

Methven Community Board AGENDA

Notice of Meeting:

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

Date: Monday 25 July 2022
Time: 10.30am
Venue: Board Room, Mt Hutt Memorial Hall
160 Main Street, Methven

Membership

Chairperson	Dan McLaughlin
Deputy Chairperson	Kelvin Holmes
Members	Sonia McAlpine Ron Smith Richie Owen
Council appointees	Cr Rodger Letham Cr Liz McMillan

20 July 2022

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<https://www.ashburtondc.govt.nz/council/public-meetings-research-centre>

Methven Community Board

Timetable	
Time	Item
10.30am	Meeting commences

ORDER OF BUSINESS

1	Apologies	
2	Extraordinary Business	
3	Declarations of Interest	
4	Confirmation of Minutes	3
	• 13 June 2022	
Activity Reports		
5	Community Services	5
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4. Minutes –13 June 2022

Minutes of the Methven Community Board meeting held on Monday 13 June 2022, commencing at 10.30am, in the Mt Hutt Memorial Hall Boardroom, 160 Main Street, Methven.

Present

Mayor Neil Brown, Dan McLaughlin (Chair), Kelvin Holmes, Cr Liz McMillan, Cr Rodger Letham, Richie Owen, Ron Smith and Sonia McAlpine.

In attendance

Neil McCann (GM Service Delivery), Hernando Marilla (Operations Manager) and Carol McAtamney (Governance Support)

1 Apologies

Nil.

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

4 Confirmation of Minutes

Amendment: The date of the meeting should be noted as 2 May 2022, not 2021 as stated.

That the minutes of the Methven Community Board meeting held on 2 May 2022, as amended, be taken as read and confirmed.

Smith/McAlpine

Carried

5 Activity Reports

That the reports be received.

Holmes/McAlpine

Carried

5 Community Services

5.1 Open Spaces

- Cemetery – needs a grader to go through to level out the hollow and remove the hump.
- It was queried as to whether there would be opportunity to invite community members to become involved in the planting of the native trees on the eastern bund of the root-raked materials.

7 Infrastructure Services

7.1 Roding

- Council has approved funding of \$30,000 to establish a shingle footpath along SH77 to the Ōpuke Thermal Pools.
- An entrance sign to the Hot Pools has made a big difference on the road as the public can now see the entrance and are not attempting u-turns on the State Highway.

8 Business Support & Governance

8.1 Remuneration

- The Remuneration Authority have released the Local Government Members (2022/23) Determination which sets out an increase for Methven Community Board Members effective 1 July 2022.

Consultation

Council are currently seeking feedback for two consultation documents and the MCB have agreed to prepare submissions on both consultations, closing date 23 June.

- Waste Management & Minimisation Plan 2022 (Richie Owen to prepare)
- Trading in Public Places bylaw, both closing on 23 June (TBC who will prepare)

8.3 Finance

- The Community Services budget is showing a balance of \$34,499.25 with only two months of the financial year remaining. At a previous meeting a Council Accountant advised the Board that the transfer of reserves cannot be undertaken until after the accounts have been audited.
- The Board would like the Community Services cost amounts adjusted monthly so that the account balance is more accurate.

8.4 Funding Requests

That the Methven Community Board approves funding of \$1,480 from the Board's discretionary fund to the Methven Ecological Garden Group to establish a watering system for an educational laboratory/hub.

Letham/McMillan

Carried

That the application from the Methven Library and Museum Management Committee for the installation of a donors' recognition panel lies on the table to enable further information to be provided to the Board before a decision is made.

Owen/Holmes

Carried

Mayor departed the meeting at 11.34am

Action Schedule

The Board updated the action schedule to take out any actions that the Board are happy have been completed.

- Historical signs (Kelvin to follow up)
- Tree lighting (Liz to follow up re whether there is funding available)
- Letter of congratulations to be sent to the Methven Lions for their success at the recent ANZ Business Awards

The meeting concluded at 11.49am.

Next meeting: Monday 25 July 2022

Dated 25 July 2022

Chairman

Activity Reports

5. Community Services

5.1 Open Spaces

- **Reserves**

General winter maintenance continues around the Methven Township. Mowing has all but ceased due to the ground temperature decline. Staff will now have time to catch up on some other tasks that have been on the back burner.

Annual bedding displays are growing out well with plants starting to flower. This adds a nice colourful dimension to amenity areas in what can be a dull time of year.

The replacement street trees for South Belt, Crataegus 'Pauls Scarlet' have arrived at the Council nursery. They should be planted in the coming months – prior to Spring.

Council has received another expression of interest from the community for the addition of some fun play items for the Methven Dog Park. At this stage, staff should be in a position to have a look at these options and possible additions in the New Year.

- **Methven cemetery**

The Methven Cemetery is looking good. Staff are pleased to report that the new lawns have germinated well and will over-winter now in preparation for bursting into growth in Spring. At that time, the site will be rolled prior to mowing.

Staff are also working towards getting a soak pit installed where there is a low spot in the new drive. This will alleviate water accumulating on the track. Staff note that after such significant earthworks occurring, further settling of the ground is expected. Issues created as a result of settling will be addressed on a case by case basis.

Tree planting is scheduled for the coming month as soon as the new walkway is formed and it is hoped to get some natives planted on the eastern bund.

- **Public toilets**

These are functioning well with no recent issues.

6. Strategy & Compliance

6.1 Building Services

Month	2021 Consents Issued	2021 Consents Issued YTD	2021 Value of Work	2021 Value of Work YTD
Jan	3 (1)	3 (1)	\$344,000 (\$10,000)	\$344,000 (\$10,000)
Feb	3 (3)	6 (4)	\$388,500 (\$208,500)	\$732,500 (\$218,500)
Mar	4 (1)	10 (5)	\$394,650 (\$30,000)	\$1,127,150 (\$248,500)
Apr	6 (2)	16 (7)	\$313,000 (\$355,000)	\$1,440,150 (\$603,500)

May	2 (2)	18 (9)	\$392,524 (\$324,454)	\$1,832,674 (\$927,954)
Jun	8 (5)	26 (14)	\$1,480,610 (\$569,846)	\$3,313,284 (\$1,497,800)
Jul	1 (2)	27 (16)	\$250,000 (\$6,500)	\$3,563,284 (\$1,504,300)
Aug	2 (2)	29 (18)	\$1,097,820 (\$478,922)	\$4,661,104 (\$1,938,222)
Sep	12 (7)	41 (25)	\$4,117,786 (\$2,241,521)	\$8,778,890 (\$4,224,743)
Oct	2 (5)	43 (30)	\$835,000 (\$2,004,361)	\$9,613,890 (\$6,229,104)
Nov	6 (2)	49 (32)	\$2,601,103 (\$660,000)	\$12,214,993 (\$6,889,104)
Dec	2 (6)	51 (38)	\$371,000 (\$669,000)	\$12,585,993 (\$7,558,104)

Month	2021 Consents Issued	2021 Consents Issued YTD	2021 Value of Work	2021 Value of Work YTD
Jan	8 (3)	8 (3)	\$4,134,800 (\$344,000)	\$4,134,800 (\$344,000)
Feb	4 (3)	12 (6)	\$2,466,550 (\$388,500)	\$6,601,350 (\$732,500)
Mar	16 (4)	28 (10)	\$6,586,027 (\$394,650)	\$13,187,377 (\$1,127,150)
Apr	6 (6)	34 (16)	\$1,643,648 (\$313,000)	\$14,831,025 (\$1,440,150)
May	2 (2)	36 (18)	\$644,080 (\$392,524)	\$15,875,105 (\$1,832,674)
Jun	9 (8)	45 (26)	\$2,199,000 (\$1,480,610)	\$18,074,105 (\$3,313,284)

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

Please be aware that there are building consents that have been issued that are not recorded in the tables above because the properties are outside the Methven Township boundary. For example, the Ōpuke Hot Pools consent was issued in May 2020 for a value of \$6,500,000 and Thyme Stream subdivision has had \$3,214,000 of consents issued to the end of 2021. Thyme Stream this year has been \$3,580,000.

7. Infrastructure Services

7.1 Roothing

The construction of an unsealed footpath on SH77 to the Ōpuke Thermal Pools has been confirmed as a project in 2022/23. The work will be included in a footpath construction contract for the district to be let before Christmas with construction before 30 June 2023.

A new footpath on Mackie St has also been confirmed and will be included in the contract. The existing driveways will be reformed as part of the work and shaped to mitigate stormwater flowing into the properties.

Cleaning of the pavers was carried out in June with the issue of the water from the cleaning freezing being discussed with the contractor to prevent that issue in the future.

The slippery surface of the pavers has been discussed with the maintenance contractor and they are seeking an estimated cost for the application of an acid rinse to slightly roughen the surface. They have used this on the same type of pavers in other locations.

8. Business Support & Governance

8.1 Elections update

Nominations opened on 15 July for the local elections, and will close at noon on Friday 12 August. Board members will find information on Council's web page voteashburton.nz including the key dates and information for candidates and voters.

Five candidates are sought for the Methven Community Board. In the 2019 election only four candidates had come forward when Board nominations closed and a by-election to fill the remaining vacancy was required in early 2020. A similar situation occurred in the 2013 elections.

The election will be held by postal vote with voting papers and candidate information sent out from 16 September. Voting opens on 16 September and closes at noon on Saturday 8 October. This year, Methven electors will also be able to drop their voting papers into a ballot box which will be located at the Methven i-Hub for the duration of the voting period.

For people in Methven wanting to check their details, the preliminary electoral roll is now available at the Methven i-Hub (currently 1280 people are enrolled to vote in the Methven Community Board area). Those who need to enrol or update existing details will be able to call 0800 36 76 56 or visit vote.nz. People can also call into the Ashburton Public Library where staff are available to assist with this process.

8.2 Customer request management

The CRM report for June/July 22 is appended.

Appendix 1

8.3 Finance

The draft financial report to 31 May 2022 is appended.

Appendix 2

8.4 Funding requests

- **Methven Library & Museum funding application**

At the Board's request, the Methven Library & Museum Management Committee has provided further information in support of their application for funding a donor's recognition panel.

Appendix 3

Recommendation

That the Board uplifts this matter for discussion.

The July 2022 funding request report is appended.

Appendix 4

Appendix 1

CRM Report Methven April/May						
Application ID	Received	Completion	Full Details	Address	Source	Primary Group
CRM0100213/22	05/05/2022	06/05/2022	Found or Lost - FOUND Dog	Forest Drive	Phone, Received over the Phone	crmAnimals
CRM0100241/22	23/05/2022	23/05/2022	Found or Lost - LOST Dog	Morgan Street	Phone, Received over the Phone	crmAnimals
CRM3700016/22	12/05/2022		Unauthorised - garden shed	Memorial Crescent	eMail, Received by eMail	crmBuild
CRM0500066/22	05/05/2022		Urgent repairs - Footpath	Forest Drive	Phone, Received over the Phone	crmFootpat
CRM0800169/22	29/04/2022	03/05/2022	Property File Information	Forest Drive	eMail, Received by eMail	crmInform
CRM0800188/22	06/05/2022	06/05/2022	Property File Information	Forest Drive	Counter, Front Counter	crmInform
CRM0800206/22	25/05/2022	26/05/2022	Property File Information	Forest Drive	Phone, Received over the Phone	crmInform
CRM3900110/22	22/04/2022	29/04/2022	Additional Bins	Forest Drive	Counter, Front Counter	crmKerbCl3
CRM3900119/22	27/04/2022	12/05/2022	Return of bins	Patton Street	eMail, Received by eMail	crmKerbCl3
CRM3900133/22	02/05/2022	09/05/2022	Return of bins	Wayne Place	Phone, Received over the Phone	crmKerbCl3
CRM3900137/22	02/05/2022		Bin Damage - Red Bin	Forest Drive	Phone, Received over the Phone	crmKerbCl3
CRM3900140/22	03/05/2022	10/05/2022	Request new Bin	Wayne Place	Phone, Received over the Phone	crmKerbCl3
CRM3900154/22	10/05/2022		Additional Bins	Spaxton Street	Counter, Front Counter	crmKerbCl3
CRM3900166/22	16/05/2022	19/05/2022	Request new Bin	Gleniffer Place	eMail, Received by eMail	crmKerbCl3
CRM1000195/22	11/05/2022	19/05/2022	Excessive Noise/After Hours	Barkers Road	Phone, Received over the Phone	crmNoise
CRM1000199/22	15/05/2022	16/05/2022	Noise complaint - loud music	Lilley Place	Internet, Internet	crmNoise
CRM1000204/22	21/05/2022	23/05/2022	Excessive Noise/After Hours	Barkers Road	Timaru Answering Service	crmNoise
CRM1000207/22	25/05/2022		Excessive Noise/After Hours	Mackie Street	Phone, Received over the Phone	crmNoise
CRM1000213/22	29/05/2022	30/05/2022	Noise complaint - loud music	Colcord Place	Internet, Internet	crmNoise
CRM2700104/22	20/05/2022	20/05/2022	Elderly Pensioner Housing	Chapman Street	Phone, Received over the Phone	crmPropM

CRM1600595/22	26/04/2022		Signs Regulatory	Allen Street	Snap Send, Snap Send Solve	crmRoading
CRM1600637/22	04/05/2022		Pot Holes	Spaxton Street	Snap Send, Snap Send Solve	crmRoading
CRM1600647/22	06/05/2022		Drainage - Urban Kerbs or Drains	Spaxton Street	Snap Send, Snap Send Solve	crmRoading
CRM1600663/22	10/05/2022		Drainage - Urban Kerbs or Drains	Morgan Street	Snap Send, Snap Send Solve	crmRoading
CRM1600664/22	10/05/2022		Drainage - Urban Kerbs or Drains	Mcmillan Street	Snap Send, Snap Send Solve	crmRoading
CRM1600665/22	10/05/2022		Drainage - Urban Kerbs or Drains	Main Street	Snap Send, Snap Send Solve	crmRoading
CRM1600677/22	12/05/2022		Clean or Clear - Vegetation	South Belt	Snap Send, Snap Send Solve	crmRoading
CRM1600680/22	13/05/2022		Clean or Clear - Vegetation	Main Street	Snap Send, Snap Send Solve	crmRoading
CRM1600709/22	20/05/2022		Drainage - Urban Kerbs or Drains	South Belt	Snap Send, Snap Send Solve	crmRoading
CRM1600714/22	23/05/2022		Clean or Clear - Vegetation	Forest Drive	Snap Send, Snap Send Solve	crmRoading
CRM1600717/22	23/05/2022		Pot Holes	Forest Drive	Snap Send, Snap Send Solve	crmRoading
CRM1600720/22	23/05/2022		Drainage - Urban Kerbs or Drains	Patton Street	Snap Send, Snap Send Solve	crmRoading
CRM1600723/22	24/05/2022		Clean or Clear - Vegetation	Main Street	Snap Send, Snap Send Solve	crmRoading
CRM1600724/22	24/05/2022		Drainage - Urban Kerbs or Drains	Main Street	Snap Send, Snap Send Solve	crmRoading
CRM200029/22	01/06/2022		Blockage & Overflow	Allen Street	Phone, Received over the Phone	crmSewer2
CRM200030/22	01/06/2022		Blockage & Overflow	Main Street	Phone, Received over the Phone	crmSewer2
CRM2000138/22	02/05/2022	02/05/2022	flooding	Barkers Road	Phone, Received over the Phone	crmStockw
CRM3200022/22	04/05/2022	20/05/2022	Maintenance - Seating	Forest Drive	Snap Send, Snap Send Solve	crmTrees
CRM2300082/22	23/05/2022	24/05/2022	Overhanging Overgrown trees	Forest Drive	Snap Send, Snap Send Solve	crmTrees
CRM2300083/22	23/05/2022		Overhanging Trees	Forest Drive	Phone, Received over the Phone	crmTrees
CRM2300084/22	23/05/2022	27/05/2022	Overhanging Trees	109 Forest Drive	Phone, Received over the Phone	crmTrees
CRM2300087/22	25/05/2022		Roots - tree roots	Cushmor Drive	Phone, Received over the Phone	crmTrees
CRM2300089/22	26/05/2022		Roots - tree roots	Cushmor Drive	Phone, Received over the Phone	crmTrees
CRM100490/22	26/04/2022		Leak/Burst pipe - CRM Roads	Main Street	Phone, Received over the Phone	crmWater2
CRM100491/22	26/04/2022		Leak/Burst pipe - Footpath/Toby	Main Street	Snap Send, Snap Send Solve	crmWater2

CRM100536/22	09/05/2022		Leak/Burst pipe - Footpath/Toby	Jackson Street	Timaru Answering Service	crmWater2
CRM100537/22	09/05/2022		Leak/Burst pipe - Footpath/Toby	Jackson Street	Timaru Answering Service	crmWater2
CRM100558/22	23/05/2022		Final reading - Water	Dolma Street	eMail, Received by eMail	crmWater2
CRM100576/22	27/05/2022		Leak/Burst pipe	Main Street	Phone, Received over the Phone	crmWater2
CRM100580/22	28/05/2022		Leak/Burst pipe - Footpath/Toby	Lampard Street	Timaru Answering Service	crmWater2
CRM100581/22	28/05/2022		Leak/Burst pipe	Main Street	Timaru Answering Service	crmWater2
CRM100583/22	30/05/2022		Leak/Burst pipe	Mckerrow Street	Phone, Received over the Phone	crmWater2
CRM100586/22	31/05/2022		Leak/Burst pipe - CRM Roads	Forest Drive	Phone, Received over the Phone	crmWater2
CRM100587/22	31/05/2022		Leak/Burst pipe	Barkers Road	Phone, Received over the Phone	crmWater2
CRM100588/22	30/05/2022		Leak/Burst pipe	Colcord Place	Timaru Answering Service	crmWater2
CRM400016/22	18/05/2022		Water - Medium P2	Morgan Street	Phone, Received over the Phone	crmWtrInv

Appendix 2

Monthly Income and Expenditure Report - 139 - Methven Community Board

For the Month Ended 31 May 2022

	Month Actual	Year To Date Actual	Full Year Budget	Remaining Full Year Budget
Income				
Targeted Rates	10,813.07	118,943.77	128,874.96	9,931.19
Treasury Internal Recoveries	121.75	1,132.70	0.00	-1,132.70
Total Income	<u>10,934.82</u>	<u>120,076.47</u>	<u>128,874.96</u>	<u>8,798.49</u>
Expenditure				
Salary / Wages	1,890.48	15,121.88	15,529.02	407.14
Staff Training	0.00	0.00	1,242.96	1,242.96
Allowances	0.00	0.00	1,500.00	1,500.00
Indemnity Insurance	0.00	1,551.78	3,969.96	2,418.18
Conference Expenses	0.00	0.00	258.00	258.00
Staff Travel Costs	0.00	0.00	155.04	155.04
Telephone / Tolls	0.00	2,000.00	0.00	-2,000.00
Subscriptions / Periodicals	0.00	275.00	0.00	-275.00
Insurance	0.00	141.66	102.00	-39.66
Suppers & Receptions	234.78	534.78	300.00	-234.78
Grants	0.00	15,000.00	15,000.00	0.00
Donations	0.00	0.00	500.00	500.00
Sundry Expenditure	6,956.53	35,184.74	42,000.04	6,815.30
Rents / Leases	0.00	0.00	500.00	500.00
Internal Rental	150.00	1,650.00	1,800.00	150.00
Leadership Team	2,595.04	11,624.86	11,272.00	-352.86
Treasury	98.68	878.34	1,054.54	176.20
Rates	144.97	1,312.55	695.71	-616.84
Communication	0.00	2,635.17	3,624.71	989.54
Community Services	-2,425.92	9,388.85	46,214.00	36,825.15
Total Expenditure	<u>9,644.56</u>	<u>97,299.61</u>	<u>145,717.98</u>	<u>48,418.37</u>
Net Surplus/(Deficit)	<u>1,290.26</u>	<u>22,776.86</u>	<u>-16,843.02</u>	<u>-39,619.88</u>
Capital Expenditure				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Cash Movement	<u>1,290.26</u>	<u>22,776.86</u>	<u>-16,843.02</u>	<u>-39,619.88</u>
Cash Reserves				
Separate Reserves	0.00	0.00	17,157.00	
Plus Net Surplus/(Deficit)		22,776.86		
Less Capital Expenditure		0.00		
Closing Cash Reserves		<u>22,776.86</u>		

Appendix 3

Att Methven Community Board.

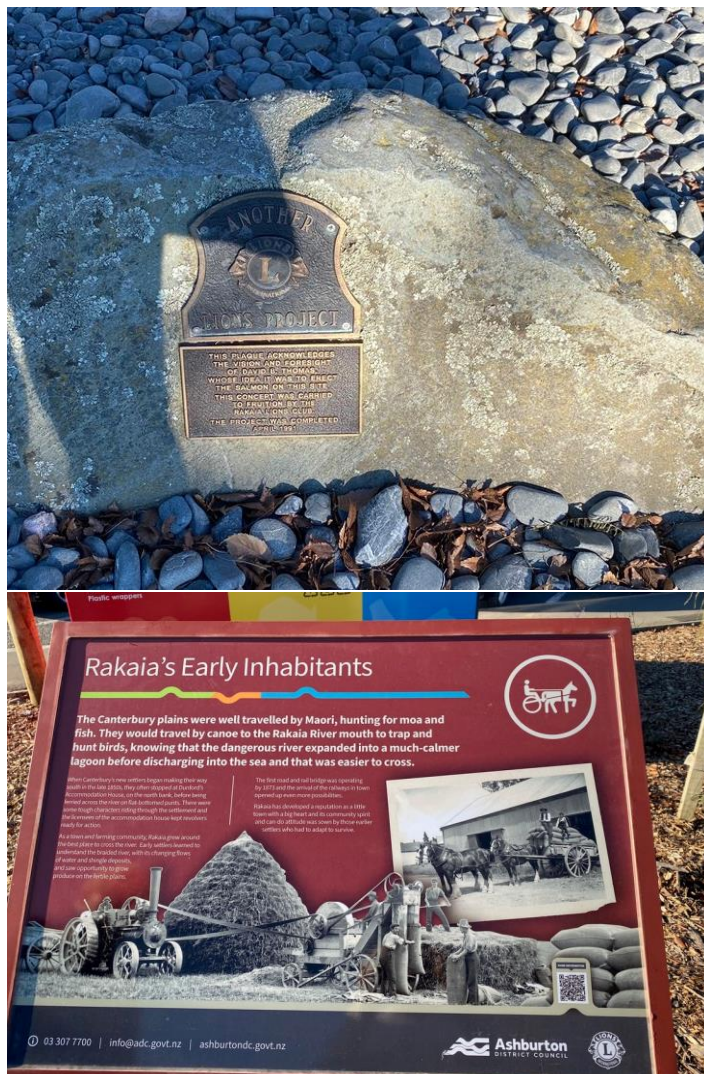
Please see more information below on the Methven Library and Museum Management Committee Grant Application information

The Committee have also supplied quotes for this work.

We have not wanted to have something attached to the front of the building itself that could damage the building and attract people up to the entrance. And near the building when it was unattended.

We want to begin this process with money in hand as the Historical Society plan to update their walk brochure and include the Lib/Museum in the walk they have prepared for the Walking Festival, now to be held later this year, after the earlier postponement.

Examples



Budget:

Project / Programme budget (E.g., tutor fees, tradesmen etc)	Council funding sought	Other funding for project	Total
Plaque in Recognition of now demolished historic building. Brass/stainless mounted on local rock.	400.00		
Donor Recognition Board	4,600.00		
Historic Information Board like DOC and ADC erect. Graphic Artist . Estimate only	1,000.00		
Manufacture and installation . Quote estimate only.	460.00		

Organisation detail		Eligibility					About the project						Financials				Council involvement				
Organisation	Previous funding requests + reporting	Located in Methven district?	Legal entity	Non profit org	Indiv, School, Serv G	Central Gov	Project - what will the funds be used for?	Evidence of need	Target population	Number of people who benefit	What is the main outcome?	Measurable outputs	Org bank account?	Other funders	Voluntary / donations	\$ requested	Project total	Effect of not funding	Reputational risk	Discrete / ongoing	Points to consider
Methven Library and Museum Management committee	N/A	Y	Y	Y	Y	N	We wish to recognize their effort and contribution by installing a Donors' recognition panel within the building, and acknowledge the historic importance of the site with a commemorative plaque.	We wish to publicly and permanently acknowledge the individuals, businesses and organisations from whom we received grants and donations. Without the support and generosity given Methven would not have the asset we have today.	Valuable information about the history of early Methven will be easily accessible to anyone who lives in or visits Methven.	1000+	A thank you to the people who made things happen, and an indication of the historical importance of the site. We will have fulfilled the obligation we have to publicly acknowledge the history and the funders.	The building will continue to be in regular use, with community involvement and visitors and newcomers will have a landmark place to visit for reading material, companionship, and a grounding in the history of the area	Y	N/A	Volunteers from the committee will assist with the installation of the items.	\$6,460	\$6,460	We will continue to fundraise for this, but financial assistance from the Community Board to recognise the contributions from towns people from the past and the present would really be appreciated.	N	Discrete	

Methven Community Board Funding 2021/2022		Project	Amount requested	Amount Granted
Llama		Event website		\$4,100
Skate Park		Sign		\$30
Methven Lions		Town Clock		\$1,610
Scarecrow trail		Marketing		\$2,000
Methven Tennis		Line marking		\$4,206
Methven Primary School		Prize giving		\$97
Mt Hutt Memorial Hall		Digger upgrade		\$2,910
Methven fire Fighters Support group		Display cabinets		\$5,000
Methven Lions Club		Walkway		\$6,775
Methven Rugby Football Club		Lights		\$4,388
Methven Cricket Club		Nets		\$2,609
Methven Ecological Garden Group		Water for garden		\$1,480
Methven pool		Pool Grant		\$15,000
Total funding given				\$50,205
MCB Grant budget				\$25,000
MCB Pool funding				\$15,000
Carryover				\$17,157
Left in 21/22 Budget				\$6,952
22/23 Budget				\$25,000
Total				\$31,952

Jul-22	Requested	Project total	Approved
Methven Library and Museum Management	\$6,460	\$6,460	
Total	\$6,460	\$6,460	