MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD
HELD IN THE OHOKA COMMUNITY HALL, MILL ROAD, OHOKA ON THURSDAY
7 FEBRUARY 2019 AT 7.00M.

PRESENT
D Nicholl (Chair), M Brown, W Doody, J Ensor, S Farrell, K Felstead, and T Robson.

IN ATTENDANCE
D Ayers (Mayor), S Markham (Manager Strategy & Engagement), E Cordwell (Governance Team Leader), and K Rabe (Governance Adviser).

1 APOLOGIES
Moved M Brown                  seconded S Farrell
An apology for absence was received and sustained from John Lynn.

CARRIED

2 CONFLICTS OF INTEREST
Item 7.1 (b) M Brown as Board member of the Mandeville Sports Club
Item 7.1 (d) S Farrell as Secretary/Treasurer of Oxford Promotions Action Committee

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Oxford-Ohoka Community Board – 6 December 2018
Moved S Farrell                  seconded M Brown
THAT the Oxford-Ohoka Community Board:

Consents the circulated minutes of the Oxford-Ohoka Community Board meeting, held 6 December 2018, as a true and accurate record subject to the following amendment:

“Item 11 ‘Members Information Exchange – S Farrell’ (bullet point 1)
Oxford Promotions Action Committee had been asked by ENC where they thought the charging stations should be and the Committee indicated the Oxford Farmers Market carpark.

Item 11 ‘Members Information Exchange – S Farrell’ (bullet point 3)
Attended Pearson Park Advisory Group meeting – A member of the Oxford Farmers Market commented to one of the Pearson Park Advisory Group members some time ago they would like a representative but were told that was unnecessary.”

CARRIED

4 MATTERS ARISING
K Felstead gave an update on the meeting with concerned residents regarding various drinking water issues raised by the deputation to the Board at its November 2018 meeting.

D Nicholl also mentioned meeting with a resident in regard to concerns over the Council’s charges for water.
S Farrell requested feedback on the query regarding the LED street lights in Oxford which had been raised with staff at the December 2018 meeting.

5 DEPUTATIONS AND PRESENTATIONS

5.1 Mandeville Residents’ Association – Karen Jackson and Richard Jackson were present and spoke on behalf of the Association raising concerns around safety issues and lack of parking in the Mandeville Village shopping precinct. The Association tabled its presentation and a suggested plan for an additional car parking area.

K Jackson informed the Board that a local land owner had indicated a possible willingness to sell land adjacent to the business area to increase parking to mitigate safety issues for pedestrians in the area.

The Mandeville Residents’ Association requested a formal report to come to the Board within a month to clarify the situation and so that a decision could be made.

Staff advised the Board that staff were working of the matter but were unaware of this potential offer of land. The landowner had not approached the Council and this would be needed before any assessment would be undertaken.

K Jackson also advised that the carparks appeared too narrow and residents were reluctant to use them especially if they had large 4WD vehicles.

D Nicholl informed K Jackson that staff had been out to check the size of the carparks and had confirmed that they were compliant with the District Plan.

S Farrell asked whether there were any footpaths to the side of the presented potential parking area and it was confirmed that there was not.

M Brown requested clarification that the additional area under discussion was in fact of private land.

J Ensor requested clarification on the number of carparks shown on the original resource consent and commented on the lack of provision for staff car parking.

It was confirmed that all relevant conditions of the District Plan were complied with. D Nicholl also commented that the village had proved much more popular than anticipated.

It was intended that an update or report would be presented to the March meeting.

6 ADJOURNED BUSINESS

There was no adjourned business.

7 REPORTS

7.1 Application to the Oxford-Ohoka Community Board’s Discretionary Grant Fund 2018-2019 – Kay Rabe (Governance Adviser)

K Rabe spoke to the report.

Moved T Robson seconded W Doody

THAT the Oxford - Ohoka Community Board:

(a) Receives report No. 181220151474.

(b) Approves a grant of $500 to Aimtru Archers Club Incorporated towards the cost of specialised equipment (arrows) to introduce new programmes for people with intellectual disabilities.
W Doody commented that the Archery group was extremely pro-active for people with disabilities and had won the Peter Allen Sports Award.

Moved W Doody seconded T Robson

(c) Approves a grant of $500 to Oxford Promotions Action Committee Inc towards the cost of signage for the Oxford Winter Lights Festival.

CARRIED

W Doody commented on the hard work of the Committee and her support for the event.

7.2 New Zealand Community Boards’ Conference 2019 – Kay Rabe (Governance Adviser)

K Rabe spoke to the report.

Moved W Doody seconded K Felstead

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 190109001708.

(b) Approves three (3) members, being S Farrell, J Ensor and T Robson to attend the New Zealand Community Boards’ Conference to be held in New Plymouth from 11 to 13 April 2019.

(c) Notes the attendees will write an individual report on the conference sharing ideas/knowledge gained and present the report at their respective Board’s May 2019 meeting.

(d) Notes that the total cost for each attendee is approximately $1,821 (including GST).

S Farrell requested, that the Board consider any recommendations emerging from the conference feedback.

CARRIED

7.3 Summary of Discretionary Grant Accountability 1 July 2017 to 30 June 2018 – Kay Rabe (Governance Adviser)

K Rabe spoke to the report.

Moved S Farrell seconded T Robson

THAT the Oxford-Ohoka Community Board:

(a) Receives report No 190110001832.

(b) Circulates a copy of this report to all of the Community Boards.

CARRIED

K Rabe clarified that Waimakariri Arts Trust – Kaiapoi Art application included advertising in the Northern Outlook and North Canterbury News.

7.4 Summary of Discretionary Grant Accountability 1 July 2018 to 31 December 2018 – Kay Rabe (Governance Adviser)

K Rabe took the report as read.

Moved M Brown seconded W Doody
THAT the Oxford - Ohoka Community Board:

(a) Receives report No 190110001846.
(b) Circulates a copy of this report to all of the Community Boards.

CARRIED

8 CORRESPONDENCE

Moved W Doody seconded M Brown

THAT the Oxford-Ohoka Community Board:

(a) Receives the memo regarding Bay Road Footpath Renewal Works (TRIM 181212146986) (as previously circulated).
(b) Receives the tabled memo responding to the Chair’s question as regards access to the subdivision at the 404 Mill Road development (TRIM 190204012525)

CARRIED

S Farrell asked for the background to the memo and D Nicholl advised that a query had been raised by a resident. There could be a potential issue in the future.

W Doody queried the designation of the land and any resource consent restriction.

D Nicholl replied that these were originally four hectare blocks which was subdivided into smaller sections on condition of only one access to Mill Road and would contain possibly 81 houses. There is a right of way but not a Council vested road.

S Farrell asked if this was Kintyre Road.

J Ensor queried drainage and floor levels and K Felstead advised that the resource consent had been approved in 2017.

9 CHAIRPERSON’S REPORT

9.1 Chairperson’s Report for November 2018

Moved M Brown seconded J Ensor

THAT the Oxford-Ohoka Community Board:

(a) Receives report No 190115003214.

CARRIED

10 MATTERS FOR INFORMATION

10.1 Woodend-Sefton Community Board meeting minutes – 12 November 2018 (Trim No 181122137148).
10.2 Woodend-Sefton Community Board meeting minutes – 10 December 2018 (Trim No 181205142989).
10.3 Rangiora-Ashley Community Board meeting minutes – 13 November 2018 (Trim No 181106130190).
10.4 Rangiora-Ashley Community Board meeting minutes – 13 November 2018 (Trim No 181206144348).
10.5 Kaiapoi-Tuahiwi Community Board meeting minutes – 19 November 2018 (Trim No 181114134202)
Moved J Ensor   seconded S Farrell

THAT the Oxford-Ohoka Community Board receives the information in items 10.1-10.15

CARRIED

S Farrell raised her concerns regarding the closure of some water-races in the area, saying that in some cases landowners had filled in the water-race channels and this had subsequently caused flooding during wet weather.

Staff confirmed that in closing any water-race there was a procedure that was followed and that if any landowner wanted to fill the channel he had to gain permission from the Council, as some water-races had other channels which could, in some cases, allow for the land owner to infill land while others were vital to be kept open.

K Felstead confirmed this was the policy and was adhered to.

W Doody commented, that while she understood the need for some closures to occur, it was a loss to heritage of by gone days of farming.

D Nicholl advised that in the instance of the recent closure, there was an alternative route. K Felstead also noted that maintenance is costly. D Nicholl had concerns that some stockwater races were being used to manage drainage/flooding and that proper drainage was needed.

11 MEMBERS’ INFORMATION EXCHANGE

The purpose of this exchange is to provide a short update to other members in relation to activities/meetings that have been attended or to provide general Board related information.
J Ensor
- Successful year for Surf Lifesaving and that the extra week of duty for Woodend and Pegasus had been beneficial.

T Robson
- Youth Development Strategy update.
- Attended the Oxford Christmas Carol event which was a great success.
- Attended All Boards Briefing.

S Farrell
- Also attended the Oxford Christmas Carol event.
- Snap, Send Solve impressive and good response.
- Great Bay Road outcome – thanked staff for the work done.
- Canterbury Landscapes compost site – request for monitoring report on contents of compost as an increase in feral cats in the area, possibly feeding off rats and mice drawn by the compost. Staff would seek an information memorandum on the matter.

M Brown
- In the last stage of completing the Mandeville Sports Club application to RATA.
- Meeting of the West Eyreton Drainage Advisory Group – request regarding the timeline for finishing the fencing and planting round the second well. At present just temporarily fenced. Staff to follow up.
- Thanked staff for the monitoring of nitrate reports and requested that these be shared on a regular basis.
- Swannanoa Domain looking very good and thanked staff for the excellent work done to achieve such a successful result.
- Noted the retirement of the West Eyreton School Principal – Gillian Gallagher
- Noted an overflowing culvert requiring maintenance. Staff to follow up.

K Feldstead
- NZ Order of Merit Awards – recipients honoured. One recipient unable to attend.
- Presentation of Community Service Award to Michael Petterson who had been unable to attend the formal event.
- Notice of Motion by D Gordon regarding maintenance to empty sections, requesting a possible By-law to be introduced to mitigate dry grass fire hazards. Outcome to be known in March.
- Pegasus Bay By-law monitoring – great work done but acknowledgement that more enforcement would need to be budgeted in the next Annual Plan.
- Update on Rural No 1 Well.
- Adopted the new Procurement and Contract Policy.
- Health and Safety report.

W Doody
- Roading reseals and resurfacing.
- All fords in and around the area are open.
- Sicon replacing timber handrail on Cust River bridge.
- Jaycee Room at the Museum open for the weekend.
- Ohoka Domain programme update.
- Earthquake sensors installed in district including Oxford Service Centre – monitoring in real time and information visible to Public.
- Summertime reading at the library a success.
- Pools very busy and a successful Swim School.
- Email from Charlotte Church (Oxford Area School) wanting projects in the community. W Doody meeting with her on 20 February to see what ideas they have on community clean up/gardening etc.
- Confirmed that she requested traffic counters – one in Harewood Road.

M Brown asked which fords had been closed and for how long.
12 **CONSULTATION PROJECTS**

- Age Friendly survey out – anyone can complete.
- Annual Plan deliberations and a reminder that the All Boards Briefing on 6 March 2019 will be devoted to the Annual Plan. A reminder that public consultation starts on 11 March and runs to the 11 April 2019.

13 **BOARD FUNDING UPDATE**

13.1 **Board Discretionary Grant**
   Balance as at 31 January 2019: $1,727.

13.2 **General Landscaping Fund**
   Balance as at 31 January 2019: $1,060.

14 **MEDIA ITEMS**

Good news stories regarding the Board funding allocations.

15 **QUESTIONS UNDER STANDING ORDERS**

There were no questions under standing orders.

16 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

There was no general business under standing orders.

**NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board is scheduled for Thursday 7 March 2019 commencing at 7.00pm, in the West Eyreton Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED 8.12pm.

CONFIRMED

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Chairperson

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Date

**Workshop**

- **Members Forum**
  Discussion of Oxford A & P Show on 30 March 2019 and arrangements for members to have a stand there.