**Minutes of the Ordinary Meeting of the Carterton District Council held in the Carterton Events Centre, Holloway Street, Carterton on Wednesday 29th July 2015 at 1.00pm**

**Present** Mayor J Booth (Presiding)

Crs M Ashby, E Brazendale, R Carter, J Greathead, R Keys, W Knowles, G Lang & M Palmers

**In Attendance** C Wright (Chief Executive)

M Hautler (Planning & Regulatory Manager)

M Sebire (Corporate Services Manager)

S Zabell (Committee Secretary)

**1. Apologies**

There were no apologies.

**2. Declaration of Conflict of Interest**

There were no conflicts of interest declared.

**3. Notification of General Business/Late Items**

3.1 Memorandum of Understanding between Carterton Community Courthouse Trust and Carterton District Council

3.2 Roading Item – Cr. Ashby

Mayor J Booth introduced Karen Williams to the elected members and advised that she would be attending the meeting to observe how the meeting operated in terms of governance as part of a qualification that she is currently completing.

**4.** **Public Forum**

4.1 Proposal for a Loading Zone at the corner of Holloway Street and Nelson Crescent. - Logan Bathurst of the Carterton Salvation Army

Mr Bathurst attended the meeting to table a proposal for one council car park to become a loading zone at the corner of Holloway Street and Nelson Crescent. He stated that converting the end car parking space on Nelson Crescent into a short-stay loading zone would facilitate a safe environment while loading and unloading larger items for the Salvation Army and the Auction House.

Cr. Palmer asked why they hadn’t considered utilising the rear entry of the building and Mr Bathurst advised that this was unsuitable due to the layout of the building and the fact that most of the larger items were stored in the front of the building.

It was agreed that this item would be considered later in the meeting and that Mr Bathurst would be advised of the outcome in due course.

4.2 Heidi Holbrook & Bob Francis on behalf of the Kokomai Creative Festival

Mrs Holbrook requested Council to reconsider funding support for the 2015 Kokomai Creative Festival. Mrs Holbrook gave background to the programme in terms of who would be performing and stated that it was a wonderful opportunity to showcase the Carterton area and everything that it has to offer.

Mrs Holbrook advised that the Council had provided the following funding/assistance in 2013 and they would be very grateful if Council would commit to the same level of assistance again for 2015.

* $5000.00 cash
* $9000.00 towards the use of the Carterton Events Centre and holiday park accommodation.

Bob Francis advised that the Kokomai Festival is a significant regional event and stated that the 2013 Festival was an outstanding success. He did say that whilst the budget was challenging they had secured 60 patrons who make differing contributions which helped, but they were still reliant on assistance from the 3 territorial authorities and he hoped that the level of assistance provided in 2013 would continue.

Mayor J Booth thanked Heidi and Bob for their attendance at the meeting and advised that they would be advised of Council’s decision in due course.

**5.** **Chief Executive’s Report**

**Purpose**

To update elected members on matters of interest or requiring Council input/resolution over the past month.

**Moved:**

**That** the information in this report be received.

Crs Knowles/Greathead

Carried

**6.** **Elected Members Reports**

Elected Member reports were received from Cr. Greathead.

The elected members were advised of the following meetings:

* Howard Booth Park Sports Trust AGM – 7.30pm on 11August 2015 at the Carteton Rugby Club.
* Carter Court AGM – 1.00pm on 28 August 2015 at Carter Court.

**7.** **Correspondence & Other Items**

7.1 Local Approved Products Policy – Psychoactive Substances

**Purpose**

To consider and adopt a Local Approved Products Policy (LAPP).

**Moved:**

**That** Council adopt the draft Local Approved Products Policy (Psychoactive Substances), subject to Masterton District Council also adopting the draft LAPP.

Crs Brazendale/Lang

Carried

**8.** **General Business/Late Items**

8.1 Memorandum of Understanding between Carterton Community Courthouse Trust and Carterton District Council

Cr. Knowles raised his concerns regarding the following paragraph in the MOU and advised that he objected to agreeing to this:

* While CCCT intends to carry out the renovation work under this MOU at minimal direct cost to Council, CCCT reserves the right to apply for CDC grants under the normal criteria which apply to other local community groups.

Cr. Brazendale asked if there was sufficient insurance cover for the building and M Sebire advised that there was insurance cover for material damage and that Council had not budgeted for this insurance. Barbara Durbin from the Trust advised that the trust were expecting an invoice for insurance costs from Council.

All the elected members were given the opportunity to express their views and ask questions.

Mayor J Booth congratulated the group on the progress they have made to date with this project.

**Moved:**

**That** Council sign the Memorandum of Understanding between Carterton Community Courthouse Trust and Carterton District Council.

Crs Carter/Palmers

Carried

Cr. Knowles wanted his vote against the resolution, in the particular, the paragraph that he was opposed to as noted above.

8.2 Proposal for car park to become a Loading Zone at the corner of Holloway Street and Nelson Crescent.

There was substantial discussion amongst the elected members regarding this proposal and it was agreed that it should be referred to the Roading Committee for their recommendation.

**Moved:**

**That** the request for a Loading Zone at the corner of Holloway Street and Nelson Crescent be received and referred to the Roading Committee for a recommendation.

Crs Brazendale/Palmers

Carried

8.3 Request for funding for Kokomai Creative Festival

There was substantial discussion amongst the elected members and each member was asked for their opinion/thoughts.

**Moved:**

**That** the Council approve a grant of $5000 and the use of Event Centre services and holiday park accommodation up to a value of $9000 for the 2015 Kokomai Creative Festival.

Crs Brazendale/Palmers

Carried

8.4 Road works undertaken at Ponatahi Road/Millars Road Corner

Cr Ashby expressed concerns regarding the recent realignment of the intersection at the corner of Ponatahi and Millars Road. He advised that he had received complaints regarding the design.

Mayor Booth said that he would like to see better consultation undertaken with Council for any future projects.

**9.** **Confirmation of Minutes**

9.1 Ordinary Meeting 24th June 2015

**Moved:**

**That** the minutes of the Ordinary Meeting held on 24th June 2015 with minor amendments as agreed be confirmed.

Crs Greathead/Brazendale

Carried

9.2 Special Meeting 29th June 2015

**Moved:**

**That** the minutes of the Special Meeting held on 29th June 2015 be confirmed.

Crs Carter/Ashby

Carried

9.3 Roading Committee Meeting 2nd July 2015

**Moved:**

**That** the minutes of the Roading Committee Meeting held on 2nd July 2015 be confirmed.

Crs Knowles/Ashby

Carried

**10. Matters Arising from Minutes**

Ordinary Minutes 24th June 2015 - Item 5.1 Hurunui-O-Rangi Marae

*Mihi Namana acknowledged and thanked council for the koha contributions made today and said marae members were very grateful. She asked Council to consider koroua P J Devonshire and kuia L Cook being present at all council meetings to provide advice and input on behalf of the Marae.*

It was agreed that Mayor Booth and Cr. Lang would discuss this proposal with Marae members regarding the extent of participation that they might like to have at meetings and how the Council can best accommodate them.

**Moved:**

**That** Council acknowledge the request from Mihi Namana and Mayor Booth and Cr Lang meet with Marae representatives for clarification of the proposal.

Crs Brazendale/Palmers

Carried

**11. Public Excluded**

**Moved:**

**That** the public be excluded from the following parts of the proceedings of this meeting, namely,—

12.1 Employment of Chief Executive Officer

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

|  |  |  |
| --- | --- | --- |
| **General subject of each matter to be considered** | **Reason for passing this resolution in relation to each matter** | **Ground(s) under section 48(1) for the passing of this resolution** |
| Employment of Chief Executive Officer | For Council to consider matters that are not considered to be appropriately discussed in an open meeting | To enable the carrying out of negotiations without prejudice of disadvantage and to protect the privacy of individuals |

Crs Brazendale/Keys

Carried

**The public portion of the meeting concluded at 2.30pm**

**Minutes confirmed**……………………………………….

**Date**........................................