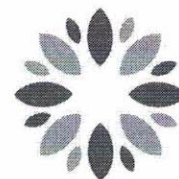


MINUTES

SUBJECT Trustee Board Meeting
VENUE Trust's Boardroom, 124 Main Street, Greytown
DATE Thursday 18th April 2019
TIME 5.30pm



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

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

APOLOGIES: Mrs C Rossiter-Stead, Mr D Wilson

Meeting opened at 5.35pm by Mr S Kempton, Chairman.

| 1. | Conduct of Business: | Action: |
|-----|---|---------|
| 1.1 | Apologies for absence from Mrs C Rossiter-Stead and Mr D Wilson. | |
| 1.2 | Conflict of interest declared – none | |
| 2. | Confirm Minutes | |
| 2.1 | Resolution: <i>"The public and public excluded minutes of the Board meeting of 21 March 2019 are taken as read and confirmed to be a true and correct record."</i> Moved Mr S Kempton / Seconded Mr M Gray <u>Carried unanimously</u> | |
| 2.2 | General Manager reported back on action items and work programme progress. | |
| 3. | Grants: | |
| 3.1 | Education (community) grant funding query – Community Driver Mentor Programme Resolution: <i>"The Board receives the information supplied by the Community Driver Mentor Programme regarding the support it provides to Kuranui College and agrees to award a grant of \$2,000 to Kuranui College from the Community Education allocation."</i> Moved Mr M Gray / Seconded Mr W Regnault <u>Carried unanimously</u> | |
| 3.2 | Community Grant Funding 2019/20 Resolution: <i>"The Board agrees the 2019/20 community grant bulk funding allocation will be awarded in two tranches of \$12,500 in September 2019 and March 2020, with no allowance made for the award of grants in the months between."</i> Moved Mr D Montgomerie / Seconded Mr W Regnault <u>Carried unanimously</u> | |
| 3.3 | Apprenticeship Scheme Resolution: <i>"In light of William Ireland's change of residence from Greytown to Carterton the Board agrees the annual funding allocated to Pete's Joinery to cover employer costs associated with his apprenticeship will continue for the next two years at which time it would have been terminated anyway."</i> Moved Mr S Kempton / Seconded Mr M Gray <u>Carried unanimously</u> | |
| 5. | Correspondence | |
| 5.1 | Resolution: <i>"The Board receives the information supplied by the Greytown Sports & Leisure Society seeking a change to its constitution and gives its approval to the proposed amendment."</i> Moved Mr S Kempton / Seconded Mr W Regnault <u>Carried unanimously</u> | |
| 5.2 | Resolution: <i>"The Board receives the letter from DB Knight expressing concern over proposed change to the funding received by Cobblestones Museum Trust."</i> Moved Mr W Regnault / Seconded Mr M Gray <u>Carried unanimously</u> | |
| 6. | Documents for Approval under Trust Seal: | |

| | | |
|-------|---|--|
| 6.1 | None | |
| 7. | Financial, Performance and Risk: | |
| 7.1 | Financial | |
| 7.1.1 | Resolution: <i>"The Board receives the year to date spotlight financial report submitted by Rightway."</i> Moved Mr S Kempton / Seconded W Regnault <u>Carried unanimously</u> | |
| 7.1.2 | Resolution: <i>"The schedule of payments made and to be made by 18th April (20 April being a Saturday) having been reviewed, found acceptable and authorised by the Chairman is approved."</i> Note: Copy of Payment Schedules attached to signed off minutes on file. Moved Mr D Montgomerie / Seconded Mr M Gray <u>Carried unanimously</u> | |
| 7.2 | Operating Performance | |
| 7.2.1 | Management report for March Resolution: <i>"The March operating performance monitoring report is received."</i> Moved Mr W Regnault / Seconded Mr S Kempton <u>Carried unanimously</u> | |
| 7.3 | Audit and Risk | |
| 7.3.1 | Resolution: <i>"The health and safety update report by the General Manager is received."</i> Moved Mr S Kempton / Seconded Mr D Montgomerie <u>Carried unanimously</u> | |
| 7.3.2 | Resolution: <i>"The audit update report submitted by the General Manager is received."</i> Moved Mr D Montgomerie / Seconded Mr M Gray <u>Carried unanimously</u> | |
| 9. | Next Meetings: | |
| 9.1 | Resolution: <i>"It is confirmed next meetings are:</i> <ul style="list-style-type: none"> <i>• A health & safety workshop for Trustees to be held in the Boardroom at 4.00pm on Thursday 16 May 2019.</i> <i>• An ordinary Board meeting to be held in the Boardroom at 5.30pm on Thursday 16 May 2019.</i> Moved Mr D Montgomerie / Seconded Mr W Regnault <u>Carried unanimously</u> | |
| | Public Excluded (PE) Session 6.33pm Resolution: <i>"The Board agrees to move into public excluded session to consider items 4.1, 4.2, 7.1.3, 8.1 and 8.2."</i> Moved Mr M Gray / Seconded Mr S Kempton <u>Carried unanimously</u> | |
| 4. | Property | |
| 4.1 | <u>Tenancy management & maintenance update - PUBLIC EXCLUDED</u> <i>This item will be taken in public excluded session on the grounds under Paragraph 7.2 (a), (b)(ii), f(i), (h) and (i) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable:</i> <ul style="list-style-type: none"> <i>• Protects the privacy of natural persons, including that of deceased natural persons;</i> <i>• Enables the Trust to carry on, without prejudice or disadvantage, commercial activities; and</i> <i>• Enables the Trust to carry on, without prejudice or disadvantage, commercial negotiations.</i> | |
| 4.2 | <u>Sales, acquisitions & new developments update - PUBLIC EXCLUDED</u> <i>This item will be taken in public excluded session on the grounds under Paragraph 7.2 (b)(ii), (h) and (i) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable:</i> <ul style="list-style-type: none"> <i>• Protects information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or is the subject of the information;</i> <i>• Enables the Trust to carry on, without prejudice or disadvantage, commercial activities; and</i> <i>• Enables the Trust to carry on, without prejudice or disadvantage, commercial negotiations.</i> | |

| | | |
|-------|---|--|
| 7. | Financial, Performance and Risk: | |
| 7.1.3 | Property revaluation & market rent valuation summaries as at 31 March 2019 – PUBLIC EXCLUDED <i>This item will be taken in public excluded session on the grounds under Paragraph 7.2 (h) and (i) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable:</i> <ul style="list-style-type: none"> • Enables the Trust to carry on, without prejudice or disadvantage, commercial activities; and • Enables the Trust to carry on, without prejudice or disadvantage, commercial negotiations. | |
| 8. | General Business: | |
| 8.1 | Discussion of 16 April Special General Meeting verbal feedback – PUBLIC EXCLUDED <i>This item will be taken in public excluded session on the grounds under Paragraph 7.2 f(i), of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable:</i> <ul style="list-style-type: none"> • Maintains the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of the Trust in the course of their duty. | |
| 8.2 | Discussion of draft Community gymnasium feasibility study – PUBLIC EXCLUDED <i>This item will be taken in public excluded session on the grounds under Paragraph 7.2 f(i), of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable:</i> <ul style="list-style-type: none"> • Maintains the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of the Trust in the course of their duty. | |
| 8.3 | Discussion on Trust submission on SWDC draft annual plan | |
| | Into public session (9.34pm) | |
| | Resolution: "The Board agrees to move back into public session to close the meeting." Moved Mr S Kempton / Seconded Mr D Montgomerie <div style="text-align: right;"><u>Carried unanimously</u></div> | |

Meeting closed at 9.34pm.

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

Confirmed at a meeting on the 16 of MAY, 2019


Chairman