

**MINUTES OF KAPITI COAST DISTRICT COUNCIL  
WAIKANAE COMMUNITY BOARD MEETING  
HELD AT THE ONLINE VIA ZOOM  
ON TUESDAY, 21 JUNE 2022 AT 7.00PM**

**PRESENT:** Mr James Westbury, Cr Jocelyn Prvanov, Mr Richard Mansell, Mr Tonchi Begovich, Ms Michelle Lewis

**IN ATTENDANCE:** Cr Halliday, Cr McCann, Mr Mike Mendonça, Ms Elspeth McIntyre, Ms Kate Coutts, Ms Tracey Waye

Coastal Advisory Panel: Ms Lyndsey Craig (KCDC Coastal Manager), Mr Jim Bolger, Mr Kelvin Nixon, Mr Jerry Mateparae, Ms Olivia Bird

Greater Wellington Regional Council: Cr Penny Gaylor, Ms Fiona Abbott (Metlink Manager Assets and Infrastructure), Ms Danielle McEvery (Asset Planner)

**APOLOGIES:** Mr Richard Mansell (for late arrival)

**LEAVE OF ABSENCE:** Nil

**1 WELCOME**

The Chair opened the meeting and welcomed everyone in attendance.

**2 APOLOGIES**

The apologies of Mr Richard Mansell for late arrival were noted.

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

Mr Tonchi Begovich advised of a conflict of interest in the Mahara Gallery Board and Ferndale Residents Association, and confirmed he would not be participating in discussion or voting on grant applications from these organisations.

**COMMITTEE RESOLUTION WCB2022/11**

Moved: Cr Jocelyn Prvanov

Seconder: Ms Michelle Lewis

That agenda item 7: Updates be brought forward.

**CARRIED**

**7 UPDATES**

**7.1 TAKUTAI KĀPITI UPDATE AND INTRODUCTIONS FROM THE COASTAL ADVISORY PANEL**

Ms Lyndsey Craig and Mr Jim Bolger gave a presentation providing an update on activities undertaken to date by the Coastal Advisory Panel, and answered questions from Board members.

The following document was tabled.

**Appendices**

- 1 Presentation to WCB from CAP 210622

**7.2 UPDATE FROM GREATER WELLINGTON REGIONAL COUNCIL**

GWRC Cr Penny Gaylor and Ms Fiona Abbott gave a presentation providing an update on patronage numbers and planning for public transport in the district and the wider region, and answered questions from Board members.

The following document was tabled.

**Appendices**

- 1 Presentation to WCB from GWRC 210622

*Mr Mansell joined the meeting at 7.43pm.*

**4 PUBLIC SPEAKING TIME**

Gordon Shroff spoke to the grant applications from the Mahara Gallery Trust for funds to assist with (a) the purchase of IT equipment and (b) three promotional projects, and answered questions from Board members.

Ross Jackson spoke to the grant application from the Ferndale Residents Association for funds to assist with the cost of installing a seat for Ferndale residents and visitors, and answered questions from Board members.

Jenny Davis spoke to her grant application for funds to assist with the cost of building a double flight aviary and sea bird facility, and answered questions from Board members.

Tracey Waye read out two emails from Linda Todd outlining her concerns about the Waikanae Community Hall. The first email had been accompanied by a number of photographs which Ms Waye had circulated to Board members prior to the meeting. Responses from Board members included the following:

- Acknowledgement that the hall is not in a good state of repair and that it was timely for investment in the building; the Board needed to think how they could secure investment via the upcoming Annual Plan and/or Long Term Plan processes
- It was noted a wider, more strategic discussion of facilities in general needs to be had. One of the halls in Waikanae suffered damage as a result of last week’s storm, and many of the halls and facilities across the District are coming to the end of their economic life
- Board members noted that irrespective of the above, halls need to be fit for purpose

The following document was tabled.

**Appendices**

- 1 Email correspondence from Linda Todd

*Mr Begovich left the meeting at 9.03pm.*

**COMMITTEE RESOLUTION WCB2022/12**

Moved: Cr Jocelyn Prvanov  
 Seconder: Ms Michelle Lewis

That the Waikanae Community Board meeting be adjourned for 10 minutes.

**CARRIED**

*The meeting was adjourned at 9.05pm and resumed at 9.17pm.*

*Mr Begovich rejoined the meeting at 9.18pm.*

Board members continued the discussion about the management of hall assets and how the Board could contribute to that, and agreed that the Chairman would discuss further with Mr Mendonça and advise the Board of the best way forward.

**5 MEMBERS’ BUSINESS**

(a) Public Speaking Time Responses – responses had already been provided

(d) Community Board Members’ Activities –

Board members highlighted key activities they have been involved with since the last Board meeting and Cr Prvanov spoke to the activity report she had circulated to Board members previously.

The following document was tabled:  
**Appendices**  
 1 Cr Prvanov Activity Report - May to June 2022

(b) Leave of Absence –

**COMMITTEE RESOLUTION WCB2022/13**

Moved: Cr Jocelyn Prvanov  
 Seconder: Mr Tonchi Begovich

That a request from James Westbury for a leave of absence from 7 – 20 July 2022 be accepted and the leave of absence be granted

**CARRIED**

(c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting) – nil

**6 REPORTS**

**6.1 CONSIDERATION OF APPLICATIONS FOR FUNDING**

It was noted that the grant application from the Waikanae Recreation Centre had been withdrawn. Board members considered the remaining applications and the amounts available for funding.

**COMMITTEE RESOLUTION WCB2022/14**  
 Moved: Mr Richard Mansell  
 Seconder: Cr Jocelyn Prvanov  
 That the Waikanae Community Board approves a Discretionary Fund grant of \$1,000 to the

Ōtaki-Kāpiti Principals Association, on behalf of the Waikanae and Kapakapanui Schools, to assist students with the cost of sports fees and equipment.

**CARRIED**

**COMMITTEE RESOLUTION WCB2022/15**

Moved: Cr Jocelyn Prvanov  
 Seconder: Mr Richard Mansell

That the balance of \$753.38 remaining in the Discretionary Grant Fund be transferred to the Promotion Fund, making the amount available from the Promotion Fund a total of \$16,730.

**CARRIED**

**COMMITTEE RESOLUTION WCB2022/16**

Moved: Ms Michelle Lewis  
 Seconder: Mr Richard Mansell

That the Waikanae Community Board approves a Promotion Fund grant of up to \$2,330 to the Ferndale Residents Association for funds to assist with the cost of installing a seat for Ferndale Residents and visitors, subject to the amount of funding that may be available via the Council's Parks, Open Space and Environments team<sup>1</sup>.

**CARRIED**

**COMMITTEE RESOLUTION WCB2022/17**

Moved: Cr Jocelyn Prvanov  
 Seconder: Ms Michelle Lewis

That the Waikanae Community Board approves a Capital Improvement Fund grant of \$5,543.33 and a Promotion Fund grant of \$2,456.67 to Jenny Davis to assist with the cost of building a double flight aviary and sea bird facility.

**CARRIED**

*Mr Begovich left the meeting at 9.49pm and returned at 9.59pm*

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<sup>1</sup> It was subsequently ascertained that the Council will fully fund this seating installation

**COMMITTEE RESOLUTION WCB2022/18**

Moved: Mr Richard Mansell  
 Seconder: Ms Michelle Lewis

That the Waikanae Community Board approves a Promotion Fund grant of \$14,273.33 to the Mahara Gallery Trust for funds to assist with organising a programme of community events in Mahara Place to attract shoppers and visitors to the village, to build engagement and interest in the months leading up to the opening of the new gallery.

**CARRIED**

**COMMITTEE RESOLUTION WCB2022/19**

Moved: Mr Richard Mansell  
 Seconder: Mr Tonchi Begovich

That the Waikanae Community Board approves a Capital Improvement Fund grant of \$7,031.67 to the Waikanae Beach Tennis Club, for funds to assist with the cost of completing improvements to the Club’s street entrance.

**CARRIED**

**COMMITTEE RESOLUTION WCB2022/20**

Moved: Mr Richard Mansell  
 Seconder: Cr Jocelyn Prvanov

That the Waikanae Community Board approves a Capital Improvement Fund grant of \$25,000 to the Mahara Gallery Trust, for funds to assist with the purchase of IT equipment.

**CARRIED**

**ITEM – 7 UPDATES – [MOVED TO EARLIER IN THESE MINUTES].**

**8 CONFIRMATION OF MINUTES**

**8.1 CONFIRMATION OF MINUTES - 3 MAY 2022**

**COMMITTEE RESOLUTION WCB2022/21**

Moved: Mr Richard Mansell  
 Seconder: Mr Tonchi Begovich

That the minutes of the Waikanae Community Board meeting of 3 May 2022 be accepted as a true and correct record.

**CARRIED**

Board members requested that ratification of the Board’s submission to the proposed District Plan, which was submitted by the Chair on the Board’s behalf on 02/05/22, be included on the next Board meeting agenda.

**9 MATTERS UNDER ACTION**

**9.1 MATTERS UNDER ACTION**

The report was taken as read, and the following key points noted:

- Mr Begovich advised that the Library and Service Centre Advisory Group were continuing discussions with stakeholders and internal staff; a briefing for Councillors and Waikanae Community Board members is scheduled for 26 July 2022
- The Mahara Gallery Trust is meeting on 22 June; the project is currently on time and on budget, the Trust is planning for the opening of the new Gallery in April/May next year
- Board members requested that Mr Mendonça convey to Waka Kotahi their concern regarding the lengthy improvement works in Waikanae, and ask also that Waka Kotahi confirm that the business community is being kept informed of progress and time lines
- Board members requested circulation of the Waikanae Beach Hall condition report.

**COMMITTEE RESOLUTION WCB2022/22**

Moved: Mr Richard Mansell  
 Seconder: Mr Tonchi Begovich

That the Waikanae Community Board notes the Matters Under Action register updated at 13 June 2022.

**CARRIED**

**10 CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

Nil

**The Waikanae Community Board meeting closed at 10.26pm.**

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**CHAIRPERSON**