

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL
ŌTAKI COMMUNITY BOARD MEETING
HELD AT THE GERTRUDE ATMORE SUPPER ROOM, MEMORIAL HALL, MAIN STREET,
ŌTAKI
ON TUESDAY, 27 AUGUST 2024 AT 7:01PM**

PRESENT: Mr Cam Butler, Mr Simon Black, Mrs Jackie Elliott, Ms Christine Papps, Cr Shelly Warwick

IN ATTENDANCE: Ms Kris Pervan, Ms Anna Smith

WHAKAPĀHA | APOLOGIES: Nil

LEAVE OF ABSENCE: Nil

1 NAU MAI | WELCOME

The Chair, Mr Cam Butler, welcomed everyone to the meeting and opened the meeting with karakia.

2 WHAKAPĀHA | APOLOGIES

There were no apologies for this meeting.

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

There were no declarations of interest made in relation to items on the Agenda.

4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME

Lillian Bramley spoke to the board via phone in regard to the Ōtaki Sports Club application for funding and answered questions from members.

Michelle Deerheart spoke to the board via phone in regard to her application for funding and answered questions from members.

5 NGĀ TEPUTEIHANA | DEPUTATIONS

There were no deputations scheduled for this meeting.

Items 8.1 and 8.2 were moved forward in the meeting.

8.1 AMENDMENT TO STANDING ORDERS FOR MEETINGS OF THE ŌTAKI COMMUNITY BOARD

COMMITTEE RESOLUTION OCB2024/27

Moved: Mrs Jackie Elliott
 Secunder: Ms Christine Papps

A. That the Ōtaki Community Board approve the following amendments to Standing Orders (as

attached in Appendix 1):

- A.1 amend Standing Order 11.1 (Community Board Meetings) to reflect that a quorum is achieved with:
 - A.1.1 half of the members present (in person or via audio/audio visual link), where the number of members (including vacancies) is even; and
 - A.1.2 a majority of members present (in person or via audio/audiovisual link) where the number of members (including vacancies) is odd.
- A.2 amend Standing Order 13.8 (Member’s Status: Quorum) to reflect that members who attend meetings by electronic link will be counted as present for the purposes of a quorum.
- A.3 amend Standing Order 13.9 (Member’s Status: Voting) to reflect that quorum is achieved by members present both in person and via audio/audiovisual link.
- A.4 amend the Definitions section to define ‘present at the meeting to constitute quorum’ as the member is to be present in person or via audio/audiovisual link.

CARRIED

8.2 CONSIDERATION OF APPLICATIONS FOR FUNDING

COMMITTEE RESOLUTION OCB2024/28

Moved: Mr Cam Butler
 Seconder: Mrs Jackie Elliott

- A. That the Ōtaki Community Board approves a grant of \$750 to Michelle Deerheart to assist with the costs of buying wool for volunteer knitters to provide hand knitted singlets to whānau that come through antenatal education at Bumps to Babies.
- B. That the Ōtaki Community Board approves a grant of \$750 to Rāhui Rugby & Sports Club to assist with the costs of running the Rāhui Māreikura Girls Rugby programme and requests that attendees from the club attend the next meeting in person during public speaking time and present to the board regarding the application.
- C. That the Ōtaki Community Board approves a grant of \$750 to Ōtaki Sports Club to assist with the costs of purchasing tennis balls for junior interclub tennis matches programme and requests that attendees from the club attend the next meeting in person during public speaking time and present to the board regarding the application.
- D. That the Ōtaki Community Board approve the Ōtaki Foodbank’s use of the remaining \$160 from the grant made on 23 May 2024 for the purchase of a vacuum cleaner, for the provision of food.
- E. That the Ōtaki Community Board notes the accountability reports received as attachment 5-7.

.CARRIED

6 NGĀ TAKE A NGĀ MEMA | MEMBERS’ BUSINESS

- (a) No requests for leaves of absence were made during the meeting.
- (b) The Chair had not been advised of any matters of an urgent nature prior to the commencement of the meeting.
- (c) Community Board Members’ Activities

Board members discussed recent activities undertaken on behalf of the community, and highlights of of the last few months.

TABLED DOCUMENTS

The following documents were tabled.

Appendices

- 1 Activity Report - Cam Butler
- 2 Activity Report - Shelly Warwick
- 3 Activity Report - Simon Black

7 HE KŌRERO HOU | UPDATES

There were no updates scheduled for this meeting.

8 PŪRONGO | REPORTS

Item - 8.1 Amendment to Standing Orders for Meetings of the Ōtaki Community Board - was moved to another part of the minutes.

Item - 8.2 Consideration of Applications for Funding - was moved to another part of the minutes.

9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**9.1 CONFIRMATION OF MINUTES****COMMITTEE RESOLUTION OCB2024/29**

Moved: Mr Cam Butler
Secunder: Mr Simon Black

That the minutes of the Ōtaki Community Board meeting of 23 July 2024 be accepted as a true and correct record.

CARRIED

10 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION**10.1 MATTERS UNDER ACTION**

That the Ōtaki Community Board discussed the matters under action.

11 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA

The Chair, Mr Cam Butler, closed the meeting with karakia.

The Poari ā-Hapori o Ōtaki | Ōtaki Community Board meeting closed at 7.58pm.

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HEAMANA | CHAIRPERSON