

MINUTES	MEETING HELD ON	TIME
ŌTAKI COMMUNITY BOARD	TUESDAY 4 FEBRUARY 2014	7.00 PM

MINUTES of a meeting of the Ōtaki Community Board, held in the Dr Gertrude Atmore Supper Room, Memorial Hall, Main Street, Ōtaki, on Tuesday 4 February 2014 commencing at 7.00pm.

PRESENT:           Mr           J    Cootes  
                           Cr           P    Gaylor  
                           Mr           C    Pearce  
                           Ms           C    Papps  
                           Mr           R    Kofoed

IN ATTENDANCE:   Mayor       R    Church  
                           Ms           C    Edmondson (On behalf of Group Manager, Strategy & Partnerships)  
                           Ms           K    Bunker (Executive Secretary, Minutes)

LEAVE OF ABSENCE:   None

James Cootes, Chair of Ōtaki Community Board, welcomed everyone to the first meeting of 2014; and the second of the triennium. The Chair welcomed Mayor Ross Church, GWRC Councillor Nigel Wilson, Kāpiti Coast District Councillors Jackie Elliott and David Scott.

Mayor Church stated that he looked forward to working with Ōtaki Community Board for the triennium and intended to attend as many of the meetings as possible.

The Chair also introduced Council staff around the board table. The Chair declared the meeting open.

#### **ŌCB 14/02/281**

##### **APOLOGIES**

There were no apologies

#### **ŌCB 14/02/282**

##### **PUBLIC SPEAKING TIME**

1. Elizabeth Mikkelsen spoke to the Board, referring to two documents she had provided to the Board, via email, prior to the meeting. Firstly, Ms Mikkelsen spoke about the cycle route between Peka Peka and Ōtaki remaining incomplete; in particular the end of Te Waka Road to the South side of the Ōtaki River and queried reports that Council has reneged on installation of fencing and gates on this pathway link for cyclists to use. Secondly, Ms Mikkelsen spoke in support of a safety guard rail to be installed on Ōtaki River Bridge by NZTA.

**Response/Action:** *Cath Edmondson to check with Council staff regarding the installation of fencing and gates on this pathway and feedback via the Chair of the Board. The Chair confirmed that the Board has advocated for a cycleway as part of the Peka Peka to Ōtaki expressway and expressed concern if it had been taken off the agenda. Te Waka Road issue to be added to Matters Under Action.*

2. Margaret Brown, from Globe Centre NZ, spoke in support of a grant application to assist with the costs of hosting the University of Otago, Sheilah Winn Shakespeare Festival for the Kapiti region, to be held at Civic Theatre, Ōtaki. Margaret gave details of the Shakespeare festival and background of the event.
3. Ian Carson and Barbara Franks spoke to the Board regarding Ōtaki Village Promotions Group (OVPG) upcoming events, in particular:
  - the Kite Festival, on 8<sup>th</sup> and 9<sup>th</sup> March, which attracts 5000 people to the area;

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- Maori Land Film Festival that will take place at the end of March which also attracts approximately 5000 people;
- mid winter Lantern festival taking place late 2014; and
- Business Network meetings, held every second month. The next meeting is April 3<sup>rd</sup> where Mayor Church will be speaking.

The Board expressed an appreciation of the efforts OVPG committee puts into their events. Mr Carson inquired if the Board had a decision on the design of the Northern entry sign, which has been designed by OVPG. The Chair informed Mr Carson that the Board had met regarding the sign and would have a decision within the next few days.

4. Councillor Jackie Elliott informed the Board of a Civil Defence mail box drop in the Ōtaki area. Cr Elliott spoke about a meeting with Minister Adams, on 17<sup>th</sup> February, regarding UFB for Ōtaki and encouraged residents to contact the Minister in support of this matter.

#### **ŌCB 14/02/283**

#### **CONSIDERATION OF APPLICATIONS FOR FUNDING**

**MOVED (Gaylor/Pearce)**

**That the Otaki Community Board approves a funding grant to be made to Globe Centre NZ, for \$400.00 from the Community Grants Fund, to assist with hosting the University of Otago, Sheilah Winn Shakespeare Festival for the Kapiti region, to be held at Civic Theatre, Otaki.**

**CARRIED**

#### **ŌCB 14/02/284**

#### **CONFIRMATION OF MINUTES**

Changes to the minutes were requested to correct the date in the first paragraph and a typing error of Rob Kofoed's name. Changes were requested to more accurately reflect what had been stated during General Business under James Cootes item regarding the Civil Defence exercise.

**MOVED (Papps/Kofoed)**

**That the minutes of the 26 November 2013 meeting of the Otaki Community Board be confirmed as a true and accurate record.**

**CARRIED**

#### **ŌCB 14/02/285**

#### **CODE OF CONDUCT FOR ELECTED MEMBERS - 2013-2016 TRIENNIUM**

Kapiti Coast District Council has approved an amended Code of Conduct for Elected Members for the 2013-2016 Triennium. The report, including Appendix 1, has been provided for the Community Board's information and consideration.

**MOVED (Papps/Gaylor)**

**That the Otaki Community Board adopts the Code of Conduct for Elected Members for the 2013-2016 Triennium as at Appendix 1 of Corp-14-1105.**

**CARRIED**

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### ŌCB 14/02/286

#### CHAIRPERSON'S/MEMBERS' BUSINESS

- (a) Public Speaking Time Responses – as above
- (b) Leave of Absence – there were none.
- (c) Matters of an Urgent Nature – there were none.
- (d) Declarations of Interest Relating to Items on the Agenda – there were none.
- (e) Matters Under Action

The following were discussed from Matters Under Action list:

- Footpath cleaning on the Main Street in Ōtaki – a sample of the sealant has been trialed but the results are inconclusive. James Cootes will be meeting with Tony Martin, Operations Manager, to discuss further.
- Bus shelter at Coastlands – Mayor Church will be meeting with Coastlands Management on 5<sup>th</sup> February and will raise the issue and report back to the board.
- Northern entrance signage – The Board want to ensure the sign is effective and will to decide by end of the week how to go forward.
- Sunny Ōtaki sign – Contractor to be engaged by Council to reinstall the sign up to regulatory standards.
- Boating Club – Lex Bartlett, Leisure and Open Space Asset Manager has contacted the Chair of Ōtaki Boating Club to meet to discuss further.
- Te Waka Road – to be added to MUA
- Landscaping / planting on Plateau crossing SH1 – to remain on the MUA

### ŌCB 14/02/287

#### GENERAL BUSINESS

James Cootes

- Beach FM radio slot – Christine Papps appeared last week; suggest alternate between ŌCB members.
- Offer of fruit trees
- Horse riding signs – signs to be installed on Rangiuuru Road and Taylors Road. Council staff have been in contact Ms Hayes regarding her concerns.
- Letter from resident regarding the new system to collect reserved books at Ōtaki Library – suggest numbers be used rather than names.
- Ōtaki Tai Kwondo – will get their accountability form to the Board soon
- Community Christmas Lunch held at Memorial Hall was a big success – 55 people came plus 20 volunteers from 12pm-2pm. All leftovers went to Te Nikau.
- SH1 parking on main highway – GWRC have taped temporary parking lines on SH1 – could it be permanent? Action: *Contact John Perkins to follow up with GWRC*
- Birthright – what the process is to get sign from NZTA? Action: *Council staff to find out and report back the Chair.*

Penny Gaylor

- Annual Childrens Day event - 1<sup>st</sup> Sunday of March 12-4pm.
- Waitangi Day celebrations

Colin Pearce

- Wifi / Digital Campus – Action: *invite Andy Fraser to come to do a presentation at the March meeting*
- EMB –noted second ŌCB meeting on 8th April 2014? – Action: *Check with Dem Services and minutes from last meeting.*
- Pedestrians crossing diagonally by Pumpkin Patch, is it possible to create a visual cue – Action: *contact roading team*

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Rob Kofoed

- Friends of Otaki River – Gravel Grab on 16<sup>th</sup> February.
- Ōtaki Airstrip – recognised by NZ Airport Directory – goes to all pilots in NZ
- Ōtaki River bridge safety rail – spoken with Stuart Kilmister and NZTA – they are looking into it.
- Rubbish bin needed down by new lookout.
- Tuesday Group – Food bank collections at supermarket are going to Levin not Ōtaki Food Bank – Action: *Rob Kofoed to talk to Salvation Army.*

Christine Papps

- Entrance to Te Horo – needs to be tidied up and weeded – Action: *letter from Board to NZTA*

*The meeting closed at 8:52pm*

Signed:.....  
Chairperson of the meeting

Date:.....