

Methven Community Board

AGENDA

Notice of Meeting

The meeting of the **Methven Community Board** will be held on:

Date: Monday 10 June 2024
Time: 9.00am
Venue: Mt Hutt Memorial Hall Board Room
Main Street
Methven

Membership

- Kelvin Holmes (Chair)
- Richie Owen (Deputy Chair)
- Megan Fitzgerald
- Robin Jenkinson
- Allan Lock

Council appointees

- Deputy Mayor Liz McMillan
- Councillor Rob Mackle

Methven Community Board

Timetable	
Time	Item
9am	Meeting commences

ORDER OF BUSINESS

1 Apologies

2 Extraordinary Business

3 Declarations of Interest

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

Confirmation of Minutes

- 4** Methven Community Board – 22/04/24 **3**

Activity Reports

- 5.1** Democracy & Engagement **6**
- 5.2** Business Support **7**
- 5.3** Compliance & Development **8**
- 5.4** Infrastructure & Open Spaces **9**

Business Transacted with the Public Excluded

- 6** MCB minutes – 22/04/24 **PE 1**
- Lease agreement Section 7(2)(h) Commercial activities

4. *Methven Community Board – 22/04/24*

Minutes of the Methven Community Board meeting held on Monday 22 April 2024, commencing at 9.00 am, in the Mt Hutt Memorial Hall Board Room, 160 Main Street, Methven.

Present

Kelvin Holmes (Chair), Megan Fitzgerald, Robin Jenkinson, Allan Lock, Richie Owen; and Mayor Neil Brown.

In attendance

Neil McCann (GM Infrastructure & Open Spaces), Leanne Macdonald (GM Business Support), Ian Soper (Open Spaces Manager, Linda Clarke (Communications Advisor), Michelle Hydes (Property Officer) and Mary Jenkin (Governance Support).

1 Apologies

Deputy Mayor Liz McMillan and Cr Rob Mackle Sustained

2 Extraordinary Business

That pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987 the following item be introduced as extraordinary business, to be taken with the public excluded:

- Lease agreement Section 7(2)(h) Commercial activities
Holmes/Fitzgerald Carried

3 Declarations of Interest

Nil.

4 Confirmation of Minutes

That the minutes of the Methven Community Board meeting held on 11 March 2024 be taken as read and confirmed.

Jenkinson/Lock Carried

5 Discretionary Grant Request – Mt Hutt College Centennial Project

That the Board uplifts the discretionary grant request – Mt Hutt College Centennial project, for discussion.

Holmes/Lock Carried

That the Methven Community Board declines the Mt Hutt College Centennial project funding application.

Holmes/Lock Carried

Activity Reports

That the reports be received.

Owen/Fitzgerald

Carried

6.1 Democracy & Engagement

- **Long-Term Plan 2024-34 Consultation**

On behalf of the Board, the Chair commented positively on the Methven community's involvement in the LTP consultation and the way in which the process has been executed.

- **Representation Review**

The Mayor reported that Council will look at a preliminary representation proposal on 5 June which will then be adopted for consultation. The Board will have the opportunity to comment before Council adopts the final proposal in September.

- **NZ Community Board Conference**

That the Methven Community Board be represented at the 2024 Community Board Conference by Megan Fitzgerald and Richie Owen.

Holmes/Jenkinson

Carried

6.2 Business Support

- **Customer Request Management**

It was noted that CRM1600238/24 has not been completed and needs to be followed up by Council officers. It relates to a damaged sign at the intersection of Tactician Lane and Racecourse Avenue.

6.3 Compliance and Development

- **Methven Resort consent hearing**

It was reported that mediation between the parties commenced on 18 April, as scheduled. The Board will be provided with an update on a likely date for final decision.

6.4 Infrastructure & Open Spaces

- **Roading**

The Board asked officers to follow up on the need for trees in the dog park (Line Road) to be trimmed back. A request was also made for an update on street sweeping (to understand the extent of the township area that is swept). The Chair has observed leaves on Dolma Street and asked if this street is included.

- **Methven Mall**

The Board recalled discussion last year about improving access to the footpath from the Mall carpark. Officers were to investigate and report back on options to resolve the issue, particularly for wheelchair users. This will be followed up and reported back at the next meeting.

- **Reserves**

Some minor tree work has been undertaken to remove dead branches and trees on the Methven Walkway by an arborist. The Board discussed the need for a new fence and the access issue due to the water race.

Business transacted with the public excluded - 10.15am

That the public be excluded from the following parts of the proceedings of this meeting, namely – 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 this resolution are as follows:

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
7	Extraordinary business - Lease agreement	Section 7(2)(h)	Commercial activities

Owen/Lock

Carried

The meeting concluded at 10.34am.

Confirmed 10 June 2024

Chairman

5. Activity Reports

5.1 Democracy & Engagement

5.1.1 Strategy & Policy updates

Long Term Plan 2024-34 Consultation, hearings and deliberations

The Draft ADC LTP consultation concluded on Sunday April 28. 1,522 submissions were received on the key LTP issues and policies from 1,437 individuals, 49 interest groups, 30 businesses, three lobby groups, and three Government organisations. Submissions and summary reports can be viewed at itsourplace.nz.

Council heard over 90 submitters during the week starting 13 May and deliberated for five days on the plan between 20-29 May. Final decisions made were:

- Key Decision 1 - Green waste – Council approved the introduction of a greenwaste kerbside collection service for residential users
- Key Decision 2 – Water leisure – Council decided not to progress any projects at this time and removed this funding from the budget
- Key Decision 3 – Balmoral Hall/Old Polytech land – Council decided to retain the hall for two years or until it becomes unusable and demolish or relocated buildings from the old Polytech land and construct a carpark
- Key Decision 4 – Stockwater – Council decided to exit the stockwater service by 30 June with a project group to be set up to provide governance for the project
- Key Decision 5 – EA Networks Stadium extension – Council agreed to the three court extension, but moved this out to Years 7-9 of the LTP.

Other decisions of note for Methven were:

- \$25,000 annual funding for the Methven swimming pool
- No funding for the Methven Birdsong Initiative
- \$116,000 capital funding (years 1-4) and \$5,000 annual operational funding for the Methven lighting project
- \$75,000 in year 2 to investigate alternative sites for the Methven Recovery Park
- Methven Strategic Plan funding (\$20,000) to be funded through the UAGC, rather than the Methven targeted rate
- Reduction in funding (\$20,000) for the Methven reserve board mowing costs
- Reduction in funding (\$20,000) for the Mt Hut Memorial Hall salaries
- \$25,000 for investigation of a district biking trail
- Additional funding of \$500,000 annually for unsubsidised roading for maintaining the unsealed roading network

Representation Review

The Representation Review Initial Proposal was adopted by Council on 5 June, with consultation planned for 13 June to 21 July. This includes the proposal to extend the Methven Community Board boundary and reduce the number of elected members to 4 from 5 (total membership of the 6 including 2 appointed members). A small boundary change is proposed for the Ashburton ward, but no other changes to current representation arrangements.

Draft Reserve Management Plans

- Reserve Management Plans – the Reserve classifications consultation closed 1 June with no submissions received. This will now be formalised.
- The draft Reserve Management Plans have been approved for consultation. This two month consultation (under the Reserves Act) opened 4 June and closed 4 August. Consultation material can be found here - [Love Your Parks](#)

ADC Submissions

A submission from ADC has recently been made on the ECan Representation Review.

Solid Waste Bylaw review

Work is progressing on the Solid Waste Bylaw review, with consultation planned for later this year.

- **Government update**

The government have released two significant Bills, including the second bill for **Local Water Done Well**, the replacement for the previous Labour government's Affordable Water Reforms. This will require councils to develop a service delivery plan for three waters (water supply, wastewater and stormwater) within one year of enactment.

Secondly, the first tranche of changes to the Resource Management Act, which focus on changes to the National Policy Statement for freshwater management, low slope map and associated requirement for stock exclusion, winter grazing requirements and changes to SNA requirement under the National Policy Statement for indigenous biodiversity. If passed, this would become law by the end of 2024.

5.2 Business Support

5.2.1 Finance Report

The March 2024 income and expenditure report is appended. **Page 11**

5.2.2 Customer Request Management

The CRM report continues to focus on requests for service relating to roading, footpaths and water issues. Other activities subject to service requests (for example waste bin replacements), will be reported if there has been a significant issue.

The CRM report for the period is appended.

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5.3 Compliance and Development

5.3.1 Building Services

The table shows sixteen consents that have been issued, ten of which have been new housing. The drop in consents and housing is less significant at 20% than the rest of the District which is about 33%.

2023 Consents	Issued	Issued YTD	Value of Work	Value of Work YTD
January	5 (8)	5 (8)	\$1,640,000 (\$4,134,800)	\$1,640,000 (\$4,134,800)
February	4 (3)	9 (6)	\$844,150 (\$2,466,550)	\$2,484,150 (\$6,601,350)
March	6 (5)	15 (11)	\$3,434,700 (\$6,586,027)	\$5,918,850 (\$13,187,377)
April	5 (6)	20 (17)	\$811,982 (\$2,043,648)	\$6,730,832 (\$15,231,025)
May	11 (2)	31 (19)	\$1,655,062 (\$644,080)	\$8,385,894 (\$15,875,105)
June	7 (9)	38 (28)	\$1,780,092 (\$5,199,000)	\$10,165,986 (\$21,074,105)
July	10 (2)	48 (30)	\$2,332,200 (\$496,250)	\$12,498,186 (\$21,570,355)
August	1 (3)	49 (33)	\$1,500,000 (\$1,886,198)	\$13,998,186 (\$23,456,553)
September	6 (8)	55 (41)	\$983,106 (\$1,966,144)	\$14,981,292 (\$25,422,697)
October	2 (2)	57 (43)	\$1,295,760 (\$2,932,346)	\$16,277,052 (\$28,355,043)
November	3 (6)	60 (49)	\$1,721,884 (\$725,000)	\$17,998,936 (\$29,080,043)
December	6 (2)	66 (51)	\$1,438,721 (\$780,000)	\$19,437,657 (\$29,860,043)

Note: figures in brackets are for the corresponding month, the previous year.

2024 Consents	Issued	Issued YTD	Value of Work	Value of Work YTD
January	2 (5)	2 (5)	\$1,371,500 (\$1,640,000)	\$1,371,500 (\$1,640,000)
February	2 (4)	4 (9)	\$1,050,000 (\$844,150)	\$2,421,500 (\$2,484,150)
March	4 (6)	8 (15)	\$1,246,000 (\$3,434,700)	\$3,667,500 (\$5,918,850)
April	8 (5)	16 (20)	\$1,932,750 (\$811,982)	\$5,600,250 (\$6,730,832)
May	(11)	(31)	(\$1,655,062)	(\$8,385,894)
June	(7)	(38)	(\$1,780,092)	(\$10,165,986)
July	(10)	(48)	(\$2,332,200)	(\$12,498,186)
August	(1)	(49)	(\$1,500,000)	(\$13,998,186)
September	(6)	(55)	(\$983,106)	(\$14,981,292)
October	(2)	(57)	(\$1,295,760)	(\$16,277,052)
November	(3)	(60)	(\$1,721,884)	(\$17,998,936)
December	(3)	(66)	(\$1,438,721)	(\$19,437,657)

Note: figures in brackets are for the corresponding month, the previous year

5.3.2 Economic Development

- **Rural Banking Trial**

Reserve Bank of New Zealand has undertaken work to explore cash use in rural communities, specifically, the community's access to cash and for businesses having an ability to deposit cash and not have to retain large amounts of cash on their premises overnight.

The Economic Development Team will be working with the Methven Community Board to apply to be part of the national trial of 6-8 towns who will have a 'white label' banking system installed in the town.

If successful the trial will run for around 18 months with a research element running alongside the trial.

5.4.2 Open Spaces

- **Reserves**

Staff are currently committed to undertaking winter maintenance around Methven. This includes ongoing leaf clean-up, winter pruning of trees and shrubberies, mulching and composting as required. The annual bedding in the central business district has been replaced and the plants are growing on well. Staff have also underplanted tulip bulbs underneath the annuals to add another dimension of colour to the spring display. General maintenance tasks on these gardens are continuing on a cyclical basis. Additional daffodils have been added in various locations for Spring colour.

The new Natalie Currie Park in Camrose Estate, fronting Holmes Road, is still under construction. Topsoiling and re-grassing of the park and re-contouring of the mounds will be completed in conjunction with Stage 14 (Grace Ireland Drive) of this development at Camrose Estate.

Mowing activities are continuing but on a less frequent timeline driven by current growth conditions.

RDR Pipe – a consulting structural engineer has drawn up detailed remediation plans which will be implemented once approved by RDR management.

Playground inspections and maintenance continues on a cyclical weekly basis. There was a leak on the Railway reserve site, which has been fixed but will require further surface reinstatement works.

- **Methven Cemetery**

General maintenance continues to be delivered at the cemetery and weed control and spraying is ongoing. Mowing activities are in alignment with other town lawns – on a reducing schedule.

The Methven Lions have completed planting of the bund on the eastern side of the cemetery. This work now completes the collaborative planting project adjacent to the walkway which is a real success.

The only other planting yet to occur is adjacent to the water race on the northern cemetery boundary. This will happen as soon as the plants are delivered.

- **Public toilets**

These are functioning well. There has been a recent issue with local youth accessing the ceiling space. Staff have rectified this situation, further securing the ceiling panels and reinstating the subsequent resulting damage.

- **CBD seats**

Snowfed Builders will be undertaking renovation work on the Methven CBD seats. Five seats will be removed initially and, once renovated, will be reinstalled before the next seats are removed and upgraded.

Monthly Income and Expenditure Report - 139 - Methven Community Board

For the Month Ended 31 March 2024

	Month Actual	Year To Date Actual	Full Year Budget	Remaining Full Year Budget
Income				
Sundry Income	0.00	(178.27)	0.00	178.27
Targeted Rates	12,755.38	114,607.72	148,349.00	33,741.28
Treasury Internal Recoveries	117.60	1,478.69	0.00	(1,478.69)
Total Income	12,872.98	115,908.14	148,349.00	32,440.86
Expenditure				
Salary / Wages	1,993.89	13,283.47	17,378.00	4,094.53
Staff Training	0.00	0.00	1,042.96	1,042.96
Allowances	0.00	3,100.00	3,099.96	(0.04)
Indemnity Insurance	0.00	1,990.01	1,720.95	(269.06)
Conference Expenses	0.00	317.50	1,042.96	725.46
Staff Travel Costs	0.00	0.00	312.90	312.90
Subscriptions / Periodicals	0.00	275.00	286.83	11.83
Suppers & Receptions	0.00	458.35	328.55	(129.80)
Grants	0.00	15,100.00	15,645.00	545.00
Donations	0.00	0.00	500.00	500.00
Sundry Expenditure	11,550.00	27,645.48	36,108.96	8,463.48
Rents / Leases	224.34	446.08	521.50	75.42
Internal Rental	158.25	1,424.25	1,899.00	474.75
Executive Team	1,165.18	9,295.82	12,468.79	3,172.97
Treasury	47.56	786.90	1,269.50	482.60
Rates	78.07	1,231.56	865.03	(366.53)
Communication	486.67	3,646.70	5,148.32	1,501.62
Community Services	7,880.52	38,093.04	58,743.30	20,650.26
Total Expenditure	23,584.48	117,094.16	158,382.51	41,288.35
Net Surplus/(Deficit)	(10,711.50)	(1,186.02)	(10,033.51)	(8,847.49)
Capital Expenditure				
	0.00	0.00	0.00	0.00
Net Cash Movement	(10,711.50)	(1,186.02)	(10,033.51)	(8,847.49)
Cash Reserves				
Separate Reserves	0.00	0.00	10,034.00	
Plus Net Surplus/(Deficit)		(1,186.02)		
Less Capital Expenditure		0.00		
Closing Cash Reserves		(1,186.02)		

08/05/2024

CRM No.	Received On	Source	Full Details	Stage/Decision
CRM0100323/24	15/04/2024 12:05 PM	Phone	Dog attacked by another dog South Belt	Complete
CRM0100360/24	04/05/2024 2:09 PM	PNCC	(same CRN dog attack closed off)	Complete
CRM0500059/24	23/04/2024 1:01 PM	Snap Send Solve	Pavement – Damaged , South Belt, the seal off this part of the footpath has been missing for at least 2 years.	Received
CRM0500064/24	01/05/2024 9:02 AM	Snap Send Solve	Pot Holes Pavement – Damaged also South Belt	Received
CRM1600345/24	12/04/2024 9:01 AM	Phone	Two road name signs pointing the wrong direction corner of Wrens & Stevens Road.	Complete
CRM1600347/24	12/04/2024 12:00 AM	Phone	ADC Kerbside Collection trucks hit a sign, pics were attached.	Received
CRM1600379/24	22/04/2024 10:45 AM	Snap Send Solve	Illegal parking, still no-broken yellow lines as promised.	Complete
CRM1600383/24	22/04/2024 4:30 PM	Phone	Clear vegetation - rang regarding Street Sweeper to come into Methven sides of the road Wayne Place - South Belt corner really bad then blowing down the road Annie has been doing her best to keep on top of it but at the moment its really bad.	Received
CRM1600419/24	29/04/2024 9:04 AM	Snap Send Solve	Pot Holes-- As per SSS with attached image	Complete
CRM1600421/24	29/04/2024 9:57 AM	Phone	Damaged Street Sign 163 Hobbs Road, Canterbury	Complete
CRM1600432/24	01/05/2024 9:35 AM	Snap Send Solve	Drainage - Urban Kerbs or Drains blocked 2 McMillan Street	Received
CRM1600434/24	01/05/2024 12:54 PM	Snap Send Solve	Drainage - Urban Kerbs or Drains-- As per SSS, blocked Drain full of leaves., Images supplied.	Received
CRM1600449/24	03/05/2024 11:41 AM	Phone	Drainage - Urban Kerbs or Drains - Main Street	Complete
CRM1600456/24	06/05/2024 9:42 AM	Snap Send Solve	Pavement – Damaged - South Belt	Complete
CRM1600462/24	06/05/2024 4:39 PM	Phone	Road sign blade has come off at corner with Mt Hutt Station Road	Received
CRM1600467/24	08/05/2024 9:25 AM	Phone	Road - Bridge over the RDR on Barkers road has a bit of metal that is lifting - making a loud noise and is worried it will flip up	Received
CRM1600494/24	20/05/2024 11:09 AM	Snap Send Solve	Drainage - images attached Main Street	Complete
CRM1600496/24	21/05/2024 4:06 PM	Phone	Drainage - Mall Methven - drain outside the pharmacy blocked	Received
CRM200050/24	20/05/2024 7:42 PM	PNCC	Sewer pipe blockage and its leaking out Dolma St, Methven	Complete
CRM2200018/24	15/04/2024 10:10 AM	Phone	Light not operating - Was wondering if they could install lighting on the walkway between Glennifer Place and Barkers Road.	Complete
CRM2200023/24	02/05/2024 10:14 AM	Phone	Pedestrian Crossing Beacons-Light not operating Main Street Methven	Received
CRM3200012/24	16/04/2024 4:09 PM	Phone	Could two gardens near McMillan Street, round about have some wood chips or more planting?	Complete
CRM2300092/24	22/04/2024 4:32 PM	Phone	Branch Broken in the tree, apparently the tree is scheduled to come down Wayne place.	Complete
CRM100483/24	11/04/2024 8:21 AM	PNCC	Water leak with water running down the gutter, 30 meters down from Allen Street.	Complete
CRM100512/24	16/04/2024 11:59 AM	Phone	Leak/Burst pipe – footpath near Morgan Street down Alington	Cancelled
CRM100516/24	16/04/2024 2:46 PM	Phone	No Water—Phone number provided.	Complete
CRM100521/24	17/04/2024 11:49 AM	Internet	Leak in the road outside Patton Street	Cancelled
CRM100522/24	17/04/2024 12:07 PM	Phone	Leak/Burst pipe - CRM Roads - Water flowing out from the gutter/road area	Complete
CRM100553/24	24/04/2024 2:50 PM	Snap Send Solve	Leak/Burst pipe - 1st floor/Main Street, Methven, water leaking from somewhere in bus park cannot find source of leak could be underground pipe.	Complete

CRM100580/24	06/05/2024 10:21 AM	Snap Send Solve	Water Leak, Dolma Street, Methven 7730, New Zealand	Cancelled
CRM100581/24	05/05/2024 2:13 PM	PNCC	Leak/Burst pipe - Major water leak going all the way down to the Methven Dog Park. Described as gushing out, filling up gutter.	Complete
CRM100583/24	06/05/2024 12:52 PM	Snap Send Solve	Leak/Burst pipe - Water Leak, Dolma Street, Methven 7730, New Zealand	Cancelled
CRM100586/24	07/05/2024 12:14 PM	Phone	Leak/Burst pipe - CRM Roads - 1 Lilley Place Leak in road near the gutter	Complete
CRM100593/24	08/05/2024 2:05 PM	Phone	Leak/Burst pipe - driveway of Carr Street is a leak in the gutter.	Complete
CRM100617/24	14/05/2024 2:27 PM	Phone	Leak/Burst pipe - Footpath/Toby - leak outside MacPhail Place.	Received
CRM100648/24	27/05/2024 3:59 PM	Phone	No water at her house, Jackson Street in the road. Ground is very soft and tar seal is breaking away. Water is running down the road.	Received
CRM500035/24	17/05/2024 11:47 AM	Snap Send Solve	Water Leak, Forest Drive, Methven 7730, New Zealand	Complete