

-Titahi Bay Community Group - Meeting Minutes

Meeting Type	Meeting Location	Meeting Date	Start Time	Finish Time
Committee Meeting	Titahi Bay Community Church, 25 Mana Avenue, Titahi Bay	7 October 2019	19:30pm	916pm
Chair	Abbe Holmes			
Minute Taker	Dave Brett			
Attendees	<p>Jenny Jakobs John Pettigrew, Brenna Tume, Leanne Leelo, Joel de Boer, Gael McRoberts <i>Our Bay Our Say</i></p> <p><i>Visitors</i> Stewart Mckenzie – PCC Left at 820pm Mike Racklen – PCC Left at 820pm</p> <p><i>Residents</i></p> <p><i>Members</i> Jude Barlow</p>			
Apologies	Melanie Macdonald, Brendan Herder.			
Previous Minutes	<p>Moved: “That the Minutes from the 2nd September are accepted”</p> <p>Moved – Abbe, seconded -. Joel CARRIED</p>			
Conflicts Notes	None			

Item	PCC draft District Plan changes – Stewart McKenzie	
Motion/s		
Matters arising	<ul style="list-style-type: none"> ● 1st of October submissions closed. Still open for the next couple of week's to stake holders and groups 18th of October cut off date. ● Stewart took us through a presentation outlining the work that has been done to date around the process and draft plan. ● Questions from the floor around the effects on the storm water. There is a new section in this plan around this issue. ● Stated they are starting with draft plan to get community engagement. Came to present draft plan, not to defend it, as it is a draft. ● Most information can be located on PCC website. And on the email sent around by Joel including links to map's etc. ● There was a question around effected landowners been contacted directly. This was answered with not yet, but they will be prior to notification. ● There was discussion around including protection to the Whitireia park to stay as an open area. We were advised to keep an eye on this process for submissions to change the zoning. 	
Action Items		
TBCG to put a submission in on behalf of community. Will be written and shared with the group prior to submitting.	Joel	18 th of October/DONE
Social Media – Use Facebook/Neighbourly to engage community around thoughts around maps, zones, what it could look like? Medium density housing etc. Engaging the community in the process more- Especially those who are affected.	Mel	On-going

Item	Updates from Village Planning - Jenny Jakobs	
Motion/s		
Matters arising	<p>Village Planning Notes for Oct 7, 2019</p> <p>A further meeting was held with Bill Inge and Justine McDermott to discuss updates on three projects.</p> <p>Agreement was reached on the fitness equipment design using the three proposals from Playco. The</p>	

location is confirmed as the Dimock Str end of Onepoto Park. Council still to confirm the surface under the equipment. The artificial grass in the quote from Playco would cost one third of the budget of \$17,000. It is expected that the equipment will be ready for installation in November. PCC has decided to enlarge the wayfinding signs and to reinstall these on the link from Tireti Rd to Whitehouse rd. shops. This to be the format for the whole city. The English lettering to be in white so is easier to read. One sign to be shifted to the entrance to the walkway as originally requested. The location of the two drinking fountains is confirmed, one for Onepoto Park by the Toilets, and the other with the new BBQ at the playground at the South end of the beach. The drinking fountain design has undergone further changes due to feedback from the Disability Sector.

Action Items		
Draft up Post for Facebook – wait until it has been confirmed and starting date	Jenny	Ongoing

Item	Web site updates and use	
Motion/s		
Matters arising	John presented print out and statistics of use of website that had been sent to the committee prior.	
Action Items		

Item	PCC update	
Motion/s		
Matters arising	N/A	
Action Items	Responsible	Deadline

Item	Social Media Update – Moderators etc.		
Motion/s	Dave proposed that “The Facebook moderators would be Dave and Mell” Abbe seconded CARRIED		
Matters arising	It was suggested that we could use the story section on Facebook to broadcast events, messages etc. As people are more likely to look through “our story” than our page/group.		
Action Items	Responsible	Deadline	
Look putting things on “our story” on Facebook	Mel	Ongoing	

Item	Treasurer update		
Motion/s			
Matters arising	<ul style="list-style-type: none"> ● Communication was tabled that had been received from John Hornblow and Angus re lack of communication and Issue with receiving refunds. ● Discussion around if money granted with TBCG as umbrella, are we accountable to the donor for how the funds are spent? ● Discussion had around having a conversation with Brendon about the Treasurer role and support we could provide. Dave and Abbe to follow up. ● It was agreed that repayment of the funds and apologies to both parties should be prioritised. ● Dave, Abbe and Jude to look at support needed going forward. 		
Action Items			
Dave and Abbe to follow up with Brendan re payments etc.	Dave and Abbe	ASAP	

Item	New funding opportunities		
Motion/s			
Matters arising	N/A		

Action Items		
None		

Item	<p>General business</p> <p>a. TBCG confirmation of meeting dates All 5 mins –</p> <ul style="list-style-type: none"> ● Meeting dates circulated prior to meeting. All agreed with these dates. ● Dave to circulate dates to other parties. Western Ward Candidates and Village planning. <p>b. De Brief of meet the candidates event All 10 mins</p> <ul style="list-style-type: none"> ● A few people commented that it helped them who to decide ● Lack of question time/No opportunity to ask questions. ● Could have one question that they haven't had time to prepare for (maybe good or bad) <p>c. Tiriti Hall update Abbe 5 mins</p> <ul style="list-style-type: none"> ● Signed off for a 2-year lease down from 5, Abbe represented the community group. There needs to be a wider community discussion, plan and involve the parents of Bay kids club. <p>d. Change of Incorporated Society address Dave 5mins</p> <p>The community agreed that the address would be changed to the current secretary's address. Dave to follow this up.</p> <p>e. MOU with Sub groups Dave 5 mins</p> <ul style="list-style-type: none"> ● Change to Abbe ● It was tabled that we could improve the relationships we have with the subgroups by each committee member taking a group? Further discussion needed. <p>f. Reimbursement and ratification process Brendan 5 mins</p> <ul style="list-style-type: none"> ● On hold at present <p>g. Access of Bank for sub groups/regular updates. Mel 5 mins</p> <ul style="list-style-type: none"> ● BNZ possible option? On hold at present <p>h. Signatories Brendon 5 mins</p> <ul style="list-style-type: none"> ● On hold at present <p>i. Waste Water update, Wellington Water etc.</p> <ul style="list-style-type: none"> ● Need to follow up on proposed dates promised for open day etc. Mel to follow up.
-------------	--

Motion/s		
Matters arising		
Action Items		

Next meeting date	4 th November
Approved by	
Signed	

TBBG Action items summary

Meeting Type	Meeting Location	Meeting Date	Start Time	Finish Time
Committee Meeting	Titahi Bay Community Church, 25 Mana Avenue, Titahi Bay	2 September 2019	19:30pm	21:34pm

Action Items	Responsible	Deadline	
TBCG to put a submission in on behalf of community. Will be written and shared with the group prior to submitting.	Joel	18 th October	
Social Media – Use Facebook/Neighbourly to engage community around thoughts around maps, zones, what it could look like? Medium density housing etc. Engaging the community in the process more- Especially those who are affected.	Mel	Ongoing	
Draft up Post for Facebook – wait until it has been confirmed and starting date	Jenny	Ongoing	
Look putting things on “our story” on Facebook	Mel	Ongoing	
Dave and Abbe to follow up with Brendan re payments etc.	Dave and Abbe	ASAP	
Dave to circulate meeting dates to other parties	Dave	ASAP	
Change our registered address	Dave	4 th November	
Follow up with Wellington Water re dates of open day etc. to put on Facebook	Mel	4 th November	
Follow up MOU’s with subgroups that have not yet signed	Abbe	Ongoing	
Follow up on the requirements for a plaque for the Titahi Bay namesake location of their Whare	Jenny	Ongoing	
Engage with Ngati Toa and Whitireia Park on ideas for additional information panels	Gael/Jenny	Ongoing	
Follow up with Simon Strombom re: plans for military signs	Jenny / Gael	Ongoing	
Arrange Te Awarua O Porirua Whaitua Committee and Wellington Water representation for a hosted community meeting (date TBC)	Dave / Joel	TBC	

Follow up around reimbursement and ratification process, Signatories and Bank access for subgroups.	TBC	ON HOLD	
---	-----	---------	--