

# MINUTES (in Review)

## MTLT (OPEN)



<b>Name:</b>	Masterton Trust Lands Trust
<b>Date:</b>	Monday, 25 November 2024
<b>Time:</b>	4:00 pm to 4:45 pm (NZDT)
<b>Location:</b>	MTLT Board Room, 189 Queen Street, Masterton
<b>Board Members:</b>	Christine Brewster (Chair), John Bunny, Gary Caffell, Tom Hullena, Bex Johnson, Monique Kloeg, Bella McClymont, Sandy Ryan
<b>Attendees:</b>	Andrew Croskery (General Manager), Renee Searancke (Trust Administrator)

### 1. MEETING OPENING.

#### 1.1 Karakia timatanga.

Karakia recited together.

#### 1.2 Apologies.

No apologies.

T Hullena attended remotely.

#### 1.3 Late items.

#### 1.4 Declaration of interest.

No further declarations.

### 2. MINUTES OF PREVIOUS MEETING.

#### 2.1 Minutes of meeting held 7th October 2024.

MTLT (Open) 7 Oct 2024, the minutes were confirmed as presented.



#### Resolution:

That the minutes of the meeting held 7th October 2024 be confirmed as a true and correct record.

**Decision Date:** 25 Nov 2024

**Mover:** John Bunny

**Seconder:** Bella McClymont

**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:

- QUE108/13 - US Supplements Limited T/A Health 2000 - Deed of Lease
- NGA203/3 - Quality Builders 2005 Limited - Deed of Lease.

**Decision Date:** 25 Nov 2024  
**Mover:** Gary Caffell  
**Seconder:** Bex Johnson  
**Outcome:** Approved

### 4. FINANCE.

#### 4.1 Financial reports.



##### Resolution:

That the following financial reports are received:

- a. Profit and Loss - year to date 31st October 2024
- b. Balance Sheet - as at 31st October 2024.

**Decision Date:** 25 Nov 2024  
**Mover:** Bex Johnson  
**Seconder:** Bella McClymont  
**Outcome:** Approved

B Johnson asked for an explanation regarding 'Retention Held at 115 Chapel Street', as recorded on the Balance Sheet under Liabilities.

The GM gave a detailed explanation regarding the requirements of the Construction Contracts Act to hold retentions in a separate account until the retention release date (up to 12 months). This process protects sub-contractors in the event of financial difficulties of the principal or main contractor.

### 5. LATE ITEMS.

#### 5.1 Late items as advised from 1.3 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:** 25 Nov 2024

**Outcome:** Approved

## 8. ITEMS TRANSFERRED FROM IN-COMMITTEE.

### 8.1 Items transferred from In-Committee.

**Community Christmas Tree**

Resolution:

That a grant of \$1,000 is approved for the Community Christmas Tree initiative.

[G Caffell / B Johnson] APPROVED.

## 9. CLOSE MEETING.

### 9.1 Next meeting date.

**Next meeting:** MTLT (Open) - 27 Jan 2025, 4:00 pm

**The meeting closed at 4.45 pm.**

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

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