

TARARUA DISTRICT COUNCIL

Dannevirke Community Board

Minutes of the first meeting of the Dannevirke Community Board following the triennial general election held in the Council Chambers, 26 Gordon Street, Dannevirke on Wednesday 3 November, 2004 commencing at 5.05pm.

Present

Mr T E Cradock, Mr N H Ensor, Mrs M A Leen, Mrs J G Swenson and Mr C P Thew.

In Attendance

Mrs M E Reynolds	-	Her Worship the Mayor
Mr R Twentymen	-	Chief Executive
Mr R Taylor	-	Governance Manager

1. Opening

1.1 The Chief Executive welcomed all those present to the meeting, and invited Her Worship the Mayor to witness the making and attesting of the declarations required of the community board members.

2. Apologies

2.1 Nil.

3. Declarations Required of Community Board Members

3.1 Each community board member was invited to come forward and make and attest their board member's declaration pursuant to Schedule 7 Clause 14 of the Local Government Act 2002. Her Worship witnessed the making and attesting of each declaration.

4. Election of Chairperson

4.1 ***That pursuant to Schedule 7 Clause 25 of the Local Government Act 2002, the Dannevirke Community Board resolves to adopt the following system of voting to elect its Chairperson:-***

(a) The person to be elected receives the votes of a majority of the members of the Board present and voting; and

(b) If more than 1 round of voting is required, the least successful candidate in a round of voting may not be a candidate in the next round of voting.

Ensor/Thew

Carried

4.2 The Chief Executive called for nominations to elect one community board member to the position of its Chairperson.

4.3 Nominations

Mr C P Thew

Nominated: N H Ensor
Seconded: J G Swenson

4.4 ***That nominations for the election of the Dannevirke Community Board's Chairperson be closed.***

Ensor/Cradock

Carried

4.5 The Chief Executive declared Mr C P Thew duly elected as the Board's Chairperson.

4.6 Mr Thew then came forward to make and attest the declaration required of the Community Board Chairperson by Schedule 7 Clause 14 of the Local Government Act 2002. Her Worship witnessed the making and attesting of the declaration.

4.7 Mr Thew then assumed control of the meeting, and conveyed his appreciation to board members for their support.

5. General Explanation of Acts Pertaining to the Conduct of Business and to Members of Local Authorities

5.1 ***That the report from the Chief Executive dated 15 October, 2004 concerning the following matters (as circulated) be received:***

a) The Local Government Official Information and Meetings Act 1987.

(b) The Local Authorities (Members Interests) Act 1968.

(c) Sections 99, 105 and 105A of the Crimes Act 1961.

(d) The Secret Commissions Act 1910.

(e) The Securities Act 1978.

(f) The Local Government Act 2002 – provisions relating to local governance statements and the code of conduct.

Cradock/Leen

Carried

5.2 The Chief Executive gave a verbal presentation to outline the matters contained within his report.

6. Date and Time of First Ordinary and Subsequent Meeting(s) of the Dannevirke Community Board

6.1 ***That the Dannevirke Community Board schedule its ordinary meetings on the first Monday of each month (except January) commencing at 6.30pm, with the first such meeting to be held on 6 December, 2004.***

Ensor/Leen

Carried

7. Adoption of Standing Orders

7.1 ***That the report from the Governance Manager dated 15 October, 2004 concerning the Adoption of Standing Orders (as circulated) be received.***

Cradock/Leen

Carried

7.2 ***That any previous standing orders be hereby revoked, and***

That subject to the incorporation of the following amendments, the Dannevirke Community Board hereby resolves to adopt NZS 9202: 2003 Model Standing Orders for Meetings of Local Authorities and Community Boards.

(a) Order Paper and Agenda Papers to be Sent to Members

That Standing Order 2.12.4 as detailed on page 17 of Model Standing Orders be hereby amended for the Dannevirke Community Board's purposes to read as follows:

"In the case of each meeting to which order 2.12.1 applies, an order paper detailing the business to be brought before that meeting, together with relevant agenda papers, shall be sent so that it is received by every member not less than two clear days before the day appointed for the meeting".

(b) Meeting Lapses If no Quorum

That Standing Order 3.5.1 as detailed on page 26 of Model Standing Orders be hereby amended for the Dannevirke Community Board's purposes to read as follows:

"If a meeting is short of a quorum at its commencement, or falls short of a quorum, the business shall stand suspended and, if no quorum is present within twenty minutes, the Chairperson shall vacate the Chair, and the meeting shall lapse"

(c) Casting Vote

That Standing Order 2.5.2 as detailed on page 13 and Standing Order 3.14.2 as detailed on page 35 of Model Standing Orders be hereby amended for the Dannevirke Community Board's purposes to read as follows:

"The Chairperson presiding at any meeting has a deliberative vote and, in the case where an equality of votes occurs, shall have a casting vote".

Ensor/Cradock

Carried

8. Election of Deputy Chairperson

8.1 The Chairperson called for nominations to elect a Community Board Member to the position of its Deputy Chairperson.

8.2 Nominations

Mr N H Ensor	Nominated:	T E Cradock
	Seconded:	J G Swenson

Mr T E Cradock	Nominated:	M A Leen
	Seconded:	C P Thew

8.3 Mr Cradock indicated that he declined the nomination for the position of the Board's Deputy Chairperson, and his name was withdrawn from being considered as a candidate.

8.4 The Chairperson declared Mr N H Ensor duly elected as the Board's Deputy Chairperson.

9. Various Other Appointments of Board Representatives

9.1 ***That Mr C P Thew be appointed as the Board's representative on the Tribunal and Hearings Committee for any hearings held within its area of responsibility.***

Ensor/Cradock ***Carried***

9.2 ***That Mr T E Cradock be appointed as the Board's representative on the Road Safety Group.***

Ensor/Swenson ***Carried***

9.3 ***That Mrs J G Swenson be appointed as the Board's representative on the Tararua Safer Community Council, and***

That Mrs M A Leen be the deputy representative.

Cradock/Ensor ***Carried***

9.4 ***That Mr N H Ensor be appointed as the Board's representative on the Dannevirke Information Centre Management Committee.***

Cradock/Thew ***Carried***

9.5 ***That Mrs M A Leen be appointed as the Board's representative on the Dannevirke Town Hall Marketing and Promotions Committee.***

Cradock/Ensor ***Carried***

9.6 The appointment of a representative to liaise with the Dannevirke Brass Band was left to the next meeting to discuss.

9.7 The Chairperson will contact the Brass Band to ascertain if they consider this appointment is still necessary.

10. Community Board Members Remuneration

10.1 ***That the Board agrees to the recommendation proposed by the Council of the following remuneration for Community Boards within the Tararua District:-***

<i>Community Board Chairperson</i>	<i>-</i>	<i>Annual Salary</i>	<i>\$5,750</i>
<i>Community Board Member</i>	<i>-</i>	<i>Annual Salary</i>	<i>\$3,200</i>

Ensor/Cradock ***Carried***

11. Correspondence

11.1 ***That the correspondence as listed be received:-***

***(a) Tararua Riding For The Disabled
Re: Spring newsletter October, 2004***

(b) Local Government New Zealand 4 September, 2004

New Zealand Community Boards Executive Committee Elections: Call for Nominations

- (c) ***New Zealand Community Boards Executive Committee
25 August, 2004
Re: National Community Boards Conference, Dunedin 2005***
- (d) ***Dannevirke News
Re: Advertisement in the Christmas Supplement***
- (e) ***Dannevirke Chamber of Commerce
2 November, 2004
Re: Request for funding assistance to advertise the Twilight Madness
Promotion***

Swenson/Ensor

Carried

11.2 National Community Boards Conference

11.2.1 It was suggested that the Board consider entering the Dannevirke Domain Playground development project in the 2005 Community Boards Best Practice Awards.

11.3 Dannevirke News Christmas Supplement

11.3.1 Mrs J G Swenson declared an interest in this item of business, and abstained from the discussions concerning this matter.

11.3.2 There were no objections raised to the proposed advertisement from the Board to be included in this year's Christmas Supplement.

11.4 Dannevirke Chamber of Commerce

11.4.1 Mrs J G Swenson declared an interest in this item of business, and abstained from the discussions and voting on the motion concerning this matter.

11.4.2 ***That the Board grant to the Dannevirke Chamber of Commerce the sum of \$300.00 from its discretionary funds as assistance towards the cost of advertising the Twilight Madness promotion.***

Ensor/Cradock

Carried

12. Closure

12.1 Prior to the closure of the meeting the following items of general business were raised:-

- Transit New Zealand have agreed to erect additional speed restriction signs in High Street within the vicinity of the Showgrounds.
- The Dannevirke Adopt A Highway project has incurred expenditure of \$3,843.59 with the Board contributing \$783.59 towards this amount.
- Work due for completion on the Dannevirke Adopt A Highway project is the transport of mulch by Tararua Roding Limited.

- It is very pleasing to note that Transit New Zealand have agreed to the lengthening of carparks on High Street. Congratulations to those concerned for their assistance in achieving this outcome.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 6.25pm.

CHAIRPERSON