

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 Chamber, 26 Gordon Street, Dannevirke on Wednesday 5 November, 2007 commencing at 6.33pm.

Present

Cr C W Southgate (Council appointed community board member) Board Members Elect
R A Dresser, N H Ensor, C J Isaacson and R P Teahan.

In Attendance

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

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. Voting Systems For Certain Appointments

4.1 ***That pursuant to Schedule 7 Clause 25 of the Local Government Act 2002, the Board resolves to adopt the following system of voting for the election or appointment of:-***

- (a) The Chairperson, and***
- (b) The Deputy Chairperson, and***
- (c) Various other Board representatives.***

System B-

- (a) which requires that a person is elected or appointed if he or she receives more votes than any other candidate; and***
- (b) has the following characteristics:***
 - (i) there is only 1 round of voting; and***
 - (ii) if 2 or more candidates tie for the most votes, the tie is resolved by lot.***

Ensor/Dresser

Carried

5. Election of Chairperson

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

5.2 Nominations

R P Teahan

Nominated: N H Ensor

Seconded: R A Dresser

5.3 The Chief Executive called for any further nominations to fill the position of Dannevirke Community Board Chairperson.

5.4 There being no further nominations the Chief Executive declared R P Teahan duly elected as the Board's Chairperson.

5.5 Mr Teahan 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.

5.6 Mr Teahan then assumed control of the meeting, and welcomed members of the public and family and friends of board members to the meeting and thanked them for their attendance.

5.7 Mr Teahan conveyed his appreciation to board members for their support, and looks forward to working with them as a team in the best interests of the Dannevirke Community.

5.8 Mr Teahan outlined to board members the following proposals for their future consideration:-

- Undertake a tour to inspect the services and facilities within the Board's area which covers the entire North Tararua Ward.
- Strengthen contact with the rural areas through appointing a Board representative to liaise with them.

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

6.1 *That the report from the Chief Executive dated 15 October, 2007 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.*

Southgate/Ensor

Carried

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

7. Board Meeting Date and Time

- 7.1 *That the Dannevirke Community Board schedule its meetings on the first Monday of each month (except January) commencing at 6.30pm.*

Ensor/Dresser

Carried

8. Adoption of Standing Orders

- 8.1 *That the report from the Governance Manager dated 15 October, 2007 concerning the Adoption of Standing Orders (as circulated) be received.*

Dresser/Isaacson

Carried

- 8.2 *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 and its Amendment No. 1 dated March 2006.

(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 2.5.1 (2) as detailed in Amendment No. 1 applicable to page 13 and Standing Order 3.14.2 (b) as detailed in Amendment No. 1 applicable to page 35 of Model Standing Orders be hereby amended for the Dannevirke Community Board's purposes to read as follows:

"In the case of an equality of votes the Chairperson has a casting vote".

Dresser/Isaacson

Carried

9. Election of Deputy Chairperson

- 12.1 ***That the Board continue to set aside a maximum period of up to 30 minutes at the commencement of its monthly meeting to provide a public forum section as an item of business on each such agenda.***

Southgate/Isaacson

Carried

13. Correspondence

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

- (a) ***Rotary Club of Dannevirke*** ***6 September, 2007***
Re: Request for financial assistance
- (b) ***Dannevirke Guide Association*** ***11 September, 2007***
Re: Request for financial assistance
- (c) ***Local Government New Zealand*** ***10 October, 2007***
Re: New Zealand Community Boards Executive Committee elections and call for nominations
- (d) ***Local Government New Zealand*** ***19 October, 2007***
Re: 2008 Calendar of meeting dates
- (e) ***Sport Tararua***
Re: Funding and finance workshops
- (f) ***District Marketer and Recreation Co-ordinator*** ***15 October, 2007***
Re: Tararua Outdoors 2008

Dresser/Ensor

Carried

13.2 Rotary Club of Dannevirke

- 13.2.1 The Chairperson and Cr Southgate declared an interest in this item of business, and abstained from the discussions and voting on the motion regarding this matter.

- 13.2.2 ***That the Board grant the Rotary Club of Dannevirke the sum of up to \$452.50 from its discretionary funds as assistance towards the cost of hiring the Town Hall for their 80th anniversary function.***

Dresser/Ensor

Carried

13.3 Dannevirke Guide Association

- 13.3.1 ***That the Board grant the Dannevirke Guide Association from its discretionary funds financial assistance of \$45.00 per head for up to a maximum of eleven of their members to attend the Guides New Zealand Jamboree to be held in Christchurch.***

Dresser/Ensor

Carried

13.4 New Zealand Community Boards Executive Committee

- 13.4.1 ***That the Dannevirke Community Board propose to nominate N H Ensor as a candidate for election to the office of Zone 3 Representative on the New Zealand Community Boards Executive Committee.***

Teahan/Dresser

Carried

14. Dannevirke Town Centre Refurbishment Sponsorship Programme

- 14.1 ***That mail outs be undertaken to the residents of the North Tararua Ward to encourage people to consider sponsoring either specific items relating to the refurbishment or to become a "Friend of the Street", and***

That an advertisement also be placed in the Bush Telegraph to promote this opportunity, and

That the basis of this sponsorship programme be as follows:-

- ***Emphasis is focused on community pride and ownership, and creating a sense of a better future for the present and next generations.***
- ***Mail outs will be done in two groups, with the first group to be sent as soon as possible before Christmas, and followed by the second round in early February once the work on the refurbishment has re-commenced.***
- ***The Council will fund the cost of producing the flyers.***
- ***The Board will fund the delivery cost.***
- ***The Dannevirke Town Centre refurbishment image will be incorporated on to the cover page of the flyer.***
- ***R P Teahan and C J Isaacson shall be listed as the Board's contact representatives to find out more information about becoming a sponsor or to make a contribution.***

Ensor/Dresser

Carried

- 14.2 ***That letters be forwarded to identified groups inviting them to become involved in sponsoring either specific items relating to the refurbishment or to become a "Friend of the Street".***

Dresser/Isaacson

Carried

- 14.3 It was agreed that the proposal to undertake a phone campaign done by an organisation be referred to the Board's next meeting for further consideration.

- 14.4 ***That letters be forwarded to Dannevirke schools inviting them to hold a mufti-day to raise funds for each school to purchase a rubbish bin in the main street, and***

That those schools which agree to participate be encouraged to hold their mufti-day on the same day, with a coin trail arrangement to apply and each

school having a different part of a picture to complete for incorporating into a centralised bigger picture, and

That this event be held early in the New Year.

Southgate/Isaacson

Carried

- 14.5 ***That the Board host a variety concert one evening in late autumn or early winter focused around community pride or ownership, with the funds raised from the door entry to be directed towards sponsorship for the refurbishment, and***

That the evening be based on providing entertainment through getting different groups and individuals from the community to perform, eg. skits, dance, singing, kapa haka, music etc.

Ensor/Southgate

Carried

15. Reports

15.1 Removal of Trees in Hall Street

- 15.1.1 ***That the report from the District Roding Manager dated 17 September, 2007 concerning the removal of trees in Hall Street (as circulated) be received.***

Ensor/Dresser

Carried

- 15.1.2 ***That the Board supports the request from Scanpower to remove the Cedar trees in Hall Street on the old Ruahine Club frontage subject to the following conditions:-***

- The silver birch trees within this vicinity are to be treated by an arbourist, and***
- The tree which has died is to be removed and replaced through planting a suitable specimen.***

Ensor/Dresser

Carried

15.2 Under Veranda Lighting

- 15.2.1 ***That the report from the District Roding Manager dated 18 October, 2007 concerning the under veranda lighting in Dannevirke and Woodville (as circulated) be received.***

Ensor/Dresser

Carried

- 15.2.2 ***That the Board supports the Council taking over the ownership of the under veranda lighting in Dannevirke and Woodville from 1 July, 2008 on the following basis:-***

- Scanpower agrees to continue to fund the costs associated with the supply of energy.***
- Prior to take over the asset be inspected and any necessary work be undertaken by Scanpower to bring the asset to top condition at the date of take over.***

- *On the take over date the asset be valued by the Council to determine a basis for depreciation.*
- *A full inventory/plan be provided.*

Ensor/Dresser

Carried

16. Draft Policies on Advocacy and Consultation

16.1 *That the draft policies on advocacy and consultation be received, and*

That the Board notes and supports the adoption of these policies as set out in the Council's consultation proposals.

Southgate/Isaacson

Carried

17. Closure

17.1 The Chairperson acknowledged with appreciation the members of the public that were present at the meeting, and encouraged them to continue this interest in the future.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 8.16pm.

Chairperson