



Masterton Trust Lands Trust

BOARD PACK

for

MTLT (Open)

Monday, 8 May 2023

4:00 pm (NZST)

Held at:

MTLT Board Room

189 Queen Street, Masterton

AGENDA

MTLT (OPEN)



Name:	Masterton Trust Lands Trust
Date:	Monday, 8 May 2023
Time:	4:00 pm to 6:00 pm (NZST)
Location:	MTLT Board Room, 189 Queen Street, Masterton
Board Members:	Christine Brewster (Chair), John Bunny, Gary Caffell, Tom Hullena, Bex Johnson, Monique Kloeg, Bella McClymont, Sandy Ryan
Attendees:	Andrew Croskery (General Manager), Stephanie Rix (Property/Finance Manager), Renee Searancke (Trust Administrator)

1. MEETING OPENING.

1.1 Apologies.

1.2 Late items.

If a Trustee wishes to bring an item to the board meeting, it must be notified to the office at least one week prior to the board meeting for inclusion in the agenda.

Items defined as late items, i.e. received after the agenda has been prepared and distributed, are only those items which cannot be left until the following meeting. These items must be notified to the office by the Friday prior to the board 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 - MAY.pdf	6
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2. MINUTES OF PREVIOUS MEETING.

2.1 Minutes of meeting held 20th March 2023.

Minutes of previous meeting to be confirmed (attached).

Supporting Documents:

2.1.a	Minutes : MTLT (Open) - 20 Mar 2023	8
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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:

- QUE105 - Gilliland Nicol Churcher - Deed of Variation and renewal of lease
- CHU005/2 - Aunties Cafe Ltd - Deed of Lease

4. FINANCE.

4.1 Financial reports.

Nil to report as year end financial accounts are in process.

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) - 26 Jun 2023, 4:30 pm



Masterton Trust Lands Trust

Register of Board Membership Interests

Masterton Trust Lands Act (2003)

Trustee: Christine Brewster	
Memberships of community organisations:	<ul style="list-style-type: none"> • Wairarapa Justice of the Peace Assn • Masterton South Rotary Club • Masterton Community Centre Trust
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. – Deputy Chair / Volunteer interviewer • Wairarapa Parish Finance Committee (Chair) • Masterton South Rotary Club • Masterton Community Centre Trust • Eastern & Central Community Trust
Trustee: Gary Caffell	
Memberships of community organisations:	<ul style="list-style-type: none"> • Masterton District Council (Mayor) • Masterton Bowling Club (President) • Masterton Community Centre Trust
Trustee: Tom Hullena	
Memberships of community organisations:	<ul style="list-style-type: none"> • Masterton District Council (Councillor) • Ngā Pūmanawa Tūpuna / REAP (Advisor) • Evaluation Associates – Principal Advisor
Trustee: Bex Johnson	
Memberships of community organisations:	<ul style="list-style-type: none"> • Masterton District Council (Councillor) • Trust House (Director) • Masterton Community Trust • Masterton Theatre Company • Masterton Club • SPCA Wairarapa • Friends of Aratoi
Trustee: Monique Kloeg	
Memberships of community organisations:	<ul style="list-style-type: none"> • Wairarapa Wahine Toa Womens Rugby Team • Business Wairarapa (Board member) • Youth2Work Wairarapa (Board member)

Trustee: Isabella McClymont	
Memberships of community organisations:	<ul style="list-style-type: none">• Masterton District Council (Employee)• Masterton Theatre Company• Wairarapa Woodworkers Guild

Trustee: Sandy Ryan	
Memberships of community organisations:	<ul style="list-style-type: none">• Lansdowne Residents Assn (Deputy Chair)

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:	Monday, 20 March 2023
Time:	4:00 pm to 5:20 pm (NZDT)
Location:	MTLT Board Room, 189 Queen Street, Masterton
Board Members:	Christine Brewster (Chair), John Bunny, Gary Caffell, Tom Hullena, Bex Johnson, Monique Kloeg, Sandy Ryan
Attendees:	Andrew Croskery (General Manager), Stephanie Rix (Property/Finance Manager)
Apologies:	Bella McClymont

1. MEETING OPENING.

1.1 Apologies.



Resolution:

That the apology from Bella McClymont be accepted.

Decision Date: 20 Mar 2023
Mover: Tom Hullena
Seconder: Bex Johnson
Outcome: Approved

1.2 Late items.

The Chair asked Trustees to advise of any late items eligible for consideration.

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 31st January 2023.

MTLT (Open) 31 Jan 2023, the minutes were confirmed as presented.

**Resolution:**

That the minutes of the meeting held 31st January 2023 be confirmed as a true and correct record.

Decision Date: 20 Mar 2023
Mover: Monique Kloeg
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.****Resolution:**

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

- ANZ - Amendment to Master Mandate (remove Greer)
- CHU005/5 - Gawith Burrigde (First Property Legal) - Deed of Renewal of Lease
- QUE108/4 - Vendetta Vape Lounge - Deed of Assignment of Lease to Bissh Vape N Vibrate Ltd
- RAI034 - 880 Productions Ltd - Deed of Variation, Renewal, and Rent Review

Decision Date: 20 Mar 2023
Mover: John Bunny
Seconder: Gary Caffell
Outcome: Approved

4. FINANCE.**4.1 Financial reports.****Resolution:**

That the following financial reports be received:

- Profit and Loss - year to date 31st January 2023.
- Balance Sheet - as at 31st January 2023.

Decision Date: 20 Mar 2023
Mover: Tom Hullena
Seconder: Bex Johnson
Outcome: Approved

Bex Johnson queried the Trust's tax rate.
 The GM advised the Trust does not pay any tax.

5. LATE ITEMS.

5.1 Late items as advised from 1.2 above.

No late items.

6. GENERAL BUSINESS.

6.1 General business.

Christine thanked all those who attended Greer's farewell function.

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:

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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: 20 Mar 2023
Mover: Christine Brewster (Chair)
Seconder: Gary Caffell
Outcome: Approved

The meeting moved into Committee at 4.10pm.

Open meeting resumed at 5.15pm.

8. ITEMS TRANSFERRED FROM IN-COMMITTEE.

8.1 Items transferred from In-Committee.

a) Golden Shears Society.

Resolution:

That the grant of \$10,000 approved (by email) to the Golden Shears Society for the 2023 Golden Shears event be formally ratified.

[John Bunny / Bex Johnson] APPROVED

b) Whakaoriori Wellbeing Project.

Resolution:

That the Project Coordinator costs for the Whakaoriori Wellbeing Project - \$455 for the six month period 1st October 2022 to 31st March 2023 - be recorded as a project grant in the 2022/23 financial year.

[Tom Hullena / Monique Kloeg] APPROVED

Resolution:

That the project consultancy costs for the next Transformational Project - \$770 - be recorded as a project grant in the 2022/23 financial year.

[Gary Caffell / John Bunny] APPROVED

c) Grants / Scholarships.

Resolution:

Maori Millionaire:

That grants of up to \$500 be approved for Masterton Primary School, and up to \$800 for Makoura College, to host the Maori Millionaire workshops at their respective schools. This approval is subject to receiving school event grant applications from the schools.

Masterton Primary Principals Assn:

That a school event grant of \$2,000 be approved to Masterton Primary Principals Assn to assist with professional speaker fees at the Teachers Day event scheduled for 6th April 2023.

Toby McGregor:

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

Rhys Semmens:

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

Bailee Potangaora:

That a Retraining Scholarship of up to \$2,000 be approved to Bailee Potangaora to assist with costs of completing a Graduate Diploma of Teaching (Primary) at Te Herenga Waka –Victoria University of Wellington.

Jack Corlett:

That a Retraining Scholarship of up to \$2,000 be approved to Jack Corlett to assist with the costs of completing the ETCO Work Ready programme.

[Tom Hullena / Bex Johnson] APPROVED

d) Tinui School.

Resolution:

That a grant of \$926.19 be approved to Tinui School for the purchase of resources following flooding caused by Cyclone Gabrielle.

[Christine Brewster / Bex Johnson] APPROVED

9. CLOSE MEETING.

9.1 Next meeting date.

Next meeting: MTLT (Open) - 8 May 2023, 4:00 pm

The meeting closed at 5.20pm.

Signature:_____

Date:_____