



Masterton Trust Lands Trust

BOARD PACK

for

MTLT (Open)

Tuesday, 7 June 2022

3:30 pm

Held at:

MTLT Board Room

189 Queen Street, Masterton

AGENDA

MTLT (OPEN)



Name:	Masterton Trust Lands Trust
Date:	Tuesday, 7 June 2022
Time:	3:30 pm to 5:30 pm
Location:	MTLT Board Room, 189 Queen Street, Masterton
Board Members:	Leanne Southey (Chair), Christine Brewster, John Bunny, Gary Caffell, Tom Hullena, Frazer Mailman, Sandy Ryan
Attendees:	Andrew Croskery (GM), Stephanie Rix (Secretary)
Apologies:	Bex Johnson

1. MEETING OPENING.

1.1 Apologies.

Bex Johnson.

1.2 Late items.

Members to advise of any late items they wish to be considered.

If a Trustee wishes to bring an item to the board meeting, it must be notified to the office by the Monday prior to the board meeting, for inclusion and distribution in the agenda. Items defined as late items (i.e. received after the agenda has been prepared and eligible for consideration by Trustees) are only those items which cannot be left until the following meeting.

1.3 Declaration of interest.

The Chair to ask 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 (attached).

Note: The information contained in the Register of Interests is derived from the Member Disclosure Statement. Please check and advise any changes required.

Supporting Documents:

1.3.a	Register of Interests - June 2022.pdf	6
-------	---------------------------------------	---

2. MINUTES OF PREVIOUS MEETING.

2.1 Minutes of meeting held 26th April 2022.

Minutes of previous meeting to be confirmed (attached).

Supporting Documents:

2.1.a	Minutes : MTLT (Open) - 26 Apr 2022	8
-------	-------------------------------------	---

2.2 Matters arising.

3. USE OF SEAL.

3.1 Approval of affixing of the common seal.

The affixing of the common seal by Trustees/General Manager to the following to be approved:

- QUE400 - Whaiora - Deed of sublease to Wellington Free Ambulance.
- CHU005/5 - Gawith Burridge (First Property Legal) - Deed of Renewal of Lease
- QUE136 - Pharmacy Solutions Ltd (Life Pharmacy) - Deed of Renewal and Variation of Lease

4. FINANCE.

4.1 Financial reports.

- Profit and loss statement - year to date 30th April 2022 (attached).
- Balance sheet - as at 30th April 2022 (attached).

Supporting Documents:

4.1.a	Profit and Loss - April 2022.pdf	12
4.1.b	Balance Sheet - April 2022.pdf	13

5. LATE ITEMS.

5.1 Late items as advised from 1.2 above.

6. GENERAL BUSINESS.

6.1 General business.

7. MOVE INTO COMMITTEE.

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

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.

8. ITEMS TRANSFERRED FROM IN-COMMITTEE.

8.1 Items transferred from In-Committee.

9. CLOSE MEETING.

9.1 Next meeting date.

Next meeting: MTLT (Open) - 18 Jul 2022, 4:00 pm



Masterton Trust Lands Trust
Register of Board Membership Interests
Masterton Trust Lands Act (2003)

Trustee: Leanne Southey	
Memberships of community organisations:	<ul style="list-style-type: none"> • Trade Aid, Masterton (tenant of MTLT) • Red Star Squash Club • Wairarapa District Health Board • Wellington Free Ambulance Board • Wellington Water Ltd Board • Friends of Aratoi
Other interests:	<ul style="list-style-type: none"> • Lease of Unit 7+8 Enterprise Village (related party) • Accountant for some Trust tenants • Accounts for some Trust grant recipients
Trustee: Christine Brewster	
Memberships of community organisations:	<ul style="list-style-type: none"> • Wairarapa Justice of the Peace Assn • Masterton South Rotary Club
Trustee: John Bunny	
Memberships of community organisations:	<ul style="list-style-type: none"> • Wairarapa Justice of the Peace Assn • Wairarapa Rescue Trust (Chair) • St. Patricks Church Committee (Chair) • M.S.D. – Benefit Review Committee • Wairarapa C.A.B. – Board member / Volunteer interviewer • Wairarapa Parish Finance Committee • Masterton South Rotary Club • Young Mens Tennis Club • Masterton Golf Croquet Club • Masterton Community Centre Trust
Trustee: Frazer Mailman	
Memberships of community organisations:	<ul style="list-style-type: none"> • Masterton District Council (Councillor) • Wairarapa Youth Charitable Trust (Chair) • Wairarapa Road Safety Council (Chair)
Trustee: Sandy Ryan	
Memberships of community organisations:	<ul style="list-style-type: none"> • Masterton District Council (Councillor) • Lansdowne Residents Assn (Deputy Chair)
Trustee: Bex Johnson	
Memberships of community organisations:	<ul style="list-style-type: none"> • Masterton District Council (Councillor) • Trust House (Director) • Masterton Theatre Company • Masterton Club • Masterton Community Trust • SPCA Wairarapa • Friends of Aratoi

Trustee: Gary Caffell	
Memberships of community organisations:	<ul style="list-style-type: none"> • Masterton District Council (Councillor) • Masterton Bowling Club (President) • Masterton Community Centre Trust

Trustee: Tom Hullena	
Memberships of community organisations:	<ul style="list-style-type: none"> • Ngā Pūmanawa Tūpuna / REAP (Advisor) • Makoura College Board (Chair) • Masterton Community Centre Trust

General Manager: Andrew Croskery	
Memberships of community organisations:	<ul style="list-style-type: none"> • Wairarapa Rescue Trust • Masterton Judo & Ju Jitsu Academy

MINUTES (in Review)

MTLT (OPEN)



Name:	Masterton Trust Lands Trust
Date:	Tuesday, 26 April 2022
Time:	3:30 pm to 5:00 pm
Location:	MTLT Board Room, 189 Queen Street, Masterton
Board Members:	Leanne Southey (Chair), Christine Brewster, John Bunny, Gary Caffell, Tom Hullena, Bex Johnson, Frazer Mailman, Sandy Ryan
Attendees:	Andrew Croskery (GM), Stephanie Rix (Secretary)

1. MEETING OPENING.

1.1 Apologies.

No apologies.

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.

No conflicts advised.

2. MINUTES OF PREVIOUS MEETING.

2.1 Minutes of meeting held 7th March 2022.

MTLT (Open) 7 Mar 2022, the minutes were confirmed as presented.



Resolution:

That the minutes of the meeting held 7th March 2022 be confirmed as a true and correct record.

Decision Date: 26 Apr 2022
Mover: John Bunny
Seconder: Bex Johnson
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.

Nil to report as year end accounts in progress.

The target date for the draft financial accounts is 29th April 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: 26 Apr 2022
Mover: Leanne Southey
Seconder: Frazer Mailman
Outcome: Approved

The meeting moved to In-Committee at 3.35pm.

Open meeting resumed at 4.55pm.

8. ITEMS TRANSFERRED FROM IN-COMMITTEE.

8.1 Items transferred from In-Committee.

a) Whakaoriori Wellbeing Project - Grant

Resolution:

That the additional funding requested by St Patricks School and Chanel College to support the Zones of Regulation programme be approved.

- St Patricks School - \$4,607 (excl. GST)
- Chanel College - \$8,000 (excl. GST)

MOVED: Christine Brewster / SECONDED: Frazer Mailman / APPROVED

b) 2022 Elections – Order of candidate names on voting papers

Resolution:

The MTLT, in accordance with Clause 31 of the Local Electoral Regulations 2001, confirms that, for the 2022 Trust elections, the names under which each candidate is seeking election be arranged on the voting documents: **In alphabetical order of surname.**

MOVED: Bex Johnson / SECONDED: Christine Brewster / APPROVED

9. CLOSE MEETING.

9.1 Next meeting date.

Next meeting: MTLT (Open) - 7 Jun 2022, 3:30 pm

Meeting closed at 5.00pm.

Signature: _____

Date: _____

Profit & Loss
Masterton Trust Lands Trust
April 2022 to March 2023

	Apr-21 Actual \$	YTD \$
Income		
Rent	449,873	449,873
Tenant recoveries	53,095	53,095
Other revenue	-3,047	-3,047
Covid-19 rent abatement	-2,289	-2,289
Total Income	497,632	497,632
Gross Profit	497,632	497,632
Less Operating Expenses		
Administration costs	10,216	10,216
Property costs	149,032	149,032
Total Operating Expenses	159,248	159,248
Operating Profit	338,384	338,384
Non-operating Expenses		
Interest cost	64,889	64,889
Grants		
Education grants	-39,157	-39,157
Civic grants	0	
Community grants	0	0
Art grants	25,000	25,000
Concessional rent grants	60,716	60,716
Grant Recovery	0	0
Total Grants	46,559	46,559
Total Non-operating Expenses	111,448	111,448
Net Profit	226,936	226,936

Balance Sheet

Masterton Trust Lands Trust As at 30 April 2022

30 APR 2022

Assets

Bank

Transaction account	875,964
Grant - project reserve	60,228
Maintenance Reserve	427,255
MTLT Maintenance TD 1008	750,000
MTLT Maintenance TD 1007	750,000
Total Bank	2,863,446

Current Assets

Accounts Receivable	(50,052)
Total Current Assets	(50,052)

Fixed Assets

Land & Buildings (Investment Portfolio)	85,974,000
Property, plant & equipment	199,198
Property, plant & equipment - accumulated depreciation	(66,544)
Total Fixed Assets	86,106,654

Total Assets	88,920,049
---------------------	-------------------

Liabilities

Current Liabilities

Accounts Payable	122,683
ANZ term loan	18,630,428
GST payments & receipts	74,974
Interest Accrued	58,797
Roundings	-
Spark Interest Free payment	1,029
Total Current Liabilities	18,887,911

Non-current Liabilities

Derivative Financial Instruments	(45,258)
Total Non-current Liabilities	(45,258)

Total Liabilities	18,842,653
--------------------------	-------------------

Net Assets	70,077,396
-------------------	-------------------

Equity

Current Year Earnings	226,935
Retained earnings	69,850,461

Total Equity	70,077,396
---------------------	-------------------