

## 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	3 <sup>rd</sup> August 2020	750pm	905pm
<b>Chair</b>	Abbe Holmes			
<b>Minute Taker</b>	David Brett			
<b>Attendees</b>	Gael Mc Roberts, Leanne Leelo, Brenna Tume, Abbe Holmes, Dave Brett, John Pettigrew.  TBAY – Your Bay your say  Community:			
<b>Apologies</b>	Mike Duncan, Geoff Hayward and Jenny Jakobs			
<b>Previous Minutes</b>	Move: “That the Minutes from the 6 <sup>th</sup> of July 2020 are accepted”  Moved --      Seconded --      CARRIED			
<b>Matters arising</b>	Unable to pass this movement due to hold up with Wellington Waters review of the last minutes.			

<b>Item</b>	Updates from Previous Meetings Action Points
<b>Motion/s</b>	
<b>Matters arising</b>	

<b>Action Items</b>		

<b>Item</b>	Update from PCC
<b>Motion/s</b>	
<b>Matters arising</b>	<p><b>Unsafe track off Richard Street</b>  After discussions with GWRC council agreed to close the Richard Street entrance to Whitireia Park. This track is dangerous and both Councils are concerned about public safety.  Council have previously installed temporary barriers blocking the access, but after starting work to install a permanent wooden fence at the Richard Street and Whitireia Park ends of the path. The following day the temporary metal fencing (which keeps the public safe from the construction area), was torn down. This included some of the wooden posts which were ripped out of their concrete foundations. Fixing this will add to the overall costs.  Council is advising that there is an alternative, safe access to Whitireia Park from the end of Whanake Street and are asking people to use that track in future.  Council will be installing signage to communicate this change soon.</p> <p><b>Council is checking for footpath faults</b></p>



Over the next few weeks, you might notice an electric buggy like this one pictured above on the city's footpaths and access ways as council carry out the annual footpath inspection.

The survey will identify faults and give a condition rating for all paths and access ways in the city.

This information will help us council prioritise work. The survey is underway now and should be complete this month.

### **Update on the Wi Neera Drive to Onepoto Shared Pathway and Coastal Resilience Project progress.**

Council is well on the way to preparing information for shaping the best design solution, and the consenting process.

The project includes construction of a shared cycling/pedestrian pathway and erosion protection.

The design required for the consenting process is significantly more complex than envisaged based on previous harbour-related works, and includes investigations into coastal processes, rates of erosion and sedimentation, tidal and sub-tidal ecology, and stormwater management.

Experts in coastal soft engineering and sea level changes, are investigating how designs can work to protect the harbour edge using bathymetry (seafloor) data, wave modelling and ecological analysis just offshore. Onshore, engineering specialists are investigating pathway options—drawing on geotechnical investigations to help ensure the design will be resilient.

Two preliminary design options are being developed and costed. These will be assessed at a Councillors' workshop and a preferred option identified for Council consideration and approval in October. Confirmation of a preferred option will clarify the project scope for the concept design and consenting stages that will follow.

Ngāti Toa are supportive of the project and will have a representative on the project team. Feedback from stakeholders and the public on

	aspects of the proposal will be sought before final design decisions are made. Consenting is planned for 2020-21.	
<b>Action Items</b>		
	All committee,	As soon as we have been publicity notified by WRC

<b>Item</b>	Updates from Village Planning	
<b>Motion/s</b>	South end bbq upgraded to be easy to clean out fat. Two water fountains – one by bbq by south end does not have a dog bowl as it is an eating area.	
<b>Matters arising</b>	<p>Update from Jenny: Have met with Alicia and Amanda and city council staff about the placement of the Community Orchard. A new and enthusiastic council person was very supportive. PCC are sourcing a range of fruit trees and planting is expected to take place in September. The land immediately behind the library in Whitehouse Rd will be used.</p> <p>Due to a secondment of Justine we have yet to meet with her. She will be back on deck soon.</p> <p>We will attend a demo of an app the council is suggesting for use to provide additional information with such things as the history trail.</p> <p>Update from Gail:</p> <ul style="list-style-type: none"> <li>- South end bbq has been upgraded to be easy to clean out fat etc.</li> <li>- The water fountain by bbq south end does not have a dog bowl as it is an eating area.</li> <li>- Community need to know about progress of dunes and shared cycle way. There has been a lot of hold ups. Gail said we they have a meeting soon and will follow this up. All current updates to the community come through meetings Gael and Jenny have with the village planning committee. It was questioned if this was good enough or should we receive more frequent updates from the council.</li> </ul>	
<b>Action Items</b>		

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<b>Item</b>	Social Media Update	
<b>Motion/s</b>		
<b>Matters arising</b>	<ul style="list-style-type: none"> <li>- Look at emails, highlight ones the Leanne can use as posts or send to Leanne.</li> <li>- All is going well.</li> <li>- If anyone sees anything that should be on our website, send it on to Leanne.</li> <li>- John to investigate website feeding or linking into Facebook.</li> <li>- Website needs updating with new groups.</li> <li>- Need more information about sub groups.</li> </ul>	
<b>Action Items</b>		

<b>Item</b>	Treasurer Update	
<b>Motion/s</b>		
<b>Matters arising</b>	<ul style="list-style-type: none"> <li>- Brenna will follow up with Brendan, very hard to get in touch with. Needs to be sorted coming up to the AGM this month.</li> <li>- Follow up about administration costs, will it be covered this year? 400?</li> </ul>	

<b>Action Items</b>		

<b>Item</b>	<p>General Business</p> <p>a. AGM</p> <ul style="list-style-type: none"> <li>- Jenny will look at venue for Bowling club and Surf Club, costs etc. Proposed date of the 10<sup>th</sup> or 17<sup>th</sup> October.</li> <li>- Dave to look at communication needed.</li> <li>- Jenny to give Dave list of members from TBBF.</li> </ul> <p>b. Report from Executive meeting</p> <ul style="list-style-type: none"> <li>- Newsletter idea discussed. – Brenna will lead it, we will all provide information for this.</li> <li>- Put groups logos at the bottom?</li> <li>- Could use newsletter to get other groups and clubs etc on the website.</li> </ul> <p>c. Group Slogan</p> <p>Join us, as the voice of the bay, communication of the community to the council and Connecting you to your local clubs and services. – Talk through this Group Slogan next.</p>	
<b>Motion/s</b>		
<b>Matters arising</b>		
<b>Action Items</b>	<b>Responsible</b>	<b>Deadline</b>

<b>Next meeting date</b>	3rd of August 2020
<b>Approved by</b>	
<b>Signed</b>	



## 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	8 <sup>th</sup> of June 2020	7:47pm	9:10pm

Action Items	Responsible	Deadline
Jenny to give Dave list of new members from TBBF	Jenny/Dave	Next Meeting
Dave look at communication needed for AGM	Dave	Next Meeting
Gail look into AGM Venue	Gail	Next meeting
John to look at website and Facebook feeding into each other	John	Next Meeting
Public meeting, gathering information from community for Submission when advised. Focus of meeting to be on information to make submission from the TBCG on behalf of the community and promote individual submissions. We would have 20 working days to hold a meeting and put in a submission.	All Committee members	TBC
Put together ideas for survey for the community relating to priorities and vision	All Committee members	TBC
Update bank signatories to include Chair and Secretary	Brenna	By next weekend
Put a one page process together of who we are and what we can do with a two week and four week option. Need to make sure there is a place for the proposer to sign to understand what they will receive. Consultation propose/ process.	Abbe?	Next meeting
Need to think of ways of getting more members and actioning these ideas.	All Committee members	On going
Investigate alternative banks that can be considered to better manage the community groups funds.	Brenna	On hold
Organise a Community meeting after the council being forwarded subjects	Dave/Abby/Gail	After feedback from community received



Organize for community meetings to be streamed?	Leanne/Dave	On going
Have guided community discussion after community events	Dave/Leanne	ASAP
Review the companies constitution	All members	Everyone look at by next meeting
Come up with a slogan for the group including #tags	All Members	Everyone look at by next meeting
Need Financial Recordings for 2020 report	Brenna	Next meeting
Follow up with the back system attached to the website – including where to record new members and those interested in becoming part of the community.	Dave	Next Meeting