

**MINUTES OF THE INAUGURAL MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD
HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET,
RANGIORA, ON 29 OCTOBER 2025 AT 11.30AM.**

PRESENT

L McClure (Chairperson), J Gerard (Deputy Chairperson), K Barnett, R Brine, W Doody, A Geeves, J Goldsworthy, D Hawkins, D Lundy, B McLaren, B Robinson, and J Ward.

IN ATTENDANCE

Mayor D Gordon, Deputy Mayor P Redmond.

J Millward (Chief Executive), S Hart (General Manager Strategy, Engagement and Economic Development), T Kunkel (Governance Team Leader), K Rabe (Governance Advisor), C Fowler-Jenkins (Governance Support Officer) and A Connor (Governance Support Officer).

There were two members of the public present.

At the commencement of the meeting, the Chief Executive, J Millward, took the Chair and welcomed the newly elected Board members to the inaugural meeting of the fourth term of the Rangiora-Ashley Community Board.

1. APOLOGIES

Nil.

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. BOARD MEMBERS' DECLARATIONS

The Chief Executive invited elected members to read and sign their declarations as required in terms of Schedule 7 of the Local Government Act, 2002, which was witnessed and signed by the Chief Executive.

Declaration by Community Board members:

I, (name), declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of the Woodend-Sefton community, the powers, authorities, and duties vested in or imposed upon me as Member of the Woodend-Sefton Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at: Rangiora on 29 October 2025

Signature:

Signed in the presence of:

[J Millward]

The Community Board members who read the oath were Kirstyn Barnett, Robbie Brine, Wendy Doody, Alan Geeves, Jim Gerard, Jason Goldsworthy, Diana Hawkins, Duncan Lundy, Liz McClure, Bruce McLaren, Brent Robinson and Joan Ward.

4. REPORTS

4.1 Appointment of Chairperson and Deputy Chairperson – T Kunkel (Governance Team Leader)

J Millward introduced the report and explained the process for electing the Chairperson and Deputy Chairperson. He then called for nominations for Chairperson.

There were no questions from elected members.

Moved: J Gerard

Seconded: K Barnett

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No: 250702119838.
- (b) **Resolves** to call for nominations of Chairperson and Deputy Chairperson and uses System (A) for voting in the event of more than one member being nominated.
- (c) **Appoints** Board Member L McClure. as Chairperson of the Rangiora-Ashley Community Board to take immediate effect from 29 October 2025 until the end of the 2025-28 triennial term in October 2028.
- (d) **Notes** that the remuneration of the Chairperson will be appropriately adjusted as from 30 October 2025.

CARRIED

The Chief Executive vacated the Chair in favour of the elected Chairperson, L McClure.

L McClure thanked the Board for electing her as Chairperson, whereafter she called for nominations for the position of Deputy Chairperson.

Moved: J Ward

Seconded: R Brine

- (e) **Appoints** Board Member J Gerard as Deputy Chairperson of the Rangiora-Ashley Community Board to take immediate effect from 29 October 2025 until the end of the 2025-28 triennial term in October 2028.

CARRIED

Moved: D Hawkins

Seconded: A Geeves

- (e) **Appoints** Board Member Kirstyn Barnett as Deputy Chairperson of the Rangiora-Ashley Community Board to take immediate effect from 29 October 2025 until the end of the 2025-28 triennial term in October 2028.

LOST

The Chairperson called for a vote which resulted in J Gerard being elected as Deputy Chairperson.

4.2 Local Government Act - First Meeting following the Triennial General Election Requirements – J Millward (Chief Executive)

T Kunkel noted that report outlined legislation which members need to be aware of. Members have been provided with copies of various legislation that may have the most impact on Community Boards as part of their induction packs.

There were no questions from elected members.

Moved: R Brine

Seconded: W Doody

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250805143965.
- (b) **Receives** legislative material that has been circulated.

CARRIED

4.3 **Elected Member Code of Conduct and Standing Orders** – Thea Kunkel (Governance Team Leader)

T Kunkel spoke to the report, noting that under legislation, the Board was required to have a Code of Conduct and Standing Orders in place from its inaugural meeting. The Standing Orders provided guidance for the conduct of Board meetings. The Council's Standing Orders had been adapted to better meet the needs of Community Boards.

K Barnett questioned when the Boards next chance to review the Standing Orders would be. T Kunkel advised that the Government, through the Local Government (Systems Improvements) Amendment Bill, was proposing to introduce standardised Codes of Conduct and Standing Orders for all councils. As a result, it was anticipated that the Board's Code of Conduct and Standing Orders would need to be reviewed once further details of the proposed Bill become available early in the new year.

Moved: J Gerard

Seconded: J Ward

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No 250805143912.
- (b) **Receives** the 2025 Elected Members Code of Conduct (Trim 230918145779).
- (c) **Adopts** the 2025 Orders Standing Orders for Community Boards (Trim 251013193983), effective from 29 October 2025.

4.4 **Rangiora-Ashley Community Board's meeting dates from October 2025 to December 2026** – Thea Kunkel (Governance Team Leader)

T Kunkel introduced the report and took it as read.

There were no questions from elected members.

Moved: K Barnett

Seconded: D Lundy

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 250703120633.
- (b) **Resolves** to hold Community Board meetings at the Council Chambers at the Rangiora Service Centre, 215 High Street, Rangiora, commencing at 7pm, on the following dates:
 - 12 November 2025
 - 10 December 2025
 - 11 February 2026
 - 11 March 2026
 - 8 April 2026

- 13 May 2026
- 10 June 2026
- 8 July 2026
- 12 August 2026
- 9 September 2026
- 14 October 2026
- 11 November 2026
- 9 December 2026

CARRIED

5. QUESTIONS UNDER STANDING ORDERS

Nil.

6. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

7. NEXT MEETING

The first ordinary meeting of the Rangiora-Ashley Community Board was scheduled for 7pm, Wednesday 12 November 2025 in the Council Chambers at the Rangiora Service Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 11.57am.

CONFIRMED

Liz McClure

Chairperson

12 November 2025

Date