



Masterton Trust Lands Trust

BOARD PACK

for

MTLT (Open)

Monday, 25 May 2020

4:00 PM

Held at:

MTLT Board Room

189 Queen Street, Masterton

AGENDA

MTLT (OPEN)



| | |
|-----------------------|---------------------------------------------------------------------------------------------------------------|
| Name: | Masterton Trust Lands Trust |
| Date: | Monday, 25 May 2020 |
| Time: | 4:00 PM to 5:30 PM |
| Location: | MTLT Board Room, 189 Queen Street, Masterton |
| Board Members: | Leanne Southey (Chair), Christine Brewster, John Bunny, Bex Johnson, Frazer Mailman, Sandy Ryan, Gary Caffell |
| Attendees: | Andrew Croskery (GM), Stephanie Rix (Secretary) |
| Apologies: | Tom Hullena |

1. MEETING OPENING.

1.1 Apologies.

T Hullena.

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 with the board pack.

Supporting Documents:

| | | |
|-------|--------------------------------------|---|
| 1.3.a | Register of Interests - May 2020.pdf | 6 |
|-------|--------------------------------------|---|

2. MINUTES OF PREVIOUS MEETING.

2.1 Minutes of meeting held 20th April 2020.

Minutes of previous meeting to be confirmed.

Supporting Documents:

| | | |
|-------|-------------------------------------|---|
| 2.1.a | Minutes : MTLT (Open) - 20 Apr 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.

- Seal not used since last board meeting.

4. FINANCE.

4.1 Financial reports as at 30th April 2020.

Nil to report as year end accounts in progress.

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) - 29 Jun 2020, 4:00 PM



Masterton Trust Lands Trust

Register of Board Membership Interests

Masterton Trust Lands Act (2003)

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

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

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

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

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

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

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

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

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

MINUTES (in Review)

MTLT (OPEN)



| | |
|-----------------------|----------------------------------------------------------------------------------------------------------------------------|
| Name: | Masterton Trust Lands Trust |
| Date: | Monday, 20 April 2020 |
| Time: | 4:00 PM to 4:45 PM |
| Location: | COVID-19 Lockdown, Zoom online video conference |
| Board Members: | Leanne Southey (Chair), Christine Brewster, John Bunny, Sandy Ryan, Bex Johnson, Frazer Mailman, Tom Hullena, Gary Caffell |
| Attendees: | Andrew Croskery (GM), Stephanie Rix (Secretary), Greer Sinton (Finance) |

1. MEETING OPENING.

1.1 COVID-19 Lockdown - Meeting via video conference.

Due to the COVID-19 lockdown, this meeting took place via online video conference. Members of the public were unable to attend. The minutes will be publicly available.

1.2 Apologies.

No apologies.

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 with the board pack.

None advised.

2. MINUTES OF PREVIOUS MEETING.

2.1 Minutes of meeting 30th March 2020.

MTLT (Open) 30 Mar 2020, the minutes were confirmed as presented.



Resolution:

That the minutes of meeting held 30th March 2020 be approved as a true and correct record.

Decision Date: 20 Apr 2020
Mover: Bex Johnson
Seconder: Christine Brewster
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 as at 31st March 2020.**

Nil to report as year end accounts in progress.

5. GENERAL BUSINESS.**5.1 General business.**

No general business.

6. MOVE INTO COMMITTEE.**6.1 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 |
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| 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: 20 Apr 2020
Mover: Leanne Southey
Seconder: Gary Caffell
Outcome: Approved

The meeting moved into Committee at 4.05pm.

Open meeting resumed at 4.40pm.

7. ITEMS TRANSFERRED FROM IN-COMMITTEE.

7.1 Items transferred from In-Committee.

Resolution - Alan MacDiarmid Scholarship:

That Bianca Green from St Matthew's Collegiate (as nominated by the Secondary Principals' Association), be awarded the Alan MacDiarmid Scholarship for 2020, being \$1,000 per annum for three years (subject to satisfactory results being achieved).

Mover: Christine Brewster

Seconder: Frazer Mailman

APPROVED

Resolution - Golden C'Art Scholarship:

That Gemma Sims from St Matthew's Collegiate (as nominated by the Secondary Principals' Association), be awarded the Golden C'Art Scholarship for 2020, being a one-off payment of \$1,000.

Mover: Christine Brewster

Seconder: Frazer Mailman

APPROVED

Resolution - Concessional Rent Grants 2020/21:

That the following concessional rent grants be approved for the 2020/21 financial year:

| Property | Tenant | Concessional Rent Grant 2020/21 |
|-------------|---------------------------------|---------------------------------|
| BRU010 | Aratoi | \$324,000 |
| HIL001 | Millennium Reserve | \$6,420 |
| HIL001 | Wairarapa Woodworkers Guild Inc | \$6,400 |
| QUE013 | ConArt | \$23,263 |
| QUE015 | Te Patukituki o Wairarapa | \$19,693 |
| DIX146 | Harlequin Theatre | \$12,000 |
| CHA205 | Young Citizens Club | \$10,750 |
| QUE365 | Wairarapa REAP (SPOT) | \$12,500 |
| CHU005/3+4 | Masterton Foodbank | \$25,859 |
| CHU005 - FF | Access Radio Wairarapa | \$31,253 |
| DIX022 | Wairarapa REAP * | \$10,063 |
| COR137 | Wairarapa College | \$123,600 |

| | | |
|--------|-----------------------------------|------------------|
| NGA203 | Masterton Judo & Ju Jitsu Academy | \$5,200 |
| | TOTAL | \$611,001 |

* The grant to Wairarapa REAP is for the six month period 1st April 2020 to 30th September 2020. To be reviewed in September 2020.

Mover: John Bunny

Seconder: Bex Johnson

APPROVED

8. CLOSE MEETING.

8.1 Next meeting date.

Next meeting: MTLT (Open) - 25 May 2020, 4:00 PM

Meeting closed at 4.45pm.

Signature: _____

Date: _____