

Methven Community Board

AGENDA

Notice of Meeting:

The meeting of the **Methven Community Board** will be held on:

Date: Monday 9 March 2026
Time: 9.00am
Venue: **Mt Hutt Memorial Hall Board Room**
Main Street
Methven

Membership

- Megan Fitzgerald (Chair)
- Richie Owen (Deputy Chair)
- Faye Barrand
- Robin Jenkinson
- Simon Wareing

Council appointees

- Councillor Deb Gilkison
- Councillor Jeanette Maxwell

Methven Community Board

Timetable		
Time	Item	
9.00am	Meeting commences	

ORDER OF BUSINESS

1 Apologies

2 Extraordinary Business

3 Declarations of Interest

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

Confirmation of Minutes

- 4 Methven Community Board – 26/01/26 **3**

Matters for Decision

- 5 Nil.

6 Activity Reports

- 6.1 Legal & Democracy **6**
6.2 Infrastructure **6**
6.3 Community & Open Spaces **8**
6.4 Compliance & Development **14**
6.5 Business Support **15**

Business transacted with the public excluded

- 7 Confirmation of Minutes – 26/01/26 **PE1**
Section 7(2)(c) Protection of confidential information
- 8 Short-term Visitor Accommodation **PE 2**
Section 7(2)(c) Protection of confidential information
- 9 Mt Hutt Memorial Hall – Cyclical Maintenance & Renewal Schedule **PE 13**
Section 7(2)(b) Protection of trade or commercial information
- 10 MCB Member Report – Methven Lighting Group **PE 66**
Section 7(2)(b) Protection of trade or commercial information

4 March

4 *Methven Community Board – 26/01/26*

Minutes of the Methven Community Board meeting held on Monday 26 January 2026, commencing at 9.00am, in the Mt Hutt Memorial Hall Board Room, 160 Main Street, Methven.

Present

Mayor Liz McMillan, Megan Fitzgerald (Chair), Faye Barrand, Richie Owen, Robin Jenkinson, Simon Wareing, Richie Owen, and Crs Deb Gilkison and Jeanette Maxwell

In attendance

Toni Durham (GM Community & Open Spaces), Neil McCann (GM Infrastructure), Tania Paddock (GM Legal & Democracy), Hernando Marilla (Operations Manager), Brad Thomson (District Planning Manager), Janice McKay (Communications Manager) and Carol McAtamney (Governance Support).

2 members of the public

1 Apologies

Nil.

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

4 Confirmation of Minutes

Amendment – 7.2 Infrastructure, Pedestrian crossing outside Methven Central

Resolution should have read: **That** the matter lies on the table pending a meeting with Methven Central

That the minutes of the Methven Community Board meeting held on 3 November 2025, incorporating the above amendment, be taken as read and confirmed.

Owen/Jenkinson

Carried

5 Matter for decision

• Methven Community Board Discretionary Grant

1. **That** the Methven Community Board introduces funding rounds for the administration of the Methven Discretionary Grant.
2. **That** the funding rounds for 2026 are:
 - 2025/26 Round 1 – Closes 16 February for MCB meeting on 9 March
 - 2025/26 Round 2 – Closes 4 May for MCB meeting on 25 May
 - 2026/27 Round 1 – Closes 27 July for MCB meeting on 17 August
 - 2026/27 Round 2 – Closes 19 October for MCB meeting on the 9 November

Owen/Gilkison

Carried

- **Methven Community Board Livestreaming of Meetings**

That the Methven Community Board trials, for a period of twelve months, livestreaming of its meetings with the number of viewers of meetings to be reported to the Board

Maxwell/Jenkinson

Carried.

7 Activity Reports

7.1 Legal & Democracy

- **Methven Bus Trip**

A bus trip for Councillors has been scheduled for Tuesday 17 March. Board members are invited to join for the Methven component of the trip. Members to provide suggestions of sites they would like included in the trip.

- **Community Board Executive Elections**

It was noted that the Chair, Megan Fitzgerald, has been elected onto the Zone 5 Young Elected Members committee.

7.2 Infrastructure

- **Roading**

A schedule of the upcoming work programme is to be circulated to members.

With the no stopping and loading zone markings on Methven Chertsey Road now implemented a request was made for the monitoring of speed levels to be undertaken to see if there is any increase.

- **Methven Water Treatment Plant**

A request was made for some Comms to be undertaken to inform residents of what caused the recent failure.

- **Solid Waste Management and Collection**

The existing Line Road site is identified as the most suitable to host the Methven Refuse transfer station. A landscaping plan is to be included in the design plan. The funding of the development of the station will be included in the next long term plan.

- **Stockwater Exit Strategy**

Both the Pudding Hill and Methven Auxiliary closures are running six months behind the initial programme. Details of the next steps for the Methven Auxiliary are to be provided to the Board.

7.3 Community & Open Spaces

- **Annual Plan**

The proposed increase to the discretionary grant (up to \$40k) and elected members allowances are included in the draft budgets that will be presented to Council for consideration.

- **Submissions**

It was requested that a copy of the draft Local Government Reform programme submission and any other Council submissions be circulated to the Board.

- **Bins**

A map of the location of the rubbish bins in the Methven township was requested to enable a review of the suitability of their locations to be undertaken.

- **Mt Hutt Memorial Hall Board**

The Mt Hutt Memorial Hall Board committee has been disbanded and the Community Board will oversee the governance of the hall going forward. A financial report for the hall is to be included in Board agenda's.

The Chair expressed thanks and appreciation to members of the Hall Board for their commitment and dedication over the years.

That the activity reports be received.

Maxwell/Barrand

Carried

Business transacted with the public excluded – 10.12am

That the public be excluded from the following parts of the proceedings of this meeting, namely – 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:

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
8	Short-term Visitor Accommodation	Section 7(2)(a)	Protection of privacy of natural persons

Owen/Jenkinson

Carried

The Board resumed in open meeting and the meeting concluded at 11.10am.

Confirmed 9 March 2026

Chairman

6. Activity Reports

6.1.1 Legal & Democracy

6.1.1 Akona – LGNZ’s online learning platform for elected members

Akona is an online learning platform specifically designed for elected members. All MCB members have access to Akona and are welcome to contact Governance if any technical support is required to access the platform.

6.1.2 SuperLocal26 Conference and AGM

The 2026 Local Government NZ conference will be held at the Energy Events Centre in Rotorua, from 29-31 July with the AGM taking place on the morning of Wednesday 29 July. MCB may wish to consider whether to send a Board member to the conference. Council’s Mayor, Chief Executive and up to two Councillors will also be attending. Council’s [Elected Member Allowance and Reimbursement Policy 2025](#) requires the MCB Chair to approve conference attendance for MCB members through resolution of the Board.

6.1.3 Methven Bus Trip

A Methven / Mt Somers bus trip for Councillors is scheduled for Tuesday 17 March. MCB members have been invited to join the Councillors for the Methven component of this trip. Further information will be supplied later this week.

6.1.4 Local Governance Statement

Under section 40 of the Local Government Act 2002, Council is required to prepare and publish a Local Governance Statement within six months following the triennial election. The updated Local Governance Statement was approved by Council at the 25th February 2026 Council meeting and is available online [here](#).

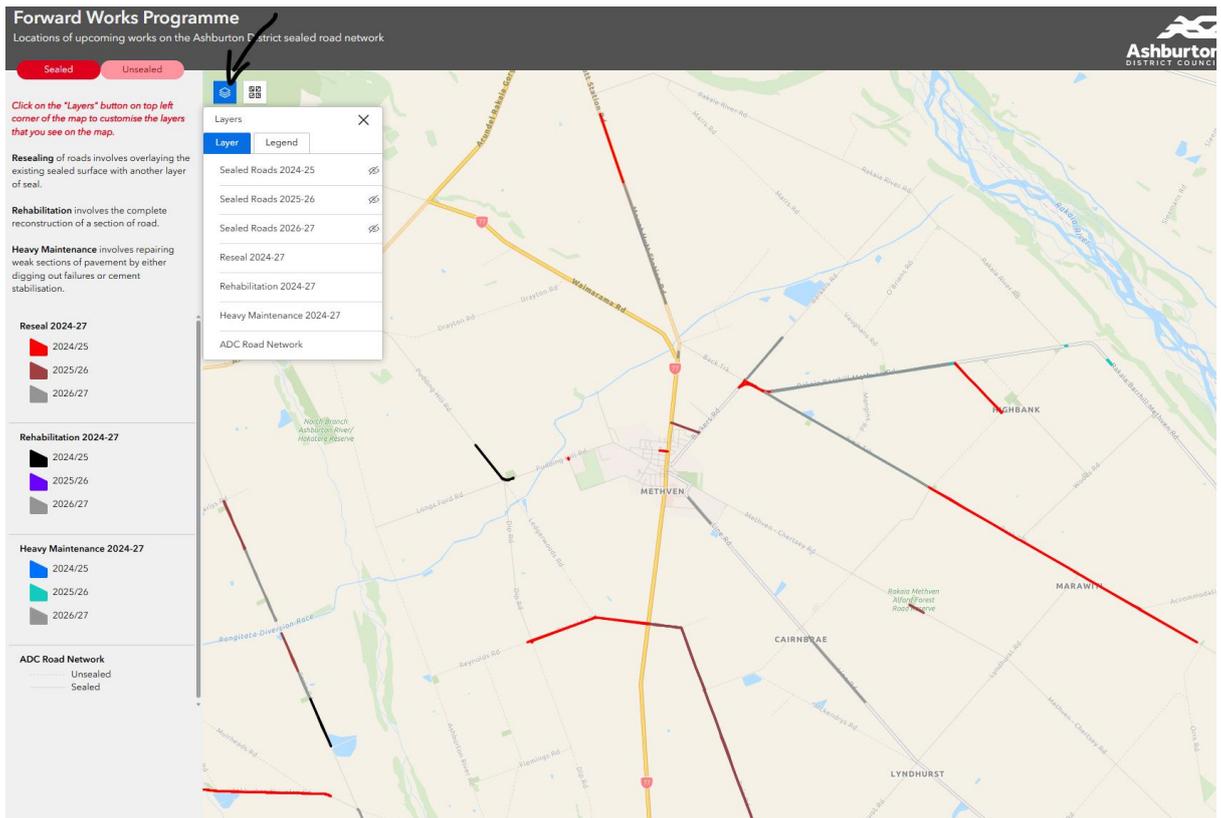
6.2 Infrastructure

6.2.1 Roading

Routine work continuing.

Works programme for the sealed network is on the following link on the Council website <https://www.ashburtondc.govt.nz/services/transport/road-and-footpath-programmes>

Open the Map and the three types of work (Reseals, Rehabilitation, Heavy Maintenance) can be viewed either together or separately using the layers button.



Options for improving the surface of the paved footpaths are being sought and priced e.g. acid etching. The quantity of pavers and the cost of doing this has previously been expensive.

CRM Category	Quantity Received	Status
Pavement	3	3 Completed
Footpaths/Kerbs/Entranceways	4	1 Completed/1 Dispatched/2 No action required
Signs	9	9 Completed
Drainage Flooding	4	4 Completed
Vegetation	1	1 Dispatched

6.2.3 Three Waters

On 10 March 2026, the contractor for the Watermain Renewals will be undertaking the final connection at Main Street to complete all the physical works for the watermain upgrades. They are aiming to complete all contract works in Methven on Friday 20th March.

CRM Request	Quantity Received	Status
Water Main and Lateral pipe leaks	6	6 completed

Blocked Sewer	2	2 completed
Final Meter Reading	1	Meter reading is scheduled

6.2.4 Solid Waste Management and Collection

CRM Category	Quantity Received	Status
Non-compliant presentation	3	3 Completed
Gross contamination	10	10 Current/stay open for 90 days
Bin Taken/Gross contamination	1	1 Current/stay open until bin return requested
Missed collection	3	3 Completed
Bin Damage	2	2 Completed
New bin stickers	2	2 Completed
Contractor complaint	1	1 Current

6.3 Community & Open Spaces

6.3.1 Strategy & Policy updates

- **Annual Plan 2026/27**

Several workshops have been held on the Annual Plan with Council, covering the overall work programme, budget, fees and charges, business cases and other information. Work continues with consultation, if required, planned for April/May 2026.

- **Arts, Heritage and Culture Strategy**

The strategy is being drafted with a Council workshop to consider it planned for the end of March. Consultation, at this stage is planned for May.

- **Open Spaces Strategy**

Council adopted a draft strategy for consultation on 25 February, with consultation to open 4 March.

- **Bylaw Reviews**

Council adopted a draft Open Spaces and Brothel Location bylaw on 25 February, with consultation to open 4 March.

Work is also underway on the Keeping of Animals, Bees and Poultry, and Dog Control bylaws with workshops planned for March/April.

- **Policy and Strategy Reviews/Development**

Work continues on other policy reviews, including the Sports fields and Domain Use Policy, Privacy Policy and Communications Policy.

Work on this year’s tranche of work on the Development Contributions policy is progressing with the intention to finalise this for consultation in April. This will involve introducing DCs for roading, specifically the 2AB project. A wider review of the policy is planned for the 2027 -37 LTP.

Work continues on the elderly housing, forestry and airport reviews, with further Council workshops planned for March.

- **LTP 2027-30**

Work is underway on planning for the LTP 2027-30 project.

- **ADC Submissions**

Submissions have been made since the last meeting on:

Organisation	Submission Summary	Type	Due Date	Status
Department of Internal Affairs	Consultation on a rates target model for New Zealand	Council	4 February	Lodged
Environment Select Committee	Natural Environment Bill and Planning Bill	Council	13 February	Lodged
Department of Internal Affairs	Simplifying Local Government	Council	20 February	Lodged

6.3.2 Open Spaces

- **Reserves**

Growth remains rampant throughout the region with spring-like weather conditions triggering lush growth on all fronts. Staff are doing their best to keep on top of the turf areas and garden beds and plots. Spraying of all fencelines and boundaries also remains a focus in the current conditions. Staff do acknowledge that there will be bulk grass left onsite after mowing operations and an overabundance of weeds as a direct result of the exceptionally favourable growing conditions. Spraying tasks are behind schedule due to regular winds during the day.

The CBD annual beds have blown out and some are now removed due to the plantings going to seed. The next cycle is growing on in the nurseries but still six to eight weeks away.

Playground inspections and maintenance continue on a weekly cycle throughout the District and in Methven. Staff report that all local playgrounds are working and functioning as designed.

The Methven CBD lighting project is ongoing. Staff are informed by the contractors representative at EA Networks that remedial actions and work will occur and be concluded prior to this coming winter – when the community expect the display to be live and visible.

Urban garden plots are also a focus for staff with errant weed growth being problematic to keep on top of. Street trees in Cushmor Drive Street have received maintenance pruning, lifting lower branches from footpath and roadside.

The job to re-slat the wooden inserts in the CBD litter bins is ongoing.

- **Methven Cemetery**

General maintenance continues at the cemetery with all vegetation control measures in the spotlight as growth dictates. Spraying is currently outstanding.

- **Public toilets**

These are functioning well with no recent issues compromising service delivery.

CRM Request	Received	Summary details	Status
CRM1600142/26	30/01/2026	Overgrown Vegetation - 87 Main Street Overgrown Council Shrubs. Very hard to see children trying to cross road	Staff reviewed issue. Plot will be renovated and replanted in Winter. With more suitable species.
CRM2300015/26	22/01/2026	Cushmor Dr, Methven	Staff attended/ addressed
CRM2300208/25	16/12/2025	South Belt, Methven Tree needing to be retied	Staff attended/ addressed

6.3.3 Mt Hutt Memorial Hall

The last two months have been busy both with the facility being used forward bookings for the year coming, as shown below.

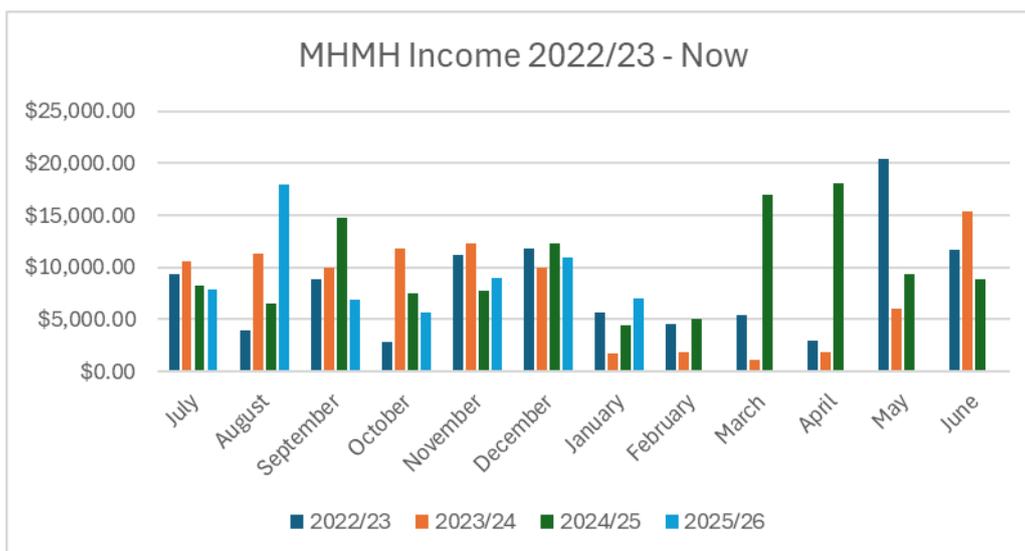
The team are still working on marketing improvements including updating content on the 15 year old website and planning promotions.

The recent closure of The Methven Resort as a function space has resulted in some of their guests enquiring and booking with us.

Retail is performing well. New product lines are proving popular with tourists and locals and always looking for more.

Recent advertising of the Encounter has increased visitation to the feature as opposed to only finding out about it when coming into the building.

We have recently been in touch with a museum advisor from Te Papa who is providing advice on upkeep and possible grant opportunities to assist with the Encounter and the Ski Museum.



Completed Bookings for January – February

Customer	Room	Date	Catering	Community / Business rate
JANUARY				
Helen Gibbs	Encounter	13	N	Biz
Valeska- Holiday program	Func	20	N	Biz
MCB	Board	26	Y	Biz
Mt Hutt Coll International	Encounter	27	N	Comm
Yoga – Lauren	Func – flexi booking	5,19	N	Biz
Cancer Society	Off	15	n	Comm
Midland Apiaries	Func	28	Y	Biz
FEBRUARY				
Private party	Hall,Func,Kitch	14	N	Comm
ADC	Func, Kitch	19	N	Biz
Lions	Board	11	N	Comm
Memorial	Hall,Func	12	N	Comm
Church of God	Hall,Func	21/22	N	Comm
Church of God	Hall,Func	28/1	N	Comm
Yoga – Lauren	Func – flexi booking	2,9,26	N	Biz
Pre schoolers	Encounter	2	N	Comm
Catering	Kitch	18,19	n	Biz
Cancer Society	Off	15,19	n	Comm
ADC	Board	20	N	Biz
Tongan Church	Hall,Kitch,Func	22	N	Comm
Meeting Ritchies	Gallery	4	N	Comm
Meeting	Board	25	N	Biz

Forward Bookings for MHMH March – August 2026

Customer	Room	Date	Catering	Community / Business rate
MARCH				
Family party	Func, Kitch	7	N	Comm
MCB + ADC	Board	9	Y	Biz
Lions	Board	11	N	Comm
Meeting Ritchies	Board	12	Y	Biz
Methven Red Cross	Func, Kitch	29	N	Comm
Classic Alpine Tours	Hall	22	N	Comm
Church of God	Hall,Func	7	N	Comm
Church of God	Hall,Func	14	N	Comm
Birdsong trust	Board	22	N	Comm
ADC	Function	17	Y	Biz
Redcross	Func, Kitch	29	N	Comm
Yoga – Lauren Mondays	Func – flexi booking	2,16,23,30	N	Biz
Exhibition opening	Gallery	8	N	Comm
MTC	Theatrette	9	N	Comm
Yoga – Lauren Thursdays	Func – flexi booking	12,19,26	N	Biz
APRIL				
BCI Meeting	Func	14	N	Biz
Lions	Board	15 evening	N	Comm
ADC MCB	Func, Board	20	Y	Biz
Wareings	Func, Board, Theatrette	15 day	N	Biz
Private party	Func	19	N	Comm
PGG	Func	23	Y	Comm
Wedding TBC	Hall, Func, Kitch	4	N	Comm
Yoga – Lauren Mondays	Func – flexi booking	2	N	Biz
Cancer society	Office	2,16,	N	Comm
BCI Meeting	Func	21	N	Biz
MAY				
Meeting of Principles	Board	14/15	Y	Biz
Mt Hutt College Ball	Hall,Func,Kitch	29/30		Comm
Cancer Society	Office	21		Comm
MHC	Board	5	TBC	Biz
Yoga TBC	Func – flexi booking			Biz
MTC TBC	Hall/Theatrette			Comm
Yoga Mums day	Func – flexi booking	10	N	Biz
MCB	Board	25	N	Biz
JUNE				
Lions	Board	10	N	Comm
Mt Hutt College	Board	4	TBC	Biz
MTC	Hall/Theatrette			Comm

Yoga TBC	Func – flexi booking			Biz
Cancer Society TBC	Office			Comm
Environment Canterbury TBC	Func	11 TBC	TBC	Biz
MCB	Board	25	N	Biz
Lions TBC	Func	19	N	Comm
MTC	Hall/Theatrette	TBC	N	Comm
JULY				
MCB	Board	6	Y	Biz
Lions	Board	15	N	Comm
Yoga TBC	Func – flexi booking			Biz
Cancer Society TBC	Office			Comm
MTC	Hall/Theatrette		n	
AUGUST				
Lions	Board	12	N	Comm
Yoga TBC	Func – flexi booking		N	Biz
MCB	Board	17	Y	Biz
Craft Fair	Hall +	1	N	Comm
MTC	Hall/Theatrette	TBC	N	Comm
And a couple of other bookings confirmed for the following months and one next year.				

6.4 Compliance & Development

6.4.1 Building Services

The table shows 72 consents were issued for the year, 34 of which have been new housing (last year 37 of the consents were for houses). Methven numbers represent about 13% of the new housing consents in the district. Housing was down from the previous year but we are hearing that housing will increase this year.

2024 Consents	Issued	Issued YTD	Value of Work	Value of Work YTD
January	3 (5)	3 (5)	\$1,571,500 (\$1,640,000)	\$1,571,500 (\$1,640,000)
February	3 (4)	6 (9)	\$1,950,000 (\$844,150)	\$3,521,500 (\$2,484,150)
March	4 (6)	10 (15)	\$1,246,000 (\$3,434,700)	\$4,767,500 (\$5,918,850)
April	8 (5)	18 (20)	\$1,932,750 (\$811,982)	\$6,700,250 (\$6,730,832)
May	5 (11)	23 (31)	\$1,911,445 (\$1,655,062)	\$8,611,695 (\$8,385,894)
June	3 (7)	26 (38)	\$111,500 (\$1,780,092)	\$8,723,195 (\$10,165,986)
July	4 (10)	30 (48)	\$895,000 (\$2,332,200)	\$9,618,195 (\$12,498,186)
August	11 (1)	41 (49)	\$7,961,000 (\$1,500,000)	\$17,579,195 (\$13,998,186)
September	7 (6)	48 (55)	\$2,392,000 (\$983,106)	\$19,971,195 (\$14,981,292)
October	2 (2)	50 (57)	\$943,000 (\$1,295,760)	\$20,914,195 (\$16,277,052)
November	9 (3)	59 (60)	\$3,252,000 (\$1,721,884)	\$24,166,195 (\$17,998,936)
December	3 (6)	62 (66)	\$2,550,000 (\$1,438,721)	\$26,716,195 (\$19,437,657)

2025 Consents	Issued	Issued YTD	Value of Work	Value of Work YTD
January	10 (3)	10 (8)	\$3,341,750 (\$1,571,500)	\$3,341,750 (\$1,571,500)
February	3 (3)	13 (6)	\$515,000 (\$1,950,000)	\$3,856,750 (\$3,521,500)
March	6 (4)	19 (10)	\$1,619,000 (\$1,246,000)	\$5,475,750 (\$4,767,500)
April	5 (8)	24 (18)	\$811,000 (\$1,932,000)	\$6,286,750 (\$6,700,250)
May	8 (5)	32 (23)	\$2,144,000 (\$1,911,445)	\$8,430,750 (\$8,611,695)
June	6 (3)	38 (26)	\$1,177,896 (\$111,500)	\$9,901,091 (\$8,723,195)
July	8 (4)	46 (30)	\$2,998,000 (\$895,000)	\$12,899,091 (\$9,618,195)
August	6 (11)	52 (41)	\$1,686,500 (\$7,961,000)	\$14,585,591 (\$17,579,195)
September	5 (7)	57 (48)	\$2,086,000 (\$2,392,000)	\$16,671,591 (\$19,971,195)
October	6 (2)	63 (50)	\$2,034,000 (\$943,000)	\$18,705,591 (\$20,914,195)
November	6 (9)	69 (59)	\$1,064,000 (\$3,252,000)	\$19,769,591 (\$24,166,195)
December	5 (3)	72 (62)	\$2,364,000 (\$2,550,000)	\$22,133,591 (\$26,716,195)

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

6.4.2 Environmental monitoring

CRM Request	Received	Summary details	Status
CRM0100640/25	7/9/25	Found dog	Contractor attended
CRM0100641/25	8/9/25	Barking dog	Contractor attended
CRM0100647/25	10/9/25	Barking dog	Contractor attended
CRM1000218/25	2/9/25	Excessive Noise	Contractor attended
CRM1000221/25	10/9/25	Excessive Noise	Contractor attended
CRM1000222/25	11/9/25	Excessive Noise	Contractor attended
CRM3300069/25	3/9/25	Bylaw Complaint	Staff attended

6.5 Business Support

6.5.1 Finance Reports

MCB and MHMH Income and expenditure report for the month ended 31 January 2026.

Appendix 1 & 2

Appendix 1

Monthly Income and Expenditure Report - 139 - Methven Community Board For the Month Ended 31 January 2026

	Month Actual	Year To Date Actual	Full Year Revised Budget	Remaining Full Year Budget
Income				
Targeted Rates	10,976.96	76,638.42	129,512.04	52,873.62
Total Income	<u>10,976.96</u>	<u>76,638.42</u>	<u>129,512.04</u>	<u>52,873.62</u>
Expenditure				
Salary / Wages	1,488.10	10,765.44	21,048.96	10,283.52
Staff Training	0.00	438.26	5,124.96	4,686.70
Allowances	0.00	1,884.92	3,587.52	1,702.60
Indemnity Insurance	0.00	1,219.88	6,189.00	4,969.12
Conference Expenses	0.00	0.00	1,025.04	1,025.04
Staff Travel Costs	0.00	407.71	512.52	104.81
Stationery	0.00	43.48	0.00	-43.48
Subscriptions / Periodicals	0.00	0.00	307.50	307.50
Suppers & Receptions	0.00	0.00	615.00	615.00
Grants	0.00	25,000.00	24,999.75	-0.25
Donations	0.00	0.00	512.50	512.50
Sundry Expenditure	0.00	1,180.00	30,750.00	29,570.00
Room Hire	0.00	932.62	0.00	-932.62
Executive Team	1,094.81	8,395.40	14,324.04	5,928.64
People and Capability	312.62	2,185.58	4,304.59	2,119.01
Treasury	111.98	788.16	1,583.99	795.83
Rates	436.80	999.95	1,240.04	240.09
Business Support	139.34	1,087.72	2,112.57	1,024.85
Communication	770.10	5,955.57	11,435.75	5,480.18
Total Expenditure	<u>4,353.75</u>	<u>61,284.69</u>	<u>129,673.73</u>	<u>68,389.04</u>
Net Surplus/(Deficit)	<u>6,623.21</u>	<u>15,353.73</u>	<u>-161.69</u>	<u>-15,515.42</u>
Capital Expenditure				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Cash Movement	<u>6,623.21</u>	<u>15,353.73</u>	<u>-161.69</u>	<u>-15,515.42</u>
Cash Reserves				
Separate Reserves	0.00	0.00	-162.00	
Plus Net Surplus/(Deficit)		15,353.73		
Less Capital Expenditure		0.00		
Closing Cash Reserves		<u>15,353.73</u>		

Appendix 2

Monthly Income and Expenditure Report - 211 - Mt Hutt Memorial Hall For the Month Ended 31 January 2026

	Month Actual	Year To Date Actual	Full Year Revised Budget	Remaining Full Year Budget
Income				
Donations	0.00	12.00	307.50	295.50
Recoveries	0.00	719.00	0.00	-719.00
Fees	386.08	999.10	4,100.00	3,100.90
Grant Income	0.00	0.00	15,000.00	15,000.00
Rental Income	6,129.99	45,311.20	59,991.12	14,679.92
Sales	2,537.16	17,403.90	25,625.00	8,221.10
Sundry Income	424.95	6,706.24	20,500.00	13,793.76
Targeted Rates	7,752.16	54,215.90	92,223.96	38,008.06
Landing Fees	0.00	-130.43	0.00	130.43
Art Sales	0.00	3,905.00	10,250.00	6,345.00
Total Income	<u>17,230.34</u>	<u>129,141.91</u>	<u>227,997.58</u>	<u>98,855.67</u>
Expenditure				
Salary / Wages	7,095.35	54,454.50	82,580.02	28,125.52
ACC Levies	18.61	147.49	287.04	139.55
Professional Fees	0.00	15,500.00	0.00	-15,500.00
Indemnity Insurance	0.00	1,170.60	2,450.04	1,279.44
Printing (External)	0.00	0.00	1,230.00	1,230.00
Stationery	108.66	269.31	410.00	140.69
Freight / Cartage	13.90	13.90	0.00	-13.90
Photocopiers/Printers	160.45	818.58	0.00	-818.58
Audio Visual	273.91	273.91	0.00	-273.91
Internet Charges	313.06	2,628.05	2,050.00	-578.05
Telephone / Tolls	28.00	168.00	1,640.04	1,472.04
Equipment Hire / Lease	76.87	789.06	512.50	-276.56
Bank Fees	50.50	391.65	615.00	223.35
Debt Recovery Costs	0.00	60.00	0.00	-60.00
Insurance	0.00	2,405.05	2,525.04	119.99
Suppers & Receptions	280.43	2,604.26	5,125.00	2,520.74
Advertising	0.00	143.38	1,537.50	1,394.12
Opening Balance	58.74	58.74	0.00	-58.74
Cleaning Consumables	143.15	3,040.51	1,230.00	-1,810.51
Purchases	1,213.73	12,912.97	3,075.00	-9,837.97
Monitoring	642.13	1,696.26	1,640.00	-56.26
Trade Waste	0.00	370.43	150.00	-220.43
Art Expenses	0.00	0.00	2,562.50	2,562.50
Insurance - Plant/Vehicles	0.00	2,477.90	5,535.96	3,058.06
Repairs & Maintenance - Equipment	40.41	4,264.49	4,100.00	-164.49
Cleaning Contracts	1,292.51	4,885.04	0.00	-4,885.04
Rates	0.00	4,671.48	8,200.00	3,528.52
Repairs & Maintenance - Building	771.27	10,910.46	60,000.00	49,089.54
Fire Protection/Suppression	0.00	1,947.51	6,662.50	4,714.99
Electricity	2,128.55	13,711.36	26,000.04	12,288.68
Repairs & Maintenance Plant	6,167.20	6,167.20	0.00	-6,167.20
WOF Checks	0.00	863.99	153.75	-710.24
People and Capability	561.12	3,922.85	7,726.18	3,803.33
Total Expenditure	<u>21,438.55</u>	<u>153,738.93</u>	<u>227,998.11</u>	<u>74,259.18</u>
Net Surplus/(Deficit)	<u>-4,208.21</u>	<u>-24,597.02</u>	<u>-0.53</u>	<u>24,596.49</u>
Capital Expenditure				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Cash Movement	<u>-4,208.21</u>	<u>-24,597.02</u>	<u>-0.53</u>	<u>24,596.49</u>
Cash Reserves				
Separate Reserves	0.00	-57,102.78	0.00	
Plus Net Surplus/(Deficit)		-24,597.02		
Less Capital Expenditure		0.00		
Closing Cash Reserves		<u>-81,699.80</u>		

Appendix 3

Methven Community Board

Terms of Reference

Purpose

The purpose of the Methven Community Board is to represent the Methven community's interests in Council decision-making in a manner that promotes the current and future interests of the community. The Board's role is as set out in Section 52 of the Local Government Act 2002, to give effect to the purpose of local government in Section 10 of the Local Government Act 2002.

Membership

Membership of the Committee comprises:

- Megan Fitzgerald (Chair)
- Richie Owen (Deputy Chair)
- Faye Barrant
- Robin Jenkinson
- Simon Wareing
- Cr Deb Gilkison (Western Ward Councillor)
- Cr Jeanette Maxwell (Western Ward Councillor)

The quorum is four members.

Meeting Frequency

The Methven Community Board will meet on a six (6) weekly cycle, or more frequently on an as-required basis as determined by the Board and Council.

Committee members shall be given not less than 5 working days' notice of meetings.

Meeting and administrative support will be provided by Council's governance and community services staff.

Roles and Function

The Methven Community Board's functions, duties and powers are set by statute as well as delegated by Council. The Board's delegations are as set out in the Local Government Act 2002 (s52) –

- represent, and act as an advocate for, the interests of its community
- consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board
- maintain an overview of services provided by the territorial authority within the community
- prepare an annual submission to the territorial authority for expenditure within the community
- communicate with community organisations and special interest groups within the community
- undertake any other responsibilities that are delegated to it by the territorial authority.

Delegation

1. Council shall consult with the Board on issues that impact on Methven community's area and allow sufficient time for the Board's comments to be considered before a decision is made.
2. Consider matters referred by Council officers, and Council, including reports relating to the provision of Council services within the Methven Community Board area, and make submissions or recommendations in response to those matters as appropriate.
3. Represent the interests of the Methven Community at Council, committee or subcommittee meetings when a motion under debate relates to a matter that the Board considers being of particular interest to Methven residents.
4. Monitor the Board's budget and approve criteria for, and disbursement of, discretionary funding as approved through the LTP or annual plan.
5. Promote and identify opportunities for Methven to support economic growth.
6. Appoint representatives to the Mt Hutt Memorial Hall Board and the Methven Reserve Board.

This will include:

- a) monitoring and keeping Council informed of Methven community aspirations and the level of satisfaction with Council provided services through proactive engagement with residents;
- b) providing input in to Council's Long Term Plan and Annual Plan, giving a local perspective on the levels of service, expenditure, rate impacts and priorities;
- c) providing input into strategies, policies, bylaws and plans that impact on the Board's area;
- d) providing input into proposed District Plan changes.

Communications

- The Methven Community Board Chair will, on behalf of the Board, undertake to meet regularly with the Mayor and/or Council's Chief Executive (or nominated officer) to provide two-way updates on what the Council and the Board have been and propose to be involved in.
- All information released to the media on behalf of the Methven Community Board shall be through the Chair, or his nominee, with assistance from Council's Communications resources.

Reporting

The Methven Community Board will report to Council.

Adopted

29/10/20