Minutes of the Prebbleton Community Association
July 2025

Date/Time:	14th July 2025, 7.08pm
Where:	Prebbleton Cottage
Present:	Karen Frater, Angela Jones, Jane Elms, Graham Carpenter, Alastair Joyce, Averil Carpenter
Apologies:	Graeme Gemmill

1. Welcome & Apologies

- Graeme Gemmill is an apology. Jane moved we accept his apology, Angela seconded. Carried

2. Minutes of the previous meeting (June) & matters arising.

Signage for Wire Stand at Fresh Choice	Jane	Completed
Send through guidelines to Prebbleton Life Newsletter subcommittee	Jane	Work in Progress
Potential Pet Day – contact Karen Dreaver	Karen	Done. Work in Progress
Back up plan for PL if subcommittee away	Jane	Work in progress
Christmas Carols and Market – band availability	Graeme	Pending

Resolution that the minutes of the previous meeting, held 2nd June 2025, be accepted. Moved by chair. Carried.

3. Correspondence

- Administration Grant SDC
- Survery SDC. Jane replied
- Various emails from John Vary
- Other miscellaneous

Jane moved that correspondence be accepted, Graham seconded. Carried

4. Financial Report

- Alastair tabled June financial report (see attached).

Alastair moved that we accept the June financial report and pay the Selwyn Print invoice ($575) and Cottage rental. Seconded Jane. Carried.

5. Monthly Reports/Updates

- Prebbleton Cottage – Nothing to report
- Prebbleton Life – There was a FB post about the digital library available via Selwyn Library. Jane to send this idea to PL subcommittee. Discussion about advertising. Karen brought up that we may need to change from one sponsor to a back page with multiple advertisers. We are going to ask the subcommittee to attend a meeting to discuss this further to get their input.
- Friday Friends – nothing to report

6. General business

- Concerned Rate Payers Association meeting. Several committee members attended this meeting, where those that are running for the upcoming SDC elections were invited to speak. They felt it was well run and Averill moved the motion that the PCA pay for the hall hire for the next meeting that they are arranging. Seconded Alastair. Carried
- Constitution/Membership
    - Jane is going to go through and finish drafting an updated constitution then will send it out for discussion at the next meeting. Looking at the current constitution the main clause that Jane wanted to discuss before doing this was the requirement that there had to be two current parish members on the committee. This clause was in there historically as a condition required by the Church when the Prebbleton Cottage site was sold to SDC, as the land around the cottage is owned by the church. The PCA was instrumental in the Prebbleton Cottage relocation project, however the PCA no longer has control of the cottage and the SDC land it sits on, therefore the relationship needs to shift from the Church and the PCA, to the Church and the SDC, meaning the need for a church representative AND a Cottage sub-committee is no longer needed in the PCA constitution. We discussed that we need to have a historical reference about who owns what land in the PCA guide that Jane is compiling, so future committees will have the background knowledge to continue to be a watchdog to protect the foundation purpose for establishing the cottage as a community facility. The Church is aware of this proposed change which will be presented at the AGM for approval.
- Christmas Carol and Market
    - Still looking at doing it Thursday the 18th (last day of school) December. Graeme an apology so deferred to next meeting
    - Angela has had a lady approach her about helping organise and she will follow up with her.

7. Meeting closed 8.15pm. Next meeting 4th August 2025

Action Points table:

Christmas Carols and Market – contact potential helper	Angela
Christmas Carols and Market – band availability	Graeme

Send through guidelines to Prebbleton Life Newsletter subcommittee	Jane
Potential Pet Day – contact Karen Dreaver	Karen
Back up plan for PL if subcommittee away	Jane

Prebbleton Community Association Inc

Financial Report July 2025 Meeting

For the period from 01-06-25 to 30-06-25

	30-06-25
Receipts	
Accounts receivable (P/L sponsorship Prebbleton Vets & Urban Estates)	**1,150.00**
Donations/Grants received (SDC grant for Friday Friends expenses)	**1,200.00**
Interest received	**0.25**
Total — Receipts	**2,350.25**
Less: Payments	
Advertising/promotion/newsletter (June P/L)	**575.00**
Rent (SDC-Prebbleton Community Cottage hire March meeting)	**27.50**
Total — Payments	**602.50**
Net increase (decrease) in cash held	**1,747.75**
Cash at the beginning of the period	**5,851.64**
Cash at the end of the period	**7,599.39**

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Payments due for approval:

Selwyn Print for July Prebbleton Life **575.00**
SDC- Community Cottage hire June Meeting **27.50**

Receivables due: