Prebbleton Community Association Incorporated
Tues 20th June 2023 at 7.00pm at Prebbleton Community Cottage

Present: Graeme Gemmill, Graham Carpenter, Alastair Joyce, Angela Hart, Angela Jones, Dave Martin, Averil Carpenter.

Apologies: Natalie McLean, Linda Martin, Jane Elms, Malcolm Lyall, Geoff Gilfedder. Moved that apologies be accepted, Angela Jones, seconded Graeme Gemmill, passed.

Minutes from the last meeting: moved that minutes be taken as a true and correct record, Angela Hart, seconded Alastair Joyce, passed.

Matters arising: To be covered in meeting topics on agenda

Correspondence: Angela H

Melinda Paterson request for market stall, scrunchies, friendship bracelets, baking, fundraiser for daughter's dance trip to U.S.A. Replied that Matariki themed stall might be possible and copied in Jane and Angela H. Angela J offered her a space.

Giarne/Angela J re weaving workshop for Matariki. Workshop confirmed.

Shannon Boorer re using PCA as her organisation to apply for a grant for the Pocket Park.

CQ quote for newsletter printing, $983 +GST for 500; $1550 +GST for 1,000.

Dave and Sheila Wilson thinking of moving here, asking about clubs and activities. Replied with copy of PL., and Graeme answered one of their questions that Angela H could not.

Letter to the 3 Springs Ward Councillors asking for a short piece for PL. Only one response, from Debra Hasson, committing to do a piece for August. Gave due date as July 17th.

Letter to Malcolm Lyall asking for confirmation of $200 from his Councillor's discretionary fund for food for Matariki Event. Also asking to confirm article for September PL, giving due date of August 21st. No response.

Shay Robinson, PRINCIPAL ADVISOR ECONOMIC DEVELOPMENt, SDC, re Community Fund Application for Matariki Event.
Food and drink not covered by SDC policy. (Mentioned at last meeting). Responded with quote for ribbon star weaving workshop, which was then included in the application.

Averil with link to SWELL 2023, expo at Lincoln Events Centre 16/10/23

Averil with Little River Road photo, showing red road markings. Haven't heard from SDC on this.

Bipul, SDC, re Resident Group Administration Grant. Processing cost of Cottage hire. Cottage booked for third Tuesdays through until June of 2024.

Angela H to SDC re Prebbleton boundaries (for constitution)

Averil re law changes for Incorporated Societies, with link.

Angela H to committee with copy of draft constitution, Prebbleton rohe and original constitution. One response.

Bipul, SDC, Matariki Event application was sent on from Community Fund to Residents Group Funding panel. No reason given. Successful to the tune of $500. Included accountability forms, and recognition branding/logo for SDC. Forwarded branding/logo to PL.

SDC remittance advice for $500, payment made 9/6/23

Leanna Singleton. Prebbleton Netball, re listing in PL. Responded and forwarded to PL.

Natalie asking for PL to be on agenda

Averil re signage at Nature Park to go on agenda

Angela H re conversation with Peter Grundy. Forwarded summary to editorial group, and later to entire committee.

Deanne Field positive feedback re PL

Selwyn Printing Company, Melissa George, invoice for $575 for PL, due 20/6/23

Minutes and Agenda to committee plus Malcolm

Averil request to add Signs and Civil Defence to agenda and apology, will be late to meeting.

Moved that correspondence be accepted, Angela H, seconded Ange J, passed.

No matters arising that won't be covered in agenda topics.

Financial Report: Alastair

Receipts and payments summary 18/4/23 to 13/5/23

Income: SDC Matariki Celebration grant $500

Westpac Interest $17.79

Total $517.79

Payments: $740 ($165 pre-approved for ANZAC wreath plus May PL)

Cash at beginning of the period $11622.22

Cash at end of the period $11,400.01 (includes $75 Cash on hand)

Decrease in cash held $222.21

Accounts for Approval and Payment : Selwyn Print, June PL $575

Moved that financial report be accepted and account for payment be approved, Alastair, seconded Graham C, passed.

Reports:

Matariki Update: Ange J

Aim: To foster social connections within Prebbleton while celebrating Matariki.

Plan: Time: 1 – 4pm, July 14th.

Venue: Hall – Prebbleton Primary School or Prebbleton Hall (see considerations for committee below)

Entertainment: Junior Kapa Haka Prebbleton School, Te Kura o Taumata Kuri

(Performances at 1pm and 2pm) [Confirmed]

Storytime

Kai: Fush Waka – food truck with food for sale

Carron from Bean - Coffee cart (hot drinks for sale)

Cold drinks for sale [Shannon]

Cake provided by PCA (Malcolm's discretionary fund)

Fruit [to ask Fresh Choice or Healthy Harvest]

Activities: Crafts for all ages – 8 – 10 different stations with different activities

Weaving workshop – Matariki stars. For 13+ years (including Adults); 8

people per session; 20 min per session; people will sign-up for a time on arrival

Treasure Hunt for all ages (Collecting facts about Matariki)

Updates for committee:

Marae declined support and wished committee well

School PTA (BBQ and candyfloss) – no longer available

Fush have donated 2 x $25 vouchers – for a random draw for those who attend (put your name in the draw) OR for those who complete the Treasure Hunt

Consideration for committee:

1. For planning purposes, would like to hold this in a hall (Prebbleton School Hall or

Prebbleton Communtiy Hall) to:

a. ensure that we can go ahead rain or shine;

b. have tables available for activities (without worrying about wind)

c. have chairs available for people to sit and chat while enjoying some kai and

enjoy the entertainment

The Committee agreed to use school hall. Hall hire cost ($125) was one of the items applied for in the SDC funding application. Ange has made 20 posters to advertise the event using local retail outlet windows.

Fush – they would normally charge $1000 fee for their food truck but are waiving this fee, they have asked that they are the only food 'stall '(concern that we can make it worth their while)

Committee decided to run a BBQ as a fundraiser (Graham and Alastair to organise). Ange to explain uncertainty of attendance numbers to Fush, so that they can choose not to attend in case they would be out of pocket for paying 2 staff over 4 hours.

We recommend that we subsidise coffee/hotdrinks for Gold Card holders - ie by $1/$1.50

Committee decided to subsidise by $2 for Gold Card Holders.

Ignite dance group happy to perform- need guidance re suitable music.

Maddy McDonald may also be prepared to perform.

Matariki report accepted, moved Ange J, seconded Dave.

Newsletter (PL) update: Dave

Content for July looking good, Heritage have provided an article on the Nature Park.

An article about the proposed Prebbleton Community Centre and Consultation will appear under the PCA byline. Moved Averil, seconded Graham, passed.

An article about Dog Control will also appear under our byline, moved Dave, seconded Alastair, passed.

Saket Indian Restaurant has offered some vouchers to go in PL, the committee agreed to include a human interest piece about the owners. Will do the same with other Prebbleton based businesses from time to time.

This month's PL will also have information about *"hard of hearing kids"* classes being run at the Plunket Rooms.

Ange J will look at setting up a website for PCA where past and current copies of PL can be accessed (budget $300 or less per year), moved Ange J, seconded Alastair, passed.

Committee discussed having a business card with website and email addresses on it so that members are able to easily provide access details to people we meet. Angela H to get printing costs for 1,000 cards.

PL funding- because we've only printed 500 copies per month, we've used only $1725 of the 2.5k SDC granted to cover costs for 3 months worth of publications, leaving $775. Angela H to write to SDC funding group to ask if we can use that $775 to cover next month's costs.

A voucher to the value of $200 is to be purchased as recognition and thanks for Peter Grundy's effort supporting PL, moved Alastair, seconded Dave, passed.

PL report accepted, moved Dave, seconded Angela H, passed.

Cottage update: Averil & Graham

SDC has tended to the garden. The store room door had been inadvertently locked at one point, preventing a hirer from accessing her equipment. Civil Defence have repeated that's there's no need for the room to be locked, Graham to look at disabling lock.

Cottage report accepted, moved Averil, seconded Graham, passed.

Rules/Constitution update: Angela H

A draft Rules/Constitution document was circulated to committee members for comment on June 3rd. Only 1 person sent comments. I had expected this to require a meeting solely about the Constitution but since there was little comment I hoped to get a draft accepted by the committee at this meeting, in order to meet the Charities Services deadline at the end of this month. Unfortunately several members have been unable to be here but after some discussion, Angela Hart moved that the draft constitution with the stated amendments be sent to Charities Services to be checked for acceptability, with a covering note pointing out that it is a draft, not yet approved at an SGM, seconded Dave, passed.

General:

Newsletter Future:

Averil suggested asking Karen Carpenter for an article about the PTA and its activities.

It was suggested that we commit to PL for August, September and October so that we are not spending time on this topic at every meeting, and it can be reassessed after the AGM, when the committee may have changed. Agreed.

It was moved by Ange J that Angela H apply to SDC for 6 months publication cost for 500 copies per month, seconded Graeme G, passed.

If a decision is made, after the AGM, to produce fewer copies or stop publication, any remaining funds granted by SDC will be returned.

The Election Day Market will not be advertised in the July PL.

Upkeep of Prebbleton entry/exit points and noticeboard:

Averil provided photos of a well grown harekeke obscuring the Prebbleton sign and mentioned that the other exit/entry is a bit shabby too. Angela H to contact SDC re tidying these up.

Averil also showed photos of an SDC Noticeboard at Lincoln, looking fresh and appealing, with "Welcome to Lincoln" and "History of Lincoln" articles, and asked if SDC could be asked to revamp their very tired equivalent here in Prebbleton. The Committee agreed. Angela H to action.

Civil Defence:

Averil and Graham serendipitously met Kathy Cooper (local Civil Defence) in Tekapo. It was agreed that we invite her to our next meeting.

It was agreed that a condolence card be purchased and sent to Geoff G, whose wife, Tania, passed away earlier this week. Angela H to action.

Next meeting – July 18th, 7pm