



MINUTES

SUBJECT Trustee Board Meeting
VENUE Trust Boardroom, 124 Main Street, Greytown
DATE Thursday 17th September 2020
TIME 5.30pm

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

VIA ZOOM: Mr G Dowse, Telfer Young Manawatu (joined at 5.30pm until 6.14pm)

Meeting opened at 5.30pm by Mr K Murphy, in the Chair.

1.	Conduct of Business
1.1	Apologies – none
1.2	Conflict of interest declared – Mr D Wilson for Greytown Rugby Club related matters.
	Into public excluded session (5.32pm) Resolution: “The Board agrees to move into public excluded session and to allow Garry Dowse, Telfer Young Manawatu, to attend via Zoom to present his report tabled under agenda item 9.2 and respond to questions from Trustees.” Moved Mr S Kempton / Seconded Mr M Bell <u>Carried unanimously</u>
	Into public session (6.57pm) Resolution: “Garry Dowse’s presentation and Q+A session having been completed the Board agrees to move back into public session.” Moved Mrs C Rossiter-Stead / Seconded Mr S Kempton <u>Carried unanimously</u>
1.3	<u>Appointments of Board Chairperson and Deputy Chairperson</u> Resolution: “The Board confirms the appointment of Phil Holden as Board Chairperson for the 13 months commencing 17 September 2020.” Moved Mrs C Rossiter-Stead / Seconded Mr S Kempton <u>Carried unanimously</u> The motion having passed the General Manager vacated the Chair and Mr P Holden took over as Board Chairperson for the remainder of the meeting. Resolution: “The Board confirms the appointment of Catherine Rossiter-Stead as Board Deputy Chairperson for the 13 months commencing 17 September 2020 (and Chairperson of the Audit and Risk Committee until the next Trustee election).” Moved Mr D Wilson / Seconded Mr W Regnault <u>Carried unanimously</u>
2.	Confirm Minutes
2.1	Resolution: “The public and public excluded minutes of the Board meeting of 20 August 2020 are taken as read and confirmed to be a true and correct record.” Moved Mrs C Rossiter-Stead / Seconded Mr M Bell <u>Carried unanimously</u>
2.2	Resolution: “The Board receives the action point and work programme updates.” Moved Mr S Kempton / Seconded Mr W Regnault <u>Carried unanimously</u>
3.	Grants
3.1	Resolution: “The Board receives the request for an apprenticeship grant for Hunter Higginson submitted by K B Gleeson Building and pledges a grant of \$1,000 for this financial year.” Moved Mr D Wilson / Seconded Mrs C Rossiter-Stead <u>Carried unanimously</u>
4.	Correspondence (see also agenda item 9.1 PE)
4.1	Resolution: “The Board receives the correspondence from the Rugby Football Club, the Greytown Sports and Leisure Society and Gretchen Saubrey.”

	Moved Mr W Regnault / Seconded Mr M Bell	<u>Carried unanimously</u>
	Resolution: "The Board receives the correspondence from Cobblestones Museum Trust and gives its approval to the Trust's request for landowner consent to the installation of a well on land belonging to GDTLT to be confirmed by signature of all six Trustees on the GWRC resource consent application."	
	Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead	<u>Carried unanimously</u>
5.	Financial, Performance and Risk	
5.1	Financial	
5.1.1	Resolution: "The year to date financial spotlight report submitted by Rightway is received."	
	Moved Mr S Kempton / Seconded Mr P Holden	<u>Carried unanimously</u>
5.1.2	Resolution: "The schedule of payments to be made for the month of September is approved having been found acceptable on review and after being authorised by the Chair." Note: Copy of Payment Schedules attached to signed off minutes on file.	
	Moved Mr P Holden / Seconded Mr W Regnault	<u>Carried unanimously</u>
	Resolution: The Board approves payment of a \$200 donation to Hospice Wairarapa in recognition of the Covid marshalling services provided by Gavin Hodder and Jackie Gray at the Trust's recent Annual General Meeting."	
	Moved Mr P Holden / Seconded Mr D Wilson	<u>Carried unanimously</u>
5.2	Operating Performance	
5.2.1	Resolution: "The operating performance monitoring report for August submitted by General Manager is received."	
	Moved Mrs C Rossiter-Stead / Seconded Mr S Kempton	<u>Carried unanimously</u>
5.3	Audit and Risk	
5.3.1	Resolution: "The health and safety update report by the General Manager is received."	
	Moved Mr M Bell / Seconded Mr P Holden	<u>Carried unanimously</u>
5.3.1	Resolution: "The audit update report by the General Manager is received."	
	Moved Mr M Bell / Seconded Mrs C Rossiter-Stead	<u>Carried unanimously</u>
6.	Next Meetings	
6.1	Resolution: "It is confirmed the next ordinary Board meeting will be held in the Boardroom at 5.30pm on Thursday 15 th October 2020."	
	Moved Mr S Kempton / Seconded Mr P Holden	<u>Carried unanimously</u>
	Into public excluded session (7.49pm)	
	Resolution: "The Board agrees to move into public excluded session to consider items 7.1, 8.1, 9.1, and take the opportunity under 9.3 to discuss other items of public excluded general business raised by Trustees."	
	Moved Mr S Kempton / Seconded Mr D Wilson	<u>Carried unanimously</u>
7.	Property (PE)	
7.1	Tenancy management & maintenance update 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.	
7.2	Sales, acquisitions & new developments update None	
8.	Documents for Approval under Trust Seal (PE)	
8.1	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.	
9.	General Business	
9.1	Greytown Sports & Leisure Society request for an indication of future salary support This item will be taken in public excluded session on the grounds under Paragraph 7.2 (a) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable: Protects the privacy of natural persons.	

9.2	<p>Telfer Young valuation reports for 175/177 Main Street and 123 East Street</p> <p><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></p> <p><i>Enables the Trust to carry on, without prejudice or disadvantage, commercial activities;</i></p> <p><i>Enables the Trust to carry on, without prejudice or disadvantage, commercial negotiations.</i></p>
9.3	<p>Opportunity for matters of interest to be raised by Trustees</p> <p><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></p> <p><i>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></p>
<p>Into public session (8.27pm)</p> <p>Resolution: "The Board agrees to move back into public session to close the meeting."</p> <p>Moved Mr P Holden / Seconded Mr S Kempton <u>Carried unanimously</u></p>	

Meeting closed at 8.27pm.

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

Confirmed at a meeting on the 15th of October, 2020

 Chairman