



# **RĀRANGI TAKE AGENDA**

## **Poari ā-Hapori o Paraparaumu | Paraparaumu Community Board Meeting**

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

**Te Rā | Date: Tuesday, 30 July 2024**

**Te Wā | Time: 6.30pm**

**Te Wāhi | Location: Council Chamber  
Ground Floor, 175 Rimu Road  
Paraparaumu**

**Mark de Haast  
Group Manager Corporate Services**

**Kāpiti Coast District Council**

**Notice is hereby given that a meeting of the Poari ā-Hapori o Paraparaumu | Paraparaumu Community Board will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Tuesday 30 July 2024, 6.30pm.**

**Poari ā-Hapori o Paraparaumu | Paraparaumu Community Board Members**

|                   |        |
|-------------------|--------|
| Mr Glen Olsen     | Chair  |
| Mr Guy Burns      | Deputy |
| Mr Bernie Randall | Member |
| Mr Karl Webber    | Member |
| Cr Glen Cooper    | Member |
| Cr Kathy Spiers   | Member |

## Te Raupapa Take | Order Of Business

|      |  |    |
|------|--|----|
| 1    | Nau mai   Welcome .....  | 5  |
| 2    | Whakapāha   Apologies.....   | 5  |
| 3    | Te Tauākī o Te Whaitake ki ngā Mea o te Rārangi Take   Declarations of Interest<br>Relating to Items on the Agenda ..... | 5  |
| 4    | He Wā Kōrero ki te Marea   Public Speaking Time .....  | 5  |
| 5    | Ngā Teputeihana   Deputations.....   | 5  |
|      | Nil  |    |
| 6    | Ngā Take a ngā Mema   Members' Business .....  | 5  |
| 7    | He Kōrero Hou   Updates.....   | 5  |
|      | Nil  |    |
| 8    | Pūrongo   Reports.....   | 6  |
| 8.1  | Considerations of Applications for Funding .....   | 6  |
| 9    | Te Whakaū i ngā Āmiki   Confirmation of Minutes .....  | 14 |
| 9.1  | Confirmation of Minutes .....  | 14 |
| 10   | Ngā Take e Mahia ana   Matters Under Action .....  | 20 |
| 10.1 | Matters Under Action.....  | 20 |
| 11   | Karakia Whakamutunga   Closing Karakia.....  | 23 |



**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 CONSIDERATIONS OF APPLICATIONS FOR FUNDING

Kaituhi | Author: **Evan Dubisky, Advisor Governance**

Kaiwhakamana | Authoriser: **Mark de Haast, Group Manager Corporate Services**

#### TE PŪTAKE | PURPOSE

- 1 For the Paraparaumu Community Board to consider applications to the Discretionary Fund and to note Accountability Reports of previous funding recipients.

#### HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 Not required for this report.

#### TE TUKU HAE PAPA | DELEGATION

- 3 The Paraparaumu Community Board has delegated authority under section D of the 2022-2025 Governance Structure to consider and approve grant funding applications. The section states that the community board has the delegation to:

*Approve criteria for, and disbursement of, community-based grant funds as approved through the Long-Term Plan or Annual Plan.*

#### TAUNAKITANGA | RECOMMENDATIONS

- A. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Nourish Trust to provide hampers of food at Christmas.
- B. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Kapiti Running and Tri Club Inc to assist with financial costs of running events.
- C. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Loss and Grief Centre Kapiti to assist with costs for running a Bereaved by Suicide Support Group for the wider Kapiti community.
- D. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Kapiti Crop Swap to assist with their rent costs and to print new brochures to reach members of the community.
- E. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Presbyterian Support Central to purchase a TV for elderly local residents who attend Enliven's not-for-profit aged-care day programme.
- F. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Home4All to assist with the purchase of a duo-bike to enable them to cycle with three visitors instead of one.
- G. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Kapiti Latin Communities to assist with the costs of bussing out-of-towners to The Cultural Diversity Festival on 10 August 2024.
- H. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Everyday Networks-Kapiti Kiwis to assist with the costs of organising a wellbeing trip for their group of 9 intellectually disabled participants.

- I. That the Paraparaumu Community Board approves a Discretionary grant of \$\_\_\_\_\_ to Melectra Management Ltd to assist with the costs of running a travel sketching workshop in November 2024.

## TŪĀPAPA | BACKGROUND

- 4 This is the first Paraparaumu Community Board meeting of the 2024/2025 financial year.
- 5 To allocate Discretionary Grants, the Board should duly consider the established criteria, attached as Appendix 1 to this report.
- 6 Once funding has been approved and allocated to applicants, accountability reports will be required two months after the event or activity for which the grant was awarded takes place.

## HE KŌRERORERO | DISCUSSION

- 7 The following applications for funding have been received and are attached as Appendix 2 (under separate cover) to this report and summarised below.
- 8 Nourish Trust  
Gabrielle Ralph, on behalf of Nourish Trust, has applied for a grant of \$750 to provide food hampers to provide to families during Christmas.
- 9 Kapiti Running and Tri Club Inc  
Mike Heron, on behalf of Kapiti Running and Tri Club Inc, has applied for a grant of \$500 to assist with financial costs of running events.
- 10 Loss and Grief Centre Kapiti  
Letitia Geldenhuys, on behalf of Loss and Grief Centre Kapiti, has applied for a grant of \$750 to assist with costs for running a Bereaved by Suicide Support Group for the wider Kapiti community.
- 11 Kapiti Crop Swap  
Jessica Keltie, on behalf of Kapiti Crop Swap, has applied for a grant of \$550 to assist with their rent costs and to print new brochures to reach members of the community.
- 12 Presbyterian Support Central  
Becky Williams, on behalf of Presbyterian Support Central, has applied for a grant of \$750 to purchase a TV for elderly local residents who attend Enliven's not for profit aged-care day programme.
- 13 Home4All  
Marian Weststrate, on behalf of Home4All, has applied for a grant of \$7,500 to assist with the purchase of a duo-bike to enable them to cycle with three visitors instead of one.
- 14 Kapiti Latin Communities  
Fernando Figueroa Pereira, on behalf of Kapiti Latin Communities, has applied for a grant of \$750 to assist with the costs of bussing out-of-towners to The Cultural Diversity Festival on 10 August 2024.
- 15 Everyday Networks-Kapiti Kiwis  
Brian Sullivan, on behalf of Everyday Networks-Kapiti Kiwis, has applied for a grant of \$750 to assist with the costs of organising a wellbeing trip for their group of 9 intellectually disabled participants.
- 16 Melectra Management Ltd.  
Michelle Scullion, on behalf of Melectra Management Ltd, has applied for a grant of \$750 to assist with the costs of running a travel sketching workshop in November 2024.
- 17 The discretionary grant applications under consideration in this report total \$13,050.

## He take | Issues

- 18 There are no issues to consider.

### Ngā kōwhiringa | Options

- 19 There are no options to consider for this report.

### Mana whenua

- 20 Mana Whenua have not been consulted as part of this report. The funding allocation is fully within the delegation of the Paraparaumu Community Board to consider.

### Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 21 There are no climate change and environment considerations within this report.

### Ahumoni me ngā rawa | Financial and resourcing

- 22 Budget allocations for the 2024/2025 financial year for the Paraparaumu Community Board Discretionary Grant are as follows:

| 2024/2025 budget allocation | Total allocated to date | Total unallocated to date |
|-----------------------------|-------------------------|---------------------------|
| \$32,167.00                 | \$0.00                  | \$32,167.00               |

- 23 For the previous 2023/24 financial year, Discretionary Grants approved by the Paraparaumu Community Board are attached as Appendix 3.
- 24 3 completed Accountability Reports for a Discretionary Grant approved by the Paraparaumu Community Board prior to 30 June 2024 are attached as Appendix 4 (under a separate cover).

### Tūraru ā-Ture me te Whakahaere | Legal and Organisational Risk

- 25 There are no legal or organisational risk considerations in this report.

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

- 26 Grants are allocated in accordance with the established criteria as per Appendix 1 to this report.

## TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

### Te mahere tūhono | Engagement planning

- 27 This matter has a low level of significance under Council's Significance and Engagement Policy and engagement is not conducted prior to decision making.

### Whakatairanga | Publicity

- 28 Board Members play an active role around the community in promoting the discretionary grants available. Details are also made available on Council's website.

## NGĀ ĀPITI HANGA | ATTACHMENTS

1. Discretionary Grant Criteria of Paraparaumu Community Board [↓](#)
2. Discretionary Grant Applications Received (under separate cover) [⇒](#)
3. List of Discretionary Grant Recipients for 2023/2024 Financial Year [↓](#)
4. Accountability Reports Received (under separate cover) [⇒](#)



## PARAPARAUMU COMMUNITY BOARD COMMUNITY GRANTS APPLICATION FORM

### Criteria for Community Grants

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

### Eligible Organisations/Individuals

1. The organisation/individual must undertake its activities in the Paraparaumu area. The Board may consider financial assistance for events occurring outside the Paraparaumu Community where it is shown the community will benefit.
2. Eligible organisations include those that provide cultural, sports, environmental or social services to the Paraparaumu 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 Paraparaumu Community. The Board may consider financial assistance for events occurring outside the Paraparaumu 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 Paraparaumu Community Board Community Grants Fund in the last twelve 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.

Updated January 2023

## PARAPARAUMU COMMUNITY BOARD COMMUNITY GRANTS APPLICATION FORM

### Maximum Grant

The maximum grant payable is **\$750**.

### Accountability

Applicants are required to provide written confirmation or a verbal report that the money was spent for the purpose granted within 2 months of completion of the activity. Individuals are required to outline the benefits gained for them 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.

The Paraparaumu Community Board requires all monies that are not used for the purpose applied for to 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. Failure to provide all of the required information will result in the application being returned to the applicant.
2. Applications must include a bank deposit slip.

***The above conditions and criteria do not preclude the Paraparaumu 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 Paraparaumu Community Board meeting date to meet the reporting deadline.

Meetings are held every six weeks.

## 2023/24 Financial Year Paraparaumu Community Board

| Date     | Recipient  | Amount            | Purpose of Grant  | Report Due                                  |
|----------|--|-------------------|---|---|
| 18/07/23 | Kāpiti Chorale   | \$183.80          | Assist with the cost of their 40 <sup>th</sup> anniversary concert to be held at Te Raukura ki Kāpiti on Saturday 12 August                             | Received October 2023                       |
| 18/07/23 | 1 <sup>st</sup> XI Boys Football Team, Paraparaumu College | \$500             | Assist with the team attending the winter Tournament in Auckland in August 2023.  | Received September 2023                     |
| 18/07/23 | Loss and Grief Centre                                      | \$500             | Assist with the set-up of a Bereaved by Suicide Support Group launching in August 2023  | Received October 2023                       |
| 18/07/23 | Paraparaumu College 1st XI Boys Hockey team                | \$500             | Wear matching with matching hoodies while they attend the Rankin Cup/India Shield competition held in Wellington between 28 August and 2 September 2023 | Received                                    |
| 18/07/23 | Paraparaumu College 1st XI Boys Hockey team                | -\$500            | Funds unused  | Funds returned                              |
| 18/07/23 | Nourish Trust  | \$500             | Assist their mission to support the community through giving out hampers of food at Christmas   | Received April 2024                         |
| 18/07/23 | Kāpiti Underwater Club                                     | \$600             | Assist with hosting the North Island Spearfishing Championships in Feb 2024   | May 2024 – followed up July 2024            |
| 18/07/23 | Paraparaumu Beach School                                   | \$500             | Assist with the girls' hockey team to the Zespri AIMS (Association of Intermediate Middle Schooling) Games in Tauranga in September 2023                | Received October 2023                       |
| 18/07/23 | Euan Mason   | \$600             | Assist with the cost of him representing Paraparaumu College at various upcoming cycling events   | Received December 2023                      |
| 18/07/23 | Loved4Life   | \$500             | Assist with the cost of providing volunteers with the materials for making quilts for new babies in the community                                       | Received October 2023                       |
| 18/07/23 | Kapiti Boxing Club   | \$600             | Assist with running an Amateur Boxing Tournament on the 19 <sup>th</sup> August 2023  | November 2023 - followed up Jan & July 2024 |
| 29/08/23 | Michelle Scullion  | \$750             | Assist with the cost of organising a travel sketching course at KEDA business hub on 25-26 November 2023  | Received January 2024                       |
| 29/08/23 | The Combined Lions Club of Kāpiti                          | \$250<br>-\$35.35 | Assist with the printing costs of flyers and advertising to promote Food Bank collection in November.<br>\$35.35 of unused funds were returned.         | Received December 2023                      |
| 24/10/23 | Kāpiti Health Advisory Group, Sandra Daly                  | \$750             | Assist with the printing costs of brochures and posters to provide information about accessing health services  | January 2024 - followed up Jan & July 2024  |
| 24/10/23 | Kāpiti Basketball Association                              | \$500             | Partially cover the costs of teams to attend the Basketball New Zealand AON Regional Tournament on October 4th to 7th 2023                              | Received November 2023                      |
| 24/10/23 | Widowed, Separated & Divorced Support Group                | \$750             | Assist with the costs associated with providing support group services to the Paraparaumu community, including a 10-week course                         | Received May 2024                           |

| Date     | Recipient                             | Amount   | Purpose of Grant   | Report Due                                   |
|----------|---------------------------------------|----------|--|--|
| 24/10/23 | Ashton & Kim Foote                    | \$500    | Assist with the costs associated with a school trip to Thailand which they have been fundraising for.  | Received April 2024                          |
| 05/12/23 | Naomi Allen-Boyd                      | \$650    | Assist with the costs associated with attending NZ Touch Rugby Nationals in Auckland   | April 2024 – followed up July 2024           |
| 07/12/23 | The Combined Lions Club of Kāpiti     | -\$35.35 | Refund of unused funds   | N/A  |
| 13/02/23 | Kapiti Cubers                         | \$560    | To cover venue hire until the end of the financial year 2025   | May 2024 – followed up July 2024             |
| 13/02/23 | Kapiti Senior Singers                 | \$750    | Assist with the costs of a pianist for rehearsals and concerts in order to achieve the required standard of performance for their choir  | Received July 2024                           |
| 13/02/23 | Paraparaumu College                   | \$750    | To assist with costs for a cultural festival three-hour mini night market, including advertising, hiring of staging and sound equipment, activity resources and performance costs    | Received May 2024                            |
| 26/03/24 | Horowhenua Coastal Football Club Inc. | \$750    | To assist with the purchase of equipment to deliver their football programmes.   | June 2024 – followed up July 2024            |
| 26/03/24 | Kāpiti Primary School                 | \$750    | To assist with paying the wages of mentors who deliver the Create and Relate programme to primary school students.   | June 2024 – followed up July 2024            |
| 07/05/24 | Brain Injury Association Wellington   | \$750    | To assist with the costs of running regular support groups in Paraparaumu  | August 2024                                  |
| 07/05/24 | Fletcher Martin                       | \$750    | To assist with the costs of representing Paraparaumu College at the London International Youth Science Forum (LIYSF) in 2024   | October 2024                                 |
| 07/05/24 | Coastguard Kapiti Coast               | \$1200   | To assist with the purchase of an Automated External Defibrillator outside Paraparaumu Boating Club  | Verbal accountability report on 18 June 2024 |
| 07/05/24 | The Combined Lions Club of Kapiti     | \$300    | To assist with the printing costs of flyers and advertising to promote Food Bank collection in November 2024   | January 2025                                 |
| 07/05/24 | Paraparaumu Scouts Group              | \$750    | To purchase replacement tents and cover some of the cost of their annual insurance   | August 2024                                  |
| 07/05/24 | Linda Wood                            | \$750    | To help cover the costs for her daughter travel to Christchurch in August 2024 to attend the Canterbury Champs gymnastics event  | October 2024                                 |
| 07/05/24 | Kapiti Archery Club                   | \$750    | To purchase amenities to enhance the infrastructure of the club and prioritize the well-being of those who partake in their archery activities                                       | August 2024                                  |
| 07/05/24 | Kapiti Art Studio                     | \$1000   | To help pay for flights, accommodation, and transportation costs for Rebecca Bond and artist Erena Wylie to attend the Webbs auction in Auckland where Erena's art is up for auction | September 2024                               |
| 07/05/24 | Kapiti Chess Club                     | \$517.50 | To pay for the venue hire for the 30th Kāpiti Rapid Chess Championship   | August 2024                                  |
| 18/06/24 | Digital Seniors                       | \$750    | To assist with expenses related to expanding their technology support for seniors to the Kapiti Coast  | September 2024                               |

| Date         | Recipient                  | Amount             | Purpose of Grant   | Report Due   |
|--------------|----------------------------|--------------------|--|--|
| 18/06/24     | Benefit Advocacy Kapiti    | \$750              | To assist with the costs of providing services to support beneficiaries' financial entitlements  | August 2024  |
| 18/06/24     | Waikanae CAMEO Society Inc | \$750              | To assist with financial needs including rent and electricity  | August 2024  |
| 18/06/24     | Feline Fix                 | \$750              | To assist with providing cat de-sexing services to financially restricted families and animal rescues  | August 2024  |
| 18/06/24     | Kapiti Senior Fitness      | \$750              | To support those who are struggling with the costs to attend fitness classes   | September 2024                                       |
| 18/06/24     | Natasha Goggin             | \$1000             | To help cover the travel costs to attend the U21 tenpin bowling team at the World Youth Tenpin Bowling Championships in South Korea and the Australian National Championships to be held in Queensland | October 2024   |
| 18/06/24     | Special Olympics Kapiti    | \$966.80           | To purchase equipment for footballers to support their training  | Verbal accountability report at 30 July 2024 meeting |
| 18/06/24     | Cancer Society of NZ       | \$750              | To help purchase stackable folding chairs and garden maintenance supplies for their community garden   | November 2024  |
| 18/06/24     | Ngahina Kindergarten       | \$750              | To help fund a 50th Year Celebration event   | November 2024  |
| 18/06/24     | Raumati Line Dancers       | \$500              | To help with hall hire to hold "Socials," which usually have around 70 dancers attending from various areas of New Zealand   | September 2024                                       |
| 18/06/24     | Paraparaumu Beach School   | \$750              | Towards the cost of accommodation in Tauranga for the girls' hockey team to participate in the Zespri AIMS Games in September 2024   | November 2024  |
| 18/06/24     | Kapiti Boating Club        | \$1415             | To assist with the costs of installing shelving in their kitchen to better meet the demands of both their 600+ members and community hires   | September 2024                                       |
| 18/06/24     | Caleb Pulepule             | \$200              | To cover a contribution he is responsible to provide to Wellington Hockey Association to be their traveling umpire at the U16 Representative Hockey Tournament from July 15-18 2024 in Hamilton        | October 2024   |
| 18/06/24     | Mulled Wine Concerts       | \$500              | To assist with costs associated with a concert on 23 June 2024, including hall hire and printing flyers  | September 2024                                       |
| 18/06/24     | Good Bitches Trust         | \$750              | To support their national fundraising kaupapa and signal to volunteers in this community that their contribution is seen and valued  | November 2024  |
| 18/06/24     | Volunteer Kapiti           | \$750              | To assist with outreach to volunteer involving organisations in Paraparaumu and the promotion of volunteering in Paraparaumu   | October 2024   |
| 18/06/24     | Kapiti US Marines Trust    | \$340.25           | To fund improvements with their signage including story telling at Camp Russel, near Whareroa Farm   | October 2024   |
| <b>Total</b> |                            | <b>\$31,348.00</b> |  |  |

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

**Author:** Evan Dubisky, Democracy Services Advisor

**Authoriser:** Mark de Haast, Group Manager Corporate Services

**TAUNAKITANGA | RECOMMENDATIONS**

That the minutes of the Paraparaumu Community Board meeting of 18 June 2024 be accepted as a true and correct record.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Unconfirmed Minutes of 18 June 2024 Paraparaumu Community Board Meeting [↗](#)

## PARAPARAUMU COMMUNITY BOARD MEETING MINUTES

18 JUNE 2024

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL  
PARAPARAUMU COMMUNITY BOARD MEETING  
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON TUESDAY, 18 JUNE 2024 AT 6.30PM**

**PRESENT:** Mr Glen Olsen, Mr Bernie Randall, Mr Karl Webber, Cr Kathy Spiers

**IN ATTENDANCE:** Cr Martin Halliday, Mr Mark de Haast, Mr Evan Dubisky

**WHAKAPĀHA |** Cr Glen Cooper  
**APOLOGIES:**

**LEAVE OF** Guy Burns  
**ABSENCE:**

**1 NAU MAI | WELCOME**

The Chair welcomed everyone to the meeting and Karl Webber performed an opening karakia.

**2 WHAKAPĀHA | APOLOGIES**

**APOLOGY**

**COMMITTEE RESOLUTION PARCB2024/18**

Moved: Mr Glen Olsen

Seconder: Mr Bernie Randall

That the apology received from Cr Cooper be accepted.

**CARRIED**

Guy Burns is on a leave of absence.

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

No declarations were raised at this meeting.

**4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME**

Mel Haarer of Digital Seniors spoke to their grant application and answered questions from community board members.

Chris Pyke and Vicky Low of Kapiti Senior Fitness spoke to their grant application and answered questions from community board members.

Trevor Hosking of Benefit Advocacy Kapiti spoke to their grant application and answered questions from community board members.

Trevor Hosking of Waikanae CAMEO spoke to their grant application and answered questions from community board members.

Rachael Martin and Christian Martin of Special Olympics Kapiti spoke to their grant application and answered questions from community board members.

Mary Gow of Mulled Wine Concerts spoke to their grant application and answered questions from community board members.

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## PARAPARAUMU COMMUNITY BOARD MEETING MINUTES

18 JUNE 2024

Therese O'Sullivan of Good Bitches Trust spoke to their grant application and answered questions from community board members.

Amy Helm of Volunteer Kapiti spoke to their grant application and answered questions from community board members.

Annette Buckley of Feline Fix spoke to their grant application and answered questions from community board members.

John Smith of Kāpiti Boating Club spoke to their grant application and answered questions from community board members.

Pete Woodward provided a verbal accountability report for the Coastguard Kapiti Coast grant which was approved on 7 May grant. He provided a photograph of the new AED unit which was recently installed with the help of the grant funding.

## TABLED DOCUMENTS

**Appendices**

- 1 Photograph of new AED

Dale Evans spoke to his concerns about disruptions to access Maclean Park because of ongoing construction as well as his concerns about parking ticketing from Council officers.

## TABLED DOCUMENTS

**Appendices**

- 2 Photographs from Dale Evans

**5 NGĀ TEPUTEIHANA | DEPUTATIONS**

There were no deputations at this meeting.

**6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS**

- (a) Leave of Absence

No leave of absence was requested at this meeting.

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

No Matters of an Urgent Nature were raised at this meeting.

- (c) Community Board Members' Activities

Glen Olsen raised that the Local Government New Zealand Community Board Conference is coming up in August 2024 in Wellington and surveyed community board members for interest. Karl Webber expressed interest in going to this conference. Glen Olsen shared his intention to go to it and advised that he will liaise with Guy Burns to determine if he would like to attend the conference.

**7 HE KŌRERO HOU | UPDATES**

No updates were provided at this meeting.



## PARAPARAUMU COMMUNITY BOARD MEETING MINUTES

18 JUNE 2024

**8 PŪRONGO | REPORTS****8.1 CONSIDERATIONS OF APPLICATIONS FOR FUNDING**

Glen Olsen introduced the report by summarising that there are 18 applications under consideration for total remaining 2023/2024 funding of \$12,422.05.

**COMMITTEE RESOLUTION PARCB2024/19**

Moved: Mr Bernie Randall

Seconder: Mr Karl Webber

That the Paraparaumu Community Board approves a Discretionary grant of \$750 to Digital Seniors to assist with expenses related to expanding their technology support for seniors to the Kapiti Coast.

That the Paraparaumu Community Board approves a Discretionary grant of \$750 to Benefit Advocacy Kapiti to assist with the costs of providing services to support beneficiaries' financial entitlements.

That the Paraparaumu Community Board approves a Discretionary grant of \$750 to Waikanae Cameo Society Inc to assist with financial needs including rent and electricity.

That the Paraparaumu Community Board approves a Discretionary grant of \$750 to Feline Fix to assist with providing cat de-sexing services to financially restricted families and animal rescues.

That the Paraparaumu Community Board approves a Discretionary grant of \$750 to Kapiti Senior Fitness to support those who are struggling with the costs to attend fitness classes.

**CARRIED**

**COMMITTEE RESOLUTION PARCB2024/20**

Moved: Mr Glen Olsen

Seconder: Mr Karl Webber

That the Paraparaumu Community Board declines to fund a Discretionary grant application from Kāpiti Waldorf Trust to fund a mural on the fence for their playgroup, and encourages them to apply for a grant from the Raumati Community Board.

**CARRIED**

**COMMITTEE RESOLUTION PARCB2024/21**

Moved: Mr Glen Olsen

Seconder: Cr Kathy Spiers

That the Paraparaumu Community Board approves a Discretionary grant of \$1000 to Natasha Goggin to help cover the travel costs to attend the U21 tenpin bowling team at the World Youth Tenpin Bowling Championships in South Korea and the Australian National Championships to be held in Queensland.

That the Paraparaumu Community Board approves a Discretionary grant of \$966.80 to Special Olympics Kapiti to purchase equipment for footballers to support their training.

That the Paraparaumu Community Board approves a Discretionary grant of \$750 to Cancer Society of New Zealand Wellington Division Inc to help purchase stackable folding chairs and garden maintenance supplies for their community garden.

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## PARAPARAUMU COMMUNITY BOARD MEETING MINUTES

18 JUNE 2024

That the Paraparaumu Community Board approves a Discretionary grant of \$750 to Ngahina Kindergarten to help fund a 50<sup>th</sup> Year Celebration event.

That the Paraparaumu Community Board approves a Discretionary grant of \$500 to Raumati Line Dancers to help with hall hire to hold "Socials," which usually have around 70 dancers attending from various areas of New Zealand.

That the Paraparaumu Community Board approves a Discretionary grant of \$750 to Paraparaumu Beach School towards the cost of accommodation in Tauranga for the girls' hockey team to participate in the Zespri AIMS Games in September 2024.

That the Paraparaumu Community Board approves a Discretionary grant of \$1415 to Kapiti Boating Club to assist with the costs of installing shelving in their kitchen to better meet the demands of both their 600+ members and community hires.

That the Paraparaumu Community Board approves a Discretionary grant of \$200 to Caleb Pulepule to cover a contribution he is responsible to provide to Wellington Hockey Association to be their traveling umpire at the U16 Representative Hockey Tournament from July 15-18 2024 in Hamilton.

That the Paraparaumu Community Board approves a Discretionary grant of \$500 to Mulled Wine Concerts to assist with costs associated with a concert on 23 June 2024, including hall hire and printing flyers.

That the Paraparaumu Community Board approves a Discretionary grant of \$750 to Good Bitches Trust to support their national fundraising kaupapa and signal to volunteers in this community that their contribution is seen and valued.

That the Paraparaumu Community Board approves a Discretionary grant of \$750 to Volunteer Kapiti to assist with outreach to volunteer involving organisations in Paraparaumu and the promotion of volunteering in Paraparaumu.

That the Paraparaumu Community Board approves a Discretionary grant of \$340.25 to Kapiti US Marines Trust to fund improvements with their signage including story telling at Camp Russel, near Whareroa Farm.

**CARRIED****9 TE WHAKAU I NGĀ ĀMIKI | CONFIRMATION OF MINUTES****9.1 CONFIRMATION OF MINUTES****COMMITTEE RESOLUTION PARCB2024/22**

Moved: Cr Kathy Spiers

Seconder: Mr Glen Olsen

That the minutes of the Paraparaumu Community Board meeting of 7 May 2024 be accepted as a true and correct record.

**CARRIED**

## PARAPARAUMU COMMUNITY BOARD MEETING MINUTES

18 JUNE 2024

**MOTION**

Kathy Spiers moved to follow up on public transport infrastructure concerns she has raised in past meetings under Matters Under Action.

**COMMITTEE RESOLUTION PARCB2024/23**

Moved: Cr Kathy Spiers

Seconder: Mr Bernie Randall

That the Paraparaumu Community Board writes to Greater Wellington Regional Council to:

- A. Determine how many bus stops there are between Ōtaki and Paekākāriki, inclusive, and how many of those have shelters, and;
- B. Request timelines and locations of new bus stops and shelters under consideration.

**CARRIED**

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

The Chair asked if there are any items to add to Matters Under Action and the community board members did not raise anything new. Cr Halliday discussed that he had a descendant of Te Newhanga Community Centre's namesake at a previous Social Sustainability Subcommittee meeting to discuss the site's future.

**11 CLOSING KARAKIA**

Karl Webber performed a karakia to close the meeting.

**The Poari ā-Hapori o Paraparaumu | Paraparaumu Community Board meeting closed at 8:08pm.**

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

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

**Author:** Evan Dubisky, Democracy Services Advisor

**Authoriser:** Mark de Haast, Group Manager Corporate Services

**MATTERS UNDER ACTION**

Attached as Appendix 1 are the updated matters under action for the Paraparaumu Community Board to review and note. The updated information is bolded.

**TAUNAKITANGA | RECOMMENDATIONS**

That the Paraparaumu Community Board note the attached matters under action

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Matters Under Action - July 2024 [↓](#)

## Paraparaumu Community Board – Matters Under Action Register (as at July 2024)

| Item  | Progress  |
|---|---|
| Town Centres Project/<br>Paraparaumu Transport Hub  | <b>Greater Wellington is progressing the construction of their second bus shelter They are now indicating late August as their expected start date for the new bus interchange and have informed us work on the station building upgrade is expected to begin from July.</b>  |
| CCTV on Council's Parks and Open Spaces   | An analysis on Council's CCTV network is being looked into and a report will go to the Council in the new triennium and the Community Board will be updated after.  |
| The following items are part of the Council's forward work programme (for noting and appropriate updates)                                   |   |
| Te Newhanga Kapiti Community Centre   | <b>Council agreed to demolish the building and we are working through the procurement process to secure a contractor, with demolition programmed for September.</b>   |
| MacLean Park (skate park, amenity block, lights at the basketball court)  | <b>Construction is progressing to plan at the skatepark, with the first riding surface of the new bowl now poured. Over the last month, the team has been carrying out earthworks, installing electrical ducting, preparing structure footings and constructing retaining walls. The builder is due to finish the project at the end of January but they're doing their best to complete it sooner, weather permitting.</b><br><br><b>While the skatepark is being upgraded, we've built a timber 'mini-ramp' on the grass area near the basketball court end of the park. It's proving popular with users. The ramp can be relocated it to another park once the skatepark is completed.</b> |
| Road Safety Report for the area around Kena Kena School   | Road Safety Report regarding traffic volume and pedestrian crossings  |
| The items below for Board Members' follow up:   |   |
| Flytipping/illegal dumping on Maungakotukutuku Road   |   |
| Wharemauku Park/Central Park Development (including Whale song, Kaitawa Reserve Restoration Group and restoration of the Wharemauku Stream) |   |

|   |
|---|
| Ōtaihangā development – Chair is interested in the impact of this   |
| Establishing a new bridge across the stream at Maclean Park   |
| Establishing a cycle track in Otaraūa Park in partnership with local community  |
| Bus Shelters at Bus Stops on the Kapiti Coast - GWRC is working with the Community Board  |
| Bus Parking areas - GWRC/Council working together to conform to modern standards  |
| Paraparaumu Airport   |
| Disability Beach accessways   |
| Footpath (5 Donovan Road to car park exit outside Te Atiawa Park, Paraparaumu Beach)  |
| Equipment for older person's playground   |
| Kaitawa Road Safety Concerns 7/9/22 for Board Members' follow up:   |
| Conversation with trucking firms (logging) with regards to speed, road safety etc.<br><br><i>Alternate option for logging trucks to potentially use Waterfall Road rather than Ruapehu and other domestic streets (may have merit due to safety concerns and wear and tear on local roads).</i> |
| Information monitoring and reporting  |
| Potential fixed cameras   |
| Camera monitoring in Wellington – but first step data collection  |
| Street light clearance regarding visibility   |

**11      KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA**