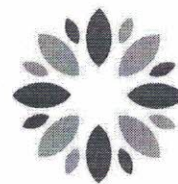


MINUTES

SUBJECT Trustee Board Meeting
VENUE Trust Boardroom, 124 Main Street, Greytown
DATE Thursday 19th March 2020
TIME 5.30pm



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

PRESENT: Mr S Kempton (Chair), Mr W Regnault (Deputy Chairman), Mr D Wilson, Mr M Bell, Mr P Holden, Mrs C Rossiter-Stead, Mr K Murphy (General Manager), and Mrs H Perry (Administration)

Meeting opened at 5.35pm by Mr S Kempton, in the Chair.

1.	Conduct of Business:															
1.1	Apologies for lateness – none															
1.2	Conflict of interest declared – Mr S Kempton for agenda item 3.3 Community grant application from Parkinsons NZ Charitable Trust, Mrs C Rossiter-Stead for agenda item 3.1 Education individual (Tertiary) grant application from Anna Rossiter-Stead.															
2.	Confirm Minutes															
2.1	Resolution: <i>“The public and public excluded minutes of the Board meeting of 20 February 2020 are taken as read and confirmed to be a true and correct record.”</i> Moved Mr S Kempton / Seconded Mr D Wilson	<u>Carried unanimously</u>														
2.2	Resolution: <i>“The Board receives the action point and work programme updates.”</i> Moved Mr M Bell / Seconded Mr P Holden	<u>Carried unanimously</u>														
3.	Grants:															
3.1	Resolution: <i>“The Board approves the award of \$500 individual (tertiary) education grants to the following recipients: Madelyne Slater; Sarah Saunders; Snita Ahir-Knight; Anna Rossiter- Stead; Judah Dabora; Lachlan Preston; Samantha Jean Levy; William Robert Walsh.”</i> Moved Mr D Wilson / Seconded Mr S Kempton	<u>Carried unanimously (CRS abstained due to conflict)</u>														
	Resolution: <i>“The Board agrees to transfer the unallocated individual education grant budget balance of \$16,000 to the investment fund.”</i> Moved Mr S Kempton / Seconded Mr W Regnault	<u>Carried unanimously</u>														
3.2	Resolution: <i>“The Board approves the award of grants to the following sports clubs in the amounts shown:</i> <table style="margin-left: 40px; border: none;"> <tr> <td style="padding-right: 20px;">Greytown Cricket Club</td> <td>\$3,750</td> </tr> <tr> <td>Greytown Netball Club</td> <td>\$1,300</td> </tr> <tr> <td>Greytown Junior Football Club</td> <td>\$2,803</td> </tr> <tr> <td>Greytown Swimming Club</td> <td>\$760</td> </tr> <tr> <td>Wairarapa Spitfires Baseball Club</td> <td>\$975</td> </tr> <tr> <td>Greytown Tennis Club</td> <td>\$1,200</td> </tr> <tr> <td>Greytown Tennis – Henry -</td> <td>\$2,609</td> </tr> </table> Moved Mr M Bell / Seconded Mr W Regnault	Greytown Cricket Club	\$3,750	Greytown Netball Club	\$1,300	Greytown Junior Football Club	\$2,803	Greytown Swimming Club	\$760	Wairarapa Spitfires Baseball Club	\$975	Greytown Tennis Club	\$1,200	Greytown Tennis – Henry -	\$2,609	<u>Carried unanimously</u>
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	Resolution: <i>“The Board agrees that the remaining \$6,603 available out of the \$20,000 sports budget remain available for GSLS clubs to reapply for with a deadline date to be advised by GSLS EO (no later than 31 October 2020).”</i> Moved Mr W Regnault / Seconded Mr P Holden	<u>Carried unanimously</u>														
3.3	Resolution: <i>“The Board approves the award of grants to the following community organisations/events in the amounts shown (total amount approved \$6,760):</i> <table style="margin-left: 40px; border: none;"> <tr> <td style="padding-right: 20px;">Wairarapa Balloon Festival</td> <td>Withdrawn due to Covid-19 – event cancelled.</td> </tr> <tr> <td>Parkinsons NZ Charitable Trust</td> <td>\$3,500</td> </tr> <tr> <td>Greytown Heritage Trust</td> <td>\$1,000 PLEDGE subject to confirmation of event going ahead.</td> </tr> </table>	Wairarapa Balloon Festival	Withdrawn due to Covid-19 – event cancelled.	Parkinsons NZ Charitable Trust	\$3,500	Greytown Heritage Trust	\$1,000 PLEDGE subject to confirmation of event going ahead.									
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	<p><i>Greytown Little Theatre Society</i> <i>Withdrawn due to Covid-19 – event cancelled.</i></p> <p><i>Papawai Puppetry</i> <i>\$960 PLEDGE based on event going ahead given the current environment plus the completion of an accountability form / evidence of where grant money spent. Pledge until we receive confirmation event going ahead.</i></p> <p><i>South Wairarapa Bridge Club</i> <i>\$1,300 PLEDGE to cover tutor, next step levels and volunteer director. To support growth of the Bridge club rather than ongoing costs of the Club. Subject to continuation of sessions.</i></p>
	<p>Moved Mr M Bell / Seconded Mr D Wilson <u>Carried unanimously</u> (Mr S Kempton abstained from voting due to conflict with Parkinson’s application)</p> <p>Resolution: <i>“The Board agrees to transfer the unallocated community grant budget balance of \$14,510 to the investment fund.”</i></p> <p>Moved Mr W Regnault / Seconded Mrs C Rossiter-Stead <u>Carried unanimously</u></p> <p>Resolution: <i>“The Board commits to setting aside \$2,000 in the 2020/21 budget for allocation to Outward Bound (Personal Development) and approves release of that allocation to Outward Bound.”</i></p> <p>Moved Mr S Kempton / Seconded Mr D Wilson <u>Carried unanimously</u></p>
4.	Correspondence
4.1	<p>Resolution: <i>“The GreenwoodRoche legal opinion regarding the Trust’s ability to invest in managed trust funds is received.”</i></p> <p>Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead <u>Carried unanimously</u></p> <p>Resolution: <i>“The General Manager is authorised to arrange a Board workshop to discuss options around investment in managed funds.”</i></p> <p>Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead <u>Carried unanimously</u></p>
8.30pm	<p>Resolution: <i>“The Board agrees to waive Standing Order 4.2 and continue debate without taking a 15 min break.”</i></p> <p>Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead <u>Carried unanimously</u></p>
5.	Financial, Performance and Risk:
5.1	<i>Financial</i>
5.1.1	<p>Resolution: <i>“The year to date financial spotlight report submitted by Rightway is received.”</i></p> <p>Moved Mr M Bell / Seconded Mr S Kempton <u>Carried unanimously</u></p> <p>Resolution: <i>“The Board authorises the General Manager to invest the Trusts WBS funds with a registered NZ bank when our term deposits mature on 31 March 2020.”</i></p> <p>Moved Mr S Kempton / Seconded Mr P Holden <u>Carried unanimously</u></p>
5.1.2	<p>Resolution: <i>“The schedule of payments made for the month of March is approved having been found acceptable on review and after being authorised by the Chairman.”</i></p> <p>Note: Copy of Payment Schedules attached to signed off minutes on file.</p> <p>Moved Mr S Kempton / Seconded Mr D Wilson <u>Carried unanimously</u></p>
5.2	<i>Operating Performance</i>
5.2.1	<p>Resolution: <i>“The operating performance monitoring report for February submitted by the General Manager is received.”</i></p> <p>Moved Mr M Bell / Seconded Mr W Regnault <u>Carried unanimously</u></p>
5.3	<i>Audit and Risk</i>
5.3.1	<p>Resolution: <i>“The health and safety update report by the General Manager is received.”</i></p> <p>Moved Mr S Kempton / Seconded Mr P Holden <u>Carried unanimously</u></p>
6.	Next Meetings:
6.1	<p>Resolution: <i>“It is confirmed the next meeting will be an ordinary meeting of the Board to be held in the Boardroom at 5.30pm on Thursday 16 April 2020.”</i></p> <p>Moved Mr D Wilson / Seconded Mr M Bell <u>Carried unanimously</u></p>

	Into public excluded session (9.03pm) Resolution: "The Board agrees to move into public excluded session to consider items 7.1, 7.2, 9.1 & 9.2." Moved Mr D Wilson / Seconded Mr M Bell	Carried unanimously
7.	Property	
7.1	Tenancy management & maintenance update (PE) <i>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: Protects the privacy of natural persons, including that of deceased natural persons; Enables the Trust to carry on, without prejudice or disadvantage, commercial activities; Enables the Trust to carry on, without prejudice or disadvantage, commercial negotiations.</i>	
7.2	Sales, acquisitions & new developments update (PE) <i>This item will be taken in public excluded session on the grounds under Paragraph 7.2 (i) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable: Enables the Trust to carry on, without prejudice or disadvantage, commercial negotiations.</i>	
8.	Documents for Approval under Trust Seal:	
	None	
9.	General Business:	
9.1	2020/21 budget for approval (PE) <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: Maintains the effective conduct of public affairs through the free and frank expression of opinions by or between or to Trustees and management in the course of their duty.</i>	
9.2	2020/21 work programme for approval (PE) <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: Maintains the effective conduct of public affairs through the free and frank expression of opinions by or between or to Trustees and management in the course of their duty.</i>	
	Into public session (9.27pm) Resolution: "The Board agrees to move back into public session to close the meeting." Moved Mr D Wilson / Seconded Mr S Kempton	Carried unanimously
	Resolution: "The Board agrees to pledge a one off payment of \$20,000 to support GSLS to assist their promotional efforts in gaining public support and submissions in relation to sport and recreation space in Greytown, once SWDC's proposal to purchase 123 East St, Greytown and 55-59 East Street, Greytown is confirmed in the 2020/21 draft Annual Plan." Moved Mr D Wilson / Seconded Mr P Holden	Carried unanimously
	Into public excluded session (9.45pm) Resolution: "The Board agrees to move into public excluded session to consider items 7.1, 7.2, 9.1 & 9.2." Moved Mr M Bell / Seconded Mr D Wilson	Carried unanimously
	Into public session (9.51pm) Resolution: "The Board agrees to move back into public session to close the meeting." Moved Mr S Kempton / Seconded Mr D Wilson	Carried unanimously

Meeting closed at 9.51pm.

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

Confirmed at a meeting on the 24th of May 2020

 Chairman

NOTE: Due to Covid19 lockdown these minutes were approved as correct at 16 April 2020 Board meeting via video conference and will be signed by the Chair at the May Board meeting.