**Oratia District & Ratepayers and Residents and Association Inc**

Committee **DRAFT** Meeting Minutes

Small Hall

569 West Coast Rd

Oratia

**Date : July 9 2013(2nd Tuesday of the Month) 7:30 - 9:30 pm**

**Attending:** Jo Hall, Gary Henderson , Penny Sparks, Debbie Hall, Dave Smith

,Anastasia Paulette Tinsell, Jean van Polanen Petel, Robin Kewell

**Guests:** Steve Lakin – Security Guard (left 7:53)

**Apologies:** Jane Binsley

**Open Forum**: Steve. – Concerns as too many people for one guard. The ratio of Guards to partygoers should be 70 to 3 guards – when asked First Security. (1:30) . 1 guard per 30 people Anything over 30 should be 2 guards. And any problems immediately ring police. Dave will check ratio and Rates of our locals Piha, Swanson, Laingholm (Dave). In the meantime Steve should feel free to ring another guard whenever necessary. Draft Motion to be decided by email: Any party with Alcolohol, 1 guard per 30 people or part thereof. Over 30 is 2 guards.

General Business: Kea request lights on parking lot. On right side of hall

**New Hall Co-ordinator** – Audrey Nelson Welcome.

**Portfolio allocation:**

|  |  |
| --- | --- |
| President : Gary  | Secretary: Penny |
| Finance – Gillian and someone on committee still to be allocated. | Events: Robin/Jo |
| Membership: Paulette | Representation: Gary |
| Funding: Dave | Heritage and Design: Penny |
| Halls Audrey and Debbie (Dave Backup) | Apple: Jane/Robin |
| Advertising Natalie | Website Jean |

**Previous Minutes: True and Correct** (Paulette , Robin)

**Correspondence:** Received

**Matters Arising:**

Xero is up and running our new financial software.

Concrete still to do. - Ron to do during holidays

**Correspondence.** As per agenda.  **(** Received Dave, Paulette)

Matters Arising from Correspondence:

To Action: - Auckland Council doesn’t accept handwritten invoices -so resubmit invoice Gary/Penny

Auckland Transport: What do we want to be consulted on? Definitely want consultation on footpaths, signs, road changes and new works. Would like a document on general principles of working in Ranges. Gary to Respond

Gary to Respond to Scouts request to action building now. Will need to wait for Isthmus Group Date Isthmus group presents plans is 3 weeks. The Scouts plan has been submitted to Claire Liousse at Council. Some temporary options – Waiatarua empty building – Storage Lockers

Cats in the ranges letter received

Auckland Transport Sign Audit – support at next local board meeting. (Penny)

**Financial Report (Received 1st Gary 2nd Debbie)**

This report is received. More detail Required in future - further Detail of Income and any other expenses. **(Debbie Paulette)**

**The Apple:** Content Required working on it now.

**Hall Updates (Jo Robin)**

New Hall Co-ordinator. Some regular hall hirers are in arrears. Back invoices now on Xero.. . Gary and Debbie to discuss with the hirers concerned The hall reports and paperwork was submitted form 2011 – 2013. Hall reports now need to be submitted monthly. Gillian cannot reconcile banked amounts without them. A finance person on the committee should be appointed (from Jo)

Ask Hall Members if they have any maintenance issues requests. Could we also ask number of people at clubs for council numbers.

Penny to repolish remaining 3 tables. Rokko.

Furniture audit of what is in Halls Required. – Added to project list. (Added to project list)

Blow heaters to come off when we paint next. – Added to project list. (Penny)

**Heritage and Design Project Update:–** Claire Liousse – Has come back to us with proposed new Dates.

- The week of August 6 (to confirm date as hall not available on 6) August6-8pm: workshop with community stakeholders to present the draft masterplan and seek feedback on how stakeholder aspirations have been addressed in the masterplan and test against guiding principles.

-6-17August:public display of plans at Settlers Hall (Plans displayed on the inside of the windows so people can view them from outside ) Have your say via submission form or workshop. Details on website. Oratia.org.nz

**-Sat 17 August10.30-12.30:**

**Open Day at Settlers Hall with staff on-site to answer questions and gather feedback.**

**Funding Update:**

Spoke to Kim Hammond at council who is no longer our funding person, but she said funding details now available here <https://aucklandcouncil.smartygrants.com.au/> (Penny)

Local Board Discretionary Grant available for the 15th: Trestle Tables brand Friedman required (Debbie/Dave).

Creative Fund available.: FYI

**Website Update**: Taken out Google Calendar as it wasn’t being used and put in straight text with Jump links. Any clubs who would like to have their activities highlighted in an article or ad please get in touch. secretary@oratia.org.nz

**General Business**

**Next Meeting: 7:30 – 9:30pm Small Hall, Tuesday August 13th. 2013**

*The objects of the Association are to co-operate with the council in looking after the affairs of the District and to secure the maximum fair expenditure of the General Rates levied by the Council within the District for the benefit of ratepayers, residents and visitors; and to pursue any activities which aim at improving or preserving the social, sporting, safety, beauty, or any other utilities or amenities of* ***the District.***