



# Masterton Trust Lands Trust

## BOARD PACK

for

MTLT (Open)

Monday, 21 December 2020

3:30 pm

Held at:

MTLT Board Room

189 Queen Street, Masterton

# AGENDA

## MTLT (OPEN)



<b>Name:</b>	Masterton Trust Lands Trust
<b>Date:</b>	Monday, 21 December 2020
<b>Time:</b>	3:30 pm to 5:00 pm
<b>Location:</b>	MTLT Board Room, 189 Queen Street, Masterton
<b>Board Members:</b>	Leanne Southey (Chair), Christine Brewster, John Bunny, Gary Caffell, Tom Hullena, Bex Johnson, Sandy Ryan
<b>Attendees:</b>	Andrew Croskery (GM), Stephanie Rix (Secretary)
<b>Apologies:</b>	Frazer Mailman

### 1. MEETING OPENING.

#### 1.1 Apologies.

Frazer Mailman.

#### 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 the receipt of the record of interest included with the board pack.

Supporting Documents:

1.3.a	Register of Interests - December 2020.pdf	6
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### 2. MINUTES OF PREVIOUS MEETING.

#### 2.1 Minutes of meeting held 30th November 2020.

Minutes of previous meeting to be confirmed (attached).

Supporting Documents:

2.1.a	Minutes : MTLT (Open) - 30 Nov 2020	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 be approved:

- QUE108/7+8 - PN Furniture Ltd (Beds 4 U) - Deed of Lease (replaces existing Agreement to Lease)

### 4. FINANCE.

#### 4.1 Financial reports as at 30th November 2020.

The following reports will be tabled at the meeting:

- Profit and loss statement - year to date 30th November 2020.
- Balance sheet - as at 30th November 2020.

### 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)(11)
Finance items	Commercial privacy	7(2)(b)(11)
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 Jan 2021, 3:30 pm

**Note:** The January meeting is scheduled for the Tuesday after Wellington Anniversary day.



## Masterton Trust Lands Trust

### Register of Board Membership Interests

Masterton Trust Lands Act (2003)

	<b>Trustee: Leanne Southey</b>	<b>Partner: Peter McKenna</b>
Occupation:	<ul style="list-style-type: none"> <li>Chartered Accountant in Public Practice (Southey Sayer Ltd)</li> </ul>	<ul style="list-style-type: none"> <li>Owner - Screen printing business (Mangan Graphics), Masterton</li> </ul>
Interests in Land:	<ul style="list-style-type: none"> <li>52 Perry Street, Masterton (owned by family trust)</li> <li>12A McKenna Street, Masterton (part-owned by family trust)</li> <li>110 Dixon Street, Masterton – leased by Southey Sayer Ltd</li> <li>Unit 8, 392 Queen Street, Masterton – leased by Mangan Graphics Ltd (from MTLT)</li> <li>Apartment 9, Chews Lane, Wellington (owned by family trust)</li> </ul>	
Investments in Companies, Partnerships (not public company):	<ul style="list-style-type: none"> <li>Southey Sayer Ltd</li> <li>Mangan Graphics Ltd (tenant of MTLT)</li> </ul>	
Directorships:	<ul style="list-style-type: none"> <li>Southey Sayer Ltd</li> <li>Academy Trustees Ltd</li> <li>Sadler Oakly Newman Trustees Ltd</li> <li>Dixon Street Trustees Ltd</li> <li>Wairarapa District Health Board</li> </ul>	
Memberships of Community Organisations:	<ul style="list-style-type: none"> <li>Masterton Trust Lands Trust Masterton (Chair)</li> <li>Trade Aid, Masterton (tenant of MTLT)</li> <li>Red Star Squash Club</li> <li>Wairarapa Community Health Board</li> </ul>	

	<b>Trustee: Christine Brewster</b>	<b>Partner:</b>
Occupation:	<ul style="list-style-type: none"> <li>Hairdresser</li> </ul>	
Interests in Land:	<ul style="list-style-type: none"> <li>46B Essex Street, Masterton</li> </ul>	
Investments in Companies, Partnerships (not public company):		
Directorships:		
Memberships of Community Organisations:	<ul style="list-style-type: none"> <li>Masterton Trust Lands Trust Masterton (Deputy Chair)</li> <li>Wairarapa Justice of the Peace Assn (Member)</li> <li>Masterton South Rotary Club (Member)</li> </ul>	

	<b>Trustee: John Bunny</b>	<b>Partner: Judi Bunny</b>
Occupation:	<ul style="list-style-type: none"> <li>Retired</li> </ul>	
Interests in Land:	<ul style="list-style-type: none"> <li>97 Manuka Street, Masterton</li> </ul>	
Investments in Companies, Partnerships (not public company):	<ul style="list-style-type: none"> <li>J R Bunny Agencies Ltd</li> <li>Joribee Trust (Trustee)</li> </ul>	<ul style="list-style-type: none"> <li>Trustee</li> </ul>
Directorships:	<ul style="list-style-type: none"> <li>J R Bunny Agencies Ltd</li> </ul>	<ul style="list-style-type: none"> <li>Director</li> </ul>
Memberships of Community Organisations:	<ul style="list-style-type: none"> <li>Masterton Trust Lands Trust Masterton (Trustee)</li> <li>Wairarapa Justice of the Peace Council (Board member)</li> <li>Wairarapa Rescue Trust (Chair)</li> <li>St. Patricks Church Committee (Chair)</li> <li>M.S.D. – Benefit Review Committee</li> <li>C.A.B. – Volunteer interviewer.</li> <li>Wairarapa Parish Finance Committee.</li> </ul>	

	<b>Trustee: Frazer Mailman</b>	<b>Partner: Marion Mailman</b>
Occupation:	<ul style="list-style-type: none"> <li>Retired</li> </ul>	<ul style="list-style-type: none"> <li>Retired</li> </ul>
Interests in Land:	<ul style="list-style-type: none"> <li>19 Liverpool Street, Masterton</li> </ul>	<ul style="list-style-type: none"> <li>19 Liverpool Street, Masterton</li> </ul>
Investments in Companies, Partnerships (not public company):		
Directorships:		
Memberships of Community Organisations:	<ul style="list-style-type: none"> <li>Masterton District Council (Councillor)</li> <li>Masterton Trust Lands Trust (Trustee)</li> <li>Wairarapa Youth Charitable Trust (Acting Chair)</li> </ul>	

	<b>Trustee: Sandy Ryan</b>	<b>Partner: Dave Ryan</b>
Occupation:	<ul style="list-style-type: none"> <li>• People First NZ</li> </ul>	<ul style="list-style-type: none"> <li>• Self-Employed</li> </ul>
Interests in Land:	<ul style="list-style-type: none"> <li>• 19 Ardsley Lane, Masterton</li> <li>• 12B Norwich Avenue, New Plymouth</li> </ul>	<ul style="list-style-type: none"> <li>• 19 Ardsley Lane, Masterton</li> <li>• 12B Norwich Ave, New Plymouth</li> </ul>
Investments in Companies, Partnerships (not public company):		
Directorships:	<ul style="list-style-type: none"> <li>• Concretextra Ltd</li> </ul>	<ul style="list-style-type: none"> <li>• Concretextra Ltd</li> </ul>
Memberships of Community Organisations:	<ul style="list-style-type: none"> <li>• Masterton Trust Lands Trust Masterton (Trustee)</li> <li>• Wairarapa Resource Centre (Trustee)</li> <li>• Masterton District Council (Councillor)</li> <li>• Lansdowne Residents Assn (Member)</li> </ul>	

	<b>Trustee: Bex Johnson</b>	<b>Partner: Bill Johnson</b>
Occupation:	<ul style="list-style-type: none"> <li>• Self Employed</li> </ul>	<ul style="list-style-type: none"> <li>• Manager, Masterton Club</li> </ul>
Interests in Land:	<ul style="list-style-type: none"> <li>• 1 Rewa Place, Lansdowne, Masterton</li> <li>• 1 Gordon Street, Lansdowne, Masterton</li> <li>• 8a Maire Street, Pahiatua</li> <li>• 18 Lake Ferry Road, Lake Ferry</li> <li>• 70A Bannister Street, Masterton</li> </ul>	
Investments in Companies, Partnerships (not public company):		
Directorships:		
Memberships of Community Organisations:	<ul style="list-style-type: none"> <li>• Rotary Masterton South (Member)</li> <li>• Masterton Theatre Company (Member)</li> <li>• Masterton Club (Member)</li> <li>• Masterton Trust Lands Trust Masterton (Trustee)</li> <li>• Masterton District Council (Councillor)</li> <li>• Masterton Community Trust (Trustee)</li> <li>• SPCA Wairarapa</li> </ul>	<ul style="list-style-type: none"> <li>• Masterton Club (Member)</li> <li>• NZMCA (Member)</li> </ul>

	<b>Trustee: Gary Caffell</b>	<b>Partner: Barbara Caffell</b>
Occupation:	<ul style="list-style-type: none"> <li>• Retired</li> </ul>	
Interests in Land:	<ul style="list-style-type: none"> <li>• 2B Second Street, Masterton</li> </ul>	<ul style="list-style-type: none"> <li>• 2B Second Street, Masterton</li> </ul>
Investments in Companies, Partnerships (not public company):		
Directorships:		
Memberships of Community Organisations:	<ul style="list-style-type: none"> <li>• Masterton Trust Lands Trust Masterton (Trustee)</li> <li>• Masterton District Council (Councillor)</li> <li>• Masterton Bowling Club (President)</li> </ul>	

	<b>Trustee: Tom Hullena</b>	<b>Partner:</b>
Occupation:	<ul style="list-style-type: none"> <li>• Education Consultant</li> <li>• Project Lead – Nga Pumanawa Tupuna</li> </ul>	<ul style="list-style-type: none"> <li>• Sellar &amp; Sellar (Business Mger)</li> </ul>
Interests in Land:	<ul style="list-style-type: none"> <li>• 30 Essex Street, Masterton</li> </ul>	<ul style="list-style-type: none"> <li>• 30 Essex Street, Masterton</li> </ul>
Investments in Companies, Partnerships (not public company):		
Directorships:		
Memberships of Community Organisations:	<ul style="list-style-type: none"> <li>• Masterton Trust Lands Trust Masterton (Trustee)</li> <li>• Nga Pumanawa Tupuna</li> <li>• Wairarapa Economic Development Skills Group (WEDS)</li> <li>• Eastern &amp; Central Community Trust</li> </ul>	<ul style="list-style-type: none"> <li>• Netball Wairarapa (Treasurer)</li> </ul>

	<b>General Manager: Andrew Croskery</b>	<b>Partner: Nic Rivers</b>
Occupation:	<ul style="list-style-type: none"> <li>• General Manager, Masterton Trust Lands Trust</li> </ul>	<ul style="list-style-type: none"> <li>• Wairarapa DHB</li> </ul>
Interests in Land:	<ul style="list-style-type: none"> <li>• 136 Blakes Road, Carterton</li> </ul>	
Investments in Companies, Partnerships (not public company):		
Directorships:		
Memberships of Community Organisations:	<ul style="list-style-type: none"> <li>• Wairarapa Rescue Trust (Trustee)</li> </ul>	

# MINUTES (in Review)

## MTLT (OPEN)



<b>Name:</b>	Masterton Trust Lands Trust
<b>Date:</b>	Monday, 30 November 2020
<b>Time:</b>	4:00 pm to 5:05 pm
<b>Location:</b>	MTLT Board Room, 189 Queen Street, Masterton
<b>Board Members:</b>	Leanne Southey (Chair), Christine Brewster, John Bunny, Gary Caffell, Tom Hullena, Bex Johnson, Frazer Mailman, Sandy Ryan
<b>Attendees:</b>	Andrew Croskery (GM), Stephanie Rix (Secretary)

### 1. MEETING OPENING.

#### 1.1 Apologies.

No apologies.

#### 1.2 Late items.

*Members were asked 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 the receipt of the record of interest included with the board pack.*

None advised.

### 2. MINUTES OF PREVIOUS MEETING.

#### 2.1 Minutes of meeting held 28th September 2020.

MTLT (Open) 28 Sep 2020, the minutes were confirmed as presented.



#### Resolution:

That the minutes of the meeting held 28th September 2020 be confirmed as a true and correct record.

**Decision Date:** 30 Nov 2020  
**Mover:** Gary Caffell  
**Seconder:** Frazer Mailman  
**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 be approved:

- QUE108/4 - Vendetta Vape Lounge Limited - Deed of Lease
- QUE108/11+12 - Little Lollies Ice Cream Parlour Limited / Admyra Limited - Deed of Assignment of Lease
- QUE400 - Whaiora - Deed of Variation and Extension of Lease
- NGA203 - Faber - Deed of Surrender
- NGA203 - Woolford Developments Limited - Deed of Lease, Step-in Deed
- ANZ Facility Agreement

**Decision Date:** 30 Nov 2020

**Mover:** Christine Brewster

**Seconder:** Sandy Ryan

**Outcome:** Approved

## 4. FINANCE.

### 4.1 Financial reports as at 31st October 2020.

The following financial reports were noted:

- Profit and lost statement - year to date 31st October 2020.
- Balance sheet - as at 31st October 2020.

## 5. LATE ITEMS.

### 5.1 Late items as advised from 1.2 above.

No late items.

## 6. GENERAL BUSINESS.

### 6.1 General business.

Prior to the meeting Christine Brewster, John Bunny, Gary Caffell, Bex Johnson and Frazer Mailman toured and met with representatives of the Millennium Reserve and Woodworkers Guild.



## 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)(11)
Finance items	Commercial privacy	7(2)(b)(11)
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:** 30 Nov 2020  
**Mover:** Leanne Southey  
**Seconder:** John Bunny  
**Outcome:** Approved

## 8. ITEMS TRANSFERRED FROM IN-COMMITTEE.

### 8.1 Items transferred from In-Committee.

Resolution - School event grant:

*Douglas Park School:*

That a school event grant of \$1,000 be approved to Douglas Park School for the 2020 Connect, Inspire, Learn: Student Led Conference.

Moved: Christine Brewster

Seconded: Bex Johnson

APPROVED

Resolution - Community education grant:*Wairarapa Search & Rescue Inc:*

That approval be given for the grant of \$1,620 for the winter skills training course to be carried over, to be used by July 2021, due to the 2020 course having to be postponed.

Moved: Christine Brewster

Seconded: Bex Johnson

APPROVED

Resolution - COVID-19 community support grants:

That the schedule of COVID-19 community support grants below totaling \$12,000 be approved.

Moved: Sandy Ryan

Seconded: Gary Caffell

APPROVED

Applicant	Project	Grant approved
Wairarapa Filipino Society	Education, health and support services for the Wairarapa Filipino community	\$3,000
Westside Playcentre	Assist with the cost of employing a session facilitator	\$4,000
Wairarapa Youth Charitable Trust (Boxing Academy)	Subsidising annual membership and/or weekly training session fees	\$5,000
Learn & Live Ministries Charitable Trust	Overhead costs for Waimanaaki Camp	\$0
Film Talks - Wairarapa	Cost of time to plan the 2021 Wairarapa Film Festival	\$0
	<b>Total</b>	<b>\$12,000</b>

Conflict of interest noted:

Frazer Mailman abstained from voting on the Wairarapa Youth Charitable Trust grant application.

## 9. CLOSE MEETING.

### 9.1 Next meeting date.

**Next meeting:** MTLT (Open) - 21 Dec 2020, 3:30 pm

**Meeting closed at 5.05pm.**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_