Minutes of the Prebbleton Community Association
August 2025

Date/Time:	4th August 2025, 7.07pm
Where:	Prebbleton Cottage
Present:	Karen Frater, Angela Jones, Jane Elms, Graham Carpenter, Alastair Joyce, Graeme Gemmill, Peter Grundy, David Martin
Apologies:	Averill Carpenter

1. Welcome & Apologies

- Averill Carpenter is an apology. Jane moved we accept his apology, Graeme G seconded. Carried

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

Send through guidelines to Prebbleton Life Newsletter subcommittee	Jane	Done
Christmas Carols and Market – contact potential helper	Angela	Pending
Potential Pet Day – main organiser Karen Dreaver	Karen	Work in Progress
Back up plan for PL if subcommittee away	Jane	Work in progress
Christmas Carols and Market – band availability	Graeme	Completed

Resolution that the minutes of the previous meeting, held 14th July 2025, be accepted. Moved by chair. Carried.

3. Correspondence

- SDC – ANZAC day learnings. Request that a member of the committee attend a meeting early 2026. Jane/Karen to attend.
- Other miscellaneous

Jane moved that correspondence be accepted, Karen seconded. Carried

4. Financial Report

- Alastair tabled July financial report (see attached).

Alastair moved that we accept the July financial report and pay the Selwyn Print invoice ($575), and reimburse Angela Jones for the website ($289.09) and domain name (yet to come) payments. Seconded Graham C. Carried.

5. Monthly Reports/Updates

- Prebbleton Cottage – Nothing to report.
- Prebbleton Life
    - Belinda has resigned due to work commitments.
    - Articles need to be in 5 to 6 working days before publishing

- Next month PCA going to pay for PL. The main theme to be around the candidates running for council. This is due to the feedback from the survey that the community wanted to know more about what is happening and have a stronger voice for Prebbleton on the council.
- Karen is going to come up with a different advertising model (potentially 6 limited advertisers) and liaise with Peter Grundy on this. This will spread the advertising budget in these tough economic times.

Denise Carrick (candidate for the council elections) joined the meetings and Peter and David left the meeting. 8pm

- Friday Friends – nothing to report

6. General business

- All Saints Church have been given permission to use the gazebos on the 18th October.
- Concerned Rate Payers Association second meeting. PCA to offer to pay for a light super (tea and a biscuit) for those in attendance. (Jane)
- Constitution/Membership
  - Jane has reformatted the draft constitution and is in the process of doing an appendix.
  - There needs to be a clear process on asking permission to use the church area if we are having events etc as the area around the cottage is church land.
  - Jane is going to go send out the draft to us individually for us to go look at give feedback on. She will collate this feedback for discussion
- Plaque at Nature Reserve. Jane moved that PCA pay for up to $300 for the plaque that David Jarvis is organising in memory of Jim Hutton. Graeme G seconded. Carried
- Christmas Carol and Market
  - Graeme G has organised the cottage and band for Thursday the 18th December.
  - Angela is going to follow up with the lady who has approached her about helping organise.
  - We need to find out if the Christchurch Grotto is going to happen this year.

7. Meeting closed 8.40pm. Next meeting 1st Septebmer 2025

Action Points table:

Christmas Carols and Market – contact potential helper	Angela
Christmas Carols and Market – Grotto	Karen
David Jarvis – Plaque	Jane
Potential Pet Day – contact Karen Dreaver	Karen
Back up plan for PL if subcommittee away	Jane
Constitution – draft proposal send out	Jane
New Advertising model for PL	Karen

Prebbleton Community Association Inc

Financial Report August 2025 Meeting

For the period from 01-07-25 to 31-07-25

	31-07-25
Receipts	
Total — Receipts	**0.00**
Less: Payments	
Advertising/promotion/newsletter (P/L July)	**575.00**
Rent (cottage hire, June meeting)	**27.50**
Total — Payments	**602.50**
Net increase (decrease) in cash held	**(602.50)**
Cash at the beginning of the period	**7,599.39**
Cash at the end of the period	**6,996.89**

Payments due for approval:

Selwyn Print for August Prebbleton Life	575.00
Jane E - Out of Pocket - Friday Friends expenses	140.48
- P/L stand sign, posters	13.25

Receivables due: Prebbleton Pharmacy, August P/L sponsorship 575.00