

# Methven Community Board

## AGENDA

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### Notice of Meeting:

A meeting of the Methven Community Board will be held on:

**Date:** Monday 20 December 2020  
**Time:** 10.30am  
**Venue:** Board Room, Mt Hutt Memorial Hall  
160 Main Street, Methven

### Membership

Chairperson	Dan McLaughlin
Deputy Chairperson	Sonia McAlpine
Members	Kelvin Holmes Ron Smith (one vacancy)
Council appointees	Cr Rodger Letham Cr Liz McMillan

15 January 2020

## Methven Community Board

Timetable	
Time	Item
10.30am	Meeting commences
10.35am	Safe Communities - Lesley Symington (Safe Communities Co-ordinator)

### ORDER OF BUSINESS

- 1 Apologies**
- 2 Extraordinary Business**
- 3 Declarations of Interest**
- 4 Confirmation of Minutes** **1**  
- 2 December 2019
- 5 Safe Communities Presentation** **4**
  - 5.1 Methven Safe Community Plan
  - 5.2 Community Transport Survey
- 6 Reports**
  - 6.1 Environmental Services **4**
  - 6.2 Infrastructure **4**
  - 6.3 Governance & Business Support **5**

## 4. Minutes – 2 December 2019

Minutes of the Methven Community Board meeting held on Monday 2 December 2019, commencing at 10.30am, in the Mt Hutt Memorial Hall Boardroom, 160 Main Street, Methven.

### Present

Dan McLaughlin (Chairman), Kelvin Holmes, Sonia McAlpine, Ron Smith; Crs Liz McMillan and Rodger Letham.

### In attendance

Hamish Riach (Chief Executive), Clare Harden (Community Administration Officer) and Phillipa Clark (Governance Team Leader).

### 1 Apologies

Mayor Neil Brown Sustained

### 2 Extraordinary Business

**That** pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987 the following items be introduced as extraordinary business:

- Caretaker vacancy
- Methven Community Children's Christmas event

McMillan/McAlpine Carried

#### Public Forum:

It was reported that Tony McCormick has been delayed and will attend later in the meeting.

### 3 Declarations of Interest

Nil.

### 4 Confirmation of Minutes

**That** the minutes of the Methven Community Board meeting held on 4 November 2019, be taken as read and confirmed.

Smith/Letham Carried

### 5 Reports

**That** the reports be received

McAlpine/Holmes Carried

#### • Workshop

The Board will hold a budget workshop on 10 December with Council officers in attendance. The workshop will follow the annual drive-around the township.

#### • Cemetery and walkway trees

Board members asked whether the trees that have been cut down will be removed and clarification was sought on when the planting programme for the cemetery would be available. Ron Smith has carried out some spraying but ongoing maintenance is required.

The Board agreed that Council will need to carry on the spraying work. Officers will be asked to report back on the programme of work for maintenance and planting.

- **Speed limit review**

It was reported that Council will be formally signing off on the proposed speed limit changes on 19 December, with community consultation to be carried out in the new year. The Board will have the opportunity to make a submission and will be updated on the proposed changes for the Methven area on 20 January.

- **Waimarama / SH77 / Route 72**

Cr McMillan will ask for update on the intersection's safety improvements from NZTA at the Road Safety Committee meeting in December.

- **Methven Community Board By-election**

Nominations opened for the vacancy on 25 November and will close on 23 December. The by-election has been advertised and people in the Methven community are being encouraged to give serious consideration to nominations.

- **Community Board Executive Elections**

**That** the Methven Community Board Chairman be delegated to vote on behalf of the Board for the Zone 5 representative on the NZ Community Boards' Executive Committee.

Holmes/Letham

Carried

## **Public Forum    10.50 – 11.15am**

The public forum was attended by Viv Barrett and RDR Management Limited representatives, Wendy Reith and Tony McCormick (Chief Executive).

The key purpose of the presentation was to seek the Board's consideration of restoring the historic Methven pipe shed, located near the Garden of Harmony. The pipe was original built in a public works camp as part of the Surrey Hills siphon, when the Rangitata diversion race was started, but was instead converted into a storage shed for explosives. It remains on its original foundation in its original location and has a Category 1 Heritage NZ listing and a Category A listing in Council's District Plan.

RDRML have identified this as a restoration project and would like the building to be more accessible to the community and tourists. The possibility of relocating the building to an area alongside the historic Roads Board building in Methven has also been discussed (relocation would require a resource consent as the building is on Council land). RDRML sought advice from a local heritage planner who has indicated that relocating the building wouldn't be favoured by Heritage NZ as the site also has heritage significance.

Tony McCormick then provided an update on RDRML's fish screen project and the Klondyke storage facility consent appeal. RDRML is also working to have the RDR scheme included on the IPENZ heritage register to recognise the engineering heritage of the Methven and Klondyke sites. Some discussions have been held with DoC and Arowhenua to gauge their interest in putting an information area at the start of the walkway at Klondyke. The opportunity for biodiversity and native planting along the whole of the scheme is also being looked at.

The Board supported the pipe shed restoration project in principle, noting that if relocation is not an option, RDRML would be interested in improving the land around the shed and possibly making it part of a heritage trail. The Board noted that RDRML would need to pursue this further with Council officers to determine available options and costs.

- **Financial**

- A letter of thanks has been received from the Methven branch of the Order of St John, acknowledging the Board's donation of \$500.
- The Board has received a donation to be used for planting in the Methven cemetery.

- **Safe Communities Transport Survey**

A total of 61 responses have been received and the outcome of the survey will be reported to the Board in January.

The Safe Communities Co-ordinator will also report to the Board on a satellite safety plan for Methven.

## **6 Extraordinary Business**

- **Methven caretaker position**

The Chairman advised that there had been a delay getting information out but the vacancy has been communicated in Snowfed, the Guardian and on Council's web site.

- **Methven Community Children's Christmas event**

The Board supported the funding request received from the event organisers to meet the cost of the bouncy castle at the Children's Christmas party on 22 December.

**That** the Methven Community Board donates \$644.00 from the Board's discretionary fund to the Methven community Christmas event for the children's bouncy castle.

McAlpine/Holmes

Carried

The meeting concluded at 11.35am.

Dated 20 January 2020

\_\_\_\_\_ **Chairman**

## 5 Safe Communities

Safe Communities Co-ordinator Lesley Symington will be in attendance to present her report to the Board.

Feedback/support is sought from the Methven Community Board towards the establishment of a community vehicle trust and the development of a community transport service for the District.

## 6 Reports

### 6.1 Environmental Services

#### 6.1.1 Building Consents

Month	2019 Consents Issued	2019 Consents Issued YTD	2019 Value of Work	2019 Value of Work YTD
Jan	7 (2)	7 (2)	\$1,116,380 (\$43,500)	\$1,116,380 (\$43,500)
Feb	2 (4)	9 (6)	\$8,241 (\$537,615)	\$1,124,621 (\$581,115)
Mar	3 (7)	12 (13)	\$116,419 (\$1,392,875)	\$1,241,040 (\$1,973,990)
Apr	1 (6)	13 (19)	\$5,000 (\$951,800)	\$1,246,040 (\$2,925,790)
May	6 (7)	19 (26)	\$340,673 (\$1,015,470)	\$1,586,713 (\$3,941,260)
Jun	3 (2)	22 (28)	\$298,329 (\$7,500)	\$1,885,042 (\$3,948,760)
Jul	4 (5)	26 (33)	\$954,698 (\$83,500)	\$2,839,740 (\$4,032,260)
Aug	2 (2)	28 (35)	\$26,000 (\$474,800)	\$2,865,740 (\$4,507,060)
Sep	4 (9)	32 (44)	\$506,500 (\$2,592,230)	\$3,372,240 (\$7,099,290)
Oct	0 (0)	32 (44)	\$0 (\$0)	\$3,372,240 (\$7,099,290)
Nov	5 (2)	37 (46)	\$649,800 (\$341,200)	\$4,022,040 (\$7,440,490)
Dec	1 (4)	38 (50)	\$300,000 (\$605,747)	\$4,322,040 (\$8,046,237)

Note: figures in brackets are for the corresponding month the previous year.

### 6.2 Infrastructure

#### 6.2.1 Water Supply and Wastewater

On 10 December 2019, officers presented to the board a general overview of the water and wastewater infrastructure and information on the various upgrade projects in relation to the water supply. The upgrade projects will be the subject of a future workshop with the Infrastructure Services Committee to consider their future direction.

#### 6.2.2 Trees at Methven Walkway and Cemetery

Clean up of the larger trees in the Methven Walkway and the Methven Cemetery remains on the work programme. The date for the work is still to be confirmed. In the meantime, Open Spaces will undertake weed spraying of this area.

The Board will have the opportunity to discuss potential options for the cleared area at the Methven Cemetery, i.e. planting or grazing with the Open Spaces Manager. It is proposed to have informal discussion at the conclusion of the Board meeting on 20 January.

#### 6.2.3 Speed Limit Review

Council officers have undertaken a review of the local speed limits and on 19 December 2019, Council resolved to undertake public consultation for the proposed speed limit changes.

The consultation period is from 27 January to 8 March 2020, with submission hearings scheduled in the first week of April. The Methven Community Board is encouraged to provide feedback on the proposed changes which include the Methven area. For the Board's information the speed changes for Methven are shown below and in the map appended.

## Appendix 1

### Methven

#### Speed changes from 100kph to 80 kph

Road name	From	To
Hobbs Road	430m North West of intersection with Morgan Street	50m South East of intersection with Pudding Hill Road

#### Speed changes from 100kph to 60 kph

Road name	From	To
Mt Harding Road	62m North of intersection of Mt Harding Road	End of Mt Harding Road
Pudding Hill Road	174m West of intersection of Mt Harding Road	400m West of intersection of Mt Harding Road

#### Speed changes from 70kph to 60 kph

Road name	From	To
Forest Drive	139m North West of intersection with Carr Street	Pudding Hill Road
Mt Harding Road	Forest Drive	62m North of intersection of Mt Harding Road
Pudding Hill Road	Forest Drive	174m West of intersection of Mt Harding Road

#### Speed changes from 70kph to 50 kph

Road name	From	To
Barkers Road	203m North East of intersection with Hall Street	224m North East of intersection with Camrose Avenue
Dolma street	26m East of intersection with SH77	Line Road
Forest Drive	64m North West of intersection with Carr Street	139m North West of intersection with Carr Street
Hobbs Road	48m North West of intersection with Morgan Street	430m North West of intersection with Morgan Street
Line Road	29m South West of intersection with Methven Chertsey Road	87m South East of intersection with Dolma Street
Methven Chertsey Road	26m South East of intersection with Line Road	396m South East of intersection with Line Road

#### Speed changes from 70kph to 30 kph

Road name	From	To
Alma Place	Camrose Avenue	End of Alma Place
Camrose Avenue	Grace Ireland drive	Barkers Road
Grace Ireland drive	SH77	End of Grace Ireland Drive
McDonald Street (Methven)	SH77	End of McDonald Street
Memorial Avenue	Camrose Avenue	End of Memorial Avenue

The full consultation document will also be made available to the Board.

## 6.2.4 Waimarama Road Intersection

There has been no further information received from NZTA since their meeting with Council staff at the (SH77/Route 72) intersection in August 2019. The Board will be advised when the NZTA report is received.

## 6.3 Governance & Business Support

### 6.3.1 By-election 2020

Nominations for the extraordinary vacancy on the Methven Community Board were received for Leonie Campbell, Tammy Dickson, Peter Garde and Richard Owen. An election will be held to determine the successful candidate with postal voting opening on Monday 27 January and closing at noon on Tuesday 18 February 2020.

Delivery of voting papers to electors in the Methven Community Board area will be carried out from 27 January to 1 February. The estimated cost of the by-election is \$15,000.

### 6.3.2 Community Board Executive Elections

In November 2019, nominations were called from community boards for representatives on the NZ Community Boards' Executive Committee (CBEC). The committee is made up of a representative from each of the six Local Government NZ zones. Ashburton District is a member of LGNZ's Zone 5 sector.

Board Chairman, Dan McLaughlin was delegated to vote on behalf of the Methven Community Board; however when nominations closed on 6 December, only one nomination was received for the Zone 5 representative. Alexandra Davids, a member of the Linwood-Central-Heathcote Community Board has been elected to the CBEC unopposed and an election is not required.

### 6.3.3 Historic Pipe Shed

At the December meeting, the Board gave its support in principle for the restoration, and possible relocation, of the historic pipe shed located behind the Garden of Harmony.

Council officers have been advised of RDR Management Limited's discussions with Heritage NZ on options to restore the building, or possibly relocate it to the reserve land adjacent to the historic Roads Board building in Methven.

The area adjacent to the Roads Board building has a licence for use as a community garden and trees planted in this area may need to be removed. Relocation would also require a Council resource consent. Council has a lease for the adjoining land surrounding the pipe shed. RDR Management Limited have been advised to discuss their restoration/ relocation project with Council officers to determine the options available, including costs and liability.

### 6.3.4 Methven Triennial Meetings

The Mt Hutt Memorial Hall Board held its triennial meeting on 2 December. Martin Nordqvist (Chair), Angela Grieve, Karen Blacklow, Denise Dixey, Emily Coppard and Viv Barrett were elected. Cr Liz McMillan is Council's appointee and Kelvin Holmes is the Methven Community Board appointee.

The Methven Reserve Board's triennial meeting on 9 December Colin Maw (Chair), Graham Smith (Secretary/Treasurer), Hamish Gilpin, Murray Holmes, Denise King, Mark Smith, Ron Smith and Charles Whitehead. Council's appointee is Cr Liz McMillan.

### 6.3.5 Methven Caretaker position

Mr Mike McKenzie, recently appointed to the role of Methven Area Caretaker, started work with Council's Open Spaces team on 13 January 2020.

The Caretaker is responsible for general maintenance work in the Methven area, including the Inland Scenic Route, and will undertake mowing and general maintenance of the reserve areas, regular litter removal, and maintenance of public conveniences.

### 6.3.6 Customer Request Management

Summary of requests for service appended.

**Appendix 2**

### 6.3.7 Financial Report

The November 2019 report is appended.

**Appendix 3**

A budget workshop for the Methven Community Board was held on 10 December.

Hamish Riach  
**Chief Executive**

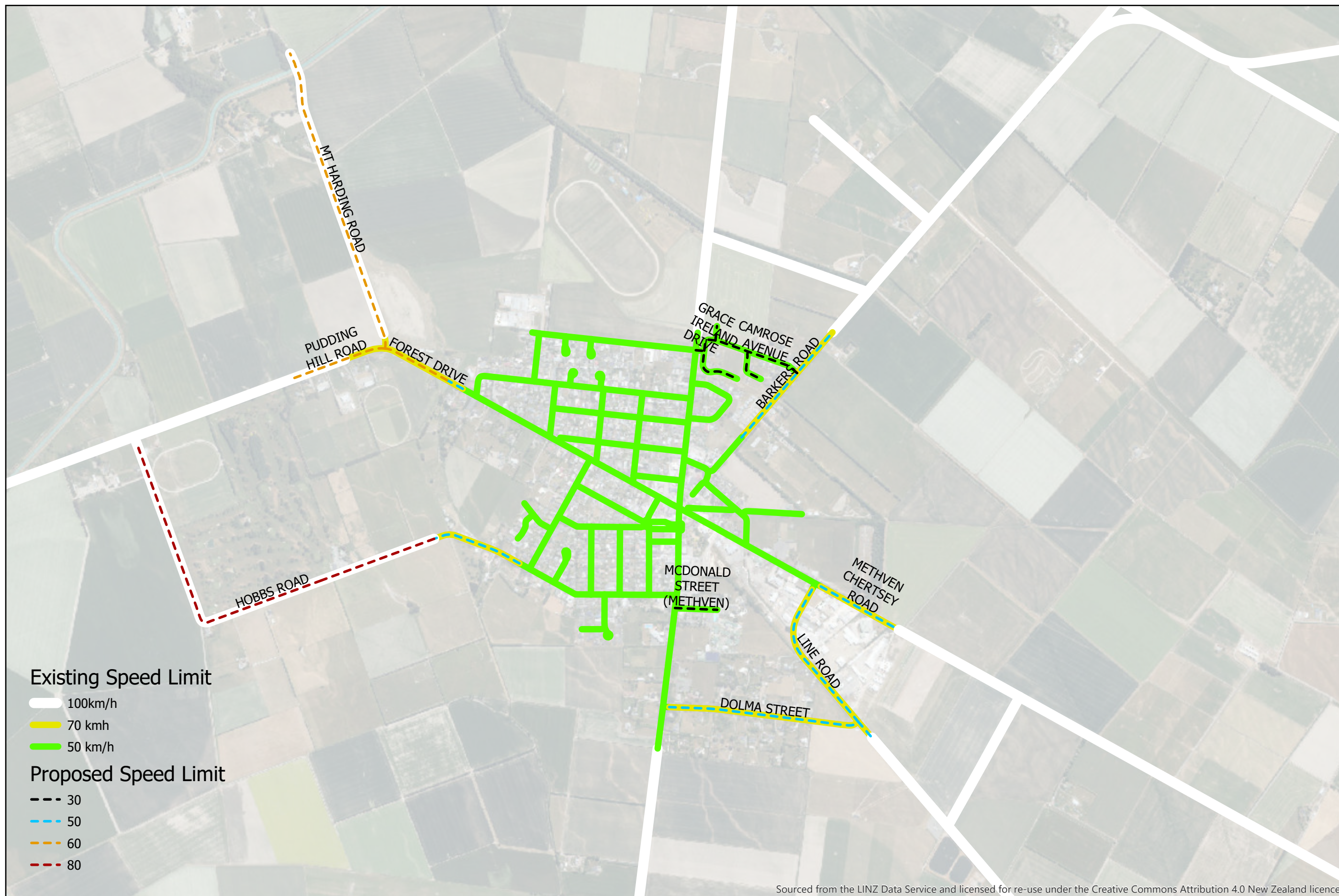
#### Attachments

Appendix 1  
Appendix 2  
Appendix 3

#### Pgs 7-10

Methven speed limit proposals  
CRM report  
Financial report November 2019





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## Methven CRM

Application ID	Completed	Received	Description	Description	Street
CRM0800008/20	13/01/2020	09/01/2020	Property File	Property File	Mcdonald
CRM3800788/19	10/01/2020	23/12/2019	Rubbish	Bin Request	Barkers
CRM2401118/19	07/01/2020	20/12/2019	Water Main	Burst Pipe	Mackie
CRM1800001/20	07/01/2020	26/12/2019	Sewer	blocked	Township
CRM3200001/20	06/01/2020	06/01/2020	Open Spaces	Weeds	Forest
CRM2300203/19	06/01/2020	09/12/2019	Open Spaces	Overhanging trees	Morgan
CRM2401065/19	23/12/2019	06/12/2019	Water Main	Burst Pipe	Mcdonald
CRM2300191/19	23/12/2019	04/12/2019	Open Spaces	Branches down	Morgan
CRM2300188/19	23/12/2019	03/12/2019	Open Spaces	Branches down	Morgan
CRM1601537/19	23/12/2019	21/12/2019	Signs	R&M	Main Street
CRM2700311/19	20/12/2019	20/12/2019	Pensioner Housing	Heat pump R&M	Chapman
CRM2401116/19	20/12/2019	20/12/2019	Manhole	R&M	Barkers
CRM1000412/19	19/12/2019	12/12/2019	Noise Complaint	Noise Complaint	Wayne
CRM0800516/19	17/12/2019	16/12/2019	Property File	Property File	Spaxton
CRM0800517/19	16/12/2019	16/12/2019	Property File	Property File	Camrose
CRM2300202/19	16/12/2019	09/12/2019	Open Spaces	Tree damage	Hall
CRM2401049/19	06/12/2019	03/12/2019	Water Main	Burst Pipe	Hobbs
CRM0800500/19	04/12/2019	03/12/2019	Property File	Property File	Colcord
CRM2300185/19	04/12/2019	02/12/2019	Open Spaces	Branches down	Morgan
CRM0100006/20		04/01/2020	Animals	Wandering Dog	Alford
CRM0500005/20		13/01/2020	Roads/Footpath	Trip Hazard	Cushmor
CRM0500006/20		13/01/2020	Roads/Footpath	Trip Hazard	Morgan
CRM0500185/19		03/12/2019	Open Spaces	Branches down	Main
CRM0900167/19		12/12/2019	Vehicle	Abandoned Vehicle	Patton
CRM1200127/19		16/12/2019	Open Spaces	R&M	Dog Park
CRM1601477/19		09/12/2019	Roads/Footpath	Drainage	Spaxton
CRM1601485/19		10/12/2019	Roads/Footpath	R&M	Main
CRM1601491/19		10/12/2019	Roads/Footpath	R&M	Hall
CRM1601500/19		14/12/2019	Roads/Footpath	Drainage	Spaxton
CRM1601502/19		16/12/2019	Roads/Footpath	Drainage	Spaxton
CRM1601523/19		18/12/2019	Roads/Footpath	R&M	Mackie
CRM1601524/19		18/12/2019	Signs	R&M	Mackie
CRM1601528/19		19/12/2019	Roads/Footpath	Weeds	Township
CRM1800081/19		05/12/2019	Sewer	blocked	Main
CRM1800084/19		20/12/2019	Roads/Footpath	R&M	Barkers
CRM2100043/19		17/12/2019	Drainage	Flooding	Mackie
CRM2300009/20		13/01/2020	Open Spaces	Branches down	South Belt
CRM2400014/20		06/01/2020	Water Main	Burst Pipe	Morgan
CRM2400035/20		06/01/2020	Water Main	No water	Shearer
CRM2400045/20		07/01/2020	Water	Toby R&M	Spaxton
CRM2400054/20		09/01/2020	Water Main	Burst Pipe	Macphail
CRM2401050/19		03/12/2019	Water Main	Burst Pipe	Hobbs
CRM2700005/20		30/12/2019	Open Spaces	R&M	Dog Park
CRM3800005/20		06/01/2020	Rubbish	Bin Request	Bank

## 139 - Methven Community Board

Income and Expenditure Report  
For the period ended 30 November 2019

	Month Actual	YTD Actual	Full Year Budget	Budget Remaining
<b>Income</b>				
Targeted Rates	5,942	29,710	70,750	41,040
Treasury Internal Recoveries	0	321	582	261
	<u>5,942</u>	<u>30,030</u>	<u>71,332</u>	<u>41,302</u>
<b>Expenditure</b>				
Salary / Wages	828	5,751	15,874	10,123
Allowances	0	6	1,300	1,294
Indemnity Insurance	102	512	3,033	2,521
Conference Expenses	0	127	0	(127)
Staff Travel Costs	0	0	300	300
Stationery	0	122	0	(122)
Telephone / Tolls	0	476	0	(476)
Subscriptions / Periodicals	0	275	0	(275)
Insurance	8	41	0	(41)
Suppers & Receptions	0	250	300	50
Advertising	0	0	500	500
Grants - Discretionary	0	0	10,000	10,000
Donations	0	0	500	500
Internal Rental	102	511	1,226	715
People and Capability	0	6,763	20,488	13,725
Treasury	0	140	507	367
Rates	0	277	1,032	755
Community Relations	0	52	233	182
Business Support	0	5,560	15,691	10,131
Communication	0	52	179	127
	<u>1,041</u>	<u>20,914</u>	<u>71,164</u>	<u>50,250</u>
<b>Net Surplus/(Deficit)</b>	<u>4,901</u>	<u>9,116</u>	<u>168</u>	<u>(8,948)</u>
<b>Capital Expenditure</b>				
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Cash Movement</b>	<u>4,901</u>	<u>9,116</u>	<u>168</u>	<u>(8,948)</u>
<b>Cash Reserves</b>				
Separate Reserves	0	0	168	
Plus Net Surplus/(Deficit)		9,116		
Less Capital Expenditure		0		
<b>Closing Cash Reserves</b>		<u>9,116</u>		

## Reserve Board Transactions Report

<u>Ledger Name</u>	<u>Cost Centre</u>	<u>Natural Account</u>	<u>Analysis Code</u>	<u>Date</u>	<u>Document Type</u>	<u>Reference</u>	<u>Period</u>	<u>Amount</u>	<u>Narr1</u>	<u>Narr2</u>	<u>Narr3</u>	<u>Activity</u>
<b>Natural Account: 10145 - Targeted Rates</b>												
20GLACT	139	10145	0000	01/11/2019	STAJNL	FI61615	5	-5,941.93	Rates in Advance 2019/2020	P&R \$ARINVCE 221005	1/12 Rates Strike	DEMO
							Sub Total	-5,941.93				
<b>Natural Account: 30101 - Salary / Wages</b>												
20GLACT	139	30101	0000	03/11/2019	\$HRPAYJNL	E 03/11/2019	5	413.96	Community Board Remuneration	Coy 1 Period Type E	Comp Ref 448.0000 Comp Typ 100	DEMO
20GLACT	139	30101	0000	17/11/2019	\$HRPAYJNL	E 17/11/2019	5	413.96	Community Board Remuneration	Coy 1 Period Type E	Comp Ref 448.0000 Comp Typ 100	DEMO
							Sub Total	827.92				
<b>Natural Account: 30110 - Indemnity Insurance</b>												
20GLACT	139	30110	0000	01/11/2019	STAJNL	FI61625	5	3.32	Insurance - Personal Accident	Standing Jnl P3-P12	I00617919	DEMO
20GLACT	139	30110	0000	01/11/2019	STAJNL	FI61626	5	6.44	Statutory Liability	Standing Jnl P3-P12	I00617785	DEMO
20GLACT	139	30110	0000	01/11/2019	STAJNL	FI61628	5	1.89	Insurance - Employers Liability	Standing Jnl P3-P12	I00617786	DEMO
20GLACT	139	30110	0000	01/11/2019	STAJNL	FI61629	5	4.89	Insurance - Crime	Standing Jnl P3-P12	I00617791	DEMO
20GLACT	139	30110	0000	01/11/2019	STAJNL	FI61632	5	58.98	Insurance - London Markets	Standing Jnl P3-P12	I00623465	DEMO
20GLACT	139	30110	0000	01/11/2019	APINV	I00617927	5	26.83	Insurance - JLT Consultancy Fee		Jardine Lloyd	DEMO
							Sub Total	102.35				
<b>Natural Account: 30314 - Insurance</b>												
20GLACT	139	30314	0000	01/11/2019	STAJNL	FI61625	5	8.10	Insurance - Personal Accident	Standing Jnl P3-P12	I00617902	DEMO
							Sub Total	8.10				
<b>Natural Account: 30705 - Depreciation - Light Plant</b>												
20GLACT	139	30705	0000	01/11/2019	STAJNL	FI61634	5	14.00	Accrue Estimated Depreciation	to Fixed Assets budget	1/12th	DEMO
							Sub Total	14.00				
<b>Natural Account: 31002 - Internal Rental</b>												
20GLACT	139	31002	0000	01/11/2019	STAJNL	FI61611	5	102.17	Internal Rental	Standing Jnl P1-P12		DEMO
							Sub Total	102.17				
							<b>Grand Total</b>	<b>-4,887.39</b>				

# Discretionary Fund Expenditure Guidelines

Ashburton District Council provides the Methven Community Board with an annual discretionary fund for the purpose of supporting projects and initiatives that benefit the Methven community and to support the operation of the Methven Community Board and its members. Provision of funds should be in line with Council's Community Grants and Funding Policy.

1. The Board may use this fund at any time during the financial year to:
  - a. Support community projects that directly benefit the Methven community.
  - b. Support projects suggested by community members or Board Members.
  - c. Upskill the Methven Community (e.g. by having community speakers and/or workshops).
2. Discretionary funds cannot be used to:
  - a. Fund a commercial organisation.
  - b. Support a project already receiving a Council grant.
  - c. Fund any capital works or projects.
  - d. Support retrospective requests.
3. Requests for and decisions on funding shall be discussed at each Board meeting and outcomes recorded in Board minutes. Updates (e.g. receipts) are to be provided once the money is spent and recorded in Board minutes.