

MINUTES	MEETING HELD ON	TIME
WAIKANAĒ COMMUNITY BOARD	TUESDAY 2 DECEMBER 2014	7.30PM

MINUTES of a six-weekly meeting of the Waikanae Community Board held at the **Waikanae Community Centre**, Utauta Street, Waikanae on **Tuesday 2 December 2014**, commencing at **7.30pm**.

PRESENT:                    Mr        M    Scott        Chair  
                                   Mr        E    Gregory     Deputy Chair  
                                   Mrs      J    Prvanov  
                                   Mr        J    Westbury

IN ATTENDANCE:        Ms        T    Evans        Group Manager Community Services  
                                   Mrs      J    Nock        Executive Secretary, Corporate Services  
                                   Mr        G    Adams      Traffic Engineer

The Chair welcomed everyone present and thanked Mayor Church and Cr Cardiff for their attendance and declared the meeting open.

WCB 14/12/083

**(a) Apologies**

There were no apologies.

**(b) Declarations of Interest Relating to Items on the Agenda**

There were no declarations of interest.

The Chair spoke of his sadness at the loss of Cr Tony Lloyd and everyone stood for a moment's silence.

WCB 14/12/084

**PUBLIC SPEAKING TIME – Grant Applications**

Our Lady of Kapiti Parish Events

Maureen Jones, on behalf of Our Lady of Kapiti Parish Events, spoke to their application asking for assistance with room hire costs to hold their third annual Christmas Fundraising Luncheon.

Waikanae Cameo Society Inc.

Alison Vautier, on behalf of the Waikanae Cameo Society Inc., spoke to their application asking for assistance with room hire to enable the Justice of the Peace to hold a clinic on Tuesday mornings, over a 50 week period.

WCB 14/12/085

**PUBLIC SPEAKING TIME – other issues**

Colin Davies

Mr Davies suggested Kāpiti Coast District Council (the Council) relocate the legal highs to the Otaihanga Transfer Station in their retail shop as it already retailed rubbish. Mr Davies also tabled a paper covering:

- Waikanae Preliminary Concept Design and his submission to the Greater Wellington Regional Council (GWRC); he had received no response from the Town Centres Project team; and
- Relocating Waikanae Train Station to the north of the township and GWRC purchasing land to provide a parking area that could also act as a bus public transport hub.

The Chair thanked Mr Davies for his attendance and advised that his concept design details for the station would be forwarded to the consultants at GWRC so they could take his ideas into account.

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#### Diane Connal

Ms Connal, a local jeweller, was organising a Waikanae Summer Studio Art Tour (an open studio for local artists) during the Waitangi weekend in February 2015 and spoke about the need to put in an application to the Promotion Fund for help with advertising, including posters, flyers and signs (paper was tabled including a completed promotion fund application form).

#### Kapanui School

Rochelle McKenzie, from Kapanui School, thanked the Board for their help in supporting their children in travelling to Melbourne to take part in an international competition of 'Tournament of Minds'. The children won the runners up prize and all received medals and certificates. A booklet showing photos of the trip was tabled.

WCB 14/12/086

#### **CONSIDERATION OF APPLICATIONS FOR FUNDING (Corp-14-1418)**

##### **MOVED (Westbury/Prvanov)**

**That the Waikanae Community Board grants Our Lady of Kapiti Parish Events a grant of \$500 plus GST from the Promotion Fund to help with room hire costs to hold their third Annual Christmas Fundraising Luncheon.**

**CARRIED**

##### **MOVED (Gregory/Prvanov)**

**That the Waikanae Community Board grants the Waikanae Cameo Society Inc. a Discretionary grant of \$500 plus GST to cover the cost of room hire to enable the Justice of the Peace to hold a clinic on Tuesday mornings (over a 50 week period).**

**CARRIED**

WCB 14/12/087

#### **UPDATE: BEAUTIFICATION OF WAIKANAЕ**

Tamsin Evans, Group Manager Community Services, gave an update on the southern entrance to Waikanae:

- the licence from Kiwirail had been received, which would allow the Council to use the land;
- spraying and mulching on the western side had taken place;
- Treescape had cleared some vegetation during closure of the railway and would complete the work during the Christmas break;
- once cleared the Council would continue with the preparation of the land to plant natives; and
- spraying would continue on a regular basis to keep growth down.

The Chair commented that this work was all part of the Board's first year of their Strategic Plan.

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**UPDATE: LONG TERM PLAN**

Ms Evans updated Board Members on the 'Future Kapiti' Long Term Plan 2015-35 (paper was tabled) including:

- the timeline of workshops;
- the Council's vision for the future by looking at priorities and challenges.
- review of Policies;
- funding strategy including capital expenditure, rates and debt;
- communications and engagement;
- schedule of remaining workshops; and
- 2015 LTP timeframes.

The Chair advised how the Board had previously submitted into the planning process and would be submitting into the 2015 Long Term Plan.

WCB 14/12/089

**WCB MEMBERS' BUSINESS**

**(a) Leave of Absence**

**MOVED (Scott/Gregory)**

**That leave of absence be accepted from Michael Scott for Thursday 4 December 2014.**

**Carried**

**(b) Matters of an Urgent Nature**

Destination Waikanae

In the past the Waikanae Community Board had given its support to Destination Waikanae as a voice for the Waikanae business community. The Chair, along with the Mayor and Deputy Mayor had met with the Group on working cooperatively on the Waikanae Town Centre Development. It was suggested that \$102.22, being the fee required to register an incorporated society, be paid from the promotion fund to help continue this support.

**MOVED (Scott/Prvanov)**

**That the Waikanae Community Board grants Destination Waikanae a grant of \$102.22 from the Promotion Fund to assist in supporting them by paying their registration disbursement to Kapiti Law for their Incorporation.**

**CARRIED**

The Chair clarified that the need to become an Incorporated Society was to try and ensure that there was a voice that had some accountability and becoming Incorporated guaranteed a larger number of members to come together and represent local businesses.

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**(c) Chairperson's Business**

**MOVED (Scott/Westbury)**

The Chairperson's calendar covering the period 9 September to 16 October 2014 was noted.

**CARRIED**

It was noted that an additional date of 27 November be added to the Calendar as the Chair attended a Council meeting.

**(d) Community Board Members' Activities**

*Jocelyn Prvanov* advised that the building of the Pharazyn Reserve's bird hide was progressing well.

*James Westbury* had engaged with Keep Waikanae Beautiful and was supporting their progress and work activities.

*Eric Gregory:*

- attended a Corporate Business Committee meeting
- attended a Community Liaison Group for the Expressway
- met with Paul Turner of Destination Waikanae to discuss how the structure of their Group was working and what they hoped would come out of their consultations.

Also, in a private capacity, attended the Welcome at the marae for the Hockey International.

*The Mayor thanked Board Members for all their hard work for 2014, wished everyone a Merry Christmas and left the meeting at 8.13pm.*

WCB 14/12/090

**WAIKANAЕ TRAFFIC ISSUES (IS-14-1382)**

Gary Adams, Traffic Engineer, spoke to the report and commented that feedback and discussions with GWRC were continuing.

Mr Adams confirmed that a parking study around the Town Centre was being arranged and the results would be reported back to the Board in March/April 2015.

The Chair advised that GWRC was continuing to work on their bus routes to encourage people to use public transport and had received positive support from schools and parents.

Board Members were concerned with the allocated car parks for car poolers around the train station and requested more detail. Mr Adams would look into this and report back.

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Board Members discussed different aspects of the report and it was decided that some recommendations would lie on the table for further consultation.

**That the Waikanae Community Board approves the following:**

ELIZABETH STREET

The installation of no stopping lines on the north eastern corner of Seddon Street and Elizabeth Street for approximately 24m as shown on the plan in Appendix 6 of report IS-14-1382.

There was no mover or seconder so the motion was lost.

**MOVED (Scott/Westbury)**

NGAIO ROAD

**The installation of no stopping lines on the eastern side of the Ngaio Road service lane from the back of the footpath south for approximately 21m as shown on the plan in Appendix 4 of report IS-14-1382;**

**CARRIED**

PARATA STREET

The Chair commented on the parking around the Rymans Complex and Board Members requested that the Council's Compliance team liaise with Rymans to discuss details of their conditions of their planning consent and development as they were interested in where their staff would park after construction had been completed.

**MOVED (Scott/Prvanov)**

**Parata Street to be left to lie on the table until the next meeting to allow the Council's Compliance Team to write to Rymans and request a face to face meeting to discuss a solution for their staff parking**

**CARRIED**

WAIKANAЕ STATION

**MOVED (Scott/Gregory)**

**Waikanae Station to be left to lie on the table until the next meeting to allow Board Members to view the site and report back.**

**CARRIED**

NGARARA ROAD

**MOVED (Scott/Westbury)**

**That the Waikanae Community Board confirms a preference for a raised table at Ngarara Road and requests officers investigate the cost and likely timing of the project and report back at the next meeting**

**CARRIED**

The Chair thanked Mr Adams for his report and attendance at the meeting.

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**WAIKANAЕ MEMORIAL HALL – FUTURE ASSET MANAGEMENT OPTIONS (CS-14-1357)**

Ms Evans spoke to the report and clarified that it was an information report that included a renewal plan for the next twenty years.

The Chair reiterated that the Waikanae Community Board would be submitting into the Long Term Plan and this report was useful in the decision making of their submission.

Board Members commented that the report needed to include the condition of the outside of the building and also requested an external sign showing “Waikanae Memorial Hall”.

Ms Evans assured Board Members that if any maintenance work was carried out inside the Hall that disrupted the users, the timing and implications would always be considered and discussed with the users.

**MOVED (Westbury/Scott)**

**That the Board receive this report CS-14-1357 and note the Asset Management Plan for the Waikanae Memorial Hall building.**

**That the Waikanae Community Board request an updated report on the exterior maintenance plans for Waikanae Memorial Hall.**

**CARRIED**

WCB 14/12/092

**ATTENDANCE AT COMMUNITY BOARD CONFERENCE (Corp-14-1414)**

Michael Scott spoke to the report.

**MOVED (Scott/Gregory)**

**That the Waikanae Community Board approves the attendance of Jocelyn Prvanov at the New Zealand Community Boards’ Conference in May 2015.**

**That the Chair of the Waikanae Community Board is authorised to appoint another delegate in the event that the original nominee cannot attend.**

**That the delegate will provide a written report on their return for publication in the Elected Members’ Bulletin.**

**CARRIED**

WCB 14/12/093

**CALENDAR OF WAIKANAЕ COMMUNITY BOARD MEETINGS 2015 (Corp-14-1397)**

Michael Scott spoke to the report and commented that a Strategic Planning Day would be arranged around 14-24 April and details would be reported back to Members at the next meeting.

**MOVED (Prvanov/Gregory)**

**That the Waikanae Community Board adopts the meeting dates for 2015 as set out in Appendix 2 of Report Corp-14-1397.**

**CARRIED**

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**CONFIRMATION OF MINUTES: 21 OCTOBER 2014**

**MOVED (Scott/Gregory)**

**That the minutes of the Waikanae Community Board meeting held on 9 September 2014 be approved and adopted as a true and correct record of that meeting.**

**CARRIED**

A misspelling of the surname 'Royal' was noted and corrected to 'Roil'.

**Matters Under Action**

Ms Evans spoke to the paper.

Waikanae Bridge

To escalate the cleaning of the rail bridge and surrounding area the Board requested the Chief Executive liaise with GWRC, as recommended below.

*Resolution from 29 July meeting -*

***MOVED (Scott/Lloyd)***

***That the Waikanae Community Board ask that the Chief Executive liaise with Kiwirail and the New Zealand Transport Agency in terms of the Waikanae bridge abutment and the bridge itself be painted and tidied up.***

**CARRIED**

SH1 Fish and Chip Shop

The Council would continue to try and make contact with the owner.

Freedom camping sign and landing diamond

Mr Gregory requested that Council staff contact him to discuss these issues in more detail.

Proposed Reserve Revocation Extension for Submissions

It was requested that Council's Corporate Property Manager email Board Members with details.

Ngarara Road

The Chair and Deputy Chair would liaise with Council's Infrastructure Team to discuss the area in more detail.

Diane Connal

The Chair spoke to Ms Connal's application and Board Members commented that it was unfortunate they had been given the application on such short notice but felt it was a good initiative.

**MOVED (Scott/Westbury)**

**That the Waikanae Community Board, subject to confirmation that the Waikanae Summer Studio Art Tour takes place, grants Diane Connal a grant of \$250 from the Promotion Fund to help towards the cost of brochures.**

**CARRIED**

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Christmas in Mahara Place

The Chair updated Board Members on the Christmas activities in Mahara Place and hoped that these activities would continue for many years.

It was suggested that the Kapanui School's Band be approached to play and the Chair advised this could be arranged for Christmas 2015.

Liquor Outlet

Board Members were concerned around the proposed Liquor Outlet on SH1 and Ms Evans advised that a statutory process had been followed, there had been no objections to the licence following the public notice and the decision had been made by the District Licensing Committee.

Ms Evans would discuss with the Acting Group Manager Regulatory Services around Board Members being informed when new applications are received.

The Chair thanked everyone for all their hard work throughout the year, wished everyone a safe and peaceful festive season and declared the meeting closed at 9.37pm.

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Chairperson

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Date