



Masterton Trust Lands Trust

BOARD PACK

for

MTLT (Open)

Monday, 26 June 2023

4:00 pm (NZST)

Held at:

MTLT Board Room

189 Queen Street, Masterton

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Agenda

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AGENDA

MTLT (OPEN)



Name:	Masterton Trust Lands Trust
Date:	Monday, 26 June 2023
Time:	4:00 pm to 4:05 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), 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 - JUNE.pdf	6
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2. MINUTES OF PREVIOUS MEETING.

2.1 Minutes of meeting held 8th May 2023.

Minutes of previous meeting to be confirmed (attached).

Supporting Documents:

2.1.a	Minutes : MTLT (Open) - 8 May 2023	8
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2.2 Matters arising.

No 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:

- Seal not used.

4. FINANCE.

4.1 Financial reports.

- Profit and Loss - year to date 31st May 2023 (to follow).
- Balance Sheet - as at 31st May 2023 (to follow).

5. LATE ITEMS.

5.1 Late items as advised from 1.2 above.

6. GENERAL BUSINESS.

6.1 General business.

6.2 Rainbow Identities

Bella McClymont

A presentation about Rainbow identities including demographic data, key concepts, terminology and how it relates to Trust 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)
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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) - 17 Jul 2023, 5:00 pm

The meeting closed at .



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, 8 May 2023
Time:	4:00 pm to 5:20 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
Attendees:	Andrew Croskery (General Manager), Stephanie Rix (Property/Finance Manager), Renee Searancke (Trust Administrator)
Apologies:	Sandy Ryan

1. MEETING OPENING.

1.1 Apologies.



Resolution:

That the apology from Sandy Ryan be accepted.

Decision Date: 8 May 2023
Mover: John Bunny
Seconder: Tom Hullena
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 20th March 2023.

MTLT (Open) 20 Mar 2023, the minutes were confirmed as presented.

**Resolution:**

That the minutes of the meeting held 20th March 2023 be confirmed as a true and correct record.

Decision Date: 8 May 2023
Mover: Bex Johnson
Seconders: 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 be approved:

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

Decision Date: 8 May 2023
Mover: Gary Caffell
Seconders: Bella McClymont
Outcome: Approved

4. FINANCE.**4.1 Financial reports.**

Nil to report as year end financial accounts in progress.

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: 8 May 2023
Mover: Christine Brewster (Chair)
Seconder: Tom Hullena
Outcome: Approved

The meeting moved into Committee at 4.05pm.

Open meeting resumed at 5.15pm.

8. ITEMS TRANSFERRED FROM IN-COMMITTEE.

8.1 Items transferred from In-Committee.

a) Resolution:

That the following be approved:

Makoura College - Maori Millionaire

School event grant of \$1,000 be approved to Makoura College to host the Maori Millionaire workshop for senior and teen parent students.

Note: This replaces the grant approval at last months meeting for the same event.

Wairarapa College – Intercollegiate Speech Competition

School event grant of \$1,000 be approved to Wairarapa College for the 2023 Intercollegiate Speech Competition.

Amanda Graham - Retraining Scholarship

Retraining Scholarship of up to \$2,000 be approved to Amanda Graham to assist with the costs of completing a Bachelor of Nursing at UCOL Wairarapa.

Antonia Esposito - Retraining Scholarship

Retraining Scholarship of up to \$2,000 be approved to Antonia Esposito to assist with the costs of completing a Diploma of Enrolled Nursing at UCOL Wairarapa.

[Bex Johnson / Isabella McClymont] APPROVED

b) Resolution:

That the following be approved:

Hadlow School – Wellbeing Project Grant – Request for additional funding

Whakaoriori Wellbeing Project grant of \$15,000 be approved to Hadlow School to continue the Resilience Project.

Fernridge School – Wellbeing Project Grant – Request for additional funding

Whakaoriori Wellbeing Project grant of \$4,500 be approved to Fernridge School to continue the Zones of Regulation Project.

[Tom Hullena / Monique Kloeg] APPROVED

c) Resolution:

That the following be approved:

2023 Alan MacDiarmid Scholarship

The 2023 Alan MacDiarmid Scholarship (\$1,000 per annum for 3 years - subject to satisfactory progress) be awarded to Anika Stewart (ex Wairarapa College).

This scholarship approval is subject to receiving sufficient information from the Wairarapa Secondary Principals Assn detailing why Anika has been chosen as this year's recipient.

2023 Golden C'Art Scholarship

The 2023 Golden C'Art Scholarship (\$1,000 one-off) be awarded to Stella Masters (St Matts/Rathkeale).

This scholarship approval is subject to receiving sufficient information from the Wairarapa Secondary Principals Assn detailing why Stella has been chosen as this year's recipient.

[Christine Brewster / Tom Hullena] APPROVED

d) Resolution:Outward Bound – Korowai Course

That the grant of \$10,000 approved to Outward Bound (via email 24th April 2024) in support of the Wairarapa Korowai course be ratified. This grant will be split \$5,000 each between the 2023/24 Education and Community grants budgets.

[John Bunny / Isabella McClymont] APPROVED

e) Annual General Meeting:

The date for this year's Annual General Meeting was set for Monday 17th July 2023, 4.00pm.

9. CLOSE MEETING.**9.1 Next meeting date.**

Next meeting: MTLT (Open) - 26 Jun 2023, 4:00 pm

The meeting closed at 5.20pm.

Signature:_____

Date:_____

Profit & Loss
Masterton Trust Lands Trust
April 2023 to March 2024

	Apr-23 Actual \$	May-23 Actual \$	YTD \$
Income			
Rent	476,924	480,103	957,027
Tenant recoveries	60,349	60,349	120,698
Other revenue	-28,636	3,414	-25,222
Total Income	508,638	543,866	1,052,504
Gross Profit	508,638	543,866	1,052,504
Less Operating Expenses			
Administration costs	-8,026	69,855	61,829
Property costs	111,826	216,634	328,459
Total Operating Expenses	103,800	286,489	390,289
Operating Profit	404,838	257,377	662,215
Non-operating Expenses			
Interest cost	109,445	110,879	220,323
Grants			
Community grants	5,000	0	5,000
Education grants	-5,463	44,014	38,551
Art grants	0	0	0
Concessional rent grants	65,543	65,543	131,087
Grant Recovery	0	-1,930	-1,930
Total Grants	65,080	107,627	172,707
Total Non-operating Expenses	174,525	218,505	393,030
Net Profit	230,313	38,871	269,185

Balance Sheet

Masterton Trust Lands Trust

As at 31 May 2023

31 MAY 2023

Assets

Bank

Transaction account	623,361
Grant - project reserve	61,128
Maintenance Reserve	763,470
MTLT Maintenance TD 1007	750,000
WBS Term Deposit	1,000,000
Total Bank	3,197,959

Current Assets

Accounts Receivable	(4,233)
Total Current Assets	(4,233)

Fixed Assets

Land & Buildings (Investment Portfolio)	99,950,125
Property, plant & equipment	203,719
Property, plant & equipment - accumulated depreciation	(84,612)
Total Fixed Assets	100,069,233

Total Assets	103,262,959
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Liabilities

Current Liabilities

Accounts Payable	159,652
GST payments & receipts	28,641
Interest Accrued	110,879
Roundings	-
Spark Interest Free payment	1,832
Total Current Liabilities	301,004

Non-current Liabilities

Derivative Financial Instruments	(91,854)
ANZ Bank Loan	9,238,757
ANZ term loan 1001	2,750,000
ANZ term loan 1003	2,750,000
ANZ term loan 1004	2,750,000
Total Non-current Liabilities	17,396,903

Total Liabilities	17,697,907
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Net Assets	85,565,053
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Equity

Current Year Earnings	269,185
Retained earnings	85,295,868

Total Equity	85,565,053
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