Prebbleton Community Association (PCA) meeting held on 26/1/23 in the Supper Room at Prebbleton Hall starting at 7pm.

Present:
Graeme Gemmill, Geoff Gilfedder, Natalie McLean, Linda Martin, David Martin, Averil Carpenter, Graham Carpenter, Alastair Joyce, Angela Hart, Angela Jones and Gary Miller.

Apologies: None

Averil was introduced to Natalie and Linda.

The committee approved the addition of Angela Jones into its ranks, and welcomed her.

Review of Evening Market- Gary Miller:
There was a good mix of stalls. It's preferable to support stalls which participate through the year, in preference to those who are only interested at Christmas, or special occasions. People did enjoy the market. If we take on more stalls, use of space will need to be considered. Gary suggested that the band faces the road but the cold wind should be considered.
5 stall holders didn't show. 2 had valid reasons.
Santa Claus in the cottage was well patronised, with queues, so Gary suggests having Santa and the market starting 3:30 to 4, to take advantage of families coming to see Santa. Organise face painting and children's activity so people stay for the market and carols.
Hot drinks need to be offered.
By 8:30 it was getting cold and beginning to get dark, and people were leaving. Have the carols 7pm-8pm to keep people involved, and also so that stall holders don't have to pack up in the dark.
Gary suggests using the church bells if possible, perhaps to mark the beginning of the event.
There was lots of positive feedback from various people.
The only long weekends which intersect with a market day are King's Birthday and Waitangi Day. Long weekends are usually good for market trading.

Lincoln has a Fete coming up next Saturday, February 4th, from 10 to 3pm. 40 stalls including the regular market stall holders. Gary had to turn down 15 potential stalls because of space limitations but suggested they contact us. This is advertised online at *allevents.in* and he has booked 6 days of digital ads on the advertising post at Tasman Fuels on Springs Road by the over bridge for the motorway, costing $500.

Geoff is working on getting an article into the Selwyn Times to promote the market.

Gary will be at the market on the 5th.

The committee thanked Gary for all his help and advice which has been a tremendous help. Gary. Left after giving his review.

Minutes from the last meeting:
Moved Graeme Gemmill, Seconded Geoff Gilfedder, passed.

Matters arising:

Thank-you
Averil Carpenter moved that the PCA present Shelley Bakker with a $50 prezzie card, with thank you cards for Shelley, Peter and Helen to acknowledge and thank them for their service. Shelley is welcome to be a stall holder if she chooses.
Seconded Angela Jones, passed unanimously.

Pocket Park
Shannon Boorer has organised bike stands for this park and is looking at a possibility of removing the side fence with the new owner of the Armodillos site. It was decided to invite Shannon to our next meeting to tell us more about what she is doing, as we want to support this initiative as best we can.

Correspondence:
All correspondence was by email and inward and outwards are together in each thread.

Angela H checked with SDC by email whether we could still be granted funds if an application was put in for the market/carols costs and was advised yes, put one in. Application was completed online on 15/12/22 to Selwyn Community Fund. Response from SDC on 22/12/22 that there is no retrospective funding- contrary to previous advice.

Contact details sent to committee members.

MYOB information, charges and discontinuation.

Various regarding the night market and carols evening.

Halswell newsletter

Nicola Grigg update, seasons greetings

RBK/CRA (combined residents associations) Christchurch information

Waka Kotahi information on West Melton intersection

Invoice Real Fruit Ice Cream from market evening

Thank you for carols/market evening from Shirley Hamilton

SDC regarding Blakes Road/Roundabout and side streets road works, response to query from Graeme G.

Newsletter, various.

Angela H moved correspondence be accepted, seconded Alastair Joyce, passed.

Financial Report:
Payment of $750 for free ice creams to children at market retrospectively passed. Was previously approved. Moved Alastair Joyce, seconded Averil Carpenter, passed.
MYOB now ceased, using a free Manager programme.
Alastair will send out a financial report by email to committee members the day before each future meeting.

The laptop may be useful at meetings.

Treasurer's report moved Alastair J, seconded David M, passed.

Reports:

Cottage:

Averil has been in touch with Kevin Chappell, Facilities Support Officer, at SDC re a timeline for repairs and maintenance. He says touch ups over Summer and new paint after the new budget becomes operative, in July.
The damaged power point Averil mentioned was fixed the next day and the skylight has had all flashings removed and resealed, although the interior damage from the leak still needs to be addressed.
Kevin is leaving SDC shortly, so we'll be working with someone else.
The cottage needs to be well kept in order for hirers to respect it.

Civil Defence is not using the locked side room, but there are some regular users who should be able to store equipment, some work needs to be done in this regard.

Consensus was that we should invite at least one Springs Ward Councillor to our next meeting to meet this new committee.

Cottage report moved Averil C, seconded Alastair J, passed.

Monthly Market:
Geoff G now has a database of stall holders, most of whom he has contacted. He has positive responses from 7 of these for the market on 5/2/23.
Mikayla at SDC has booked the cottage for all 12 2023 markets from 8 to 4pm.
The stall charge was $20 for the carols evening market but will be $25 from now on.
Stall holders are asked to prepay, by Wednesday for Sunday, into the PCA account with company name and mobile number as reference.

There will be something in the Selwyn Times next week advertising the Prebbleton Market for the first Sunday of each month, and posters are going up.
Ange J will advertise on Prebbleton Community FaceBook page, including dates, entertainment, and cancellations if necessary.

Ange J will have access to the pcam2023 email account.

Graeme G asked for committee members to inhabit the gazebos at the market, introduce ourselves, talk to people and perhaps give them a short questionnaire to complete to provide us with information on the issues and concerns bothering Prebbletonians at present. It was felt that talking was sensible but not a questionnaire just yet.
We also need to find someone at SDC we can work with to resolve community issues.

Market report moved Geoff G, seconded David M, passed.

Newsletter:
To be called Prebbleton Life. Great work from Peter Grundy, David Martin and others. Particular thanks to Peter who isn't on the committee.

Some small alterations are needed, but then Prebbleton Life will be posted on the Prebbleton Community FaceBook page via a link. The FB page will state where copies can be collected from (possibly Fresh Choice, 3Arrows, Sam's dairy).
200 copies will be printed this time.

Newsletter report moved David M, seconded Alastair J, passed.

Neighbourhood Watch / Security:
Ange J told us that there is a new street camera operating in Aberdeen, and one at Finnegan's. Permission is required from SDC for street cameras, and they are potentially paid for by grant money.

Graeme G asked us all to think about issues/areas we are interested in taking responsibility for. We already have folk looking after the market and the newsletter, but what are your specific interests?

Next meeting 16/2/23 7pm at Tosswill lounge if it is available.

Meeting closed 9pm

Prebbleton Community Association Inc

Receipts & Payments Summary

For the period from 13-12-22 to 25-01-23

	25-01-23
Receipts	
Community event/Market Income	390.00
Interest received	9.48
Total — Receipts	**399.48**
Less: Payments	
Advertising/promotion/newsletter	34.50
Community Event/market costs	750.00
Repairs and maintenance	40.00
software/web etc subs	39.10
Total — Payments	**863.60**
Net increase (decrease) in cash held	**(464.12)**
Cash at the beginning of the period	**9,339.58**
Cash at the end of the period	**8,875.46**
Westpac Account	8800.46
Cash on hand	75.00