

---

# Eketāhuna Our Town Inc.

32 Main Street  
Eketāhuna 4900  
New Zealand

[eketahunakiwicountry@xtra.co.nz](mailto:eketahunakiwicountry@xtra.co.nz)

---

Committee Meeting Minutes Of The Eketāhuna Our Town Incorporated Society  
Held In The St John Hall, Church Street  
On Thursday, 13 October 2022

## 1. Meeting Protocol

### 1.1. Present:

Rena Tyler (Chair), Corinna Carew (Deputy Chair), Terry Carew (Treasurer), Glynne MacLean (Secretary), Everlyne Chase, Jules Burt (EIC Coordinator), Margaret Parsons (EIC Coordinator), Jenny Davidson, Roseanne Sayles, Margaret Drysdale, Colin Fraser-Davies, Bernard O'Neil and David Kinzett.

### 1.2. Apologies:

Warren Chase, Murray Rawston and Marian Smolders.

### 1.3. Conflict of Interest Declaration:

Nil.

- 1.4. The Chair declared the meeting open at 7.00 p.m. and welcomed all in attendance and thanked everyone for coming out on such a cold night.

## 2. Confirmation of The Previous Meeting Minutes

### 2.1. Minutes of The Previous Meeting

The minutes of the previous Meeting, held on 08 September 2022 were taken as read. They had been previously circulated via email.

**Motion: That the minutes of the Eketāhuna Our Town Meeting, held on 10 March 2022, be accepted as a true and accurate record of that meeting.**

**Moved:** C. Carew      **Seconded:** J. Davidson

**Decision:** Carried

**Action:** Nil

### 2.2. Business Arising From The Previous Meeting

#### 2.2.1. Information Centre Shop Window Lighting

Jules is working on securing strings of LED lights.

### **2.2.2. EV Lighting**

To be dealt with in General Business.

## **3. Item 3 – Correspondence**

### **3.1. Inwards**

The following inwards correspondence was received:

#### **3.1.1. WSB Operations Manager.**

**27 September 2022.** Email from Andrew Bond, Operations Manager of Wairarapa Building Society responding to email re Museum shelving.

#### **3.1.2. EECT**

Terry received an email, letter to follow, confirming \$9000.00 towards the pergola.

#### **3.1.3. CCTV**

Final bill, spreadsheet, for CCTV project which will be finished by end of October.

### **3.2. Outwards**

The following outwards correspondence was sent:

#### **3.2.1. Membership Address List**

**12 September 2022.** Minutes and reports from 08 September meeting.

#### **3.2.2. WSB Operations Manager**

**27 September 2022.** Email to Andrew Bond, Operations Manager of Wairarapa Building Society advising him we have put up a slider on the home page of Eketāhuna Our Town website thanking WSB for their generous donation to the Museum and reiterated it on the Museum's page on the site along with a sideshow of the shelving installation.

#### **3.2.3. Membership Address List**

**10 October 2022.** Agenda for 13 October meeting.

#### **3.2.4. CCTV**

Peter Wimsett, or TDC Communications Department, asked by Terry to put up a public notice on TDC website once project is complete and activated advising the community which we will circulate. Meeting agreed that as CCTV will be owned and operated by TDC this notice must come from the council.

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

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

**Decision:** Carried

**Action:** Nil

## 4. Item 4 – REPORTS

### 4.1. Financial Report:

Terry tabled the September 2022 Financial Reports, copies of which were circulated to the meeting, and are attached as enclosure 1 to these Minutes. He noted that:

- a. Finances are great.
- b. Cashflow is \$13,500 - \$1,200 of which is for the calendars and \$720 belongs to Mr Scoon whose automatic payments are still being received in error in spite of multiple efforts to get these stopped.
- c. CCTV does not impact on our cash balance however \$18,000 from lotteries will be paid out in the near future as will the \$28,000 from Eastern and Central trust.
- d. \$2,500 in the minor projects account.
- e. \$1,750 in the maintenance account.

**Motion: That the financial report as presented be accepted and permission granted for paying the accounts due to be paid and applications to be proceeded with.**

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

**Decision:** Carried

**Action:** Nil.

### 4.2. Eketāhuna Information Centre (EIC) Report:

Jules tabled the Eketāhuna Information Centre (EIC) report for October 2022 which is attached as enclosure 2 to these Minutes. Points noted include:

- a. Counter sales \$811 for September compare to \$284 August.
- b. Visitors are up in spite of the weather. Local + 30, NZ + 50 and International +10
- c. ATM usage is still consistently high at 419 transactions.
- d. Monthly markets are making a very noticeable difference in shopping traffic
- e. EIC window – MENZ Shed will noticeable be replaced by Halloween in late October.
- f. First prototype of 2023 calendar was passed around and agreed to be excellent. About 95% done.

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

**Moved:** J. Burt      **Seconded:** M. Parsons

**Decision:** Carried

**Action:** Nil.

### 4.3. Walking & Cycling Report

Colin presented the report. Points noted include:

- a. Terry, Rena and Colin met with David Clapperton, Horowhenua, and Brendan Duffy about possible project collaboration and EECT funding options for future projects.

#### 4.4. 2023 Jubilee Report

Corrina presented the report. She began by inviting Roseanne to speak about the 2023 Eketāhuna Ball. Points include:

- a. The Jubilee Committee had requested the annual ball which was scheduled for April to be held in conjunction with the Jubilee on Jubilee weekend 11 March.
- b. The inaugural ball held last year was a financial success and raised funds for the Health Centre.
- c. Request to EOT to advance expenses which will be reimbursed from ticket sales as a float of \$4000.

Corrina continued. Points noted include:

- d. Corrina will be putting through a plan of scheduled events which will also distinguish ticketed from free events. This will be published in print and online.
- e. Tickets will be made available for sale from the Information Centre.
- f. Out of towners will be able to email through and order tickets – payment means yet to be sorted.
- g. Distribution of publicity material is being worked on.
- h. Coins – boxed coins will be priced at \$20. Expect to raise up to \$3000.
- i. Naming rights on Pergola palings will also be made available for sale. Cost to be determined.
- j. Ordering flags and signs headers which will be up for most of the year excluding other event dates such as ANZAC, Christmas etc.
- k. Archives – getting photos from 1913 book.
- l. 10 Transport & Archery will be coming – events to be determined.
- m. School is doing QR codes for the Waka Park as part of the commemoration of the 150<sup>th</sup>.

**Motion: That the Jubilee Report as presented be accepted**

**Moved:** C. Carew

**Seconded:** E. Chase

**Decision:** Carried

**Action:** Nil.

**Proposal: That EOT will make available, as a refundable float, up to \$4,000 to the Eketāhuna Ball Committee to fund the ball being held on 11 March 2023 as part of the Jubilee Celebrations.**

**Moved:** R. Tyler

**Seconded:** J. Burt

**In Favour:** Unanimous

**Against:** Nil

**Decision:** Carried

**Action:** That up to \$4,000 be made available to the Eketāhuna Ball Committee.

**Motion: That Terry contact Max Mayer and we start building the pergola with the final bill to be paid from the money from ECCT and Main Street Projects account.**

**Moved:** T Carew

**Seconded:** R. Tyler

**Decision:** Carried

**Action:** To proceed as above.

#### **4.5. 2023 Santa Cruise Report**

Corinna presented the report. Points noted include:

- a. TMP is in place.
- b. Arrangements are underway to secure a Santa.
- c. The state of Christmas flags will be checked by Terry.
- d. Suggest 2 extra Friday Night Shopping Market nights after the Santa Cruise each second Friday.

## **Motion: That the Santa Cruise Report as presented be accepted**

**Moved:** C. Carew

**Seconded:** E. Chase

**Decision:** Carried

**Action:** Nil.

## **5. Item 5 – General BUSINESS.**

### **5.1. Maps.**

Rena has been advised that Kate will try to get the playground maps done by the end of October. David suggested a similar map, directory in steps to attractions, food, coffee, (rather than shop names) op shop, info centre, museum to be made for placement by the EV station so tourists charging vehicles are enabled to easily utilise facilities and shop in town. Corrina suggested it may be able to be placed on the Chorus Box to avoid potential complications in securing permission to attach to a private building e.g. the Inn.

### **5.2. Pedestrian Crossing**

- a. Frustrating further delays in attempting to get any action from NZTA. First request to NZTA was February. Since the August EOT meeting Rena has left 4 voice mails and sent numerous emails.
- b. When finally got a reply Rena clarified the issue was not just the safety of school children but all pedestrians using the crossing.
- c. Rena still waiting for a time to be set for NZTA to come to Eketāhuna (not during afternoon milking).

### **5.3. EV Station Lighting.**

Rena and David spoke about highly affordable solar powered light on the market. It was agreed that sufficient grunt was required to make a difference and David would look into options and make recommendations.

Glynne mentioned that in her discussions with TDC on the matter of EV lighting they were interested in the possibility of doing something in conjunction with Our Town using the funding model used for the CCTV to allow us to do something perhaps larger and more permanent. We organise funding and installation then hand over ownership and ongoing maintenance to TDC.

From a publicity point of view Glynne said it was not viable to simply tell people to charge elsewhere. We will be rated, as a town and a tourist destination, by how safe and easy to use our charging facilities are. People charging in daylight would likely take note of lighting with a view to the safety of returning at night to charge if needed.

Terry said we need to talk to the council as their problem. Glynne said she'd already done this, as minuted in last month's meeting under communications, and Grant from TDC has said it was \$1000 to move the lamp post and although very sympathetic and aware of the issue TDC does not have funding to allocate to it, hence the suggestion re a CCTV model of funding with Our Town.

#### **5.4. Pūkaha**

Everlyne shared the wonderful news of the hatching, on 04 October, of the 7<sup>th</sup> chick to the white kiwi parents and that the chick had touches of white and a white bum and is doing well. She is talking to Emily re the White Kiwi costume for Christmas Shopping and one of the Pūkaha Rangers has offered to wear it.

### **6. MEETING CLOSURE**

**6.1.** There being no further business, the Chair declared the meeting closed at 7.40 p.m. and thanked everyone for attending on such a cold night.

**6.2.** The next Meeting is scheduled for Thursday, 10 November 2022.

---

**G. MacLean**

Secretary

---

**R. Tyler**

Chair

**Income & Expenditure      Info centre      Our Town      Sep-22**

Sales banked	\$ 4,234.00	\$ -	Interest
Grants	\$ -	\$ -	Grants
Fundraising	\$ -	\$ 1,550.00	Projects
Interest	\$ -		
Donations/subs	\$ 156.00		

<b>Total Income</b>	<b>\$ 4,390.00</b>	<b>\$ 1,550.00</b>	
---------------------	--------------------	--------------------	--

Stock etc	\$ -	\$ -	Our Town Sundries
Running Costs	\$ 535.77	\$ -	Newsletter
Honorarium	\$ 1,000.00	\$ -	Community Projects
Volunteer Expenses	\$ -	\$ -	Donations to

<b>Total Expenditure</b>	<b>\$ 1,535.77</b>	<b>\$ -</b>	
--------------------------	--------------------	-------------	--

Bank Statement open	\$ 38,689.81
Bank Statement close	\$ 43,094.04

<b>Funds Allocated</b>	<b>Info centre</b>	<b>Our Town</b>
Lotteries CCTV		\$ 18,000.00
Lotteries TMP		\$ 5,400.00
Lotteries STMS Co OrdinatorTMP		\$ 2,812.37
Lotteries Co Ordinators 2022	\$ 850.00	
COGs Volunteers	\$ 1,800.00	
Minor Projects	\$ 2,622.68	
Maintenance Account		\$ 1,750.00
<b>Total</b>	<b>\$ 5,272.68</b>	<b>\$ 27,962.37</b>

<b>Our Town Cash Flow</b>	<b>\$ 9,858.99</b>
TDC Budget Owed	\$ 3,617.52
Actual Cash Flow	\$ 13,476.51

**Note:**

- 1 Cash Flow includes \$1200 for calenders.
- 2 CCTV - Payment due \$46K - Discussing TDC - Lotteries \$18K/CET \$28K
- 3 ECCT \$9K for 150th Anniversary Pergola
- 4 Date to recognise volunteers
- 5 M Scoon still to cancel debit payments \$702.00
- 6 TDC Op Budget to be invoiced \$10700



## Coordinators Report for Oct 2022

	Jul	Aug	Sept
Local Visitors	71	57	67
NZ Visitors	38	27	79
Overseas	8	0	10
ATM Usage	365	392	419
Counter Sales	\$596.60	\$283.50	\$811.00

Hello ladies and Gents

Woohoo things are starting to pick up. Starting to get the odd day with no rain, that brings the people out. Must say the Monthly Market is making a difference.

### EIC Window Theme's

The September window was for Eke Menz Shed, it will stay until I will do a Halloween window for a couple of week before looking at November window.

### Stock

Will be ordering stock for Xmas sales over the next couple of months. The honey, t/shirts and singlets are still selling very well.

### EIC Calendar

See first proof. Yaaaaaaay! Should be here for sale by end October.

Kind Regards

Jules Burt  
Co-ordinator

