any income, benefit or advantage must be used to advance the charitable purposes of Age Concern Thames Inc.

8.4 There shall be four signatories appointed, the Chairperson, the Secretary, and two other Board members. Any two authorised signatories are required to jointly sign all cheques and all other negotiable bank instruments and authorities, or as the Board shall direct from time to time.

8.5 The Board shall be responsible for all receipts and payments and the presentation of financial reports to the appropriate Board meetings as required. The Treasurer shall be responsible for overseeing all financial activities and reports as well as for the audit and presentation of the Annual Financial Accounts to the Board and to the Annual General meeting.

8.6 All monies received by agents, networks, or others in the name of Age Concern Thames Inc. shall be treated as belonging to Age Concern Thames Inc. and shall be subject to Clause 8.2.

8.7 Age Concern Thames Inc. has no power to borrow money.

8.8 Auditor

8.8.1 The Treasurer will prepare an annual financial statement to be reviewed by the Board.

9. COMMON SEAL

The Common Seal of the Society shall be kept in the custody of the elected officers and shall be affixed only on the authority of a resolution of the society.

10. SUNDRY

10.1 Community meetings: may be called from time to time to discuss topics or issues required by the community.

10.2 Indemnity: Board members appointed as office bearers shall be indemnified by Age Concern Thames Inc. from and against all losses and expenses properly incurred by them in or about the discharge of their respective duties.

10.3 Documents: All legal documents having first been approved by a resolution of the Board at a regular meeting shall be signed on behalf of the Board in a manner the Board directs. Where the Council decides the common seal should be affixed, the document shall be signed by two Board members.

11. DISSOLUTION

11.1 Age Concern Thames Inc. may be wound up or dissolved in any of the ways provided in the Incorporated Society's Act 1908.


11.2 A resolution in favour of winding up Age Concern Thames Inc. must be passed by two thirds majority vote of members at a Special General Meeting called for the purpose.

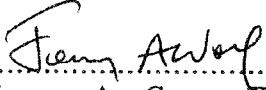
11.3 The meeting shall be convened by Board after deciding by majority vote to dissolve Age Concern Thames Inc.

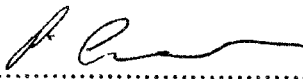
11.4 Upon dissolution, or in the event of the society being wound up, surplus assets or cash of Age Concern Thames Inc. shall, after the satisfaction of all debts and liabilities, be passed into the hands of Age Concern Hamilton, to be used to further a charitable purpose or purposes only. If the Age Concern Hamilton Council has ceased to exist, the surplus assets or cash will be distributed in order of priority;

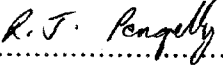
- a) To Age Concern New Zealand.
- b) To any charitable organisation whose objectives are consistent with those of Age Concern Thames Inc.

This Constitution was approved by the Board of Age Concern Thames Inc. at its meeting held in Thames on the 4th of September 2014.


.....
L.C. Wood, JP
#6213
THAMES
Justice of the Peace for New Zealand
Justice of the Peace


.....
Chairperson Age Concern Thames Incorporated


.....
Board member Age Concern Thames Incorporated


.....
Board member Age Concern Thames Incorporated

PAEROA FARM  **SERVICES LTD**

**118 Normanby Road
PAEROA 3600**

Ph: 07 862 8263 Fax: 07 862 6075
www.paeroafarmservices.co.nz

10 July 2015

To the Paeroa ward committee

I have noticed the removal of the rubbish bin in front of Paeroa Farm Services Ltd and have been advised after being passed around the council that this decision was made by you the ward committee.

I am writing to you in request to have it replaced as soon as possible. We noticed immediately the increase of litter in front of the shop. As we are adjacent to the 4 Square and Sunny's we manage to accumulate all the rubbish that people have removed from their purchases and as they walk down the street drop in front of Paeroa Farm Services.

In reference to your document 1158428 and appendix A 11584467 I cannot see any savings made to the council in the removal of this bin as the litter left on Paeroa's main street requiring your council workers to remove will take longer than the time involved to replace a bin liner.

I also feel if you directly campaign to the business NOT to fill the bins with their own rubbish this would also help the situation.

Perhaps if you had included the business owners or shop managers in this decision process there may have been more savings to be made and owners like myself not bewildered as to what is going on.

Yours sincerely



Warick Buchanan
Paeroa Farm Services Ltd