

---

# Eketāhuna Our Town Inc.

32 Main Street

Eketāhuna 4900

New Zealand

eketahunakiwicountry@xtra.co.nz

---

## COMMITTEE MEETING MINUTES OF THE EKETĀHUNA OUR TOWN INCORPORATED SOCIETY HELD IN THE ST JOHN HALL, CHURCH STREET ON THURSDAY, 8 APRIL 2021

**Present:** Rena Tyler (Chair), Corrina Carew (Deputy Chair), Terry Carew (Treasurer), Murray Rawstorn (Secretary), Kathryn Brady, Jules Burt (EIC Coordinator), Melinda Cowe, Jenny Davidson, Margaret Drysdale, Colin Fraser-Davies, Gary Groombridge, David Kinzett, Glynne MacLean Bill McMaster, Margaret Parsons (EIC Coordinator), Katie Ramlose, Karina and Ed.

1. The Chair declared the meeting open at 7.00 p.m and welcomed all in attendance.

### ITEM 1 – CONFLICT OF INTEREST DECLARATION

2. Corinna Carew and Terry Carew, in relation to the purchase of additional CCTV cameras (Item 12/27).

### ITEM 2 – APOLOGIES

3. Everlyne Chase and Warren Chase.

### ITEM 3 – MINUTES OF THE PREVIOUS MEETING

4. The minutes of the previous Meeting, held on 11 March 2021, were taken as read. They had been previously circulated via email and were available at the meeting.

**Motion:** That the minutes of the Eketāhuna Our Town Meeting, held on 11 March 2021, be accepted as a true and accurate record of that meeting.

**Moved:** M. Rawstorn

**Decision:** Carried

**Seconded:** J. Burt

**Action:** Nil

### ITEM 4 – BUSINESS ARISING FROM THE PREVIOUS MEETING

5. Nil.

## ITEM 5 – CORRESPONDENCE

### Inwards

6. The following inwards correspondence was received:
  - a. Kate (Anderson Street Kitchens) & Glynne re Advertising on the Our Town website

### Outwards

7. The following outwards correspondence was sent:
  - a. 5 Apr 21. Secretary e-mail to Distribution List, Eketāhuna Our Town AGM & Committee Meeting Minutes and April Agenda.

**Motion: That the inwards correspondence be accepted and the outwards correspondence be ratified.**

**Moved:** M. Rawstorn  
**Seconded:** J. Davidson

**Decision:** Carried  
**Action:** Nil.

## ITEM 6 – FINANCE

8. Terry tabled the March Financial Report, copies of which were circulated to the meeting, and are attached as enclosure 1 to these Minutes. He noted that the financial situation continues to be sound, with some \$26,500 in the bank.
9. The grant from Lotteries has brought the Fitness Track finances up to around \$19,500. Final expenditure for the Waka Park project remains a work in progress with Everlyne and Warren. Lotteries TMPs Anzac Day, Santa Cruise & Flag Trax installation to be discussed under GB. Volunteer expenses are -\$164.64, due to requirement to expend the allocation in the current financial year. Income of \$1500 from the Community Organisation Grants Scheme (COGS) is due to be received and will return the account balance to credit. The balance for coordinators, funded from the Eastern and Central Community Trust (EECT), remains healthy for the next six-seven months. A further \$1,900 cash, some of which is earmarked for the Great Eketāhuna Ball Committee, was banked this day and does not yet show in the accounts.

**Motion: That the March 2021 financial report as presented be accepted.**

**Moved:** T. Carew  
**Seconded:** G. MacLean

**Decision:** Carried  
**Action:** Nil.

## ITEM 7 – INFORMATION CENTRE REPORT

10. Jules tabled the Information Centre report for last month and is attached as enclosure 2 to these Minutes. Points noted include:
  - a. Visitor numbers, slight decline for this month from previous
  - b. ATM - No report
  - c. Counter sales continue well

- d. Window theme – Great Eketāhuna Ball, and a second window display in the old Wrightson’s building, which has elicited positive feedback.
- e. Details of the regular sections in the monthly newsletters – Pūkaha, E Health Centre, Coppers Corner, local Fire Brigade, as well as local events.
- f. Eke School – up and coming reporters, interviewing local identities as well as reporting what’s going on at the school. Jules working with them, re incorporating into the newsletter, given size of their content. Glynne advised the meeting she has created a separate page on the website for them with links to details.
- g. Funding – Mother’s Day raffle following the Ball.
- h. Organising a dinner or similar event in May as token of appreciation for the EIC volunteers. New recruits will be welcomed and departing ones farewelled.
- i. Tararua Info Site annual stats report received.
- j. New cash box purchased and keys distributed.

**Motion: That the April 2021 Information Centre Report as presented be accepted.**

**Moved:** J. Burt

**Decision:** Carried

**Seconded:** C. Carew

**Action:** Nil.

#### **ITEM 8 – WAKA PARK PROJECT REPORT**

- 11. Without Everlyne or Warren in attendance, no report received or presented.

#### **ITEM 9 – LIME TRACK REPORT**

12. For the benefit of newer members, Rena summarised the intent and progress of the Lime Track. Terry advised that, despite sufficient funding and construction assistance having now been sourced, the planned commencement at the end of April looked unlikely given issues with availability of the necessary timber nationally. He has discussed the project with the President of the Eketāhuna Rugby Club who is most supportive and appreciative of the project and the benefits that will accrue, delays notwithstanding. The track itself continues to be maintained, particularly with respect to foliage trimming and weed spraying.

#### **ITEM 10 – WALKING AND CYCLING REPORT**

13. Colin reported that things have been reasonably quiet of late. However, he has continued to visit the official Tararua tracks and has submitted further feedback to Mike Maxwell, Tararua District Council’s Group Manager for Economic and Community development. Colin attended a tourism meeting on 11 March *inst*, and met a new contact who runs a tourism-based business who was enquiring about local walking and cycling opportunities, particularly mountain-biking. It remains to be seen whether anything further will result from this contact.

## **ITEM 11 – 2023 JUBILEE REPORT**

14. Corinna advised that a meeting took place this week. Some good ideas have been forthcoming regarding appropriate clubs and other groups to be approached to support activities. Planning is still very much in the preliminary phase, with an expectation that the pace will pick up significantly in 2022. It is intended to lodge an expression of interest to Lotteries for targeted funding specific for the jubilee. Terry advised that the rugby club have been contacted to advise possible use of the grounds.

## **ITEM 12 – GENERAL BUSINESS**

15. Before discussing General Business generally, Rena welcomed the presence of some new attendees and invited them to briefly introduce themselves, should they so wish.

16. **Event Traffic Management.** This topic follows concerns expressed at last month's meeting regarding the traffic management in place for the 2020 Christmas Parade. In summary, members of the Pahiatua Railcar Society provided excellent event traffic management, but retired from this service in 2020. Upon recommendation, another company was contracted to provide the service, which regrettably failed to meet Our Town expectations and evoked criticism from a number of participants and spectators. Consequently, it was suggested that Our Town sponsor training for one or two individuals to qualify in event traffic management, thereby ensuring local reliability and meeting the unique requirements for Eketāhuna events. Bill McMaster advised he has the qualification, but noted he needs more practical experience and observed that cones, signs and suchlike would need to be sourced. Rena suggested that a trailer load of equipment is available for hire. One or two members present also volunteered for the training. Options for mentoring, and traffic management planning and changes, were discussed. Ed advised that he has contacts with Downer and may be able to source some of the necessary equipment. At this stage, the meeting decided to accept Bill's offer to be the certified, on site TMP manager, with assistants, and Murray to investigate options for hiring TMP equipment. Any decision to consider training other volunteers was deferred.

**Action:** Murray to investigate options for hiring TMP equipment, in liaison with Ed.

17. **Frequency of Committee Meetings.** Rena spoke to a proposal that the frequency of physical meetings of the committee meetings be reduced. She read from the Society's constitution, which directs monthly meetings, based on frequency and timings agreed to at an Annual General Meeting, unless decided otherwise by a resolution of members. Rena noted that this proposal was not formally tabled in time for the 2021 Annual General Meeting, but that it has come up for discussion on several occasions. Rena recommended and requested the concurrence of the members present that, at this stage, Our Town continues with the present schedule, on the understanding there is no compulsion to attend every meeting [although a quorum must still be met – Sec Ed], one is not customarily held in January and voiced her appreciation of the efforts the membership does make to attend, given their various circumstances. No objections were tabled.

18. **Repainting of Playground Mural.** The project is progressing well and the results are looking excellent. Rena advised that Katie, who is doing the work, is restricted by weather and time availability.

19. **Painting of the Kiwi.** Rena recounted the saga of attempting to have the selected contractor undertake the painting of the large white kiwi since accepting his quote in 2019.

Rena has telephoned him on several occasions and assurances have been received, the latest being to complete the work by the end of March 2021. Rena sought the meeting's direction on how the membership wants to proceed. It was unanimously agreed that the contract with the 'successful' tenderer should be terminated and expressions of interest be called for.

**Action:** Rena to contact contractor and terminate the contract to repaint the white kiwi, and expressions of interest be called for, by way of public advertisements, to complete this work.

20. **Re-feathering of Kiwi.** Rena originally raised this matter due to an impression the "feathers" kiwi on the shop frontages adjoining Huntaway Traders and the Four Square was in need of renovating. The "feathers" are made from the brush-fencing material available from home renovation and gardening stores. Rena noted, however, that since Huntaway Traders has been repainted, the kiwi does not look as tired as was first thought. It has been in place since 2006 and the structure is considered to be sound. A decision was made to defer any planned maintenance, at which time funding and access to the kiwi must be considered.

21. **Community Recognition.** Rena asked for someone artistic to create a certificate, reflective of Eketāhuna, that can be used to present to citizens or organisations worthy of recognition by Our Town. The style previously being pursued is not going to eventuate and may not have proven to be flexible enough for use. Glynne advised the meeting she has advanced graphics software on her computer and could create a template, subject to being provided any artwork that may enhance the presentation. The illuminated style appears to remain a favoured option, but in a more readily available format. Glynne was asked to draft a certificate for consideration.

**Action:** Glynne to create a draft certificate template for review.

22. **Council 10-Year Plans.** Rena apprised the meeting of brochures announcing the formulation of the Horizons Regional Council and Tararua District Council's 10-year plans and encouraged members to review the literature and become involved in the process. She noted an intended roadshow to be held in Eketāhuna beside the white kiwi on 3 May, between 11 a.m. and 2 p.m.

23. **CCTV Camera Coverage.** Rena advised the meeting that the local Policeman had approached the Eketāhuna Community Board regarding the number and placement of CCTV cameras and the need for their expansion around the town. This request has come to Our Town, as the Community Board is unable to apply for funding. It is suggested that the Central Energy Trust (CET), who funded the cameras at the Bush Multi-sports complex, are likely the only available funding source for this type of project. A quote for 11 more cameras has been received, along with an indication of their placement. Rena asked the meeting if there was any objection in principle to the installation of more cameras in Eketāhuna, providing they are externally-funded (probably from CET) and noting that, once installed, ownership would transfer to the Tararua District Council for ongoing management and maintenance. The quote received is for the hardware only; installation costs are not required.

**Motion: That application be made to Central Energy Trust for the purchase of CCTV hardware as per quote received of \$37,395.96 received.**

**Moved:** R. Tyler

**Decision:** Carried

**Seconded:** G. MacLean

**Action:** Treasurer to source.

**Abstained:** C. Carew and T. Carew

24. **FlagTrax.** Terry has met with Chris from FlagTrax regarding the an additional six flag systems for which funding has been received. Due primarily to increasing costs beyond the quote, the planned installation by Anzac Day will not be met. Instead, the flags will be manufactured and Our Town will install. The new design will allow raising and lowering of the flags to be achieved from the ground, avoiding unnecessary TMPs. Rena asked members to consider designs that might be flown for longer periods of time between other events.

25. **Community Meeting for New Residents.** Terry advised that the Eketāhuna Community Board is facilitating a 'Welcome Meeting' on 13 June 2021 for new residents to the area. The purpose is to connect them to the various governmental, council, club and facility representatives, ensuring new residents are aware of what is available in the town, and will be held in the Eketāhuna Club, Haswell Street.

26. **Great Eketāhuna Ball.** Bill McMaster advised the meeting that the Ball arrangements were going well and the organisers were looking forward to the event on the coming Saturday. He passed a vote of thanks to Jules for the work she had done in support of it; Rena, in turn, congratulated the Ball committee for everything they have done to put the event on.

### **ITEM 13 – NEXT MEETING**

27. The next Meeting is scheduled for Thursday, 13 May 2021. Rena noted she would not be in attendance; Corinna to assume the Chair.

### **ITEM 14 – MEETING CLOSURE**

28. There being no further business, the Chair declared the meeting closed at 7.50 p.m.

---

**M. RAWSTORN**  
Secretary

---

**R. TYLER**  
Chair

#### **Enclosures:**

1. March 2021 Financial Reports
2. Information Centre Coordinator's Report April 2021



## Coordinators Report for April 2021

	Jan	Feb	Mar
Local Visitors	122	86	141
NZ Visitors	309	256	175
Overseas	3	5	1
ATM Usage	485	520	No Report
Counter Sales	\$1266.00	\$1202.00	\$1952.50

Hello Ladies and Gents

### EIC Window Theme's

All about "The Great Eke Ball". An extra window was done in the old Wrightson's blue building across the road. We have had some great feedback!

### Newsletter

We have a section each Month from Pukaha, The Eketāhuna Health Centre, Coppers Corner and a report from the Local Volunteer Fire Brigade, then local events happening in the next month. Eke School has a couple of stories written by up and coming reporters from the Students.

Newsletters are sent via Post/Email numbers still growing. Also posted on FB/Web site.

### Fundraising

Will do a Mother's Day Raffle this year.

### Volunteers

Terry purchased vouchers. Will organise a dinner for May

### Tararua ISite Stats

See attached.

### New Cash Box

Has been purchased, only came with 2x keys. Jules will get some more cut.

Kind Regards

Jules Burt  
Co-ordinator

