

CONFIRMED MINUTES

MTLT (OPEN)



At the **MTLT (Open)** on **1 Dec 2025** these minutes were **confirmed as presented**.

Name:	Masterton Trust Lands Trust
Date:	Monday, 20 October 2025
Time:	4:50 pm to 5:15 pm (NZDT)
Location:	MTLT Board Room, 115 Chapel Street, Masterton 5810
Board Members:	Christine Brewster (Chair), Craig Bowyer, Gary Caffell, Bex Johnson, Monique Kloeg, Ben Matthews, Bella McClymont, Lyn Patterson
Attendees:	Andrew Croskery (General Manager), Renee Searancke (Trust Administrator)

1. MEETING OPENING.

1.1 General Manager to act as Chairperson.

Following the local body elections, the General Manager acted as Chair.

1.2 Karakia timatanga.

Karakia recited together.

1.3 Apologies.



Resolution:

That the apology from B Johnson be accepted.

Decision Date:	20 Oct 2025
Mover:	Gary Caffell
Seconder:	Bella McClymont
Outcome:	Approved

1.4 Election result.

The results for the triennial election are as follows:

L Patterson	3,777
G Caffell	3,108
B Matthews	2,612
C Bowyer	2,582
Not Elected	-----
D McHattie	2,566

C Gollins	2,383
N Haglund	2,354
J Ayling	1,973
R Cottle	1,534

1.5 Welcome and introductions.

The General Manager invited Trustees to introduce themselves:

Monique Kloeg

- Was first elected at the 2022 election
- Owner of 10CC Bakery and Café
- Continuing the successful commercial property portfolio, maximising profits to reinvest in the Masterton community.

Lyn Patterson

- Brings governance experience
- Ran on the platform of being conflict-free from other community trusts and the council
- Making sure commercial property is as productive as possible to maximise grant-making ability
- Community grants and lifting wellbeing in the Masterton community.

Gary Caffell

- Pleased to be elected to MTLT for a second term
- The election process was difficult as you are often asked what could enhance the organisation, but in Gary's opinion, the Trust is a well-run organisation, and he would like to see more of the same.

Craig Bowyer

- Finds the history of the Trust very interesting and is looking forward to seeing where it can go in the future
- Happy to add to governance experience
- Excited to be part of the team and add his expertise.

Christine Brewster

- Has been on the Trust for 21 years
- Proud of the Education, Community, and Art grants programmes
- Looking forward to working with everyone.

Bella McClymont

- Excited to have passed the first three years as a Trustee
- Happy to have new ideas coming in with the new Trustees
- The Trust is uniquely positioned in the community to actively do things that have a big impact.

Ben Matthews

- Born and raised in Masterton
- 15-year career with governmental and private sector experience
- Wanted to come onto the Board to ensure a Maori voice was heard within the Trust and that he could bring the benefit of his relationships with local iwi to the Board
- Incorporate what a treaty response strategy might look like.

1.6 Election of Chairperson.

The General Manager called for nominations for the position of Chairperson.

Gary Caffell nominated Christine Brewster.

Bella McClymont seconded the nomination.

No further nominations were received; therefore, Christine Brewster was duly elected as Chairperson.



Resolution:

That Christine Brewster be appointed as Chairperson of the Masterton Trust Lands Trust.

Decision Date: 20 Oct 2025
Mover: Gary Caffell
Seconder: Bella McClymont
Outcome: Approved

Christine assumed the Chair and thanked members for their support.

1.7 Late items.

C Brewster raised the Community Christmas Tree as a late item.

1.8 Declaration of interest.

No further declarations.

2. MINUTES OF PREVIOUS MEETING.

2.1 Minutes of meeting held 11th August 2025.

MTLT (Open) 11 Aug 2025, the minutes were confirmed as presented.



Resolution:

That the minutes of the meeting held 11th August 2025 be confirmed as a true and correct record.

Decision Date: 20 Oct 2025
Mover: Monique Kloeg
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.



That the affixing of the common seal by Trustees/General Manager ...

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

- ANZ Loan Facility Agreement
- CHA045 - Deed of Lease - Masterton District Council.

Decision Date: 20 Oct 2025
Mover: Gary Caffell

Seconder: Monique Kloeg
Outcome: Approved

4. FINANCE.

4.1 Financial reports.

The GM noted that a term deposit matured and is included in the maintenance reserve as planned.



Resolution:

That the following financial reports are received:

- a. Profit and Loss - year to date 31 August 2025
- b. Balance Sheet - as at 31 August 2025.

Decision Date: 20 Oct 2025
Mover: Bella McClymont
Seconder: Ben Matthews
Outcome: Approved

5. LATE ITEMS.

5.1 Late items as advised from 1.2 above.

C Brewster gave an overview of how the Trust has previously run the community Christmas tree.

It was suggested that the Trust could run this gift collection again or contribute to another group. Pack the Bus was mentioned at this time. The Trustees were in agreement that contributing to another collection sounded like a good idea.

L Patterson asked what agencies distribute the gifts for Pack the Bus.

The Grants Coordinator will look into this and report back to the Trustees.

6. GENERAL BUSINESS.

6.1 General business.

No general business.

7. MOVE INTO COMMITTEE.

7.1 The Chair to move that the meeting moves to In-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: 20 Oct 2025
Mover: Christine Brewster
Seconder: Lyn Patterson
Outcome: Approved

8. ITEMS TRANSFERRED FROM IN-COMMITTEE.

8.1 Items transferred from In-Committee.

Resolutions:

That a Community Impact grant of \$10,000 is approved for Digital Seniors.
 [B McClymont / G Caffell] APPROVED

That a School Event grant of \$1,000 is approved for the REAP Photography Competition.
 [C Bowyer / B Matthews] APPROVED

That the following Supplementary Literacy Support Project applications are approved:

- Douglas Park School - \$8,657.40
 - Fernridge School - \$5,892.5
- [M Kloeg / B Matthews] APPROVED

That a Concessional Rent is approved for FabLab to occupy the vacant tenancy at 10 Bruce Street with the following conditions:

- FabLab pay the operational expenses
 - The noise does not negatively impact the current tenants.
- [L Patterson / B Matthews] APPROVED

9. CLOSE MEETING.

9.1 Next meeting date.

Next meeting: MTLT (Open) - 1 Dec 2025, 4:00 pm

Approved decisions made between meetings



ANZ Facility Agreement

Introduction

1 It is proposed that the Trust, via its trustees, Christine Brewster, John Bunny, Sandy Ryan, Rebecca Johnson, Gary Caffell, Thomas Hullena, Isabella McClymont and Monique Kloeg (*Trustees*):

1.1 accepts loan facilities in the amount of \$17,613,755 (including new facilities of \$8,000,000) (*Facilities*) from ANZ Bank New Zealand Limited (*ANZ*) by entering into a Facilities Agreement (*Facilities Agreement*) between ANZ as lender and the Trust as borrower, to assist the Trust with ongoing commercial property investment finance and with its working capital; and

1.2 enters into and execute the Facilities Agreement and the documents listed in the Schedule (*Documents*) to give effect to the provision of the Facilities (*Transactions*).

2 The Trustees' acknowledge the existing securities in relation to the Facilities provided by the Trust.

Resolutions

After careful consideration it is resolved that:

1 The Trustees' entry into the Documents and Transactions be and is hereby approved.

2 The Trustees have reviewed the Documents and considered all the relevant factors and are of the opinion that the entry into and performance of the Documents and the Transactions are for the benefit, and in the best interests, of the Trust.

3 To give effect to the Transactions the Trustees will:

(a) execute the Documents by affixing the common seal in accordance with Schedule 2(17) of the Masterton Trust Lands Trust Act 2003; and

(b) execute any other documents and do such other things as may be necessary or desirable including sign any documents and give any communications and any amendments to those documents and take any action required or considered desirable under or in connection with the Documents in the manner contemplated by the Documents.

7 Supported: Bella McClymont , Bex Johnson , Christine Brewster (Chair) , Gary Caffell , John Bunny , Monique Kloeg , Sandy Ryan

0 Opposed:

0 Abstained:

Decision Date: 26 Sept 2025

Outcome: Approved

Signature: _____

Date: _____