

Notice is given that an ordinary meeting of the Motueka Community Board will be held on:

Date: Tuesday 19 August 2025
Time: 4.00pm
Meeting Room: Motueka Library
Venue: Wallace Street, Motueka
Zoom conference link: <https://us02web.zoom.us/j/84164945884?pwd=tHvUHFeVtjeRUb8Pu85EyG2Nlnbv5q.1>
Meeting ID: 841 6494 5884
Meeting Passcode: 609534

Motueka Community Board

AGENDA

MEMBERSHIP

Chairperson	T Graham
Deputy Chairperson	C Hutt
Members	N Hughes
	Cr B Dowler
	Cr B Maru
	Cr T Walker
	Vacancy

(Quorum 4 members)

Contact Telephone: 03 543 8400
Email: tdc.governance@tasman.govt.nz
Website: www.tasman.govt.nz

AGENDA

1 OPENING, WELCOME, KARAKIA

2 APOLOGIES AND LEAVE OF ABSENCE

Recommendation

That the apologies be accepted.

3 PUBLIC FORUM

- 3.1 Ian Williamson - multiple topics 4
- 3.2 Lloyd Reid - one in 100 year flood..... 5
- 3.3 Christin Schaeffner - flood and shifts 6

4 DECLARATIONS OF INTEREST

5 LATE ITEMS

6 CONFIRMATION OF [MINUTES](#)

That the minutes of the Motueka Community Board meeting held on Tuesday, 17 June 2025, be confirmed as a true and correct record of the meeting.

7 PRESENTATIONS

Nil

8 REPORTS

- 8.1 Discretionary Fund Application - Motueka Events Charitable Trust & Big Brothers Big Sisters of Nelson Tasman..... 7
- 8.2 Community Lease Renewals for the Motueka Ward..... 25
- 8.3 Special Projects Update..... 28
- 8.4 Financial Summary 34
- 8.5 Special Projects 2025-2026 36
- 8.6 Board Report - August 2025 41

9 CORRESPONDENCE

Nil

10 CONFIDENTIAL SESSION

Nil

11 CLOSING KARAKIA

3 PUBLIC FORUM

3.1 IAN WILLIAMSON - MULTIPLE TOPICS

Report To:	Motueka Community Board
Meeting Date:	19 August 2025
Report Number:	RMCB25-08-2

1. Public Forum / Te Matapaki Tūmatanui
--

Ian Williamson will speak in public forum regarding multiple community topics.

2. Attachments / Tuhinga tāpiri
--

Nil

3.2 LLOYD REID - ONE IN 100 YEAR FLOOD

Report To:	Motueka Community Board
Meeting Date:	19 August 2025
Report Number:	RMCB25-08-3

1. Public Forum / Te Matapaki Tūmatanui
--

Lloyd Reid will speak in public forum regarding the one in 100 year flood.

2. Attachments / Tuhinga tāpiri
--

Nil

3.3 CHRISTIN SCHAEFFNER - FLOOD AND SHIFTS

Report To:	Motueka Community Board
Meeting Date:	19 August 2025
Report Number:	RMCB25-08-4

1. Public Forum / Te Matapaki Tūmatanui
--

Christin Schaeffner will speak in public forum regarding flood shifts.

2. Attachments / Tuhinga tāpiri
--

Nil

8 REPORTS

8.1 DISCRETIONARY FUND APPLICATION - MOTUEKA EVENTS CHARITABLE TRUST & BIG BROTHERS BIG SISTERS OF NELSON TASMAN

Report To: Motueka Community Board

Meeting Date: 19 August 2025

Report Number: RMCB25-07-1

1. Summary

- 1.1 Two applications has been received for the March 2025 round of Motueka Community Board Discretionary Funding:
 - 1.1.1 Motueka Events Charitable Trusts (**Attachments 1&2**)
 - 1.1.2 Big Brothers Big Sisters of Nelson-Tasman (**Attachments 3-5**)
- 1.2 In order to comply with clause 4.4 of the Tasman District Council Policy on Community Board Discretionary Funds (**Attachment 6**) the applicants have supplied supporting documentation (**Attachments 1-5**).
- 1.3 The applicants have been asked to attend the meeting to speak to their application.
- 1.4 For approved applications, payments will be made by direct credit within ten working days of the Council receiving the applicant's bank account details.
- 1.5 In order to comply with clause 5.5 of the Discretionary Fund Policy (**Attachment 6**) the applicants are required to report back to the Board, within 12 months of the funding.
- 1.6 Both applications comply with the Discretionary Fund Policy (**Attachment 6**).
- 1.7 In order to comply with the Discretionary Fund Policy (**Attachment 6**) the applicants are required to report back to the Board, within 12 months of the funding.
- 1.8 Two Discretionary Fund Accountability Forms have been received:
 - 1.8.1 Motueka Community House (**Attachments 7-9**).
 - 1.8.2 Motueka Community Patrol (**Attachments 10-11**)

2. Recommendation

That the Motueka Community Board













1. **receives the Discretionary Fund Application – Motueka Events Charitable Trust & Big Brothers Big Sisters of Nelson Tasman report RMCB25-07-1; and**
2. **grants or declines applications as follows:**

Applicant	Request	Grant/Decline
Motueka Events Charitable Trusts	\$700.00	

Big Brothers Big Sisters of Nelson-Tasman	\$700.00	
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- 3. receives the accountability forms and invoices from Motueka Community House and Motueka Community Patrol, attachments 7-11 to the agenda report.**

3. Attachments / Tuhinga tāpiri

1.	 	Motueka Events Charitable Trust - Costings	9
2.	 	Motueka Charitable Trust - Grant Application	10
3.	 	Big Brothers Big Sisters Nelson Tasman - Grant Application	12
4.	 	Big Brothers Big Sisters - Programme Outcome Evaluations	14
5.	 	Big Brothers Big Sisters - Expenses	16
6.	 	Tasman District Council Policy on Community Board Discretionary Funds	17
7.	 	Motueka Community House - Accountability Form	20
8.	 	Motueka Community House - Invoice	21
9.	 	Motueka Community House - Receipt	22
10.	 	Motueka Community Patrol Accountability Form	23
11.	 	Motueka Community Patrol Invoice	24

Prizes	\$1,000
Photography	\$800
Entertainment	\$275 (face painting)
	\$220 (flossy balloons)
	\$1,600 (Rob Bloor & others)
Crowd Control	\$400 (Nelson Theatre Royal)
Sound System	\$2,592
Radio Ads	\$500
Guardian	\$400
Road closure TDC	\$350
Road closure SH60	\$4,500
Billboards, posters, ads	\$600
TOTAL	\$13,237

From: website@tasman.govt.nz
To: [TDC Governance](#)
Subject: Grant Application - Motueka Community Board Discretionary Fund
Date: Monday, 23 June 2025 12:16:49 pm
Attachments: [Form-submissionspage-760upload-field-2563Parade-Budget-2025.pdf](#)

The following application to the Discretionary Fund has been received.

Name of organisation*

Motueka Events Charitable Trust

Address

c/o 12 Wallace Street, Motueka

Contact person*

Claire Hutt

Contact phone*

0276591563

Email address*

ourtownstarlightparade@gmail.com

What is the purpose of your organisation?

To create, encourage, promote and support business activities and enterprises operating within the Motueka Ward.

This is achieved by maintaining effective communication between businesses, promoting Motueka through a variety of media, delivering and supporting events which stimulate economic activity, fostering business development and education and building collaborative relationships with other Motueka Community groups.

Amount applied for - up to \$700

\$700

Details of project to be funded:

The annual Motueka Starlight Christmas Parade

Please provide a detailed budget or quote for your funding application*.

Parade-Budget-2025.pdf - [Download File](#) - *You must be logged in to view this file*

Benefits - Who or what will benefit from the project in the Motueka community?

The whole community benefits from this event. It is a very much looked forward to event which brings the town together. All cultures and ages get involved with this event, whether its spectating or entering a float.

Describe any voluntary time and any other funding contributions received for this project

We are looking at securing the named sponsor again this year, hopefully New World Motueka. Plus we will apply for a community grant.

Who else have you asked for funding for this project?

We are looking at securing the named sponsor again this year, hopefully New World Motueka. Plus we will apply for a community grant.

Bank account number

03 1354 0249860 16

You can upload a file to support your application

Privacy Statement

The following application to the Discretionary Fund has been received.

Name of organisation*

Big Brothers Big Sisters of Nelson-Tasman

Address

1 St John Street, Nelson City

Contact person*

Tracee Neilson

Contact phone*

03 545 9864

Email address*

tracee@bigbrothersbigsisters.org.nz

What is the purpose of your organisation?

Big Brothers Big Sisters of Nelson-Tasman (BBBSNT) is dedicated to enabling life-changing mentoring relationships that ignite the power and potential of young people (taiohi). We provide a structured and supportive environment where volunteer mentors are matched with young people aged 6 to 18, fostering positive development and resilience. We currently have 148 active matches across the Nelson-Tasman region, of which 9 are in Motueka. In addition many, many life long friendships continue long after the young person officially graduates from the programme at 18.

Amount applied for - up to \$700

700

Details of project to be funded:

We are seeking funding to support the recruitment, screening, selection, training, supervision, and ongoing support of volunteer mentors, young people, and their whānau in the Motueka community. This includes:

Recruitment and Screening: Attracting and vetting suitable volunteer mentors.

Training: Equipping mentors with the skills and knowledge necessary for effective mentoring.

Supervision and Support: Providing ongoing guidance and resources to ensure successful mentoring relationships.

Community Engagement: Collaborating with local schools and community groups to identify and support young people in need.

Please provide a detailed budget or quote for your funding application*.

BBBS-Budget-2024_5-MCB.xlsx - [Download File](#) - *You must be logged in to view this file*

Benefits - Who or what will benefit from the project in the Motueka community?

There are three main beneficiaries of our programme: parents/caregivers, taiohi and mentors. Statistics and quotes to support this are attached.

Parents/ caregivers/whānau get support for their child of a trusty, reliable role model for their child, who can give the child one on one time and involve them in activities they otherwise would never have the opportunity to do.

Taiohi gain new skills and experiences, do better at school, make positive choices, having improved relationships with friends, family and teachers, and often follow their dreams because of the support and guidance of their mentors.

Volunteering also gives our mentors a real sense of purpose, and has benefits such as stress reduction, making friends, connecting with the community, learning new skills and improving health and happiness.

Quotes from our 2025 Programme Evaluation survey are attached. The statistics are still being crunched so here are the numbers from our 2024 survey, showing caregivers ratings of how their child has changed as a result of the programme.

CONFIDENCE

90% have improved self-confidence

85% are now more able to express their feelings

81% are now more confident in being able to make good decisions

COMPETENCE

64% have improved their academic performance at school

62% improvement in attitude towards school and learning

73% are positively participating more actively in classes

CARING

79% are more trusting of adults (specifically parent, mentor and teachers)

70% are able to relate better towards their peers, including positive communications skills, caring behaviour towards others

Describe any voluntary time and any other funding contributions received for this project

Our volunteer mentors typically spend 1-4 hours a week with a child / young person donating their time. Any funding raised in Motueka is used directly to benefit the matches and potential new matches in this community to cover mentor recruitment, home assessments, meetings with carers, the children, the volunteers.

Who else have you asked for funding for this project?

To cover the whole of our work across Nelson-Tasman we actively seek funding through various channels, including: Grants: Applying for all relevant and available grants.

Donations: Engaging with local businesses and individuals for support. Fundraising

Events: Organizing our two biggest fundraising events each year: Charity Golf Day and Fundraising Dinner and Auction.



PROGRAMME OUTCOME EVALUATIONS - June 2025

FEEDBACK FROM CAREGIVER

- Mentoring for my son is amazing - completely amazing. Beliefs behaviours understanding others n the world about him other than mama's views and the list goes on PRICELESS!!!!
Thank u a million times Thank u ❤️ I have loved big brother, my son loves his bb n they are as thick as thieves. Bb has changed my boys life n my sons views shaped my his bb i love. Good morals good advice amazing mentorship. Fathers day is now so much easier and been renamed bb day n that helps my boy having no dad n in my son's words. ... "Who needs a Dad when I have something better. I have a bb" x He's Amazing and as a mentor. **(Lower Moutere)**
- I think the mentoring is going amazingly well. Charlie and Peter get along so well, he always has the biggest smile when Peter comes to pick him up and a big smile when he gets dropped off to. He talks about Peter and the activities they have been doing and the ones that they are going to be doing in the future. and likes to tell Peter about his happenings and achievements during the week. Charlie has become more confident around people and with himself while being able to start things he's never done before and follow through with them. I think that has a lot to do with Peter encouraging him and building up his confidence as well and being able to express himself freely. While also learning new things and asking Peter to help him teach him new activities and skills that he wants to learn. (Charlie wants to learn how be a builder) I would highly recommend this program to anybody. I think it's probably one of the best things I've done for my child I'm very happy for him and Peter I'm glad they found each other. I'm happy for anything out of the survey to be passed on to Peter. But mainly that I'm just thankful that he is in Charlie's life and they get along so well. **(Motueka)**
- My mentors have been outstanding and are the reason the BBBS programme is the success it has become. Both of my children thrive with their mentors and they have received a lot of support which has been great. Both my children have had a big sister and big brother. Jade has grown so much in herself, her confidence and her basic outlook on life has increased positively. I really appreciate the efforts of my children's mentors have gone to, too support them in their lives and hardships. My Mentoring Coordinator has been a wonderful help and support **(Motueka)**



FEEDBACK FROM MENTORS

- I have recommended it (mentoring) to lots of people, it's so rewarding and life enhancing. It's such a worthwhile and supportive organisation, I wouldn't hesitate to recommend it to anyone. I so enjoy being part of it.
- i think you match people so well, I had some reservations at the matching process and we discussed these and it was listened to. When I meet other matches, you can see why they have been matched, very clever!
- Mentoring is relatively straight forward, doesn't take too much of ones time and the fact that you can possibly influence a young person in such a positive way, to me it is a "Win, Win" situation. It is very rewarding and because the BBBS organisation is so well set up, so well structured, it makes it easier for us mentors help these youngsters with support they give us.
- Our mentor get togethers are of tremendous value to me. The support I have had from the Nelson team has been invaluable and has given me great guidance in what I can do and what I should avoid.
- Our mentor evenings are also excellent as it gives us a chance to talk to others who are in the same situation, and we can toss ideas around that help us to make progress with our "littles". The Nelson team do an excellent job planning these for us.
- I've learned the importance of just being yourself around kids, as they just appreciate who you are and being honest. Being a mentor or role model isn't being the perfect person, but it is being honest, open and having fun together, just hanging out!
- As issues or things that have concerned me have arisen, i have been able to reach out to the Coordinators to discuss my concerns in an open, frank and constructive way. Either, action has been taken or it's been decided there is no further cause for concern. Either way, I have been happy with the outcome.
- The Mentoring Coordinators are quite overworked but still do a great job. Perhaps decreased coordinator to match ratio. I've gained a lot personally and can see that Aidan has as well. its a win win for us! I have always felt supported and cannot think of anything to add
- It benefits both parties! I definitely get a sense of fulfilment and doing something really worthwhile

**BBBS Nelson Tasman
Annual Budget 2024 to 2025**

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total
Income													
Donations - Event	33,698	32,659	526	1,336	24	671	2,956	9,952	8,389	0	0	9,789	100,000
Donations - One Off	6,499	4,212	921	1,477	2,524	10,041	255	676	1,110	1,657	569	58	30,000
Donations - Regular	290	290	290	290	290	290	290	290	290	290	290	290	3,480
Event Sponsorship		5,000											5,000
Funding	14,346	3,847	9,127	10,545	10,752	16,946	11,853	16,844	15,655	12,903	14,279	12,903	150,000
Interest	1,306	194	194	5,289	194	187	1,330	3,525	175	194	187	194	12,968
Overhead Contribution	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000
Program Co-ordinator	8,708	8,708	8,708	8,708	8,708	8,708	8,708	8,708	8,708	8,708	8,708	8,708	104,500
Sponsorship - Cornerstone	375	4,875	13,875	4,875	9,375	375	375	375	4,875	4,875	375	375	45,000
Sponsorship - Match Sponsors	4,395	1,951	2,440	1,951	1,462	2,929	2,440	485	803	2,844	2,501	801	25,000
	\$ 71,617	\$ 63,737	\$ 38,082	\$ 36,472	\$ 35,329	\$ 42,147	\$ 30,206	\$ 42,855	\$ 42,006	\$ 33,470	\$ 28,910	\$ 35,116	\$ 499,947
Operating Expenditure													
Advertising	290	290	290	290	290	290	290	290	290	290	290	290	3,480
Fundraising Expenses	1,000	13,000	5,000	375	375	375	375	3,000	375	375	375	375	25,000
Life Skills Fund	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Mentor Recruitment		600						600					1,200
Mentor Training	167	167	167	167	167	167	167	167	167	167	167	167	2,000
Mentor/Mentee Events			800		800			400			500		2,500
Partnerships	120	120	120	120	120	120	120	120	120	120	120	120	1,440
Professional Development	417	417	417	417	417	417	417	417	417	417	417	417	5,000
Program Co-ordinator	8,708	8,708	8,708	8,708	8,708	8,708	8,708	8,708	8,708	8,708	8,708	8,708	104,500
Resource Materials	100	101	102	103	104	105	106	107	108	109	110	111	1,266
Travel Expenses	583	583	583	583	583	583	583	583	583	583	583	583	7,000
Volunteer Expenses	417	417	417	417	417	417	417	417	417	417	417	417	5,000
Welcome Pack Resources	125	125	125	125	125	125	125	125	125	125	125	125	1,500
Wages	33,054	22,697	22,697	22,697	22,697	22,697	34,045	22,697	22,697	22,697	22,697	22,697	294,068
	\$ 45,080	\$ 47,325	\$ 39,526	\$ 34,102	\$ 34,903	\$ 34,104	\$ 45,453	\$ 37,731	\$ 34,107	\$ 34,108	\$ 34,609	\$ 34,110	\$ 455,154
Administration Expenditure													
ACC Levies		450											
Audit and Accounting	62	62	62	62	62	4,200	62	62	62	62	62	62	4,879
Bank Fees	21	21	21	21	21	21	21	21	21	21	21	21	250
Computing/Communications			7,000										7,000
Database										1,375			1,375
General	292	292	292	292	292	292	292	292	292	292	292	292	3,500
Insurance	1,735		1,490										3,225
Office Overhead	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000
Printing and Stationery	233	234	235	236	237	238	239	240	241	242	243	244	2,866
	\$ 4,343	\$ 3,059	\$ 11,100	\$ 2,611	\$ 2,612	\$ 6,751	\$ 2,614	\$ 2,615	\$ 2,616	\$ 3,992	\$ 2,618	\$ 2,619	\$ 47,095
Net Profit/Loss	\$ 22,194	\$ 13,353	\$ (12,543)	\$ (240)	\$ (2,185)	\$ 1,293	\$ (17,860)	\$ 2,510	\$ 5,283	\$ (4,629)	\$ (8,316)	\$ (1,612)	\$ (2,302)

\$ 502,249



TASMAN DISTRICT COUNCIL POLICY ON COMMUNITY BOARD DISCRETIONARY FUNDS

POLICY REFERENCES

• Sponsor:	Group Manager Finance - Mike Drummond
• Effective date:	27 April 2023
• Review due:	Five yearly
• Legal compliance:	Council approval of the Policy, which requires to comply with Council's Revenue and Financing Policy
• Associated Documents/References	Tasman District Council Revenue and Financing Policy
• Policy Number	P100
• Approved by Council (If Applicable)	27 April 2023

1. Purpose of the Community Boards' Discretionary Funding

Each of the two community boards in Tasman District receive funding from Council through targeted rates. The Boards may use part of the funding as a discretionary fund to allocate funding:

- a) for community projects and initiatives in their Ward that their Community Board considers will benefit their community; and
- b) to support their Community Board functions, including:
 - I. Board members attendance at conferences or training workshops;
 - II. Board advertising and communication;
 - III. Board community surveys;
 - IV. and for Board functions; and
- c) to support youth related activities in their Ward.

2. Application

This policy applies to the disbursement of funds from the Motueka and Golden Bay Community Board Discretionary Funds.



3. Review of this Policy

This policy may be amended either as part of a five yearly review or where one or both community boards have requested a review and proposed changes to the Policy.

4. Generic criteria for the allocation of Discretionary Funds by either the Motueka or the Golden Bay Community Board:

- 4.1 All approved projects and initiatives must contribute to Tasman District Council's Community Outcomes as set out in Council's 10 Year Plan;
- 4.2 Projects need to demonstrate local community support.
- 4.3 Projects must take place within the ward of the Community Board which has allocated funding for the project and demonstrate a clear benefit to that community, including addressing an identified community need.
- 4.4 Discretionary funding will not be provided for:
 - Ongoing operational costs that are not project specific;
 - Costs that cannot be verified with appropriate quotes;
 - Projects that have already been completed.
- 4.5 Funding is for not for individuals, and not to be for a project that is the responsibility of Central Government or other agencies.
- 4.6 Applications must be for a specific project and disclose any other Council funding applied for, e.g., Community Grants.
- 4.7 An organisation may receive only one Discretionary Fund grant a year.
- 4.8 Applications should be made three weeks before the Community Board receiving the application meets to consider funding allocations.
- 4.9 Applicants should provide appropriate financial statements e.g., a statement of financial position (balance sheet) and a statement of financial performance (profit and loss).
- 4.10 Where appropriate (for example a public event), funding applications should be supported by an appropriate Health and Safety Plan. Funds will be allocated through monthly funding rounds. Applicants may be given less funding than they apply for.
- 4.11 Applicants are strongly encouraged to attend the meeting at which applications are considered, in order to speak to their request and answer any questions on the information supplied.
- 4.12 All decisions made by a community board to award funding to an applicant for a project will become public information following the meeting and be included in the minutes of the Board meeting. Applications and supporting information submitted to one of the community boards for funding will be included in an agenda for a meeting of that community board but be subject to the requirements of the Local Government Official Information and Meetings Act 1987 (which may require certain information to not be disclosed as part of a public agenda but distributed separately to Board members - for example financial or commercially sensitive information, personal information).
- 4.13 Funding is to be used only for the purpose approved. Unused funding must be returned to the Board at the termination or completion of the project.



- 4.14 Each year more project funding requests will be received than funds available and not all requests will be successful. The Board's decision on project funding is final and no correspondence will be entered into.
- 4.15 The Motueka and Golden Bay Community Boards acknowledge that there could be extraordinary situations with applications which do not fully meet the criteria described in this policy. The Community Boards reserve the right to consider and approve such applications where there are exceptional and unique circumstances, with the reasons for the approval to be recorded in the resolution.

5. Specific criteria for the allocation of Discretionary Funding by Motueka Community Board

- 5.1 Applications are to follow the Motueka Community Board Discretionary Fund application form template, available from the Council's website, the Motueka Council Office or Motueka Library
- 5.2 Written applications can be delivered to the Motueka Council office or sent to the Motueka Community Board, C/- Tasman District Council, 7 Hickmott Place, Motueka.
- 5.3 There is a \$700 maximum for applications for projects.
- 5.4 Projects must be completed within 12 months of receiving funding.
- 5.5 Successful applicants will report back to the Motueka Community Board on the project and how the funding was used, within 12 months of receiving funding. Community Board support staff will follow up with each organisation that has been provided funding.

6. Specific criteria for the allocation of Discretionary Funding by the Golden Bay Community Board

- 6.1 Application forms are available from the Council website, or the Takaka Service Centre.
- 6.2 Written applications can be dropped off at the council office or sent to the Golden Bay Community Board, C/- Tasman District Council.
- 6.3 There is a \$500 maximum for applications for projects.
- 6.4 Projects must be completed within 6 months of receiving funding.
- 6.5 Successful applicants will report back to the Golden Bay Community Board on the project and how the funding was used, within 6 months of receiving funding. Community Board support staff will follow up with each organisation that has been provided funding.

Adopted by Tasman District Council

Date of approval: 27 April 2023



Motueka Community Board Accountability Form

Name of Organisation: Motueka Community House

We, being Officers/Accountant of the above organisation hereby certify that we received a grant from the Motueka Community Board Discretionary Fund.

The grant was spent as follows and we attach evidence of expenditure (receipts, invoices or statement signed by the organisation):

New World- Food for community event \$3393.02

Amount allocated: \$700

Amount unspent: \$0

With this grant we were able to deliver the following benefits to the community:

This grant helped to make our Christmas Get Together 2024 happen on the 21 Dec 2024. We were able to gift 120 Christmas Pantry Boxes, donated groceries and BBQ kai to families in need, wrapped presents to over 150 children presented by Santa in his grotto, and offered a 'give and take' room full of Christmas treats donated by the community for people to take and give to children, friends and family. Despite torrential rain the turnout to Community House was incredible. We counted over 200 people braving the rain to line up for their pantry boxes and other treats. People needed support more than ever last Christmas and the signs of financial struggle and loneliness and isolation were apparent as people patiently waited for their goodies, chatted and supported each other. Thank you to the Community Board for supporting this event for its third successful year.

Name and signature: Jane Henderson

Signature: 

Position: Manager

Telephone: 027 337 2202

Date: 18-06-2025

To: Motueka Community House Incorporated
P.O Box 350
Motueka 7143

Invoice Date New World
18 Dec 2024

Reference Number
18 December 2024

Description	Quantity	Unit Price	GST	Amount NZD
Christmas Get together BBQ	1.00	3,393.02	15%	3,393.02
Subtotal				3,393.02
TOTAL 15%				508.95
TOTAL NZD				3,901.97
Less Amount Paid				3,901.97
AMOUNT DUE				0.00
DUE DATE				20 Jan 2025

This is not a tax invoice



** DUPLICATE RECEIPT **

xmas

New World Motueka

Phone: 03-528-6245

TAX INVOICE GST NO: 090-409-506

Rec# 0010235248 Date 18/12/2024 13:12:03

Operator LANE 1 Lane 1

Customer MOTUEKA COMMUNITY HO

Customer Code: 562187

Tourist Club Deals Card

PANS FRUIT SALAD TROP	23 @	\$1.69 EA =	\$38.97
BEEF RUMP STEAK	1 @	\$110.21 EA =	\$110.21
BEEF RUMP STEAK	1 @	\$110.04 EA =	\$110.04
BEEF RUMP STEAK	1 @	\$111.14 EA =	\$111.14
BEEF RUMP STEAK	1 @	\$109.69 EA =	\$109.69
PANS ICE CREAM CONES	20 @	\$2.89 EA =	\$57.80
PANS ICE CREAM CONES	10 @	\$2.89 EA =	\$28.90
VALUE DISPSBLE DESSERT	10 @	\$3.99 EA =	\$39.90
GREGGS SAUCE BBQ REF	5 @	\$3.79 EA =	\$18.95
PANS POURABLE DRESSNG	4 @	\$2.89 EA =	\$11.56
N/FOODS STEAK SEASONI	1 @	\$3.69 EA =	\$3.69
BARKERS WHORT MUSTARD	4 @	\$5.35 EA =	\$21.40
VALUE TOMATO SAUCE 1L	1 @	\$4.55 EA =	\$4.55
N/FOODS MUSTARD AMERI	5 @	\$8.15 EA =	\$40.75
SPEIRS COLESLAW PREPA	1 @	\$119.00 EA =	\$119.00
DEPT KEY SALES - SERV	1 @	\$300.00 EA =	\$300.00
PANS FRUIT CAKE ICED	38 @	\$19.79 EA =	\$752.02 C
PANS FRUIT NINCE TART	40 @	\$7.29 EA =	\$291.60 C
FANTASTIC RICE CRACKE	120 @	\$1.79 EA =	\$214.80 C
PANS REUSABLE CHILLER	120 @	\$2.99 EA =	\$358.80
TATUA DAIRY WHIP CREA	6 @	\$6.79 EA =	\$40.74
PANS SALAD MESCLUN 12	12 @	\$4.49 EA =	\$53.88
TONZU ORG VEN SSG SAG	6 @	\$8.49 EA =	\$50.94 C
HELLERS SAUSAGES PRE-	24 @	\$22.15 EA =	\$531.60
PANS BUTTER 500G	66 @	\$7.29 EA =	\$481.14

Total including GST \$3,901.97

Signature Required:

PP Kom J
Charge Account \$3,901.97

(C) Clubcard Savings -\$179.00

All prices include GST

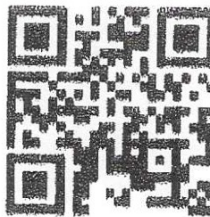
Thank You for shopping New World

Our Shopping Hours are

Mon	Tue	Wed	Thu	Fri	Sat	Sun
7.30	7.30	7.30	7.30	7.30	7.30	7.30
9:00	9:00	9:00	9:00	9:00	9:00	9:00

***** BE IN TO WIN \$500 *****

Tell us how we did today and go into the monthly draw to win a \$500 New World gift card.

Have your say at newworld.co.nz/survey or scan the QR code

Rec# 0010235248 18 Dec 2024 13:12

Name of Organisation: Motueka Community Patrol

The grant was spent as follows and we attach evidence of expenditure (receipts, invoices or statement signed by the organisation):

[illegible]

Amount unspent: \$ NIL

With this grant we were able to deliver the following benefits to the community:

YES - THE PURCHASE OF AN AED
WHICH IS IN THE FIRST AID CONTAINER IN PATROL CAR.

Name and signature:

Signature: Bh. D. D. D.

Position: Parser London

Telephone: 021 1196344

Date: 7-7-2025

**TAX INVOICE**

Motueka Community Patrol
1 Pethybridge Street
Motueka 7120

Invoice Date
03/12/2024

Invoice Number
85599

Reference
Byron

Job Number
41757

GST Number
108-571-349

Heart Saver NZ Limited
PO Box 407, Kumeu
Auckland, 0841
0800 2 DEFIB (33342)
accounts@heartsaver.co.nz
www.heartsaver.co.nz

Description	Quantity	Unit Price	Total
Heart Saver AED7000 (Unit Only) - Standard Pricing	1.00	\$1,895.00	\$1,895.00
<u>AED Package Includes:</u>			
1 x AED7000 Automated External Defibrillator			
1 x 12V Lithium Battery (5 year standby life)			
1 x Set of Electrode Pads			
1 x Carry Case			
1 x User Manual			
1 x DRSABCD Reference Card			
Courier Fee \$30	1.00	\$30.00	\$30.00
Sub Total ex GST			\$1,925.00
GST			\$288.75
Total Inc GST			\$2,213.75

DUE DATE: 20/01/2025

Please remit payment via **Direct Credit** to:
Heart Saver NZ Limited - Acc No **06-0185-0450170-00**

Credit Card payments incur a 3% transaction fee.
Payments accepted via PayPal - please call 0800 2 DEFIB (33342)

Please refer to www.heartsaver.co.nz for our Terms and Conditions

8.2 COMMUNITY LEASE RENEWALS FOR THE MOTUEKA WARD

Information Only - No Decision Required

Report To:	Motueka Community Board
Meeting Date:	19 August 2025
Report Author:	Margot Wilson, Property Officer
Report Authorisers:	Robert Cant, Programme Leader - Land & Leases
Report Number:	RMCB25-08-5

1. Summary / Te Tuhinga Whakarāpoto

- 1.1 Four Motueka Community Leases are needing new lease documents.
- 1.2 Two are standard renewals having expired recently, one is a renewal after a long lapse and one was originally a Variation of Lease that was agreed in the past but never signed – and will now be a standard new Community Lease.
- 1.3 Council's Property Services Manager is delegated to approve the leasing of Council Property.
- 1.4 This report gives the the Motueka Community Board the opportunity to provide feedback regarding the proposed decision of Council's Property Services Manager to offer new leases to the four Motueka community groups listed in this report.

2. Recommendation

That the Motueka Community Board

1. **receives the Community Lease Renewals for the Motueka Ward report RMCB25-08-5; and**
2. **notes that the Property Services Manager – who is delegated to approve the leasing of Council Property – intends to grant new five-year tenancies to the organisations listed below further noting that these groups' occupations do not require public notification:**
 - a) **Tasman Bays Promotions Association Inc – 20 Wallace Street, Motueka. Lease offered pursuant to Sec 61(2A) of the Reserves Act 1977. Title: NL 5C/240. Legal Description: Pt LOT 2 DP 5945. Land classified as: Local Purpose Reserve.**
 - b) **Motueka District Museum Trust – 140 High Street, Motueka. Lease offered pursuant to Sec 61(2A) of the Reserves Act 1977. Land classified as a Local Purpose Reserve for a Museum in New Zealand Gazette Notice Number 89 – 12 September 1974, page 1922 (No title exists.)**
 - c) **Royal New Zealand Plunket Trust – Operating as Motueka Plunket Clinic – 8 Pa Street, Motueka. Lease offered pursuant to Sec 12(2) of the Local Government Act 2002. Titles: NL 11/C/35, NL11C/497, NL 11C/498. Legal**

Description: Lot 1 DP 3874. Land classified as: Held in Fee Simple – ½ Share. Registered Owners: Tasman District Council and The Proprietors of Wakatu.

- d) **Motueka Tennis Club Inc – 6 Pa Street, Motueka. Lease offered pursuant to Sec 12(2) of the Local Government Act 2002. Titles: NL 11C/35, NL 11C/497, NL 11C/498. Legal Description: Lot 16 DP 1599. Land Classified as: Held in Fee Simple – ½ Share. Registered Owners: Tasman District Council and The Proprietors of Wakatu.**

3. Tasman Bays Promotions Association Inc

- 3.1 Locally known as the Motueka iSite, this group has owned their building and operated from it for over twenty years. A standard lease of five years is intended to be offered with an expiry of 31 January 2030. This lease is considered a hybrid between a commercial lease and a community lease – hence the original rental fee commenced at \$1000 p.a. in 2002 and was only raised to the current \$1500 +GST in 2004 when the carparks were added to the lease. Due to current commercial stresses on tourist centres everywhere, Council Staff propose the rent fee to remain unchanged.
- 3.2 In case the Information Centre closes within the five-year lease period, a termination clause of 30 days' written notice has been added to the lease.

4. Motueka District Museum Trust

- 4.1 The Motueka Museum has been located in this Council owned historic building for over two decades. A standard lease of five years for the standard Community Lease fee of \$380 incl GST is to be offered with an expiry date of 30 June 2030.
- 4.2 The Museum began operating a commercial café within the building well over ten years ago. That sub-lease is now fully acknowledged and documented in Council property files. It may be worth noting however, that in other similar sub-leases on Council land, a small percentage of the business income is paid to Council for a sub-lease operation on public land.
- 4.3 At some point perhaps the Community Board and Council might wish to look at this in the future.

5. Royal New Zealand Plunket Trust – Operating as Motueka Plunket Clinic

- 5.1 The Plunket group in Motueka have been operating from a small annex in the Motueka Community Hall for at least the past twenty years. Council owns this building.
- 5.2 Some years ago, the Plunket lease with Council was inadvertently cancelled despite ongoing occupation. Recent conversations with this group have alerted Council staff to this oversight, highlighting the need for a lease to be in place here.
- 5.3 The new lease would be a standard 5-year Community Lease document with the current 2025/26 standard annual fee of \$380 incl GST – expiring sometime in 2030.

6. Motueka Tennis Club Incorporated

- 6.1 The Motueka Tennis Club has been in operation for over 70 years. Their building and courts at the existing site on Memorial Park are also many decades old. The club owns their building.
- 6.2 In 1986 the club requested funding from Council to resurface the courts. Council agreed to the funding with the proviso that the original 1954 lease be cancelled or varied. The Club agreed.
- 6.3 After the courts were resurfaced, Council sent a Heads of Agreement document and an offer to vary the terms with a letter dated 22 January 1989.
- 6.4 The Club sent a reply letter dated 2 March 1990 accepting the Heads of Agreement and the offer to vary the terms subject to a few changes.
- 6.5 Council then further replied that as the land was actually Māori land owned by Wakatu Inc – formal agreement was first required from Wakatu Inc for any new sub-lease. Council stated that it was then in the midst of negotiating this formal approval.
- 6.6 This matter with the Club then seems to have been set aside during the negotiations with Wakatu Inc. and the last communication on this between Council and the club seems to have been in 1998.
- 6.7 Copies of these file items have been supplied very recently to the new Tennis Club President – Lincoln Blair. He is interested to ensure that the Club has a current and valid lease.
- 6.8 The new lease would be a standard 5-year Community Lease document with the current 2025/26 standard annual fee of \$380 incl GST – expiring sometime in 2030.

7. Summation

- 7.1 The Enterprise and Property Services Manager is delegated to approve leases on land which is not recreation reserve. This report is for information only, but the opportunity is open for the Board to provide comment.

8. Attachments / Tuhinga tāpiri

Nil

8.3 SPECIAL PROJECTS UPDATE

Information Only - No Decision Required

Report To: Motueka Community Board

Meeting Date: 19 August 2025

Report Author: Claire Hutt, Community Board Member

Report Authorisers: John Ridd, Group Manager - Service and Strategy

Report Number: RMCB25-07-3

1. Summary / Te Tuhinga Whakarāpoto

- 1.1 To provide an update on Motueka Community Board special projects, Attachment 1 to the agenda report.

2. Recommendation/s / Ngā Tūtohunga

That the Motueka Community Board

1. receives the Special Projects Update report August 2025 RMCB25-07-3.

3. Attachments / Tuhinga tāpiri

1.   Special Projects 2025

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Motueka Community Board - Special Projects Action List as at 15 April 2025

Projects 2020/21	Funds	Status – In progress	Overseer
1.Decks Reserve Accessible Playground Equipment Resolution 15/12/20 Resolution 16/05/23	Budgeted \$30,000 \$10,000 YTD \$30,000 \$10,000	16/02/21 Awaiting quote from Lynne Hall 20/07 Chair Maru to have a conversation with Susan Edwards and Janine Dowding 17/08 Awaiting update from Susan Edwards 28/02 Lynne has approached 3 playground companies before Christmas hopefully they will come back with something soon 15/03 Youth Council keen for a carousel, ongoing 15/11 Mr Kirby informed the Board of delays in sourcing accessible playground equipment 03/02/23 Update from Grant Reburn, Reserves Officer: <i>Staff have been planning the upgrade of Decks Reserve Playground items and are currently preparing a layout plan. A wheelchair carousel has been ordered and should be delivered within the next month. This item will be funded by the Motueka Board's special projects fund which had \$30,000 allocated for a carousel in 2022/23. The carousel installation will occur at the same time as the other playground items which depending on supply times and contractor availability is expected to be around May this year.</i> 18/04 Carousel purchased, staff working on layout design 09/05 Staff to share design with Members prior to the May meeting and will be present for feedback 16/05 Initial design plan presented to Members 12/06 Update from Grant, following presentation to Board in May further incorporation of playground elements will continue. Further allocation of funding from the Board would provide for more accessible opportunities. Accessible Carousel purchased with Board funded 30K. for financial summary at bottom of spreadsheet 06/07 Update from Tony Strange Currently acquiring an estimate for the entire play area footprint to be reinstated with rubber matting so that we can present these costs to the Board and they can decide to reallocated funding to accommodate this 18/07 Concept plan and quote tabled, Tony to provide more detailed costings and visuals, also provide a breakdown that is quantified in stages while also providing a cost for the entire project 10/08 Update from Tony, not enough competitive financial information as our consultants have only been able to include costs from one supplier, ongoing 15/08 Update to be provided at the September meeting	Cr Walker/Tony Strange

Projects 2020/21	Funds	Status	Overseer
		<p>10/11 Tony Strange will be meeting with members of CCS Disability Action regarding design considerations and advice</p> <p>21/11 Ongoing, Tony working on quotes, planning to add a basketball hoop</p> <p>19/12 Tony to report back to the Board in February</p> <p>20/02/24 Tony noted that this there is a procurement process. There has been reprioritisation of existing budgets with good news \$200,000 added for this project. Mr Strange will start ordering for this project within two weeks</p> <p>05/04 Update from Joe Bywater We are undertaking an options analysis and quantifying all items that the Community Board have requested. Through this information we will be able to put together a preliminary cost and present this back to the board for approval. Typically we would allocate between 15% and 30% contingency for a project which would cover any variations and cost escalations – this would be incorporated into the overall project budget but only spent on items above and beyond the initial estimates. We would expect that most of the risks would be realised fairly early on in the construction process and can provide regular budget updates</p> <p>16/04 Tony Strange to provide feedback about costings for the accessible playground at Decks Reserve. Hope to have information by next week. Chair Terina Graham, Cr Walker and Deputy Chair Claire Hutt to form a project advisory team as just a liaison at this stage.</p> <p>21/05 – advisory group met and determined best option for Board review. Board endorsed at May meeting. 16/07 - the contract had been awarded; the timeframe was by the end of July. Lynne Hall to liaise with the Comms team regarding a comms plan for the basketball court and change of playground and signage.</p> <p>20/09/24 – Project running to schedule and budget. Two accessible drinking fountains also installed. Council staff working to ensure that lwi are involved throughout.</p> <p>17/10/2024 – Board Chair, Deputy Chair, and Cr Walker did a site visit. Have requested thorough communications that tells the story of the journey from inception to its current state.</p> <p>26/11/24 – alternative waste management options are under review by the Community Infrastructure team. Council staff will report back to the Board on considered options. Menzshed constructing benches and there is a plan to switch the drums to the configuration in the plans.</p> <p>18/12/2024 – Work nearly finished with replacement plants and grass to be installed due to the weather conditions.</p> <p>04/03/2025 – Current weather conditions delaying the installation of replacement plants and grass. Council staff will advise when that will take place as matters progress.</p> <p>18/03/25 – Bike rack instillation still required, potential cameras required.</p>	

		15/4/2025 – items still not complete 13/05/2025 – last invoice for Decks Reserve hit the ledger in January – confirmation required if this project is now complete? 20/05/2025 – bike stand to be installed - ongoing	
Projects 2024/25	Funds		Overseer
6. Ted Reed Reserve, Riwaka Install Nest Swing Resolution 18/06/24	Budgeted \$10,000 YTD \$6,405	21/05 Add a nest swing to the playground on Ted Reed Reserve, Riwaka 20/09/2024 – site ready for installation with basket swing being located and checked that all parts are ready for safety reasons. 17/10/2024 – swing awaiting some parts. To be installed once they arrive. 26/11/2024 – new parts have arrived and waiting to be installed by staff. 04/03/2025 – project delayed due to ground investigations at location that now need to take place. The Board will be updated as matters progress. 18/03/25 – landfill testing is currently in progress and an update will be provided to confirm if the location will need to be changed within the reserve. 15/4/2025 – continuing to do testing and depending on findings, options/impacts. 20/05/2025 – still undertaking testing – ongoing	
12. Memorial Park Shade sail over gym equipment Resolution 18/06/24	Budgeted \$18,000 YTD \$14,518	21/05 Install shade sail over the outdoor gym equipment in Memorial Park 20/09/2024 – Investigations underway to how the sails can used over play equipment. Gym equipment well used by the community. Council staff to perform due diligence on the matter. 17/10/24 – Quotes been sourced from suppliers for the shade sails. Update to be provided at November meeting. 26/11/2024 – Deputy Chair and Tony Strange to meet and select the preferred cover. 18/12/2024 – Quote obtained is underbudget and selection of the shade sail will take place in early 2025, with installation to follow. 04/03/2025 - Awaiting installation and delivery confirmation. 18/03/25 – shade sail to be installed in the next two weeks – in progress. 20/05/2025 – has the shade sail been installed? - ongoing	

Projects 2024/25	Funds		Overseer
Saltwater Baths Resolution 16/05/2023	Budgeted \$5,000 YTD \$4,351	13/05/2025 unspent resolution amount of \$649.00 – plantings of \$649 will be done by financial year end June 30. 20/05/2025 – have the plantings been completed? – ongoing	
Motueka Quay – contribution to historical wharf restoration Resolution 18/06/2024	Budgeted \$10,000 YTD \$0	13/05/2025 - The heritage restoration committee has now been granted an archaeological authority from Heritage NZ to carry out maintenance works on the wharf, it's also been determined the works do not trigger the need for a resource consent. The restoration committee is now focusing on funding approximately \$350,000, which they have raised \$100,000 already. 20/05/2025 – resolution from Council re AP deliberations: requests officers investigate options and present a business case back to the full Council for the Motueka Heritage Wharf Restoration Project.	David Arseneau/ Stephen Richards
Motueka Cemetery RESOLUTION 16/08/2022	Budgeted \$8,000 YTD \$5007	\$2,999 left to spend, Awaiting metal gates. 20/05/2025 – have the metal gates been installed? - ongoing	Steve Richards

Complete Projects:

i-Site Wallace Street – 10/3/2025 Budgeted \$1,500 / YTD \$988.00	Project complete and payments made
Cnr Wratt & High St – crossing improvement Budgeted \$10,000 / YTD \$10,000	Project is complete and payments made
Wharepapa Grove Reserve – install table seating \$3,000 / YTD \$2,775	Project is complete and payments made
Motueka Bridge (sign) – project cancelled 20/05/2025 Budgeted \$15,000 YTD \$0	Project cancelled

Finance overview/summary:

Projects that came under approved budget OR cancelled to put back into the pot:	\$15,000 Motueka Bridge \$4,952 – Trewavas Street \$3,650 - Motueka River concrete pads \$225 - Wharepapa Grove Reserve \$512 - iSite Wallace Street
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8.4 FINANCIAL SUMMARY**Information Only - No Decision Required**

Report To:	Motueka Community Board
Meeting Date:	19 August 2025
Report Author:	Liz Cameron, Assistant Management Accountant
Report Authorisers:	Paul Egan, Management Accounting Manager
Report Number:	RMCB25-08-6


1. Summary / Te Tuhinga Whakarāpoto

- 1.1 The financial report for the period ending 30 June 2025 is attached (**Attachment 1**).
- 1.2 The Motueka Community Board's net financial position as at 30 June is a deficit of \$53,489.
- 1.3 Expenses during June were wellbeing printing and ANZAC wreath totalling \$234.
- 1.4 The net position of the Motueka Community Board's overall available funds as at 30 June is a balance of \$174,672.

2. Recommendation/s / Ngā Tūtohunga**That the Motueka Community Board**

1. receives the Financial Summary – period ending 30 June 2025 RMCB25-08-6.

3. Attachments / Tuhinga tāpiri

1.  Financial Summary

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Motueka Community Board

June 2025

Profit and Loss	Monthly Actual	Month Budget		June YTD Actual	June YTD Budget	Annual Budget %	Budget 2024/25
REVENUE							
CCB rate	6,561	6,546	100%	78,733	78,618	100%	78,618
Motueka Market	0	2,141	0%	14,208	13,200	108%	13,200
Closed Account Interest	570	965	59%	6,845	11,635	59%	11,635
Total revenue	7,132	9,652		99,786	103,453		103,453
EXPENSE							
Remuneration							
Chairperson Monthly Salary	1,351	1,351	100%	16,164	16,971	95%	18,514
Members	1,351	2,022	67%	19,517	20,134	97%	21,964
Community Board Members Reimbursements	0	(495)	0%	5,016	5,885	85%	5,885
Miscellaneous							
Community Board discretionary fund	628	1		7,594	10,669	71%	10,669
Youth Development Fund	0	87	0%	0	830	0%	1,000
Community Board Special Projects	35,234	0	0%	100,402	41,160	244%	41,160
Community Board Expenses	234	886	26%	2,602	5,573	47%	5,573
Community Board member training	0	2,294	0%	1,980	3,689	54%	3,689
Total expenses	38,798	6,146		153,275	104,911		108,454
Net Charges	(31,667)	3,506		(53,489)	(1,458)		(5,001)

Year to date

Equity

Opening Surplus/(Deficit) Balance 1 July 2024	228,161
Net Income Surplus/(Deficit) June 2025	- 53,489
Closing Surplus/(Deficit) Balance 30 June 2025	174,672

Notes to the accounts

A) Discretionary fund

Balance brought forward from 2023/24	14,862
Plus budget allocation	5,669
Available funds	20,531
Less Expenditure	7,594
Remaining Balance	12,937

Discretionary fund expenditure

Brooklyn School paid August	700
Riding for the Disabled paid August	441
Takaka Hill Biodiversity paid October	614
Community House paid October	700
Wilderness Canoe Trust paid October	600
Age-Link Trust paid October	700
Motueka English Social Group paid October	500
District Community Patrol paid October	700
Motueka Events Charitable Trust paid October	700
Motueka Art Group paid January	700
Motueka Army Cadets paid March	611
Tone with Kase and Chloe paid June	628
Total expenditure to 30 June 2025	7,594

B) Youth development fund

Balance brought forward from 24/25	4,825
Plus budget allocation	1,000
Available Funds	5,825
Less expenditure	0
Remaining Balance	5,825

Youth development fund expenditure

	0
Tone with Kase and Chloe paid June	0

C) Special Projects

Balance brought forward from 23/24	147,839
Plus budget allocation 2024/25	41,160
Available funds	188,999
Less expenditure	100,402
Remaining balance	88,597

Special Projects Expenditure

Cemetery Enhancement paid February	5,007
Wharepapa Grove table & seating paid February	2,775
Decks Reserve February	30,000
Prram crossings paid February	10,000
Extend concrete pads at river paid February	1,350
Trewavas St path paid February	5,048
Decks Reserve table, seating & landscape paid February	10,000
i-Site sign - Image Creators paid April	988
Shade Sail Memorial Park paid June	14,518
Ted Reed Reserve paid June	6,405
Salt Water Baths Paid June	4,751
Wharepapa Grove table & seating paid June	2,775
Flagpoles paid June	6,785
Total expenditure to 30 June 2025	100,402

8.5 SPECIAL PROJECTS 2025-2026

Decision Required

Report To: Motueka Community Board

Meeting Date: 19 August 2025

Report Number: RMCB25-08-7

1. Purpose of the Report / Te Take mō te Pūrongo

- 1.1 For the Motueka Community Board to formally decide on the Special Projects to support for 2025 – 2026.

2. Summary / Te Tuhinga Whakarāpoto

- 2.1 Each year the Community Board has money to spend on special projects suggested by the community, each up to \$10,000.
- 2.2 The Motueka Community Board has \$171,543 available funds made up of carryover from 2024-2025 and 2025-2026 allocated budget for Special Projects, to be confirmed at the meeting.
- 2.3 The only 2024-2025 outstanding project to carry over to 2025-2026 and take into consideration when allocating the 2025-2026 projects is the Historical Wharf Restoration project to the amount of \$10,000.
- 2.4 Many ideas were received by the Motueka Community Board, and those which best fit the Special Projects Fund criteria were listed for public consultation, with feedback closing on Monday 12 May 2025.
- 2.5 The community was asked to rank projects from 1 being the most important. An online feedback form was provided, along with a hard copy form.
- 2.6 The Board received the community feedback at the May 2025 meeting.
- 2.7 The Board is requested to make a decision, on the projects to support for funding.
- 2.8 The Board will vote on each of the funding recommendations separately at its meeting.
- 2.9 Staff and the Deputy Chair have discussed scope and feasibility of proposed projects for the Boards consideration.

3. Recommendation/s / Ngā Tūtohunga

That the Motueka Community Board

- 1. receives the Special Projects 2025-2026 RMCB25-08-7; and**
- 2. notes and considers the community feedback received at the May 2025 meeting; and**
- 3. notes the carryover of \$10,000 for the Motueka Quay – Historical Wharf Restoration project; and**

4. agrees to allocate funding to Special Projects 2025-2026, following consideration of staff feedback on the scope and feasibility of the projects for funding (Attachment 1 to the agenda report), as below:

- 4.1 Ted Reed Reserve – barbeque and shaded picnic area \$6,000
- 4.2 Motueka skate park – two picnic tables and two shade trees \$5,000
- 4.3 walking/cycle trails on Staple Street and Thorp Street – extension \$10,000
- 4.4 High Street historical plaques – 15 plaques \$10,000
- 4.5 Saltwater Baths AED Defibrillator - \$4,000
- 4.6 Trewavas Street reserve improved signs – three improved signs \$2,000
- 4.7 Vosper Street Footpath to Saxon Street – footpath upgrade \$10,000
- 4.8 Motueka Tennis courts – drinking fountain \$8,000.

4. Background / Horopaki

- 4.1 The special projects 2025-2026 went to the May Board meeting and was agreed that this be brought back to the Board once officers have provided scope and feasibility.

5. Analysis and Advice / Tātaritanga me ngā tohutohu

- 5.1 Attachment 1 to the agenda report.

6. Financial or Budgetary Implications / Ngā Ritenga ā-Pūtea

- 6.1 The board has one outstanding project, Historical Wharf to the amount of \$10,000 already committed that needs to be taken into consideration when allocating further projects.

7. Attachments / Tuhinga tāpiri

1.   Special Projects Report 2025-2026

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Special Projects Report for MCB Voting at the August Meeting:

1. A BBQ / shaded picnic area at Ted Reed Reserve in Riwaka. **\$6,000. *Picnic table plus shade trees in the same area as the Claw Swing will be located. This work will be done at the same time as Claw Swing installation for efficiency.***
2. Landscaping and seating for parents to watch their children at the Motueka skate park. **\$5,000. *2 x picnic tables plus 2 x shade trees. Lynne/Richard will look at possible location of these tables on site.***
3. Extend the walking/cycle trails on Staple Street and Thorp Street so they connect and run all the way to the Kumaras carpark. It's a narrow road and is heavily used by walkers, cyclist and horse riders. **\$10,000. *Looking at the Streetview of this area, it was noted that the left hand bend corner was visually obstructed by trees/vegetation. This \$10k funding would be used for removal of vegetation and limbing up the Totara Tree in the vicinity. This \$10k would also cover the traffic management costs and boundary survey/speaking with neighbouring property.***
4. More historical plaques on the buildings down High Street. **\$10,000. *This would fund 15 x plaques. Speaking with the Historical Association they confirm there are 18 plaques left in order to finish the project. They are able to fund the remaining 3, plus pay for manufacture and installation of framing which needs to be done at the KFC location. This project has been going on for a number of years and would be good to get it completed. ** note content & design is already complete.***
5. AED Defibrillator at the Saltwater Baths area. **\$4,000 (\$3k for device, \$1k for mounting & signage). *Medcare (Danny & Debbie Fowler) can order the device and Medcare to then liaise with Lynne/Richard to finalise exact location and installation.***
6. Bigger signs on the Trewavas Street reserve stating cyclists give way to pedestrians, the track is used by many elderly and young families out for a stroll and many cyclists are travelling at high speed. **\$2,000. *This will cover bigger signs x 3 with the same wording as the smaller signs. One of the new signs will be double-sided.***
7. Vosper Street Footpath to Saxon Street. A section of this path (western side) is poor, yet services our community cottage residents. **\$10,000. *Steve will look into this further -***

The Asphalt footpath against the kerb between Selwyn St and the Community Housing access is 57m long by 1m wide. Suggest widening to 1.8m as it butts up to the kerb and reconstruct in Asphalt so the asset life doesn't exceed that of the kerb. Cost approximately \$ 23K but if the path is moved away from the kerb then it can be constructed in concrete at 1.5m wide, at a similar cost but it will have a much longer asset life and match with other nearby newer sections.

The Concrete footpath against the kerb between the Community Housing access and Bower Ave is 28m long by 1m wide so if widened to 1.8m, would cost approximately \$11K. This is based on completing the new path in Asphalt so it does not exceed the life of the existing kerb. Again, similar to above if offset from the kerb and constructed in concrete at 1.5m wide will, have a similar price.

8. Drinking tap for the children's playground near the Motueka Tennis courts (off Memorial Park). **\$8,000** (\$2,500 for product, plus installation & plumbing) - nearest water supply the old Laura Ingram Kindergarten? **\$8,000 is a good estimate. Lynne/Richard will look into the water supply, also we need confirmation of what is happening with the Laura Ingram building which would be the potential supply of the water.**

NOT ON THE LIST NOW FOLLOWING TDC STAFF FEEDBACK & INVESTIGATION:

9. Footpath on Main Road Riwaka around Wool Shed corner. **\$10,000. Low priority - looking at the boundaries there is minimal space for a footpath going around the Wool Shed corner, plus we would need to consult with NZTA. Not cost effective for the benefit it would provide.**
10. Playground equipment at the Wilson Crescent park. Swings or something interesting and different like a balance/confidence course. **\$20,000. Swing set would be \$20,000 maximum to install (possibly c.\$15k). Lynne/Richard will check the Reserves Management Plan to see if it is designated a playground area, otherwise public consultation would need to be done. If the RMP accommodates a playground, then neighbouring properties will be consulted for any feedback. * Due to the cost, this funding could be allocated over a 2 year plan at \$10k per year from the MCB special projects budget.**

**** There is no playground proposed for Wilson Crescent Reserve in the Motueka Ward Reserves Management Plan so this would need to go out for consultation.**
11. Concrete or asphalt the footpath in front of the skatepark so kids don't have to ride on the road. **\$10,000. There is already a footpath/cycle gravel track on the same side of the road as the skatepark. This suggestion will be solved/double-up with the footpath sealed along Old Wharf Road and more pole lighting.**
12. A footpath on Thorp Street continuing from Pethybridge Street to Fearon Street. **\$10,000. Already in the planning as part of Jamie's Footpath Matrix.**
 - **Thorp St from No 52 to Fearon St is ranked at No.27 in the matrix but could be completed earlier if the vacant land is developed.**
 - **Thorp St from Fearon St to Thorp St is ranked at No.37 in the Matrix**

Note, neither of these jobs could be completed for \$10K

13. Footpath sealed all along Old Wharf Road and more pole lighting for night walkers to the Rec Centre for general safety. **\$10,000. Steve will check if this is included in the Footpath Matrix. Also Steve will check on the extra street lighting as this is potentially part of a future project already in the planning.**
 - **Five New lights were installed in Old Wharf Rd this Fin yr 24/25**
 - **Old Wharf Rd from Thorp St to No. 51 is in the Footpath Matrix and ranked at No. 51**

14. More picnic tables along waterfront near Janie Seddon. **\$6,000. This would fall under the Historical Wharf Restoration project where landscaping and seating is already part of the future plan.**
15. Complete walking track near Saltwater Baths - link through from Shipwreck to Port Motueka (currently just grass) **not sure of distance, will confirm. This has already been completed as part of a previous project.**
16. A large public playground west of High St - or add equipment to the reserve on Kerei Street. **\$10,000. This will be put on hold, as there will be property development coming in a few years on the western side of High Street which will include a Reserves Area/Playground.**
17. At the end of Staples Street is a stretch of unsealed road. This is a heavily used road on the way to the Raumanuka Scenic Reserve. Rather than spreading new shingle which only lasts a few days, it would be more cost effective to seal it. **\$10,000. Steve will look into this.**

The area of gravel is approximately 900m² and to seal is likely to be in the order of \$50K plus. I suggest, by completing a granular overlay to the road, it can be strengthened and given sufficient cross fall to help with drainage. The use of Moss's Quarry gravel provides a good mix to resist stress. Likely cost at least \$10K. By strengthening, this could set it up for sealing in future. NOTE: There needs to be further investigatory work completed before confirming option costs. If sealing is considered, total "all of life costs" should be considered as these are likely to exceed the Do Minimum Option.

8.6 BOARD REPORT - AUGUST 2025

Information Only - No Decision Required

Report To:	Motueka Community Board
Meeting Date:	19 August 2025
Report Author:	Terina Graham, Chair
Report Authorisers:	John Ridd, Group Manager - Service and Strategy
Report Number:	RMCB25-07-2

1. Mihi / Welcome

‘E ngā Whatukura, e ngā Māreikura, tēnā koutou katoa’

Welcome acknowledging the masculine and feminine energies

2. Recommendation/s / Ngā Tūtohunga

That the Motueka Community Board

- receives the Board Report - August 2025 report RMCB25-07-2; and**
- approves, retrospectively, the Motueka Community Board’s submission on the Responsible Camping Bylaw, Attachment 1 to the agenda report; and**
- approves, retrospectively, the Motueka Community Board’s submission on the Nelson City Council’s Annual Plan 2025/2026, Attachment 2 to the agenda report; and**
- approves, retrospectively, the Motueka Community Board’s submission on the Speed Management Phase Two consultation.**

3. Subject Heading One

- 3.1 Extreme weather events may well up feelings of our insignificance and fragility, but it also provides a good reminder for preparedness and to be mindful of others who may need support. Checking on your neighbours, offering what you can to those in need, being extra patient and understanding and not forgetting our four-legged friends, ensuring your animals have dry shelter and access to essentials.
- 3.2 Reports of a couple of unfortunate situations regarding Council assessments were brought to the Boards attention that we are looking into.
- 3.3 Thank you to elected members that have been present, active and supportive over this time. Please refer to attached notes from Deputy Chair Hutt who attended the Civil Defence meeting in Riwaka with Board Member Hughes.
- 3.4 Thank you to Civil Defence, emergency services and local organisations and individuals who played a part in supporting relief efforts. We know in areas it will take some time remedy.

4. Community Wellbeing Solutions

- 4.1 Update will be shared at August Board meeting.

5. Items from Board Members

Managed Out Road Trip

- 5.1 Board members invited to 'The Managed Out' documentary' screening plus Q&A with Alistair Harding and Maree Buscke, was held on Friday 11 July in Richmond.

Speed Management Consultation #2

- 5.2 The Board have started discussions and reconnaissance prior to submitting and request the following details from council.

5.2.1 How many 'vehicle road users' provided input?

5.2.2 What demographics are the road users?

5.2.3 Was it established how frequent they use the roads they provided input on?

Updates from Councillors

- 5.3 Any other items.

6. Items from Public Forum

Discussion on today's public forum:

- 6.1 Updates from last board meetings public forum:

6.1.1 **Mr Ian Williamson** raised concerns with elderly during this cost of living crisis, Bailey Bridge update and status of earthquake proof commercial buildings.

- It was clarified that the EQC register should have an updated classification of Motueka commercial buildings.

[Register of earthquake-prone buildings | Building Performance Register of earthquake-prone buildings \(EPB Register\)](#)

6.1.2 **Ms Marianne Vetterli** shared her tiny-home story with council enforcement that left her homeless. Marianne had a no-payment agreement with landowners, being a surrogate grandmother in exchange for location to park her tiny-home.

6.1.3 **Mr Mathias Schöffner** raised concerns with enforcement department









- Example of an official document that the name of the complainant is the same name as the enforcement officer doing the investigation.
- Asks for clarification of the 'public interest test' when deciding to evict a 60-year-old.
- Court documents that still have not been supplied yet were referred to for reasoning to carry out enforcement actions.

7. Correspondence

- 7.1 Correspondence list:

Date	From	Subject
03/07/25	Lynley	Managed Out Road Trip Comes to Top of The South

8. Attachments / Tuhinga tāpiri

- | | | | |
|----|---|--|----|
| 1. |   | Responsible Camping Bylaw - Submission | 44 |
| 2. |   | Annual Plan 2025-2026 - Submission | 45 |
| 3. |   | Riwaka Meeting 5 July 2025 - Notes | 50 |
| 4. |   | Actions List July 2025 | 52 |



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Freedom Camping Decks Reserve Motueka [Responsible Camping Bylaw](#) | [Shape Tasman](#)

07 July 2025

This submission is presented on behalf of the three elected Motueka Community Board members, Chair Terina Graham, Deputy Chair Claire Hutt and Board Member Nick Hughes.

The Board support opportunity for travellers to have a variety of accommodation options, suitable for all budgets, in appropriate areas, not Decks Reserve, Motueka.

We recognise some of the benefits freedom camping has provided, including refuge for kiwis that find themselves homeless living out of their cars. However, that is a concern that needs dedicated attention providing adequate support to help improve situations.

From recent observations and community feedback the Board do not support any further Freedom camping at Decks Reserve, Motueka. Regardless, if the vehicle is self-contained or time limits are altered, we are of the opinion that Decks Reserve is not an appropriate accommodation site.

Some of the feedback and observations include:

- Time limits not always adhered to
 - Not sticking to allocated spaces
- Filling reserve bins and using business rubbish and recycling bins
 - Discarding used sheaths and biofluids on ground / in bushes
- Cooking and eating in the carpark, at times intruding on accessways / other carparks
 - Discarding boiling water onto plants
- Indecent exposure
 - Undressing in public
 - Van doors open with naked couple visible
- Feeling unsafe
 - Young people walking past
 - Children at the playground
 - People returning to their vehicles later in the evening
- Concerns with monitoring
- Lack of evidence validating economic contribution

As supporters of the great kiwi outdoors, and local tourism we wish to encourage visitors to experience what Motueka has to offer, in a respectful and appropriate way.

Motueka Beach Reserve, George Quay, and Alexandar Bluff Road Reserve are ideal options for travellers on a budget. Motueka is also a New Zealand Motor Caravan Association 'friendly town' offering a designated campsite and there are park over property alternatives for members.

On behalf of the Motueka Community Board, we thank staff and elected members for your time and consideration.

Ngā mihi,

Motueka Community Board



Motueka Community Board

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Motueka Community Board
2025/26 Annual Plan Submission
May 2025

E ngā Whatukura, e ngā Māreikura, tēnā koutou katoa

This submission is presented on behalf of the three elected Motueka Community Board members, Chair Terina Graham, Deputy Chair Claire Hutt and Board Member Nick Hughes.

In this Board's final months of term, we reflect on the challenges and achievements, taking into consideration Councils proposed Annual Plan, budgets and voices from the Motueka community.

As **advocates for community** where residents expect honest, hardworking public servants who operate with integrity in a transparent and accountable organisation; we strongly urge elected members as you look forward to please also reflect on your input to debt decisions and financial spend over your time as decision makers for this district, to aid in your future decisions.

We realise the **challenges**, given the **timeframes and quantities of information** staff need to prepare for elected members to digest, and it may not always result in fully informed decision making. The Board question if there is a more efficient and robust way to balance information, time and resources for best practice and good governance.

Page 3 of the Annual Plan proposal provides a fresh approach for the 2025/26 financial year:

"Our vision – Thriving, Resilient Tasman"

*We work to nurture a Tasman District that
has a healthy environment, a strong economy, and a vibrant community.*

There is a lot to be considered, committed, and completed to achieve such a fabulous vision. The Board prays that Council can deliver for community on this vision but are mindful that given the system Council operates within, visions can quickly be diluted from external pressures.

The Board encourages Council to **proactively liaise with other councils and constituents to unify** in the best interest of communities you serve, where there are costly and unworkable pressures imposed by central government and global influencers.

The Board appreciate staff effort and time, and no doubt stress that has gone into reaching conclusions for this annual plan proposal, which we note is well presented in the document for community consultation. Thank you.

In the CE and Mayors address at the beginning of the proposal it mentions "savings of \$1.4m in staff costs through managing vacancies and thoroughly scrutinising all new resource demands".

We receive plenty of feedback from community questioning the number of staff employed with **high salary levels for the district** (as advertised online) and the exorbitant **costs of external consultants**.

We encourage council to further consider the necessity and cost of using consultants in future, as we can attest to the times the Motueka Community Board has been involved in discussions this term, that the outcomes from external consultants have almost always resulted in what we first discussed.



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Motueka Library

As expressed in our April 2024 LTP submission, the Motueka library is invaluable for the community, catering to a wide demographic. We have received plenty of feedback from the Motueka community in support of maintaining and even increasing library services.

We accept a one-hour drop per week as Council propose a 5pm close on a Friday instead of 6pm, is not as detrimental as what could have been considered, we do question the actual cost benefit of this proposed one-hour change.

The Board would not support any future reduction in hours.

We are concerned with the impact on community members who frequently engage in programmes provided at the library that may end under this proposal and the potential loss of any front-line staff.

The Board continues to advocate investment for front-line services as a direct benefit to community.

Motueka Aquatic Centre (Swimming Pool)

The Board supports the proposal to bring forward investment of \$1M for the Motueka Aquatic Centre to the new financial year 2025/2026.

We realise there are mixed feelings within community regarding funding infrastructure given the current financial constraints which could again result in Council considering operational and maintenance affordability of another community service.

However, given the decades the community has been working toward establishing a pool for the area and the overall benefit a swimming facility brings all age groups in a community, the Board supports the proposal of investment now, as we may not have another opportunity later.

Housing

After four workshops based on the **Boards request for Council to review** the Tasman Resource Management Plan (**TRMP**) **'8-week rule'** – *which when enforced may impact a resident living in anything (tiny-home, caravan, tent etc.) in one place for longer than eight weeks, to require a resource consent.*

Due to the cost-of-living and housing crisis affecting our community, and in the absence of Council reviewing the 8-week rule, in a means of short-term relief for those potentially facing homelessness, the Board strongly advocate Council review their internal enforcement processes to ensure discretion where there is no serious environmental impact, follow the decision tree for tiny homeowners and most importantly improve community engagement to build trust and confidence.

The Board encourages Council collaboration to review feasibility of rezoning low productive freehold land for mixed housing options with assurances that infrastructure will uphold development levels.



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Motueka Community Board Budget

The Motueka Community Boards budget reflects a surplus in special projects and discretionary fund. This section of the Boards submission breaks down the Boards budget and proposes budget allocation for 2025/26 financial year and consideration for the future Motueka Community Board.

Table 1: Boards Budget 24/25 for reference

Table 2: Boards Reserves

Table 3: Special Projects Reserves budget

Table 4: Financial Commitment Proposal – Youth Fund

Table 5: Motueka Community Board Special Projects Budget - Annual and future plan

Table 1: Board Funds 2024/25 Budget

Please note: to simplify the below figures are approximated.

Board's 2024/25 budgeted revenue:

- \$103,000 approx.

Board's 2024/25 budgeted expenses:

- \$46,500 - Remuneration and reimbursements
- \$9,200 - Board Expenses (general + training)
- \$10,500 - Discretionary Fund
- \$1,000 - Youth Fund
- \$40,000 - Special Projects

Total = \$108,500 approx.

Every financial year the Motueka Community Board receives an amount based on Reserves Financial Contributions (RFC's) for the Board to distribute to community projects. This is estimated between \$40,000 - \$55,000 per annum (pa).

The Community Board Special Projects Funds are in place to support:

- 2.1.1 Council infrastructure related projects; and
- 2.1.2 Community projects and initiatives that the board considers will benefit the well-being of the community.

Upon entering this term, the Motueka Community Board (MCB) elected members were presented a budget highlighting a large surplus of funds carried over from previous years. The Boards intention was to complete outstanding special project actions, which has now been achieved.

Revealing that part of the surplus reflected was funds tagged but not captured to outstanding projects.

It is believed that in setting the 23/24 budget the Board decreased the MCB rate in favour of utilising reserves (where needed) to undertake new special projects.



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Given recent reviews and workshops considering all 'tagged' and 'surplus' funds, the Board estimates a surplus of \$60,000 in special projects reserves, of which we propose to utilise a portion for the 2025/2026 financial year to ensure:

1. Motueka residents 'MCB rate' is not increased in this term, and,
2. some community initiatives with reduced funding are supported

Table 2: Boards Reserves

In addition to the Board funds displayed in the 2024/25 budget in table 1, the below figures reflect the funds built up over years (minus the tagged funds) that we refer to as the 'Boards reserves.'

2024/2025 Board Reserves approx.:

- \$14,500 – Discretionary funds in reserves
- \$4,500 – Youth funds in reserves
- \$62,000 – Special Projects in reserves (could vary)

Total = \$81,000 approx.

The Motueka Community Board propose the following distribution accessing the 'Boards Reserves' to carry forward to the 2025/26 financial year. In addition to the budgeted financial year Special Projects that community can expect from the Board.

Table 3: Special Projects 'Reserves' Budget

Proposed allocation:

- \$1,500 **Keep Motueka Beautiful** - suggested toward hanging basket
- \$3,000 **Motueka Christmas Parade** - contribution to ensure provided annually
- \$10,000 **Great Taste Trail Motueka** - toward maintenance then improvements
- \$10,000 **Riwaka Cemetery grounds toilet facility*** - collaboration construction contribution

Total = \$24,500

Est. amount remaining in Special Projects Reserves = \$37,500

**In 2023 the Board revisited an outstanding community request for toilet facilities to be constructed at the Riwaka Cemetery fields. It was included in the special projects list (SP) for community voting and was one of the highest voted SPs. For this project to proceed requires TDC to include in their annual plan as a partnership project with Motueka Community Board. Possible option (by agreement) Riwaka Rugby Club may support part of the project and if required may manage facility for first financial year of operation then cleaning and maintenance transfers to TDC budget lines.*

Table 4: Financial Commitment Proposal – Youth Fund

Total of \$3,000 from MCB 'Youth fund' reserves over 3-years at \$1,000 per year.

- \$1,000 pa toward MCB Community Wellbeing Solutions Initiative – youth engagement and attendance initiatives, meetings, campaigns, support, contributions.

The Board may wish to also utilise part of the Board's 'General Expenses' (as has been done for 24/25) to support Board and community collaborations.



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By continuing to utilise Board reserves for this financial year, provides Motueka residents another year of relief from an increase of the 'MCB rate' which includes an additional 'special project rate'.

Although this proposal is for the 2025/26 Annual Plan, this Board strongly encourages future Boards to reflect on the proposed 3-year financial distribution plan as part of strategic initiatives to ensure they remain a focus for Board delivery.

As the 'Discretionary Fund' provides up to \$700 per application within a financial year and is accessed by a wide variety of new and regular groups, the Board recommends that the surplus of the discretionary fund remain in reserves for future Boards to access this surplus to increase funding availability when required.

The following table provides a financial breakdown of the **Motueka Community Board's proposed financial budget for Special Projects** – accessing \$40,000 in 25/26 financial year and proposing \$24,500 accessed in 26/27 financial year from the \$62,000 Boards reserves.

Table 5: Motueka Community Board Special Projects Budget - Annual and 3-Year Plan

Special Projects Plan	2025/2026	2026/2027	2027/2028	NOTES
Estimated \$40k pa allocated for Special Projects. Topped up with up to \$40k in 25/26 \$24,500 26/27 from Board Reserves	\$80,000 \$40k + \$40k Res.	\$65,000 \$40k + \$24.5k Res.	\$40,000	Includes utilising \$40,000pa from MCB SP Reserves
Great Taste Trail (Nelson Tasman Cycles Trail Trust)	\$ 10,000	\$ 10,000	\$ 10,000	Toward maintenance then improvements
Christmas Parade (Love Motueka)	\$ 3,000	\$ 3,000	\$ 3,000	Toward Christmas Parade
Keep Motueka Beautiful (KMB)	\$ 1,500	\$ 1,500	\$ 1,500	Toward hanging baskets costs or equivalent
Riwaka Cemetery Field Toilet Facility (TDC)	\$ 10,000	\$ 10,000	\$ 10,000	Contribution project with TDC if approved in plans
Total	\$ 24,500	\$ 24,500	\$ 24,500	Fixed annual contribution
Total Annual Special Projects Est. remaining amount for annual SP requests	\$ 55,500	\$ 40,500	\$ 15,500	Amount available to be used toward annual community projects

Please note:

- Depending on the actual annual allocation for special projects, the requested amounts proposed to access from reserves may be lower or higher than projected.
- Given Council's financial constraints it is essential for the Board to work with staff across departments to ensure we approve manageable projects, as they may require ongoing financial commitments from various departments.
- In some cases, the Board may financially contribute from special projects budget toward proposed Council projects in Motueka, such as accessway improvements.

On behalf of the Motueka Community Board, we thank Councillors for your time and consideration of our 2025/2026 Annual Plan submission.

Ngā mihi, Terina Graham – Motueka Community Board Chair

Riwaka Community Meeting : 5th July 2025

Meeting MC: Rob Smith (works for TDC and part of Civil Defence)

This focus of the meeting is on directly connecting people to the various organisations that were present.

Recovery will take years. Considering Nelson City Council estimated 6-7 years for full recovery from the 2022 floods.

The recent Tasman Floods has been the biggest flood in the area since 1877. The other big flood of 1983 was 1-1.5 metres lower than our recent flood event – this puts it into perspective.

The Met Service a very cautious, although there are no warnings in place at present, there is more rain expected at the end of this week.

The rivers will cope with more rain; it's the smaller creeks that are most vulnerable. If you attempt to clear these creeks, please be extremely careful as there is a high risk of trees falling and unknown debris. We are encouraged to do what we can – but be super careful. Rob clarified that people are allowed to protect your property by clearing creeks, but not to permanently change the creeks route – just temporary clearing to protect your property/land.

There are still 25 road closures. This number has come down from the original 60 road closures. Huge effort by all involved to get as many roads open as soon as possible. This will involve more than one visit by roading contractors - Initial work will be to simply make the road safe enough to travel on, followed then by more extensive work to bring it to its original state.

It was advised for residents to check their bores and pump area. If there is surface water around the bore hole, then we need to treat the water as contaminated and boil our water until notified otherwise.

Also, we are advised to stay away from water areas until it's safe, ie no eating shell fish, as these will be highly contaminated.

742 surveys of properties have been completed, with 650 of these being onsite property visits. This is to find out what resident's immediate needs are. From these visits, at present there are 19 people in temporary accommodation, 13 yellow stickered properties (where water has been through the house), and 1 red stickered property which is permanently damaged.

Rivers are being surveyed and damaged will be prioritised by David Arseneau's team at TDC.

Roading is being led by Brian McManus' team in TDC with engineers, local sub-contractors and help from Christchurch and the North Island to support.

The Mayoral Fund is open for applications, along with MPI and the Rural Support Trust, for any financial assistance.

MSD and IRD support are available to flood affected residents (including help with late payments). If we know of any people struggling financially please let these organisations know so they get the right help NOW.

‘Task Force Kiwi’ is a group of volunteers helping people to clear their damaged properties and land.

The Rapid Relief Team (RRT) are available for providing and/or delivering food boxes.

Any flood related health needs will be funded by your GP. Medications which have been lost, swept away can be ordered from your Pharmacy at no cost. There is government funding in place for this.

Steve Manners oversees the Recovery Team. This is the transition phase into recovery to sort any long-term damage to get to a full recovery (this will take several years).

TDC staff member called a “Navigator’ is available to direct people to the right organisations whether it’s an internal TDC department or an external organisation.

It is important for flood affected residents to raise a ‘service request’ (SR) to TDC so they are aware of damage and people’s needs. This can be done by calling TDC 03 543 8400 or by downloading the ‘Antenno’ app.

TDC acknowledged that their Comms could have been better throughout this event, along with advising escape routes, in particular for Riwaka, Brooklyn and the Motueka Valley, if bridges are closed. They are working on improving on these processes.

FOR ANY FLOOD RELATED ASSISTANCE – PLEASE CALL TDC 03 543 8400.

This includes help with clearing debris off people’s land.

Division:		Date From:	
Committee:	Motueka Community Board	Date To:	
Officer:			
Action Sheets Report		Printed: Tuesday, 8 July 2025 10:15:35 AM	

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 18/02/2025	Richard Kirby	Board Report - February 2025	4/03/2025		
04 Mar 2025 3:24pm Dawson, Gavin Motueka Master Plan: Council staff to advise Board of timeframes when they are confirmed – ongoing						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 18/03/2025	Trindi Walker	Financial Summary - period ending 28 February 2025	1/04/2025		
01 Apr 2025 11:28am McLean, Kelsey Councillor Walker to add a proposal for the board to approve a grant of \$1,000 to the Tasman Youth Council to the 18 April 2025 board report - ongoing						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 18/03/2025	Alan Bywater	Heritage Wharf Restoration Project	1/04/2025		
10 Jun 2025 5:17pm McLean, Kelsey This went into the AP deliberations and they requests officers investigate options and present a business case back to the Council for the Motueka Heritage Wharf Restoration Project – ongoing update required when the business case goes back to the council for decision						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 15/04/2025	Matthew McGlinchey	2025/26 Annual Plan Proposal	29/04/2025		
13 May 2025 11:47am McLean, Kelsey Matthew to report back to the Board regarding the item left to lie on the table – closed as the AP has been adopted by the Council. This will lapse in the new triennium and be removed off future action reports.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 20/05/2025	Kelsey McLean	Discretionary Fund Applications - May 2025	3/06/2025		
10 Jun 2025 5:24pm McLean, Kelsey They have been contacted and they have confirmed they will submit an application that aligns with the Discretionary Fund Policy – ongoing, they have been contacted and are yet to update their application.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 20/05/2025	Claire Hutt	Motueka Community Board Special Projects 2025-2026	3/06/2025		
10 Jun 2025 4:07pm McLean, Kelsey Deputy Chair Hutt to confirm with members how many members of the community voted on the 2025-2026 projects – closed Cr Hutt has emailed 284 online, 13 hard copy Library, 297 in total, and 95% live in Mot.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 20/05/2025	Paul Egan	Special Projects	3/06/2025		

Division:		Date From:	
Committee:	Motueka Community Board	Date To:	
Officer:			
Action Sheets Report		Printed: Tuesday, 8 July 2025 10:15:35 AM	

10 Jun 2025 4:06pm McLean, Kelsey Paul Eagan to confirm the amount available for Special Projects – ongoing, Kel has contacted Paul and Liz.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 20/05/2025	Terina Graham	Board Report - May 2025	3/06/2025		
10 Jun 2025 5:31pm McLean, Kelsey The board to approve the AP submission retrospectively – ongoing, this is on the agenda for July and can be closed off after the meeting.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 17/06/2025	Steve Elkington	Special Projects Update	1/07/2025		
08 Jul 2025 9:58am McLean, Kelsey Steve Elkington to circulate the Primmer Service Lane Garden maintenance budget balance to members – ongoing, below correspondence.						
<u>Comment for circulation</u> The only budget available is Landscape Maintenance which has been considerably reduced, therefore, out of the question. The proposal was to plant native grasses that require no maintenance, but the bed will require weeding from time to time, even though it has been covered with a thick layer of mulch to reduce weed infestation over the next year. The alternative is to leave the garden bed unplanted and not carry out any maintenance. The garden bed creates separation between the service lane and community housing site and softens this area. To have paved the area the cost to undertake including ongoing maintenance, would far exceed the cost of a small garden plot of approximately 40m2. With the option to do nothing, we could still plant some grasses in the narrow border separating the lane from the carpark. This would help define the edge of the carpark. I could approach the Hotel and ask them to pay for the plants. Estimate to supply and plant up to 30 grasses allowance \$200 and weed every 6months a further \$60.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 17/06/2025	John Ridd	Board Report	1/07/2025		
08 Jul 2025 9:55am McLean, Kelsey John Ridd to investigate heavy vehicle restrictions on residential streets – ongoing, update below.						
Under our Traffic Control Bylaw, the Council can by resolution (elected members) set restrictions as to what kinds of vehicles can use a road. A proposal would need to go out for wider consultation, after which the Council would consider feedback and make a decision on whether to approve a restriction. I am sure the local trucking and transport industry would hold some strong opinions about restrictions, especially on Pa Street. Most recent traffic counts: <ul style="list-style-type: none"> Pa St (March 2025) ~280 truck movements/day. (these would need to roll through the town centre if Pa St was restricted) Atkins St (Oct 2023) ~45 truck movements/day Parker St (April 2024) ~106 truck movements/day, but some of these will be accessing rural properties off Parker St itself rather than rat-running to avoid High St 						

Division:		Date From:	
Committee:	Motueka Community Board	Date To:	
Officer:			
Action Sheets Report		Printed: Tuesday, 8 July 2025 10:15:35 AM	

The only road where we currently restrict truck movements through our Bylaw is on River Road Appleby. The basis for this is safety due to the SH60 intersection having very poor geometry, and sharp narrow curves in the middle section of River Rd.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 17/06/2025	John Ridd	Board Report	1/07/2025		
08 Jul 2025 9:56am McLean, Kelsey John Ridd to follow up regarding sunken manholes at Wharepapa Grove – ongoing						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 17/06/2025	John Ridd	Board Report	1/07/2025		
08 Jul 2025 9:56am McLean, Kelsey John Ridd to follow up regarding Deputy Hutt's collated information from eight other councils around tiny homes - ongoing, John to provide an update						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 17/06/2025	John Ridd	Board Report	1/07/2025		
08 Jul 2025 9:56am McLean, Kelsey John Ridd to follow up regarding who decided to include tiny homes and vehicles in the granny flat legislation. - ongoing, John to provide an update						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 17/06/2025	John Ridd	Board Report	1/07/2025		
08 Jul 2025 9:57am McLean, Kelsey John Ridd to follow up with the Mayor's office regarding the letter he wrote to the government two years ago and confirm what response was received. - ongoing, John to provide an update						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Motueka Community Board 17/06/2025	John Ridd	Board Report	1/07/2025		
08 Jul 2025 9:57am McLean, Kelsey John Ridd to provide Mathias Shaeffner with the enforcement workshop PowerPoint presentation and a one page outline. - ongoing, John to provide an update						