

<b>MEETING OF THE:</b>	Waihi Community Forum
<b>HELD ON:</b>	Thursday 26 May 2016
<b>HELD AT:</b>	Education Centre, Waihi
<b>TIME STARTED:</b>	6:00pm
<b>TIME FINISHED</b>	7:00pm
<b>IN ATTENDANCE:</b>	<p><b>Members:</b> Anne Marie Spicer, Bhavesh Ranchhod, Belinda Burke, Michelle Tai, Harry Shepherd, Max Mclean, Donna Fisher</p> <p><b>Attending:</b> Deborah Wilson, WCF Coordinator</p>
<b>ABSENT / APOLOGIES:</b>	Tara Parker, Michelle Tai, Kerry Watson
<b>DATE OF NEXT MEETING:</b>	16 <sup>th</sup> June 2016
<b>FILE REF:</b>	WCFMOM2016-05-26

## 1. APOLOGIES RECEIVED

- 1.1 Tara Parker, Michelle Tai, Kerry Watson

## 2. CONFIRMATION OF MINUTES

- 2.1 Confirmation of the minutes from the meeting of 12 May 2016, Ref. # WCFMOICM2016-05-12.

**RESOLVED**

**BB/DF confirmed the minutes accepted as read are true and correct.**

## 3. CORRESPONDENCE

- 3.1 Mike Moskal – Streets Ahead – 03/05/2016 (WCF-IC-2016-10)

**RESOLVED**

**Action: Anne Marie to respond to Mr. Moskal.**

## 4. STREETS AHEAD

### 4.1 Streets Ahead Funds

Bindy and Anne Marie conducted a site visit with Rachel Coll to discuss moving the BBQ away from the Playground area. It was agreed it would be moved to the area near the container (not too far from the playground but in a separate, safer area). The school will put up signs near the BBQ on general rules of use of the community space. There is also a small issue with the scooter track and Playground Creations will carry out the repairs free of charge. These are the last of the issues.

**RESOLVED**

**The Forum has advised WES that any ongoing maintenance/issues will now be the responsibility of the School.**

## **5. IRP ISSUES & OPTIONS PAPER**

This has now been updated to include discussions from the last meeting.

## **6. GENERAL BUSINESS**

### **6.1 WCF Terms of Reference (attached)**

ToR has now been updated from the discussions held at the last meeting, there are a few minor changes left to be made (as follows), and the Forum have accepted the updated ToR once these changes are made.

- 5.1 (b) If no suitable candidates..... (remove brackets)
- 6.1 (b) removing sentence relating to 2014, no longer relevant
- 6.1 (d) delete clause, no longer relevant
- 12.4(a) made with a quorum "present" – present to be included

**RESOLVED**

**Action: Deb to make changes and forward to Anne Marie for final review prior to uploading to website.**

### **6.2 Budget**

Waihi Gold were unable to provide a budget for review at this meeting.

There are three main areas requiring finance: IRP running costs, Streets Ahead and a general Forum operating costs budget. It has been confirmed that the Streets Ahead Fund is now being managed by Mark Skinner in Trust. Admin and other general costs are forwarded to Waihi Gold.

The Forum will put together a budget to include operating costs and forward to Waihi Gold. The Forum could potentially request funds for the budget, which could be held in a separate Trust account using accountant Mark Skinner and request for funds can be made through that account. Once budget has been drafted Anne Marie and Bhavesh can discuss with Waihi Gold

**Resolved:**

**Action: Tara and Bhavesh to meet to put together budget.**

**Action: Donna to provide total payment of the last IRP Round and balance remaining.**

**Action: Bhavesh to request from Mark Skinner, total expenses paid for Green Space and balance of funds.**

### **6.3 Wintec - Rural Revitalisation**

Anne Marie is meeting with Wintec regarding their Rural Revitalisation programme on Wednesday 8<sup>th</sup> June 2016 if anyone is interested please attend as it would be a great opportunity to find out exactly what they do and possibly take away lessons learned to apply within Waihi East.

**RESOLVED**

**Action: Anne Marie to advise Forum of time and location of meeting.**

## **7. MEDIA & WEBSITE**

### **7.1 Website**

The website has now been updated, please forward your updated profile to Deb ASAP. Kerry, your profile is required urgently.

**Resolved:**

**Action: Kerry to provide profile urgently.**

7.2 Media

Newsletter to be produced by Anne Marie and Deb for approval at next meeting. Newsletter to include details regarding the current Streets Ahead Project, the latest Property Purchase Round, thank you to Michael, re-introduce the Coordinator, and request ideas for Streets Ahead project 3.

**RESOLVED**

**Action: Anne Marie to produce draft newsletter.**

**8. ACTIONS ARISING FROM THIS MEEITNG**

<b>Item</b>	<b>Description</b>	<b>Actionee:</b>
3.1	<u>Correspondence</u> 3.1 Anne Marie to respond.	<b>AMS</b>
4.	<u>Streets Ahead</u> No action raised.	
5.	<u>IRP/Property Purchase</u> No actions raised	
6.	<u>General Business</u> 6.1 Deb to update/Anne Marie to approve prior to uploading to website. 6.2 Tara and Bhavesh to meet to put together budget. 6.2 Donna to provide total payment of the last IRP Round and balance remaining. 6.2 Bhavesh to request from Mark Skinner, total expenses paid for Green Space and balance of funds. 6.3 Anne Marie to advise Forum of time and location of meeting.	<b>Deb/AMS</b> <b>TP/BR</b> <b>DF</b>  <b>BR</b> <b>AMS</b>
7.	<u>Media &amp; Website</u> 7.1 Kerry to provide profile for website 7.2 Anne Mare to produce draft newsletter	<b>KW</b> <b>AMS</b>

**9. DATES FOR NEXT MEETINGS**

Next Meeting: 16 June 2016 at 6pm