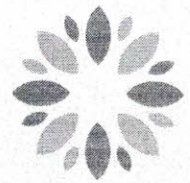


# MINUTES



**GREYTOWN  
TRUST LANDS**  
Growing the Community since 1871

**SUBJECT** Trustee Board Meeting  
**VENUE** Trust's Boardroom, 124 Main Street, Greytown  
**DATE** Tuesday 19<sup>th</sup> December 2017  
**TIME** 4pm

**PRESENT:** Mr S Kempton (Chairman), Mr W Regnault (Deputy Chairman), Mr M Gray, Mr D Montgomerie, Mr D Wilson, Mr K Murphy (General Manager) and Mrs H Perry

**APOLOGIES:** Mrs C Rossiter-Stead

**GUESTS:** Lawrence Cheetham, Property Brokers (left meeting at 4.23pm)

Meeting opened at 4pm by Mr S Kempton, Chairman.

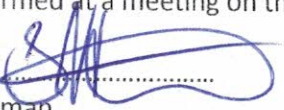
1.	Apologies:	Action:
1.1	Apologies for absence from Mrs C Rossiter-Stead and lateness from Mr M Gray (arrived at 4.11pm).	
1.2	Conflicts of interest declared by Mr M Gray for item 3.1.2.	
	Public Excluded Session (4.06pm) <b>Resolution:</b> "The Board agrees to move into public excluded session to discuss agenda item 4. on the grounds set out in the agenda paper." Moved Mr S Kempton / Seconded Mr D Montgomerie <span style="float: right;"><u>Carried unanimously</u></span>	
1.3	<b>Deputations:</b> Mr Lawrence Cheetham (PE)	
4.	<b>Property (PE):</b>	
4.1	Public Excluded	
	Into public session (5.29pm) <b>Resolution:</b> "The Board agrees to move out of public excluded session back into open session." Moved Mr M Gray / Seconded Mr D Montgomerie <span style="float: right;"><u>Carried unanimously</u></span>	
1.4	Standing Orders – none	
2.	<b>Confirm Minutes:</b>	
2.1	<b>Resolution:</b> "The public and public excluded minutes of the Board meeting of 16 <sup>th</sup> November 2017 are taken as read and confirmed to be a true and correct record." Moved Mr M Gray / Seconded Mr S Kempton <span style="float: right;"><u>Carried unanimously</u></span>	
2.2	General Manager reported back on action items.	
3.	<b>Grants:</b>	
3.1	<b>Resolution:</b> "The Board approves payment of the following community grants: (a) Friends of Cobblestones \$300: (b) Disaster preparedness volunteer community group (payable to Red Cross) \$765. Trustees recommended they continue seeking support from other funders and submit another application in January for balance required." Moved Mr D Wilson / Seconded Mr D Montgomerie <span style="float: right;"><u>Carried unanimously</u></span>	
3.2	<b>Education Funding policy for March 2018 round</b> <b>Resolution:</b> "The Board approves the following policy re. future education funding to individuals:	

	<p>a) Greytown residency requirement to be met at time of each application (residency requirement re. Government fees-free policy not to be applied).</p> <p>b) Grant will not be paid to year 1 students benefitting from the Government's fees-free policy.</p> <p>c) Maximum grant (equivalent to 3 years study) will be payable to each eligible individual irrespective of total elapsed period of study and for any qualifying courses (if more than one applied for).</p> <p>d) All eligible applicants will receive the same annual grant, up to the maximum, irrespective of course attendance hours.</p> <p>e) Trustees will rule each year on acceptability of personal benefit and community payback explanations.</p> <p>f) Payback should have occurred prior to year 3 application.</p> <p>g) Unsatisfactory explanations will result in grant applicants being given feedback on how to potentially improve their application. "</p> <p>Moved Mr D Wilson / Seconded Mr S Kempton <span style="float: right;"><u>Carried unanimously</u></span></p>	
5.	<b>Correspondence requiring review and/or response:</b>	
5.1	None	
64.	<b>Documents for Approval under Trust Seal:</b>	
6.1	<p><b>Resolution:</b> "The Board approves the attaching of the Trust's seal to the lease (as amended) with Ewen Thompson for Lot 21, Arbor Place land subject to the amendments outlined in PE resolution and the agreement to lease 64A Main Street with Eastern Realty Ltd t/a Bayleys."</p> <p>Moved Mr S Kempton / Seconded Mr W Regnault <span style="float: right;"><u>Carried unanimously</u></span></p>	
7.	<b>Financial, Performance and Risk:</b>	
7.1	<b>Financial</b>	
7.1.1	<p><b>Resolution:</b> "The year to date spotlight financial report submitted by Rightway is received."</p> <p>Moved Mr S Kempton / Seconded Mr D Wilson <span style="float: right;"><u>Carried unanimously</u></span></p>	
7.1.2	<p><b>Resolution:</b> "The schedule of proposed payments for the month of December is approved for authorisation, having been reviewed by the Chairman and found acceptable."</p> <p><b>Note:</b> Copy of Payment Schedules attached to signed off minutes on file.</p> <p>Moved Mr W Regnault / Seconded Mr D Montgomerie <span style="float: right;"><u>Carried unanimously</u></span></p>	
7.2	<b>Operating Performance</b>	
7.2.1	<p><b>Management report for November</b></p> <p><b>Resolution:</b> "The Board receives the performance monitoring report."</p> <p>Moved Mr D Wilson / Seconded Mr M Gray <span style="float: right;"><u>Carried unanimously</u></span></p>	
7.3	<b>Audit and Risk</b>	
7.3.1	Nothing to report	
8.	<b>General Business:</b>	
8.1	<p><b>Resolution:</b> "The Board receives the verbal report of the Deputy Chairman on the draft 2018 work programme."</p> <p>Moved Mr S Kempton / Seconded D Montgomerie <span style="float: right;"><u>Carried unanimously</u></span></p>	
9.	<b>Next Meetings:</b>	
9.1	<p><b>Resolution:</b> "The Board confirms the next meeting will be:</p> <p>a. The ordinary meeting of the Board in the Boardroom at 5.30pm, Thursday 25<sup>th</sup> January 2018."</p> <p>Moved Mr D Montgomerie / Seconded Mr M Gray <span style="float: right;"><u>Carried unanimously</u></span></p>	

Meeting closed at 6.24pm.

The minutes were taken as a true and correct record of proceedings.

Confirmed at a meeting on the 25 of January 2018

  
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Chairman