



# **RĀRANGI TAKE AGENDA**

## **Te Komiti mō te Waihotanga Iho a Campe | Campe Estate Committee Meeting**

**I hereby give notice that a Meeting of the Te Komiti mō te Waihotanga Iho a Campe | Campe Estate Committee will be held on:**

**Te Rā | Date: Thursday, 7 September 2023**

**Te Wā | Time: 9.30am**

**Te Wāhi | Location: Mayor's Office  
175 Rimu Road  
Paraparaumu**

**James Jefferson  
Group Manager Regulatory Services**

**Kāpiti Coast District Council**

**Notice is hereby given that a meeting of the Te Komiti mō te Waihotanga Iho a Campe | Campe Estate Committee will be held in the Mayor's Office, 175 Rimu Road, Paraparaumu, on Thursday 7 September 2023, 9.30am.**

**Te Komiti mō te Waihotanga Iho a Campe | Campe Estate Committee Members**

Mayor Janet Holborow	Chair
Cr Sophie Handford	Member
Mr Darren Edwards	Member

## Te Raupapa Take | Order Of Business

1	Apologies .....	5
2	Public Speaking Time.....	5
3	He Kōrero Hou   Updates.....	5
	Nil	
4	Pūrongo   Reports.....	6
4.1	Consideration of Funding Applications .....	6
5	Te Whakaū i ngā Āmiki   Confirmation of Minutes .....	10
5.1	Confirmation of Minutes .....	10
6	Confirmation of Public Excluded Minutes.....	13
	Nil	



- 1 APOLOGIES
- 2 PUBLIC SPEAKING TIME
- 3 HE KŌRERO HOU | UPDATES

Nil

## 4 PŪRONGO | REPORTS

### 4.1 CONSIDERATION OF FUNDING APPLICATIONS

Kaituhi | Author: **Anna Smith, Senior Democracy Services Advisor**

Kaiwhakamana | Authoriser: **James Jefferson, Group Manager Regulatory Services**

### TE PŪTAKE | PURPOSE

- 1 The Campe Estate Committee needs to consider the recommendations from the Paekākāriki Community Board in relation to the grants from the Campe Estate.

### HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 To consider the allocation of grants from the Campe Estate fund.

### TE TUKU HAEPAPA | DELEGATION

- 3 The Campe Estate Committee administers the Campe Estate funds deriving from the sale of 6 Robertson Road, Paekākāriki, bequeathed to the Council in 1991 as a Gift of Special Trust which were transferred into this fund. These funds also include the principal of \$10,520 from the Arthur Thomas Clark Trust as per the resolution made on 5 April 2013. The conditions are:
  - That the Council uses the funds and the income from them for charitable purposes which will benefit the people of Paekākāriki township.
  - That the Council uses the funds for the benefit of the youth in Paekākāriki.

### TAUNAKITANGA | RECOMMENDATIONS

- A. That the Campe Estate trustees approve a grant of \$500 to Nourish Trust to assist with the costs of providing Christmas hampers for families in the Paekākāriki Community doing it tough at Christmas.
- B. That the Campe Estate trustees approve a grant of \$1500 to Paekākāriki Pride's youth representatives to assist with costs of hall hire, band equipment, and refreshments for the Kāpiti Pride Youth Ball.

### TŪĀPAPA | BACKGROUND

- 4 The Campe Estate Trust has received two grant applications:
  - 4.1 The first is from Nourish Trust for \$500 to assist with the costs of providing Christmas hampers for families in the Paekākāriki Community doing it tough at Christmas.
  - 4.2 The second is from Paekākāriki Pride Inc.'s youth representatives for \$1500 to assist with costs of hall hire, band equipment, and refreshments for the Kāpiti Pride Youth Ball.
- 5 The Paekakariki Community Board believes that both these applications meet the Campe Estate criteria as set out in the attached application form.

### HE KŌRERORERO | DISCUSSION

- 6 The process for grant applications from the Campe Estate is that the Paekākāriki Community Board first considers the application to ensure that they meet the agreed criteria and then makes its recommendation to the Campe Estate Committee.
- 7 The application meets the criteria for the Campe Estate grants, i.e., from an organisation that provide services which support the people of Paekākāriki with an emphasis on youth.

**He take | Issues**

8 There are no issues to be considered within this report.

**Ngā kōwhiringa | Options**

9 There were no options to be considered within this report.

**Tangata whenua**

10 There are no tāngata whenua considerations required within the report.

**Panonitanga āhuarangi | Climate change**

11 There are no climate change considerations required within the report.

**Ahumoni me ngā rawa | Financial and resourcing**

12 The Council's interest earning special funds and reserves accrue interest. The Council endeavours to maximise interest earned, where applicable.

**Campe Estate Grants to 30 June 2023**

**Opening Balance as at 1 April 2023**

**\$110,389.65**

**Less:**

*Grants approved by the Committee to Paekākāriki  
- Paekākāriki Community Trust*

- \$ 2,500.00

**Closing Balance as at 30 June 2023**

**\$107,889.65**

**Ture me ngā Tūraru | Legal and risk**

13 There are no legal or risk considerations in this report.

**Ngā pānga ki ngā kaupapa here | Policy impact**

14 Grants are allocated in accordance with established criteria, attached as Appendix 1 to this report.

**TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT****Te mahere tūhono | Engagement planning**

15 This matter has a low level of significance under the Council's Significance and Engagement Policy.

**Whakatairanga | Publicity**

16 Board Members play an active role around the community in promoting the Campe Estate grant and details are available via the Council's website.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Campe Estate Grants Criteria [↓](#)
2. Nourish Trust Application for Funding (under separate cover) [⇒](#)

3. Paekākāriki Pride Application for Funding (under separate cover) [⇒](#)



## CAMPE ESTATE COMMUNITY GRANTS APPLICATION FORM

### Criteria for Campe Estate Community Grants

The Paekākāriki Community Board will receive the applications and make recommendations to the Campe Estate Committee who will consider the recommendations and administer the distribution of the grants.

#### Criteria

1. Applications with a focus on people aged under 25 years will be considered a priority;
2. Applications will be accepted from organisations that provide services which benefit the people, especially the young people of Paekākāriki;
3. Applications will be accepted from individuals provided there are tangible benefits to the Paekākāriki area;
4. Applications will include an outline of the expected benefits of any grant to the applicant, the organisation and the Paekākāriki community;
5. Applicants will only receive one grant per financial year;
6. Successful applicants will provide a report to the Community Board for the information of the Campe Estate Trustees on the uses of the funding and an account of the benefits which have accrued to the Paekākāriki community, the individual and/or the group.

#### Procedure for Applications

1. Applications must be made on the approved application form and must contain all supporting information.
2. Applications must include a bank deposit slip.

#### Applications are to be addressed to:

Democracy Services Team  
Kāpiti Coast District Council  
Private Bag 60601  
Paraparaumu 5254

or

democracy.services@kapiticoast.govt.nz

**Please Note:** Applications must be received by the Kāpiti Coast District Council at least 8 working days before the Paekākāriki Community Board meeting date to meet the reporting deadline.

Meetings are held every six weeks.

**5 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES****5.1 CONFIRMATION OF MINUTES**

**Author:** Anna Smith, Senior Democracy Services Advisor

**Authoriser:** James Jefferson, Group Manager Regulatory Services

**Taunakitanga | Recommendations**

That the minutes of the Campe Estate Committee meeting of 8 June 2023 be accepted as a true and correct record.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Campe Estate Committee - 8 June 2023 [↓](#)

**CAMPE ESTATE COMMITTEE MEETING MINUTES**

8 JUNE 2023

**MINUTES OF KĀPITI COAST DISTRICT COUNCIL  
CAMPE ESTATE COMMITTEE MEETING  
HELD AT THE MAYOR'S OFFICE, 175 RIMU ROAD, PARAPARAUMU  
ON THURSDAY, 8 JUNE 2023 AT 2:23PM**

**PRESENT:** Mayor Janet Holborow, Cr Sophie Handford

**IN ATTENDANCE:** Ms Anna Smith, Mr James Jefferson

**APOLOGIES:** Mr Darren Edwards,

**LEAVE OF  
ABSENCE:** Nil

## 1 APOLOGIES

### APOLOGY

**COMMITTEE RESOLUTION CES2023/1**

Moved: Mayor Janet Holborow

Seconder: Cr Sophie Handford

That the apology received from Darren Edwards be accepted.

**CARRIED**

## 2 PUBLIC SPEAKING TIME

There were no public speakers.

## 3 HE KŌRERO HOU | UPDATES

There were no updates at this meeting.

## 4 PŪRONGO | REPORTS

### 4.1 CONSIDERATION OF FUNDING APPLICATIONS

**COMMITTEE RESOLUTION CES2023/2**

Moved: Mayor Janet Holborow

Seconder: Cr Sophie Handford

That the Campe Estate trustees approve a grant of \$2500 to the Paekakariki Community Trust to assist with the costs of replacing the piano situated in St Peter's Hall, Paekākāriki. This amount includes an additional amount of \$2000 the details of which will be covered by a thorough Accountability Report.

**CARRIED**

**CAMPE ESTATE COMMITTEE MEETING MINUTES**

**8 JUNE 2023**

The Te Komiti mō te Waihotanga Iho a Campe | Campe Estate Committee meeting closed at 2.25pm.

.....  
**HEAMANA | CHAIRPERSON**

Unconfirmed

**6 CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

Nil