

REPORT OF A MEETING OF THE MATAURA COMMUNITY BOARD, HELD IN THE MATAURA COMMUNITY CENTRE, MCQUEEN AVENUE, MATAURA, ON MONDAY 26 JANUARY 2009 AT 5:31 pm

PRESENT

His Worship the Mayor (Mr Tracy Hicks), B Lee (Chairman), P Crake, M Gillan, N Phillips and L Turnbull.

IN ATTENDANCE

The General Manager, District Assets (Mr Paul Withers), Parks and Recreation Manager (Mr Ian Soper), Asset Manager, Utilities (Mr Ross Haslemore), Roading Manager (Mr Murray Hasler), HR/Administration Manager (Susan Jones), Corporate Support Officer (Mrs Tracey Millan), Mataura Service Centre Co-ordinator (Miss Pam Courtney) and two members of the public in the Gallery.

1. CONFIRMATION OF MINUTES

RECOMMENDED on the motion of P Crake seconded by M Gillan, THAT the report of the Meeting of the Mataura Community Board, held on Monday 26 November 2008, as circulated, be accepted and signed by the Chairman as a true and complete record.

2. SCHEDULE OF MEETING DATES (46.36.2)

A memo had been received from the Administration Manager outlining a proposed schedule of meetings for the remainder of 2009.

P Crake thought the meetings needed to be every 6 weeks as there was so much happening in the community.

L Turnbull agreed and thought that six weekly meetings would help to keep the public informed.

The Administration Manager confirmed that the change to six weekly meetings could be looked at. However, dates would have to be aligned with Committee and Council meeting dates and may not be at exactly six weekly intervals.

RECOMMENDED on the motion of P Crake, seconded by L Turnbull, THAT the meeting dates for 2009 be set at six weekly, dependent on the dates set for Committee and Council meetings.

3. MATAURA TASKFORCE REPORT (50.55)

The meeting perused a report from L Turnbull.

L Turnbull advised WINZ had not yet commenced its fortnightly visits to Mataura because of the hire charge that it would incur for room hire.

P Crake said Family Ties had used an office behind the Doctor's surgery free of charge that WINZ could utilise, but there were security issues at the premises.

L Turnbull advised the Taskforce newsletter would be produced monthly and would be printed at the Council office.

RECOMMENDED on the motion of L Turnbull, seconded by M Gillan, THAT the report be received.

4. REPORT ON PUBLIC MEETING TO CONSIDER THE FUTURE OF FORMER TOWN HALL BUILDING (37.9.1)

A report on a public meeting held on Friday 12 December had been received from the Chairman.

His Worship advised there would be more discussion held between the Council, Mataura Community Board and the Youth Centre to work through any issues. Holidays had prevented further discussions to date.

RECOMMENDED on the motion of P Crake, seconded by N Phillips, THAT the information be received.

5. LIBRARY CLOSURE OVER CHRISTMAS-NEW YEAR (37.9.1)

A memo had been received from the Administration Manager in response to the query from the Board as to why the Service Centre/Library had been closed for over three weeks during the Christmas-New Year period. With the exception of statutory days, the actual closure was eight days.

L Turnbull thought the closure had been too long and inconvenient as it had left Mataura without photocopying facilities, and access to the noticeboard at the library

In response to P Crake, the Administration Manager confirmed that an extra week had been taken which had assisted with fitting in four weeks annual leave for staff. Council offices were also extremely quiet at that time of the year. The situation could be reviewed next Christmas.

RECOMMENDED on the motion of P Crake, seconded by N Phillips, THAT the information be received.

6. MATAURA COMMUNITY CENTRE CHARGES (37.19.4)

The Board perused a report from the Parks and Recreation Manager outlining hire charge options for the new community centre.

B Lee favoured option one with a workshop being held in February.

L Turnbull thought a workshop was needed to determine what groups came under the Taskforce banner and to discuss the possibility of providing rent relief for the community market.

N Phillips thought the Taskforce needed to be defined as to what it was and what umbrella it came under, so that it could be determined whether it paid hire charges for use of the centre.

P Crake said a non-profit business could become an incorporated society or a trust. If the community market wanted to be identified as a non-profit organisation, maybe it needed to become incorporated.

M Gillan confirmed the market was in the process of becoming an incorporated society and any profit made would be invested back into the community.

The Parks and Recreation Manager confirmed that option two had been based upon the existing fee structure for the James Cumming Wing in Gore. There was now a large array of options available with the new centre, as a complete function centre, rather than just a hall.

The Administration Manager advised organisations – such as the market - could apply for a waiver of hire charges through the Council.

Cr McLennan thought the new fees should take effect immediately and that the Taskforce had already been acknowledged as being under the umbrella of the Community Board at a previous meeting. He suggested the Taskforce form a constitution with the right to add other groups to it.

B Lee thought a bond of \$150 was too high for small organisations that held meetings on a regular basis.

The Parks and Recreation Manager advised a bond was necessary as sometimes keys got lost or there was damage. A bond was imposed to protect the community's asset. The Council's insurance excess was very high, so small claims were not viable.

In response to His Worship's query about how the Council currently handled regular hirers of premises, the Manager suggested one fee for regular users to cover a 12 month period could be entertained.

His Worship thought the Taskforce was a wonderful organisation that was still evolving, but as a group it needed a structure.

In response to the Parks and Recreation Manager, L Turnbull confirmed that registration for the Taskforce to become an incorporated society could take up to six months.

The Manager said that in the interim a six month window of gratis rent could be agreed to for the Taskforce.

Administration for all bookings of the Community Centre would continue to be processed through the Mataura Service Centre. A review of how assets were booked was currently being undertaken.

RECOMMENDED on the motion of P Crake, seconded by M Gillan, THAT the proposed schedules of fees and charges as follows, be adopted and implemented with effect from 1 February 2009,

PROPOSED CHARGES MATAURA COMMUNITY CENTRE	2009/10 CHARGES
HALL AND FOYER	
Evenings functions 6-12 midnight (includes kitchen)	120.00
Daytime functions 8-5 pm (includes kitchen)	180.00
Half day functions 4 hrs duration (includes kitchen)	100.00
Full day, weddings, dances or similar functions (includes kitchen)	200.00
Weddings, dances or similar functions (includes kitchen) including prior half day setup (4 hr)	260.00
Kitchen	60.00
Per hour bookings	15.00
Refundable bond \$250 per event	
ELDERLY CITIZENS CENTRE	
Games Room, full day	60.00
Games Room, half day	30.00
Games Room, evening	30.00
Lounge Room, full day	40.00
Lounge Room, half day	20.00
Lounge Room, evening	20.00
Plunket Room, full day	40.00
Plunket Room, half day	20.00
Plunket Room, evening	20.00
Entire Elderly Citizens Centre, full day	100.00
Entire Elderly Citizens Centre, half day	75.00
Entire Elderly Citizens Centre, evening day	75.00
Kitchen and dining room	40.00
Refundable bond \$150 per event	
<i>NOTE All furniture to be left as it was found. Failure to address this may result in forfeiture of bond.</i>	
ENTIRE COMMUNITY CENTRE/ELDERLY CITIZENS CENTRE	
Full day	250.00
Half day	150.00
Evening	150.00
Refundable bond \$400 per event	
EQUIPMENT (per hire)	
Data projector/screen	50.00
Public announcement and sound system	25.00
Community based non profit organisations and sports clubs	Half sta ted rate

AND THAT approval be granted for the Mataura Taskforce to hold its meetings in the Community Centre, at no charge.

7. REPORT FROM THE ROADING MANAGER (2.1.7)

The meeting perused a report from the Roothing Manager.

The Manager confirmed that positioning of the two new disability car parks on McQueen Avenue had been decided and markings would be completed before the end of February.

The New Zealand Transport Agency had been requested to erect additional signs advising travellers on SH 1 and 93 of the Tulloch Park public toilets. Its consultant, Opus, did not want to install anymore, as one had already been supplied, so the Roothing Manager had escalated the request directly to NZTA.

The NZTA had approved the installation of a traffic mirror to be erected at the Bridge Street intersection.

RECOMMENDED on the motion of P Crake, seconded by L Turnbull, THAT the report be received.

9. DATE OF NEXT MEETING - Monday 16 March 2009

The meeting concluded at 6.11 pm