



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: Tuesday, 29 April 2025

Te Wā | Time: 9.00am

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

**Hara Adams
Group Manager Iwi Partnerships**

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 Tuesday 29 April 2025, 9.00am.

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

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	5.1 Confirmation of Minutes	10
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- 1 **WHAKAPĀHA | APOLOGIES**
- 2 **HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME**
- 3 **HE KŌRERO HOU | UPDATES**

Nil

4 PŪRONGO | REPORTS

4.1 CONSIDERATION OF FUNDING APPLICATIONS

Kaituhi | Author: **Maria Cameron, Advisor Governance**

Kaiwhakamana | Authoriser: **Hara Adams, Group Manager Iwi Partnerships**

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 HAE PAPA | 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 \$____ to Jan Nisbet, on behalf of Whareroa Guardians Community Trust, to assist with the cost of bamboo canes for the annual planting programme.

TŪĀPAPA | BACKGROUND

- 4 The Campe Estate Trust has received one grant application (attached as Appendix 2):
 - 4.1 The application is from Jan Nisbet on behalf of Whareroa Guardians Community Trust for **\$500** to assist with the costs of bamboo canes for the annual planting programme.
- 5 The Paekākāriki Community Board believes that the application meets 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 such that, the Paekākāriki Community Board first considers the applications to ensure that they meet the agreed criteria and then makes its recommendation to the Campe Estate Committee.
- 7 The application must meet 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.

Mana whenua

- 10 There has been no engagement with mana whenua regarding this 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	
<i>Opening Balance as at 31 July 2024</i>	\$112,011.44
Less: Grants approved by the Committee	
Circle of Fifths Production of Shakespeare in the park	\$694.00
Nourish Trust, Christmas Hampers for Paekākāriki families.	\$500.00
James Kilbride - Eight Paekakariki Kāpiti College Students, Kapa Haka Trip to China	\$1,500.00
Plus: Interest to 31 March 2025	\$3,886.49
<i>Closing Balance as at 31 March 2025</i>	\$113,203.93

- 13 There have been two Accountability Reports received, and they are attached as appendices three and four of this report.

Ture me ngā Tūraru | Legal and risk

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

Ngā pānga ki ngā kaupapa here | Policy impact

- 15 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**

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

Whakatairanga | Publicity

- 17 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

- Campe Estate Grants Criteria [↓](#)
- Campe Estate Grant Application - Whareroa Guardians Community Trust - Public Excluded (under separate cover)

3. Campe Estate Grant Accountability Report - Nourish Trust Hampers - Public Excluded (under separate cover)
4. Campe Estate Grant Accountability Report - Circle of Fifths Production of 'A Mid Summers' Night Dream' in 2025 - Public Excluded (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: Maria Cameron, Advisor Governance

Authoriser: James Jefferson, Group Manager Regulatory and Environment

Taunakitanga | Recommendations

That the minutes of the Campe Estate Committee meeting of 13 August 2024 be accepted as a true and correct record.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Campe Estate Committee Minutes of 13 August 2024 [↓](#)

CAMPE ESTATE COMMITTEE MEETING MINUTES

13 AUGUST 2024

**MINUTES OF KĀPITI COAST DISTRICT COUNCIL
CAMPE ESTATE COMMITTEE MEETING
HELD AT THE MAYOR'S OFFICE, 175 RIMU ROAD, PARAPARAUMU
ON TUESDAY, 13 AUGUST 2024 AT 9.01AM**

PRESENT: Cr Sophie Handford, Mr Darren Edwards, Mayor Janet Holborow

IN ATTENDANCE: Ms Maria Cameron

APOLOGIES: None

**LEAVE OF
ABSENCE:** None

1 APOLOGIES

THERE WERE NO APOLOGIES.

2 PUBLIC SPEAKING TIME

There were no members of the public present who wished to speak.

3 HE KŌRERO HOU | UPDATES

No updates were scheduled for this meeting.

4 PŪRONGO | REPORTS

4.1 CONSIDERATION OF FUNDING APPLICATIONS

COMMITTEE RESOLUTION CES2024/3

Moved: Cr Sophie Handford

Seconder: Mr Darren Edwards

- A. That the Campe Estate trustees approve a grant of \$500.00 to Gabrielle Ralph, on behalf of Nourish Trust, to assist with the cost of providing eight Christmas Hampers for Paekākāriki families.
- B. That the Campe Estate trustees approve a grant of \$1,500.00 to James Kilbride, on behalf of eight Paekakariki Kāpiti College Students, to assist with the costs of going on a Kapa Haka Trip to China on a cultural exchange.
- C. That the Campe Estate trustees decline a grant of \$500.00 to Elena Keall-Neches to assist with the cost of attending the World Champs Sailing Regatta in Italy.

CARRIED

COMMITTEE RESOLUTION CES2024/4

Moved: Cr Sophie Handford

Seconder: Mr Darren Edwards

CAMPE ESTATE COMMITTEE MEETING MINUTES

13 AUGUST 2024

- D. That the Campe Estate trustees approve a grant of \$694.00 to Shona Jaunas, on behalf of Circle of Fifths Production, to assist with the costs of 'A Mid Summers' Night Dream' in 2025.

CARRIED

Mayor Janet Holborow declared an interest in the Circle of Fifths application and did not participate in the vote on this item.

5 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**5.1 CONFIRMATION OF MINUTES****COMMITTEE RESOLUTION CES2024/5**

Moved: Mayor Janet Holborow

Seconder: Cr Sophie Handford

That the minutes of the Campe Estate Committee meeting of 29 February 2024 be accepted as a true and correct record.

CARRIED

The Te Komiti mō te Waihotanga Iho a Campe | Campe Estate Committee meeting closed at 9.16am

.....
HEAMANA | CHAIRPERSON

6 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA