

MINUTES (in Review)

MTLT (OPEN)



Name:	Masterton Trust Lands Trust
Date:	Monday, 29 August 2022
Time:	3:30 pm to 5:50 pm
Location:	MTLT Board Room, 189 Queen Street, Masterton
Board Members:	Leanne Southey (Chair), Christine Brewster, John Bunny, Gary Caffell, Tom Hullena, Bex Johnson, Sandy Ryan
Attendees:	Andrew Croskery (GM), Stephanie Rix (Secretary)
Apologies:	Frazer Mailman

1. MEETING OPENING.

1.1 Apologies.



Resolution:

That the apology from Frazer Mailman be accepted.

Decision Date:	29 Aug 2022
Mover:	Gary Caffell
Seconder:	Bex Johnson
Outcome:	Approved

1.2 Late items.

The Chair asked Trustees to advise of any late items they wish to be considered.

No late items.

1.3 Declaration of interest.

The Chair asked Trustees present to declare any agenda items in the Open meeting in which they may have either a financial conflict of interest or the appearance of possible bias, and acknowledge receipt of the Register of Interests included with the board pack.

None advised.

2. MINUTES OF PREVIOUS MEETING.

2.1 Minutes of meeting held 18th July 2022.

MTLT (Open) 18 Jul 2022, the minutes were confirmed as presented.



Resolution:

That the minutes of the meeting held 18th July 2022 be confirmed as a true and correct record.

Decision Date: 29 Aug 2022
Mover: Christine Brewster
Seconder: John Bunny
Outcome: Approved

2.2 Matters arising.

No matters arising.

3. USE OF SEAL.

3.1 Approval of affixing of the common seal.

Seal not used.

4. FINANCE.

4.1 Financial reports.

The following financial reports were received:

- Profit and loss statement - year to date 31st July 2022.
- Balance sheet - as at 31st July 2022.

5. LATE ITEMS.

5.1 Late items as advised from 1.2 above.

No late items.

6. GENERAL BUSINESS.

6.1 General business.

No general business.

7. MOVE INTO COMMITTEE.

7.1 The Chair to move that the meeting moves into committee.



Resolution:

That the public be excluded from the following parts of the proceedings of this meeting, namely:

Finance items, Grant requests, Property items, Staff matters.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of its resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of the resolution
Property items	Commercial sensitivity	7(2)(b)(ii)
Finance items	Commercial privacy	7(2)(b)(ii)
Grant requests	Privacy	7(2)(a)
Staff matters	Privacy	7(2)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act.

Decision Date: 29 Aug 2022
Mover: Leanne Southey
Seconder: Bex Johnson
Outcome: Approved

The meeting moved to In-Committee at 3.35pm.

Open meeting resumed at 5.45pm.

8. ITEMS TRANSFERRED FROM IN-COMMITTEE.

8.1 Items transferred from In-Committee.

a) MTLT policies.

Resolution:

That the following policies be approved:

POL403: Delegated Authorities Policy – Audit, Risk & Property Committee

POL404: Delegated Authorities Policy – Grants Committees

POL405: Delegated Authorities Policy – Secretary Manager

POL106: Capital Works Tendering Policy

[Sandy Ryan / Tom Hullena] APPROVED

b) Grant application – Yarns in Barns.

Resolution:

That a community grant of \$16,000 (excl. GST) be approved to Yarns in Barns, for the "Inspire a Child to Read" programme as part of the Yarns in Barns Wairarapa Festival of Reading. The grant approved is to be used towards costs to bring the selected authors to Masterton, and for the purchase of books for primary school children at schools located within the Trust district.

[Christine Brewster / John Bunny] APPROVED

c) Whakaoriori Wellbeing Project - St Patricks School.

Resolution:

That a Wellbeing Project grant of \$2,893 (excl. GST) be approved to St Patricks Primary School to assist with the creation of a sensory room to allow children a space to self-regulate when the classroom is not suitable.

[Tom Hullena / Bex Johnson] APPROVED

d) Whakaoriori Wellbeing Project - Wairarapa College.

Resolution:

That a Wellbeing Project grant of \$46,237 (excl. GST) be approved to Wairarapa College to support the Rock and Water and Check and Connect programmes.

[Christine Brewster / Tom Hullena] APPROVED

e) Whakaoriori Wellbeing Project - Masterton Primary School / Masterton Intermediate School.

Resolution:

That a Wellbeing Project grant of \$65,141 (excl. GST) be approved to Masterton Primary School / Masterton Intermediate School to support the Te Ara Whakamana: Mana Enhancement programme.

The grant approval will be split over two MTLT financial years - \$50,000 in 2022/23; and \$15,141 in 2023/24.

Masterton Primary School will be the fundholder.

[Christine Brewster / Tom Hullena] APPROVED

f) Retraining Scholarship - Stephanie Hunt.

Resolution:

That a Retraining Scholarship of \$2,000 be approved to Stephanie Hunt to assist with course fees to complete a Bachelor of Physiotherapy at Otago University.

This scholarship approval is subject to receiving confirmation of acceptance into the Physiotherapy programme in 2023.

[Bex Johnson / Tom Hullena] APPROVED

g) Retraining Scholarship - Elena Psarova.

Resolution:

That the Retraining Scholarship application received from Elena Psarova be declined, as the course fees for NZ Certificate of Construction and Trade Skills, Level 3, are paid for by the Government.

[Christine Brewster / Bex Johnson] APPROVED

h) Tenant Apprentice Scholarship - Daniel Mahar.

Resolution:

That a Tenant Apprentice Scholarship of up to \$1,000 be approved to Daniel Mahar (Quality Builders) to assist with costs associated with apprenticeship training.

[Christine Brewster / Tom Hullena] APPROVED

i) Education Grant - Tūranga Rau: He Huarahi Akonga.

Resolution:

That a community education grant of \$7,500 (excl. GST) be approved to Tūranga Rau: He Huarahi Akonga for the purchase of music equipment and the development of a music room. If the programme winds up, the music equipment must be returned to the Trust so it can be re-donated elsewhere.

[Bex Johnson / Sandy Ryan] APPROVED

j) Community grants 2022/23.

Resolution:

That the schedule of grants attached (including grants declined), totalling \$141,499 be approved.

[Sandy Ryan / John Bunny] APPROVED

k) Concessional rent grants 2022/23.

Resolution:

That a concessional rent grant be approved to **Trade Aid Masterton** for the 2022/23 financial year. This grant will cover the difference between actual rent paid and market rent for the premise located at 98 Queen Street, Masterton. The grant will be calculated from the time Trade Aid move into 98 Queen Street (from their current location at 96 Queen Street).

[Bex Johnson / Christine Brewster] APPROVED

Resolution:

That a concessional rent grant of \$18,500 be approved to the **Masterton Theatre Company** to cover the rent payable at the premise located at 146 Dixon Street, Masterton, for the 2022/23 financial year.

[Leanne Southey / Tom Hullena] APPROVED

Resolution:

That a concessional rent grant of \$8,750 be approved to the **Wairarapa Branch, NZ Society of Genealogists Inc** to cover the rent payable at the premise located at First Floor, Radio House, 5-17 Church Street, Masterton, for the 7 month period 1-Sept-2022 to 31-Mar-2023.

[Gary Caffell / Bex Johnson] APPROVED

l) Art grants 2022/23.

Resolution:

To increase the art grant budget for the 2022/23 financial year from \$100,000 to \$127,645. That the cost of the Hayley King/FLOX mural at 10 Lincoln Road (Star Block wall) of \$38,000 (excl. GST) be approved as an art grant for the 2022/23 financial year. That the cost of the Sean Duffell mural at 437 Queen Street (Curry Twist wall) of \$5,175 (excl. GST) be approved as an art grant or the 2022/23 financial year.

[Christine Brewster / Bex Johnson] APPROVED

9. CLOSE MEETING.

9.1 Next meeting date.

Next meeting: MTLT (Open) - 17 Oct 2022, 3:30 pm

Meeting closed at 5.50pm.

Signature: _____

Date: _____

Ref.	Applicant Name	Project Summary	Declared Conflict	\$ Amount Approved
3	Fernridge School	Installation of a new playground	Sandy	\$0
4	Pūkaha National Wildlife Centre	The Pūkaha Te Taiao Wellness programme		\$2,000
5	Wairarapa Paddlers Inc	One club member to attend the Canoe Polo world games in Alabama USA (as team coach)		\$0
6	Holdsworth Restoration Trust	Increase trapping network in the Donnelly Flat to Atiwhakatu hut area of the Tararua Forest Park		\$0
7	Henley Mens Shed Inc	Operating costs for the Henley Mens Shed		\$4,000
8	Wairarapa Community Centre Trust	Operating costs for the Wairarapa Community Centre		\$7,000
9	Wairarapa Woodworkers Guild Inc	Purchase wood lathe, drill press and scroll saw		\$8,558.55
10	Alzheimers Wairarapa Inc	Operating costs for Alzheimers Wairarapa		\$5,000
11	Aphasia NZ Charitable Trust	Operating costs for the Wairarapa Community Aphasia Advisor		\$2,500
12	Wairarapa Youth Charitable Trust	Operating costs for the Wairarapa Boxing Academy	Frazer	\$10,000
13	Wairarapa College	Spirit of Adventure voyage for year 10 students		\$0
14	Masterton Community Toy Library Inc	Library manager costs and purchase toys and storage equipment		\$2,500
15	Masterton Foodbank Inc	Salary costs for the Masterton Foodbank Manager		\$5,000
16	Wairarapa Road Safety Council Inc	The Wairarapa Community Driver Mentor programme	Frazer	\$7,500
17	Shear History Trust	Casual staff wages for The Wool Shed Museum of Sheep and Shearing		\$5,000
18	Poto College House Trust	Notebooks and headphones for use by boarding students		\$0
19	Wairarapa Filipino Society	Promote Filipino language and culture in the local community		\$6,000
20	Whakaoriori Air Scout Group	36 Scout youth from Masterton to attend the National Scout Jamboree in December 2023		\$0
21	Little Bundles	Provide clothing and knitted garmets for children in need		\$1,500
22	Douglas Villa Assn Football Club Inc	Club coach across all junior and senior grades		\$5,000
23	CCS Disability Action Wairarapa Inc	Operating costs for CCS Disability Action Wairarapa		\$0
24	Waiwaste Inc	Operating costs for Waiwaste Food Rescue		\$7,000
25	Youthline Central North Island Inc (Wairarapa Branch)	Operating costs for the Standing Tall mental health and wellbeing programmes in schools, and for local youth counselling		\$0
26	Riding for the Disabled Wairarapa Group Inc	Replace posts and rails in the horse arena		\$6,000
27	Westside Playcentre Inc	Painting the exterior of Westside Playcentre (stage 1)		\$0
28	Life Education Trust Wairarapa, Tararua & Central Hawkes Bay	Educator's salary for the Healthy Harold programme		\$0

Ref.	Applicant Name	Project Summary	Declared Conflict	\$ Amount Approved
29	People First New Zealand Inc - Ngā Tāngata Tuatahi	Operating costs for the local Wairarapa People First group including recruiting costs for Local Assistant	Sandy	\$4,000
30	Netball Wairarapa Inc	Wages for two part-time staff		\$5,000
31	Mahi Tahī Tātou Charitable Trust	Operating costs for Mahi Tahī Tātou Charitable Trust	Leanne	\$5,000
32	Gladstone Hockey Club	New playing uniforms for 3 club teams		\$0
34	Friends of Queen Elizabeth Park Inc	Employ a part-time co-ordinator for Te Hāpori Skatepark		\$0
35	Presbyterian Support Central (Family Works)	Provide free and subsidised counselling and social work sessions		\$0
36	Hōkai Tahī	Wages for a qualified counsellor		\$6,700
37	Manaaki ki Wairarapa Charitable Trust	Establish an outreach medical service to rural Wairarapa		\$0
38	Masterton District Brass Band Inc	The Brilliant Brass learning programme in schools		\$10,000
39	Community Networks Wairarapa Inc	Operating costs for Community Networks Wairarapa		\$0
40	Masterton Squash Club Inc	Wages for junior coach and cleaner		\$5,000
41	Yellow Brick Road	Operating expenses for Yellow Brick Road		\$0
42	Masterton Family Education & Support Centre Inc	Upgrade office computer systems		\$7,500
43	No 21 Squadron Air Training Corps (Masterton District)	Glider flight for all cadets		\$0
44	Castlepoint Fishing Club Inc	Advertising and promotion costs for the annual Castlepoing fishing competition		\$0
45	Mobility Assistance Dogs Trust	Salary costs for Canine Client Coordinator		\$2,000
46	Citizens Advice Bureau Wairarapa Inc	Operating costs for Citizens Advice Bureau Wairarapa	John	\$1,740
47	Wairarapa Cancer Society Inc	Increase Supportive Care nurse hours		\$0
49	Shelter Masterton Inc	Complete, move, and install a cabin onto the transitional housing site for use by support workers		\$10,000
				\$141,499