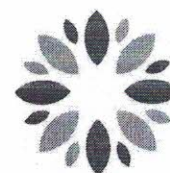


MINUTES

SUBJECT Trustee Board Meeting
VENUE Osborne Group Boardroom, 78 Main Street, Greytown
DATE Thursday 18th July 2019
TIME 6.00pm



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

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

Meeting opened at 6.02pm by Mr S Kempton, Chairman.

1.	Conduct of Business:
1.1	Apologies – nil
1.2	Conflict of interest declared – Mr W Regnault for 8.1, 3.1; Mrs C Rossiter-Stead for 3.1. Conflict of interest declared by Mr W Regnault, Mrs C Rossiter-stead, Mr D Wilson, Mr S Kempton for item 5.2 in regards to any discussion that might be held on this matter.
2.	Confirm Minutes
2.1	Resolution: <i>"The public and public excluded minutes of the Board meeting of 20 June 2019 are taken as read and confirmed to be a true and correct record."</i> Moved Mr M Gray / Seconded Mr W Regnault <u>Carried unanimously</u>
2.2	Resolution: <i>"The Board receives the action point and work programme updates."</i> Moved Mr S Kempton / Seconded Mr D Montgomerie <u>Carried unanimously</u>
3.	Grants:
3.1	Resolution: <i>"The Board receives the 2018 accountability report submitted by YETE and agrees to the release by the General Manager of the 2019/20 allocation of \$5,000 on receipt of an application from YETE setting out the proposed use of the funding, subject to:</i> <ul style="list-style-type: none"> <i>• Production of a similar accountability report by March 2020</i> <i>• No commitment being given as to funding beyond April 2020."</i> Moved Mr S Kempton / Seconded Mr M Gray <u>Carried unanimously</u> Mr W Regnault and Mrs C Rossiter-Stead abstained from voting due to conflict
5.	Correspondence
5.1	Resolution: <i>"The Board receives the invitation to the AGM of the Carter Society Inc and Mr S Kempton and Mr W Regnault will try and attend."</i> Moved Mr S Kempton / Seconded Mr W Regnault <u>Carried unanimously</u>
5.2	Resolution: <i>"The Board receives SWDC's response to the Trust's submission on the Annual Plan."</i> Moved Mr D Montgomerie / Seconded Mr S Kempton <u>Carried unanimously</u>
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 W Regnault / Seconded Mrs C Rossiter-Stead <u>Carried unanimously</u>
7.1.2	Resolution: <i>"The schedule of payments made for the month of July 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 S Kempton / Seconded Mr D Montgomerie <u>Carried unanimously</u>
7.2	Operating Performance
7.2.1	Management report for June Resolution: <i>"The June operating performance monitoring report is received."</i> Moved Mr D Montgomerie / Seconded Mr S Kempton <u>Carried unanimously</u>

7.3	Audit and Risk
7.3.1	Resolution: "The health and safety update report by the General Manager is received." Moved Mr W Regnault / Seconded Mr D Wilson <u>Carried unanimously</u>
7.3.2	Resolution: "The audit update report submitted by the General Manager is received." Moved Mr M Gray / Seconded Mr S Kempton <u>Carried unanimously</u>
9.	Next Meetings:
9.1	Resolution: "It is confirmed the next meetings will be: <ul style="list-style-type: none"> The Annual General Meeting of the Trust in the WBS Room, Greytown Library at 7.00pm on Wednesday 24 July 2019. An Audit & Risk Committee meeting to be held in the Boardroom, 124 Main Street at 5.00pm on Thursday 15 August 2019 An ordinary Board meeting to be held in the Boardroom at 5.30pm on Thursday 15 August 2019." Moved Mr S Kempton / Seconded Mr M Gray <u>Carried unanimously</u>
	Public Excluded (PE) Session 7.08pm Resolution: "The Board agrees to move into public excluded session to consider items 4.1, 4.2, 6.1, 6.2, 8.1, 8.2, and 8.3." Moved Mr D Montgomerie / Seconded Mr D Wilson <u>Carried unanimously</u>
4.	Property
4.1	Tenancy management & maintenance update - PUBLIC EXCLUDED This item will be taken in public excluded session on the grounds under Paragraph 7.2 (a), (h) and (i) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable: <ul style="list-style-type: none"> Protects the privacy of natural persons, including that of deceased natural persons; 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.
4.2	Sales, acquisitions & new developments update - PUBLIC EXCLUDED 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: <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.
6.	Documents for Approval under Trust Seal:
6.1	Deed fixing rent on review – 14 Arbor Place, Greytown - PUBLIC EXCLUDED This item will be taken in public excluded session on the grounds under Paragraph 7.2 (h) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable: <ul style="list-style-type: none"> Enables the Trust to carry on, without prejudice or disadvantage, commercial activities.
6.2	Deed of Renewal of Lease – Right of Way, 68 Niven Street, Napier - PUBLIC EXCLUDED This item will be taken in public excluded session on the grounds under Paragraph 7.2 (h) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable: <ul style="list-style-type: none"> Enables the Trust to carry on, without prejudice or disadvantage, commercial activities.
8.	General Business:
8.1	Arbor House Caveat - PUBLIC EXCLUDED This item will be taken in public excluded session on the grounds under Paragraph 7.2 (b)(ii), (f)(i) and (h) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable: <ul style="list-style-type: none"> Protects information where making the information available would be likely unreasonably to prejudice the commercial position of the person(s) who supplied or is the subject of the information; 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; Enables the Trust to carry on, without prejudice or disadvantage, commercial activities.
8.2	Property Strategy discussion - PUBLIC EXCLUDED This item will be taken in public excluded session on the grounds under Paragraph 7.2 (f)(i) and (h) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable: <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; Enables the Trust to carry on, without prejudice or disadvantage, commercial activities.
8.3	Standing Orders – Conflicts of interest amendment discussion - PUBLIC EXCLUDED 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: <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.

Into public session (10pm)

Resolution: "The Board agrees to move back into public session to close the meeting."

Moved Mr S Kempton / Seconded Mr W Regnault

Carried unanimously

Meeting closed at 10pm.

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

Confirmed at a meeting on the15.....of.....August.....2019

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Chairman

(Deputy)