

**MINUTES OF KAPITI COAST DISTRICT COUNCIL  
WAIKANAE COMMUNITY BOARD MEETING  
HELD AT THE WAIKANAE COMMUNITY CENTRE, UTAUTA STREET, WAIKANAE  
ON TUESDAY, 30 MARCH 2021 AT 7.00PM**

**PRESENT:** Mr James Westbury, Ms Margaret Stevenson-Wright, Cr Jocelyn Prvanov, Mr Richard Mansell, Mr Tonchi Begovich

**IN ATTENDANCE:** Ms Sacha Haskell, Ms Sarah Wattie, Ms Tracey Waye

**APOLOGIES:** The apologies of Mayor K Gurunathan were noted.

**LEAVE OF ABSENCE:** Nil

**1 WELCOME**

The Chair opened the meeting and welcomed everyone in attendance.

**2 APOLOGIES**

Nil

**3 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Nil

**4 PUBLIC SPEAKING TIME**

Gus Evans spoke about the alternative access to State Highway 1 from the east, noting that at present the access is for emergency services only. Mr Evans feels it should be available to the public when circumstances permit, he also thinks the access is in the wrong location. The Chair noted this matter is in the Long Term Plan for consideration and encouraged Mr Evans to make a submission when consultation opens.

Anne Erwin spoke to the two grant applications from the Waikanae Bridge Club Incorporated, for funds to assist with the cost to install air-conditioning and to install new carpet at the Clubrooms.

Cushla Holford and Tracy Solomon spoke to the grant application from the Waikanae Montessori Preschool for funds to assist with the cost of relaying the school playground matting.

Gordon Shroff spoke to the grant application from the Waikanae Beach Residents' Society for funds to assist with the cost of designing and installing history boards at selected locations at Waikanae Beach. Mr Shroff confirmed they had been in discussion with Council's Parks and Arts Advisory teams regarding the design/location of the history boards.

Peter Blackler spoke to the grant application from Menzshed Kapiti Incorporated for funds to assist with the fit-out cost of Menzshed's new Meetings and Amenities building, and distributed images of the planned works to be done.

**Appendices**

1 Works planned by Menzshed

Anna Carter spoke to the grant application from the Reikorangi Residents Association for funds to assist with the cost of developing a landscape strategy for the Reikorangi Domain.

Stuart Macann spoke to the grant application from the Ngatiawa Retreat Trust for funds to assist with the cost of painting the buildings at the Ngatiawa Retreat.

Mandy Savage spoke to the grant application from the Cancer Society of New Zealand, Wellington Division Incorporated, for funds to assist with the cost of a new fence and garden shed at the Society’s Kapiti Support Centre at 27 Kapiti Road, Paraparaumu.

Susie Mills spoke to the grant application from the Waikanae Volunteer Fire Brigade for funds to assist with the cost of purchasing lights, a chainsaw and two iPads for fire rescue vehicles, and distributed photographs of the equipment.

<p><b>Appendices</b></p> <p>1 Photographs of fire equipment required</p>
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Matu Booth spoke to the grant application from Nga Manu Nature Reserve for funds to assist with the cost of new furniture and flooring for the Robin’s Nest function venue at Nga Manu Nature Reserve.

**5 MEMBERS’ BUSINESS**

- (a) Public Speaking Time Responses – already provided
- (b) Leave of Absence – nil
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting) – the Chair advised he had been notified by Cr Prvanov of a matter she wished to raise, and invited Cr Prvanov to speak:

**MOTION**

<p>Moved: Cr Jocelyn Prvanov                  Secunder: Mr Richard Mansell</p> <p>That given the nature and volume of applications to the Capital Improvement Grant, and considering the total funding available, that the Waikanae Community Board leaves the applications to lie on the table so they can be given further consideration.</p> <p>The motion was lost.</p>
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- (d) Community Board Members’ Activities – Board members outlined key activities they have participated in since the last Board meeting.

<p>Mr Mansell tabled a document listing his activities.</p> <p><b>Appendices</b></p> <p>1 Activity Report - Richard Mansell</p>
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**6 REPORTS**

**6.1 APPOINTMENT OF BOARD MEMBERS TO EXTERNAL ORGANISATIONS**

<p><b>COMMITTEE RESOLUTION WCB2021/11</b></p> <p>Moved: Cr Jocelyn Prvanov                  Secunder: Ms Margaret Stevenson-Wright</p> <p>That the Waikanae Community Board appoints Richard Mansell to the Pharazyn Reserve Focus Group.</p> <p><b>CARRIED</b></p>
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**COMMITTEE RESOLUTION WCB2021/12**

Moved: Ms Margaret Stevenson-Wright  
 Seconder: Mr Richard Mansell

That the Waikanae Community Board appoints Tonchi Begovich to the Waimanu Lagoons Focus Group.

**CARRIED**

**COMMITTEE RESOLUTION WCB2021/13**

Moved: Cr Jocelyn Prvanov  
 Seconder: Ms Margaret Stevenson-Wright

That the Waikanae Community Board appoints Richard Mansell to attend meetings of the Strategy and Operations Committee.

**CARRIED**

**COMMITTEE RESOLUTION WCB2021/14**

Moved: Mr Tonchi Begovich  
 Seconder: Cr Jocelyn Prvanov

That the Waikanae Community Board appoints Margaret Stevenson-Wright as the Board's representative on the Mahara Gallery Trust.

**CARRIED**

**6.2 CONSIDERATION OF APPLICATIONS FOR FUNDING**

**MOTION**

Moved: Cr Jocelyn Prvanov  
 Seconder: Mr Richard Mansell

That the Waikanae Community Board declines the grant application from the Cancer Society of New Zealand, Wellington Division Incorporated.

The motion was lost.

**COMMITTEE RESOLUTION WCB2021/15**

Moved: Mr Tonchi Begovich  
 Seconder: Ms Margaret Stevenson-Wright

That the Waikanae Community Board grants the Cancer Society of New Zealand, Wellington Division Incorporated, a Capital Improvement Fund grant of \$1,739.99 (excluding GST) to assist with the cost of fence replacement and a new garden shed at the Society's Kāpiti Support Centre located at 27 Kāpiti Road, Paraparaumu.

**CARRIED**

For: Mr James Westbury, Ms Margaret Stevenson-Wright and Mr Tonchi Begovich

Against: Cr Jocelyn Prvanov

Abstained: Mr Richard Mansell

**CARRIED 3/1**

**MOTION**

Moved: Cr Jocelyn Prvanov  
 Seconder: Mr Richard Mansell

That the Waikanae Community Board grants Menzshed Kapiti Incorporated a Capital Improvement Fund grant of \$15,000 to assist with the fit-out cost of Menzshed’s new Meetings and Amenities building.

The motion was lost.

**COMMITTEE RESOLUTION WCB2021/16**

Moved: Ms Margaret Stevenson-Wright  
 Seconder: Mr Tonchi Begovich

That the applications from Nga Manu Nature Reserve, the Reikorangi Residents Association and the Waikanae Beach Residents Society Incorporated be funded from the Promotion Fund.

**CARRIED**

**COMMITTEE RESOLUTION WCB2021/17**

Moved: Cr Jocelyn Prvanov  
 Seconder: Mr James Westbury

That the Waikanae Community Board transfers the amount of \$436.36 from the Discretionary Fund to the Promotion Fund.

**CARRIED**

**COMMITTEE RESOLUTION WCB2021/18**

Moved: Mr Tonchi Begovich  
 Seconder: Mr Richard Mansell

That the Waikanae Community Board grants Nga Manu Nature Reserve a Promotion Fund grant of \$15,802.61 (excluding GST) to assist with the cost of new furniture and flooring for the Robin’s Nest function venue at Nga Manu Nature Reserve.

That the Waikanae Community Board grants the Reikorangi Residents Association a Promotion Fund grant of \$7,200 to assist with the cost of developing a landscape strategy for the Reikōrangī Domain.

That the Waikanae Community Board grants the Waikanae Beach Residents Society Incorporated a Promotion Fund grant of \$6,000 to assist with the cost of designing and installing history boards at selected locations at Waikanae Beach.

**CARRIED**

**COMMITTEE RESOLUTION WCB2021/19**

Moved: Cr Jocelyn Prvanov  
 Seconder: Mr Richard Mansell

That the Waikanae Community Board grants the Waikanae Volunteer Fire Brigade a Capital Improvement Fund grant of \$3,973 to assist with the cost of purchasing lights, a chainsaw and two iPads for fire rescue vehicles.

**CARRIED**

**COMMITTEE RESOLUTION WCB2021/20**

Moved: Mr Tonchi Begovich  
 Secunder: Ms Margaret Stevenson-Wright

That the Waikanae Community Board grants Menzshed Kapiti Incorporated a Capital Improvement Fund grant of \$10,000 to assist with the fit-out cost of Menzshed’s new Meetings and Amenities building.

**CARRIED**

**MOTION**

Moved: Cr Jocelyn Prvanov  
 Secunder: Mr Richard Mansell

That the Waikanae Community Board grants the Ngatiawa Retreat Trust a Capital Improvement Fund grant of \$2,000 to assist with the cost of painting the buildings at the Ngatiawa Retreat.

The motion was lost.

**COMMITTEE RESOLUTION WCB2021/21**

Moved: Cr Jocelyn Prvanov  
 Secunder: Ms Margaret Stevenson-Wright

That the Waikanae Community Board grants the Waikanae Montessori Preschool a Capital Improvement Fund grant of \$3,000 (excluding GST) to assist with the cost of relaying the playground matting.

**CARRIED**

Board members discussed the two grant applications from the Waikanae Bridge Club, noting the Club had not carried out any local fundraising and therefore the applications do not meet funding criteria.

**COMMITTEE RESOLUTION WCB2021/22**

Moved: Cr Jocelyn Prvanov  
 Secunder: Ms Margaret Stevenson-Wright

That the Waikanae Community Board declines the two grant applications from the Waikanae Bridge Club Incorporated, which were for funds to assist with the cost to install air-conditioning and new carpet in the Clubrooms.

**CARRIED**

**COMMITTEE RESOLUTION WCB2021/23**

Moved: Ms Margaret Stevenson-Wright  
 Secunder: Mr Tonchi Begovich

That the Waikanae Community Board grants an additional \$4,461.41 from the Capital Improvement Fund be granted to Menzshed, for a total grant payment to Menzshed of \$14,461.41.

**CARRIED**

*The meeting adjourned at 9.31pm and reconvened at 9.35pm.*

**COMMITTEE RESOLUTION WCB2021/24**

Moved: Ms Margaret Stevenson-Wright  
 Seconder: Mr Richard Mansell

That the Waikanae Community Board grants Time Out Project Ltd a Discretionary Fund grant of \$197.60 (excluding GST) to assist with the cost of hiring the Waikanae Memorial Hall in order to provide free yoga classes.

**CARRIED**

**6.3 COMMUNITY BOARD MEMBERS' ACTIVITIES**

This item was dealt with earlier in the meeting (see Members' Business).

**7 UPDATES**

**7.1 REPRESENTATION REVIEW UPDATE**

Ms Wattie circulated and spoke to an update on the 2021 Representation Review, and took questions from Board members.

It was noted there will be a combined workshop for Community board members on Tuesday 1 June at 5.30pm, and an online survey will be circulated to all Elected Representatives in the next two weeks.

Questions can be sent to [representation.review@kapiticoast.govt.nz](mailto:representation.review@kapiticoast.govt.nz)

Board members requested this item be added to the next meeting agenda for further discussion.

**Appendices**

1 2021 Representation Review Update

**8 MATTERS UNDER ACTION**

**8.1 MATTERS UNDER ACTION**

The report was taken as read and Board members asked for the following:

- Explanation of the payment of \$23,000 made to the Mahara Gallery Trust (from the Waikanae Community Board) in the 2019/20 financial year
- Whether there was any further information available about the time frame in which the Ministry for the Environment will make a decision re the Summerset development application
- How the Waikanae Community Board can be involved in discussions regarding signage etc for the shared pathway currently under construction alongside the Peka Peka to Ōtaki section of the Expressway, noting although most of the pathway is in the Ōtaki ward, the southern end lies within the Waikanae ward
- The modular pumptrack being installed at Waikanae Park should be added to the Matters Under Action register
- How the Waikanae Community Board might be able to contribute to the discussion regarding the disposal of excess land that will result from the Summerset development

**9 CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

Nil

The Waikanae Community Board meeting closed at 10.32pm.

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**CHAIRPERSON**