



RĀRANGI TAKE AGENDA

Poari ā-Hapori o Paekākāriki | Paekākāriki Community Board Meeting

**I hereby give notice that a Meeting of the Poari ā-Hapori o Paekākāriki
| Paekākāriki Community Board will be held on:**

Te Rā | Date: Tuesday, 11 June 2024

Te Wā | Time: 7.00pm

Te Wāhi | Location: St Peter's Hall, Beach Road, Paekākāriki

**James Jefferson
Group Manager Regulatory and Environment**

Kāpiti Coast District Council

Notice is hereby given that a meeting of the Poari ā-Hapori o Paekākāriki | Paekākāriki Community Board will be held in the St Peter's Hall, Beach Road, Paekākāriki, on Tuesday 11 June 2024, 7.00pm.

Poari ā-Hapori o Paekākāriki | Paekākāriki Community Board Members

Ms Kelsey Lee	Chair
Ms Sorcha Ruth	Deputy
Mr Christian Judge	Member
Mr Sean McKinley	Member
Cr Sophie Handford	Member

Te Raupapa Take | Order Of Business

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1 NAU MAI | WELCOME**2 WHAKAPĀHA | APOLOGIES****3 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE |
DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Notification from Elected Members of:

3.1 – any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting, and

3.2 – any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME**5 NGĀ TEPUTEIHANA | DEPUTATIONS**

Nil

6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

(a) Leave of Absence

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

(c) Community Board Members' Activities

7 HE KŌRERO HOU | UPDATES

Nil

8 PŪRONGO | REPORTS

8.1 CONSIDERATION OF FUNDING APPLICATIONS

Kaituhi | Author: **Maria Cameron, Democracy Services Advisor**

Kaiwhakamana | Authoriser: **James Jefferson, Group Manager Regulatory and Environment**

TE PŪTAKE | PURPOSE

- 1 To consider eligible applications to the Community Grants Discretionary, and to note Accountability Reports.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 An Executive Summary is not required for this report.

TE TUKU HAEPAPA | DELEGATION

- 3 The Paekakariki Community Board has delegated authority as at section D of the 2022-2025 Governance Structure:

Approving criteria for, and disbursement of, community-based grant funds as approved through the LTP or Annual Plan.

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Paekakariki Community Board approve a grant of \$ _____ to Letitia Geldenhuys on behalf of the Loss & Grief Centre Kapiti, to assist with the costs of running the Waves Bereaved by Suicide Support Group.
- B. That the Paekakariki Community Board approve a grant of \$ _____ to Trevor Hosking on behalf of Waikanae Cameo Society to assist with the costs of rent and electricity.
- C. That the Paekakariki Community Board approve a grant of \$ _____ to Trevor Hosking on behalf of Benefit Advocacy Kapiti Group (BAK) to assist with the costs of running the group.
- D. That the Paekakariki Community Board approve a grant of \$ _____ to Natasha Goggin to assist with the costs of attending the World Youth Tenpin Bowling Championships in Korea and Australia.
- E. That the Paekakariki Community Board approve a grant of \$ _____ to Brigitte B on behalf of Kapiti Community Patrol to assist with petrol costs for the patrol car in Paekākāriki.
- F. That the Paekakariki Community Board approve a grant of \$ _____ to Elyse Robert on behalf of Paekākāriki Playcentre to assist with the purchase of a new fridge.
- G. That the Paekakariki Community Board approve a grant of \$ _____ to Rob McIntyre on behalf of Predator Free Paekākāriki to assist with the costs of replacing traps and hiring the hall.
- H. That the Paekakariki Community Board approve a grant of \$ _____ to Emma Norris on behalf of Paekākāriki Surf Lifeguards to assist with the costs of repairing the nippers' training board and surf ski.

TŪĀPAPA | BACKGROUND

- 4 This is the eighth meeting of the 2023/24 financial year.
- 5 The Paekākāriki Community Board has one fund from which they can draw on to grant applications for funding – the Community Board Grant Fund. The board also makes recommendations on funding applications to the biannual Campe Estate Trust meetings.

Paekākāriki Community Board Grants

- 6 The purpose of the Paekākāriki Community Board Grant is to support activities that encourage the development of cultural, sports, environmental, social or educational activities within the local district.
- 7 The organisation/individual must reside in the Paekākāriki area. The Board may consider financial assistance for events occurring outside the Paekākāriki Community, where it is shown the community will benefit.
- 8 The criteria for the Paekākāriki Community Board Grants are attached in Appendix 1.
- 9 It should be noted that the conditions and criteria do not preclude the Paekākāriki Community Board from considering any application at its discretion.

HE KŌRERORERO | DISCUSSION

- 10 There are eight applications for funding to be considered at this community board meeting. These are summarised below and attached as appendices.

Loss & Grief Centre Kapiti

Letitia Geldenhuys on behalf of the Loss & Grief Centre Kapiti has applied for a grant of \$500 to assist with the costs of running the Waves Bereaved by Suicide Support Group.

Waikanae Cameo Society (CAMEO)

Trevor Hosking on behalf of Waikanae Cameo Society has applied for a grant of \$2,000 to assist with the costs of rent and electricity.

Benefit Advocacy Kapiti Group, (BAK)

Trevor Hosking on behalf of the Benefit Advocacy Kapiti Group (BAK) has applied for a grant of \$500 to assist with the costs of running the group.

Natasha Goggin

Natasha Goggin has applied for a grant of \$1,000 to assist with the costs of attending the World Youth Tenpin Bowling Championships in Korea and Australia.

Kapiti Community Patrol

Brigitte B on behalf of the Kapiti Community Patrol has applied for a grant of \$500 to assist with petrol costs for the patrol car in Paekākāriki.

Paekākāriki Playcentre

Elyse Robert on behalf of Paekākāriki Playcentre has applied for a grant of \$400 to assist with the purchase of a new fridge.

Predator Free Paekākāriki

Rob McIntyre on behalf of Predator Free Paekākāriki has applied for a grant of \$500 to assist the costs of replacing traps and hiring the hall.

Paekakariki Surf Lifeguards

Emma Norris on behalf of Paekākāriki Surf Lifeguards has applied for a grant of \$483 to assist with the costs of repairing the nippers' training board and surf ski.

He take | Issues

- 11 There are no issues to be considered within this report.

Ngā kōwhiringa | Options

- 12 There were no options to be considered within this report.

Tangata whenua

13 There are no Tangata whenua issues to be considered within this report.

Panonitanga āhuarangi | Climate change

14 There are no climate change considerations required within this report.

Ahumoni me ngā rawa | Financial and resourcing

15 An amount of \$6,577 is allocated in the 2023/24 budget for the Paekākāriki Community Board. This is summarised in the table below:

Total budget allocated for the 2023/24 year	\$6,577.00
Grants approved during 2023/24	-\$4,925.72
Funds returned	\$35.35
Balance as of 5 June 2024	\$1,651.28

16 Grants approved for the 2023/2024 year are as follows:

Date	Recipient	Amount	Purpose of Grant	Report Back
22 August 2023	Nourish Trust	\$250.00	Assist with the costs of Christmas hampers for families in the Paekākāriki Community doing it tough at Christmas	N
22 August 2023	Combined Lions Clubs of Kapiti	\$214.65	Assist with the costs of printing and advertising their annual foodbank collection.	Y
22 August 2023	Jude Galtry (paid via Paekākāriki Station Trust)	\$500.00	Assist with the costs of publishing a book on well-known Paekākāriki author, the late Frances Cherry.	N
10 October 2023	Paekākāriki Community Trust	\$361.10	Assist with costs of producing advertising posters for the first Paekākāriki Christmas Fete	Y
21 November 2023	Paekākāriki Surf Lifeguards	\$499.97	Assist with the costs of providing the growing junior surf programme with new boogie boards.	Y
13 February 2024	Circle of Fifths Production	\$500.00	Hiring the Scout Hall for rehearsals and production/equipment storage during production in order to present an outdoor production of the classic tale of Romeo and Juliet	N
13 February 2024	Mulled Wine Concerts	\$250.00	Assist with staging the Mulled Wine Concert on Sunday, 10 March 2024 at the Memorial Hall in Paekākāriki.	Y

Date	Recipient	Amount	Purpose of Grant	Report Back
30 April 2024	Paekākāriki ANZAC Day Committee	\$1,100.00	Assist with the costs of the Paekākāriki ANZAC Day Service, Thursday 25 April 2024 at the Memorial Hall in Paekākāriki.	N
30 April 2024	The Combined Lions Clubs of Kapiti	\$250	Assist with printing and advertising costs for Food Bank Collection by Lions.	N
30 April 2024	The Paekākāriki Housing Trust	\$500	Assist with running a fundraising event in the village in the second half of 2024.	N
30 April 2024	Paraparaumu Scout Group	\$500	Assist with the purchase of new tents.	Y

17 Accountability Reports received are attached as Appendices 2 and 3 of this report.

Ture me ngā Tūraru | Legal and risk

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

Ngā pānga ki ngā kaupapa here | Policy impact

19 Grants are allocated in accordance with established criteria, attached as Appendices 4 to 11 to this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

Te mahere tūhono | Engagement planning

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

Whakatairanga | Publicity

21 Board members play an active role around the community in promoting the discretionary grant and details are available via the Council’s website.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Paekākāriki Community Board Grants Criteria [↓](#)
2. Accountability Report - Mulled Wine Concerts (under separate cover) [⇄](#)
3. Accountability Report - Paraparaumu Scout Group (under separate cover) [⇄](#)
4. Grant Application - Loss & Grief Centre Kapiti (under separate cover) [⇄](#)
5. Grant Application - Waikanae Cameo Society (under separate cover) [⇄](#)
6. Grant Application - Benefit Advocacy Kapiti Group (under separate cover) [⇄](#)
7. Grant Application - Natasha Goggin, World Youth Tenpin Bowling Championships (under separate cover) [⇄](#)
8. Grant Application - Kapiti Community Patrol (under separate cover) [⇄](#)
9. Grant Application - Paekākāriki Playcentre (under separate cover) [⇄](#)
10. Grant Application - Predator Free Paekākāriki (under separate cover) [⇄](#)
11. Grant Application - Paekākāriki Surf Lifeguards (under separate cover) [⇄](#)

PAEKĀKĀRIKI COMMUNITY BOARD COMMUNITY GRANTS APPLICATION FORM

Criteria for Community Grants

The purpose of the Paekākāriki Community Board's Community Grants is to provide financial assistance for projects or activities that promote the wellbeing of the Paekākāriki community and show clear community benefit.

Eligible Organisations/Individuals

1. The organisation/individual must reside in the Paekākāriki area. The Board may consider financial assistance for events occurring outside the Paekākāriki Community, where it is shown the community will benefit.
2. Eligible organisations include those that provide cultural, sports, environmental or social services to the Paekākāriki areas.

Criteria

1. The applicant is unable to receive sufficient grants from other sources.
2. The applicant must be non-profit-making.
3. The organisation/individual must use the financial assistance for its activities in the Paekākāriki community. The Board may consider financial assistance for events occurring outside the Paekākāriki community where it is shown the community will benefit.
4. Organisations must provide the most recent financial statements, and a copy of a resolution noting the decision to apply for funding.
5. The organisation/individual has not received financial assistance from the Paekākāriki Community Board Community Grants Fund in the last 12 months.
6. Only one application will be considered by an organisation for one event (individual team member applications will not be eligible).

Please note: All applications must have full documentation to support their application (**maximum of five pages in total**).

Eligible Purposes

1. Unique or infrequent project or activity.
2. Special project or activity.
3. Meritorious project or activity.
4. To partially or fully offset the cost of any Council permit, licence or resource consent fees*.
5. The remission of hall rental*.

*Within the **current financial year** of the project or activity.

Ineligible Purposes

1. Expenses incurred for school curriculum activities.
2. Retrospective expenses**.

**Grants will not be paid retrospectively other than for hall hire or for the cost of a permit, licence or resource consent fee.

Maximum Grant

The maximum amount payable is **\$500.00**.

Updated January 2023

PAEKĀKĀRIKI COMMUNITY BOARD COMMUNITY GRANTS APPLICATION FORM

Accountability

1. Applicants are required to provide written confirmation or a verbal report **within two months** of completion of the activity that the money was spent for the purpose granted. Individuals are required to outline the benefits gained, and community groups are required to furnish a written report outlining the benefits gained by the community. In normal circumstances, applicants failing to meet accountability criteria will be excluded from any further applications for two years.
2. The Paekākāriki Community Board requires all monies not used for the purpose applied for be returned to the Community Grants Fund. Failure to do so may exclude the applicant from any further application.

Procedure for Applications

1. Applications must be made on the approved application form and must contain all supporting information (maximum of five supporting pages).
2. Applications must include a bank deposit slip.
3. The applicant or a representative must attend the Paekākāriki Community Board meeting to speak in support of the application and to answer any questions arising from the application. If no representation is made at the meeting the application may not be considered on that night but could be considered at a subsequent meeting, attended by the applicant.

The above conditions and criteria do not preclude the Paekākāriki Community Board from considering any application at its discretion.

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.

9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**9.1 CONFIRMATION OF MINUTES**

Author: Maria Cameron, Advisor Democracy Services

Authoriser: James Jefferson, Group Manager Regulatory and Environment

Taunakitanga | Recommendations

That the minutes of the Paekākāriki Community Board meeting of 30 April 2024 be accepted as a true and correct record.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Paekākāriki Community Board Minutes 30 April 2024 [↓](#)

PAEKĀKĀRIKI COMMUNITY BOARD MEETING MINUTES

30 APRIL 2024

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL
PAEKĀKĀRIKI COMMUNITY BOARD MEETING
HELD IN THE ST PETER'S HALL, BEACH ROAD, PAEKĀKĀRIKI
ON TUESDAY, 30 APRIL 2024 AT 7.04PM**

PRESENT: Kelsey Lee (Chair), Sorcha Ruth, Christian Judge, Cr Sophie Handford

IN ATTENDANCE: James Jefferson, Maria Cameron

WHAKAPĀHA | Sean McKinley
APOLOGIES:

LEAVE OF ABSENCE: There were none.

1 NAU MAI | WELCOME

The Chair, Kelsey Lee, welcomed everyone to the meeting and opened with a karakia.

2 WHAKAPĀHA | APOLOGIES

APOLOGY

COMMITTEE RESOLUTION PCB2024/11

Moved: Cr Sophie Handford

Seconder: Mr Christian Judge

That the apology received from Sean McKinley be accepted.

CARRIED

**3 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE |
DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Kelsey Lee and Sorcha Ruth declared an interest in regards to the Housing Trust grant application under Item 8.1 Consideration of Funding Applications and Christian Judge noted he attends the meetings of the Housing Trust but is not a trustee.

4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME

Elyse Robêrt, from Paekākāriki Surf Lifeguards, gave an update on the Surf Club's new building project.

Tanya Lees, representing CALM (Calm Alarmist Law Madness), spoke to the Board and the community about CALM's concerns.

Mark Amery, Chair of Paekākāriki NZ, gave an update on the Paekākāriki NZ magazine and survey which are due to come out in June.

Tim Barlow, representing Ringa Toi Roopu, spoke about the Seawall Art Group which was set up by the previous Community Board with the plan to do some art work on the Paekākāriki seawall

PAEKĀKĀRIKI COMMUNITY BOARD MEETING MINUTES

30 APRIL 2024

rebuild. Mr Barlow wishes to reconvene the group to get some plans in place with the new engineers Becca.

Sam Buchanan, on behalf of the Paekākāriki Housing Trust, spoke in support of their funding application..

TABLED DOCUMENTS

The following documents were tabled.

Appendices

- 1 Tanya Lees - Letter on behalf of CALM
- 2 Mark Amery - Draft Magazine Front Page

The matter 'Transmission Gully Project/SH59 Extension and Stream Restoration Process' under **Item 10.1** Matters Under Action was moved from a later point in the agenda.

10 MATTERS UNDER ACTION

Darren Utting, Transmission Gully Project, updated the Board on the ongoing SH59 Extension roadworks and stream restoration projects in relation to matter 2 'Transmission Gully Project/SH59 Extension and Stream Restoration Process'

TABLED DOCUMENTS

The following documents were tabled.

Appendices

- 1 Update:Transmission Gully Project SH59 Extension & Stream Restoration Process 30 Apr24

Item - 7.1 'Review of the Freedom Camping Policy 2012' was moved from a later point in the agenda.

7 HE KŌRERO HOU | UPDATES

7.1 REVIEW OF THE FREEDOM CAMPING POLICY 2012

COMMITTEE RESOLUTION PCB2024/12
 Moved: Ms Kelsey Lee
 Seconder: Cr Sophie Handford
 That the Paekākāriki Community Board note that the Freedom Camping Policy 2012 is being reviewed in 2024.
CARRIED

Appendices

- 1 Update Freedom Camping Presentation April 2024

PAEKĀKĀRIKI COMMUNITY BOARD MEETING MINUTES

30 APRIL 2024

5 NGĀ TEPUTEIHANA | DEPUTATIONS

5.1 COASTAL ADVISORY PANEL

Coastal Advisory Panel (CAP) members Don Day, Kelvin Nixon and Martin Manning provided the Board with an update on the CAP’s work in relation to the Paekākāriki coastline. Panel members answered questions from members of the Board and the public.

TABLED DOCUMENTS

The following documents were tabled.	
Appendices	
1	Update from CAP April 2024
2	Handouts from CAP April 2024

6 NGĀ TAKE A NGĀ MEMA | MEMBERS’ BUSINESS

- (a) There were no requests for a Leave of Absence
- (b) There were no Matters of an Urgent Nature
- (c) Community Board Members’ Activities

The Chair, Kelsey Lee, noted that the Board has lodged their submission for the Long Term Plan with Council and plan to speak at the upcoming hearings that are taking place. The Chair thanked the Board for their work on the submission.

The Chair spoke about the Vision Kāpiti posters which will be displayed around the Paekākāriki village shortly and noted flyers will be delivered to residents.

Sorcha Ruth gave an update on the murals that are to go up around the Village and noted that communication with the artist is underway regarding draft options..

Christian Judge noted residents’ ongoing issues with receiving parking tickets for parking in the middle of Beach Road outside the shops and highlighted the need for more considered thought regarding the issue of traffic congestion in this area.

Cr Sophie Handford gave an update regarding Vision Paekākāriki which is now live on the Kāpiti Coast District Council website and invited all to attend a community workshop and open day at St Peters Hall on Wednesday 15 May at 7pm.

Cr Handford noted that the Budge House kaupapa is continuing with all parties involved and she will provide further updates as they become available.

Cr Handford referred to Christians’ comment on the traffic issues in Beach Road and added that the Board will organise an onsite meeting with Council’s Access and Transport team to see what can be done in that space.

Cr Handford advised she and Christian had a meeting with the new Chair of the Paekākāriki School Board of Trustees who are looking to make the pool more accessible to the community.

Cr Handford referred to discussions around a proposed cycle track along Transmission Gully and will provide a futher update when more information is available.

PAEKĀKĀRIKI COMMUNITY BOARD MEETING MINUTES

30 APRIL 2024

Item - 7.1 Review of the Freedom Camping Policy 2012 - was moved to another part of the minutes.

8 PŪRONGO | REPORTS

8.1 CONSIDERATION OF FUNDING APPLICATIONS

COMMITTEE RESOLUTION PCB2024/13

Moved: Ms Kelsey Lee
 Seconder: Mr Christian Judge

That the Paekākāriki Community Board:

- A. Approve a grant of \$1,100 to Helen Keivom on behalf of the Paekākāriki ANZAC Day Committee, to assist with the costs of the Paekākāriki ANZAC Day Service on Thursday 25 April 2024 at the Memorial Hall in Paekākāriki, and

CARRIED

The Board wishes to acknowledge Helen for all her work with the ANZAC Day Service.

COMMITTEE RESOLUTION PCB2024/14

Moved: Ms Sorcha Ruth
 Seconder: Mr Christian Judge

That the Paekākāriki Community Board approve a grant of \$250 to Gary Bloggs on behalf of The Combined Lions Clubs of Kapiti to assist with printing and advertising costs for Food Bank Collection by Lions.

CARRIED

COMMITTEE RESOLUTION PCB2024/15

Moved: Cr Sophie Handford
 Seconder: Mr Christian Judge

That the Paekākāriki Community Board approve a grant of \$500 to Sam Buchanan on behalf of the the Paekākāriki Housing Trust to run a fundraising event in the village in the second half of 2024.

CARRIED

Kelsey Lee and Sorcha Ruth did not participate in the debate for the Paekākāriki Housing Trust application and abstained from voting on the matter.

COMMITTEE RESOLUTION PCB2024/16

Moved: Mr Christian Judge
 Seconder: Ms Sorcha Ruth

That the Paekākāriki Community Board approve a grant of \$500 to Hamish Horsfall on behalf of the Paraparaumu Scout Group, for assistance with the purchase of new tents for the youth to be able to enjoy and explore the outdoors and stipulate their preference that the money be used to support youth from Paekākāriki.

PAEKĀKĀRIKI COMMUNITY BOARD MEETING MINUTES

30 APRIL 2024

CARRIED

9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

9.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION PCB2024/17

Moved: Mr Christian Judge
 Seconder: Ms Sorcha Ruth

That the minutes of the Paekākāriki Community Board meeting of 12 March 2024 be accepted as a true and correct record.

CARRIED

10 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION

Item - 10.1 Matters Under Action – ‘MUA 2 Transmission Gully Project/SH59 Extension and Stream Restoration Process’ was moved to an earlier point in the agenda.

Members discussed the remaining matters under action and provided updates where appropriate.

COMMITTEE RESOLUTION PCB2024/18

Moved: Ms Kelsey Lee
 Seconder: Mr Christian Judge

That the Paekākāriki Community Board meeting notes the matters under action

CARRIED

11 CLOSING KARAKIA

Cr Sophie Handford closed the meeting with karakia.

The Poari ā-Hapori o Paekākāriki | Paekākāriki Community Board meeting closed at 8.29pm

.....
HEAMANA | CHAIRPERSON

10 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION

10.1 MATTERS UNDER ACTION

Author: Maria Cameron, Advisor Democracy Services

Authoriser: James Jefferson, Group Manager Regulatory and Environment

MATTERS UNDER ACTION

Taunakitanga | Recommendations

That the Paekākāriki Community Board meeting notes the matters under action

NGĀ ĀPITIHINGA | ATTACHMENTS

1. PCB Matters Under Action June 2024 [↓](#)

11 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA