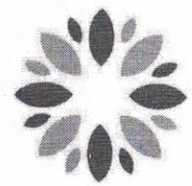


# MINUTES

**SUBJECT** Trustee Board Meeting  
**VENUE** Trust Boardroom, 124 Main Street, Greytown  
**DATE** Thursday 16<sup>th</sup> July 2020  
**TIME** 5.30pm



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

**PRESENT:** Mr S Kempton (Chair), Mr D Wilson, Mr M Bell, Mrs C Rossiter-Stead, Mr K Murphy (General Manager), and Mrs H Perry (Administration)

**APOLOGIES:** Mr W Regnault (Deputy Chairman), Mr P Holden

Meeting opened at 5.32pm by Mr S Kempton, in the Chair.

1.	<b>Conduct of Business:</b>
1.1	Apologies – Mr W Regnault and Mr P Holden
1.2	Conflict of interest declared – none
2.	<b>Confirm Minutes</b>
2.1	<b>Resolution:</b> <i>“The public and public excluded minutes of the Board meeting of 18 June 2020 are taken as read and confirmed to be a true and correct record.”</i> Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead <span style="float: right;"><u>Carried unanimously</u></span>
2.2	<b>Resolution:</b> <i>“The Board receives the action point and work programme updates.”</i> Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead <span style="float: right;"><u>Carried unanimously</u></span>
3.	<b>Grants:</b>
3.1	<b>Resolution:</b> <i>“The Board receives the salary grant proposal submitted by Greytown Sport &amp; Leisure Society and agrees to pay \$7,239 for salary instalment 1 July to 30 September 2020.”</i> Moved Mr M Bell / Seconded Mr D Wilson <span style="float: right;"><u>Carried unanimously</u></span>
4.	<b>Correspondence</b>
4.1	<b>Resolution:</b> <i>“The Board receives the email correspondence from Greytown Rugby Club and instructs the GM to coordinate a discussion as soon as possible with the entire Greytown Rugby Club committee facilitated by an independent party to be agreed by both entities.”</i> Moved Mrs C Rossiter-Stead / Seconded Mr M Bell (Mr D Wilson abstained from voting) <span style="float: right;"><u>Carried unanimously</u></span>
	<b>Resolution:</b> <i>“The Board instructs the GM to coordinate a discussion at their convenience with the entire Greytown Bowling Club committee facilitated by an independent party to be agreed by both entities.”</i> Moved Mr D Wilson / Seconded Mr S Kempton <span style="float: right;"><u>Carried unanimously</u></span>
	<b>Resolution:</b> <i>“The Board instructs the GM to write to Cobblestones Museum Trust board to inform them that we plan on engaging with the GRC and GBC in the coming month and will arrange something similar as soon as we can following these meetings.”</i> Moved Mr M Bell / Seconded Mr S Kempton <span style="float: right;"><u>Carried unanimously</u></span>
4.2	<b>Resolution:</b> <i>“The Board receives the email correspondence from Greytown Netball Club and instructs the GM to reply advising they can have their \$1,300 grant without the need of the GTLT logo to be displayed on their uniforms.”</i> Moved Mr D Wilson / Seconded Mr S Kempton <span style="float: right;"><u>Carried unanimously</u></span>
5.	<b>Financial, Performance and Risk:</b>
5.1	<b>Financial</b>
5.1.1	<b>Resolution:</b> <i>“The year to date financial spotlight report submitted by Rightway is received.”</i> Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead <span style="float: right;"><u>Carried unanimously</u></span>



5.1.2	<p><b>Resolution:</b> "The schedule of payments to be made for the month of July is approved having been found acceptable on review and after being authorised by the Chairman."  <b>Note:</b> Copy of Payment Schedules attached to signed off minutes on file.  Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead</p> <p style="text-align: right;"><u>Carried unanimously</u></p>
5.2	<p><b>Operating Performance</b></p>
5.2.1	<p><b>Resolution:</b> "The operating performance monitoring report for June submitted by General Manager is received."  Moved Mr D Wilson / Seconded Mr M Bell</p> <p style="text-align: right;"><u>Carried unanimously</u></p>
5.3	<p><b>Audit and Risk</b></p>
5.3.1	<p><b>Resolution:</b> "The health and safety update report by the General Manager is received."  Moved Mr S Kempton / Seconded Mr D Wilson</p> <p style="text-align: right;"><u>Carried unanimously</u></p>
5.3.1	<p><b>Resolution:</b> "The audit update report by the General Manager is received."  Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead</p> <p style="text-align: right;"><u>Carried unanimously</u></p>
6.	<p><b>Next Meetings:</b></p>
6.1	<p><b>Resolution:</b> "It is confirmed the next meeting of the Trust will be an ordinary meeting of the Board to be held Thursday 20<sup>th</sup> August 2020, 5.30pm in the Boardroom."  Moved Mr S Kempton / Seconded Mr D Wilson</p> <p style="text-align: right;"><u>Carried unanimously</u></p>
	<p>Into public excluded session (7.47pm)  <b>Resolution:</b> "The Board agrees to move into public excluded session to consider items 7.1 &amp; 8.1 and take the opportunity under 9.1 to discuss other items of general business raised by Trustees."  Moved Mr S Kempton / Seconded Mr M Bell</p> <p style="text-align: right;"><u>Carried unanimously</u></p>
7.	<p><b>Property</b></p>
7.1	<p><b>Tenancy management &amp; maintenance update (PE)</b>  This item will be taken in public excluded session on the grounds under Paragraph 7(h) and (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 activities;  Enables the Trust to carry on, without prejudice or disadvantage, commercial negotiations.</p>
7.2	<p><b>Sales, acquisitions &amp; new developments update</b>  None</p>
8.	<p><b>Documents for Approval under Trust Seal (PE):</b></p>
8.1	<p>This item will be taken in public excluded session on the grounds under Paragraph 7(h) and (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 activities;  Enables the Trust to carry on, without prejudice or disadvantage, commercial negotiations.</p>
9.	<p><b>General Business:</b></p>
9.1	<p><b>Opportunity for matters of interest to Trustees to be raised</b>  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.</p>
	<p>Into public session (8.36pm)  <b>Resolution:</b> "The Board agrees to move back into public session to close the meeting."  Moved Mrs C Rossiter-Stead / Seconded Mr S Kempton</p> <p style="text-align: right;"><u>Carried unanimously</u></p>

Meeting closed at 8.36pm.

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

Confirmed at a meeting on the .....20..... of .....August.....2020

..... Chairman