

---

**ORDINARY MEETING**

**OF**

**TAWA COMMUNITY BOARD GRANTS SUBCOMMITTEE**

**MINUTES**

**Time:** 7.00pm  
**Date:** Thursday, 6 April 2017  
**Venue:** Tawa Community Centre  
5 Cambridge Street  
Tawa  
Wellington

---

**PRESENT**

Jill Day  
Richard Herbert  
Margaret Lucas (Chair)  
Jack Marshall  
Robyn Parkinson



---

**TABLE OF CONTENTS**  
**6 APRIL 2017**

---

<b>Business</b>	<b>Page No.</b>
<b>1. Meeting Conduct</b>	<b>5</b>
<b>1.1 Apologies</b>	<b>5</b>
<b>1.2 Conflict of Interest Declarations</b>	<b>5</b>
<b>1.3 Confirmation of Minutes</b>	<b>5</b>
<b>1.4 Public Participation</b>	<b>6</b>
<b>1.5 Items not on the Agenda</b>	<b>5</b>
<b>2. Reports</b>	<b>6</b>
<b>2.1 Tawa Community Grants 2017 Funding Round</b>	<b>6</b>



---

## **1 Meeting Conduct**

### **1.0.0 Whakatauki**

Tangata ako ana i

Te Kāenga, te tūranga ki

te marae, tau ana

A person nurtured in the community contributes strongly to society

### **1.1 Apologies**

No apologies were received.

### **1.2 Conflict of Interest Declarations**

The following conflicts of interest were declared:

Richard Herbert declared a conflict of interest in relation to the following funding applications:

- application 5 – Rotary Club of Tawa Charitable Trust
- application 13 – Tawa Historical Society Incorporated
- application 14 – Tawa Progressive and Ratepayers Association Inc and;
- application 18 – Tawa Youth and Families Trust Board.

Robyn Parkinson declared a conflict of interest in relation to funding application 14 – Tawa Progressive and Ratepayers Association Inc

Jill Day declared a conflict of interest in relation to the following funding applications:

- application 1 – Hampton Hill School
- application 14 – Tawa Progressive and Ratepayers Association Inc

The Chair, Margaret Lucas, declared a conflict of interest in relation to the following applications:

- application 8 – Tawa Bowling Club
- application 9 – Tawa Central Kindergarten - He Whaau Manaaki O Tararua Free Kindergarten Assoc Inc
- application 10 – Tawa College
- application 18 – Tawa Youth and Families Trust Board.

### **1.3 Confirmation of Minutes**

There are no minutes for confirmation.

### **1.4 Public Participation**

#### **1.4.1 Tawa College - Damien Hewitt**

Damien Hewitt spoke in support of the funding application made by Tawa College (funding application 10).

#### **1.4.2 Tawa Historical Society – Bruce Murray**

Bruce Murray spoke in support of the funding application made by the Tawa Historical Society Incorporated (funding application 13).

---

### **1.4.3 Tawa Youth and Families Trust – John Gibbs**

John Gibbs spoke in support of the funding application made by the Tawa Youth and Families Trust Board (funding application 18).

### **1.5 Items not on the Agenda**

There are no items not on the agenda.

## **2. Reports**

### **2.1 Tawa Community Grants 2017 Funding Round**

**Moved Margaret Lucas, seconded Jack Marshall**, the following motion:

That the Tawa Community Board Grants Subcommittee:

1. Agree to suspend Standing Orders 3.11.8, 3.11.10 and 3.11.13 to allow the members to move and speak to multiple amendments.

A division was called for, voting on which was as follows:

**For:**

Jill Day  
Richard Herbert  
Margaret Lucas (Chair)  
Jack Marshall  
Robyn Parkinson

**Against:**

Majority Vote: 5:0

**Carried**

**Moved Margaret Lucas, seconded Richard Herbert**, the following motion:

That the Tawa Community Board Grants Subcommittee:

1. Agree to appoint **Jack Marshall** as Chair when the following applications that the Chair has declared a conflict of interest on are discussed and put to the vote:
  - application 8 – Tawa Bowling Club
  - application 9 – Tawa Central Kindergarten - He Whaau Manaaki O Tararua Free Kindergarten Assoc Inc
  - application 10 – Tawa College
  - application 18 – Tawa Youth and Families Trust Board.

**Carried**

**Moved Margaret Lucas, seconded Jack Marshall**

**Recommendations**

That the Tawa Community Board Grants Subcommittee Grants subcommittee:

1. Receive the information.
2. Agree to fund applicant organisations as follows:

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Comment
1	Hampton Hill School	Sun shade	100	\$1,500	\$750	Contribution to costs of replacing sun shade, used by school and wider community.
2	He Whanau Manaaki o Tararua Free Kindergarten Association Incorporated	Brian Webb Kindergarten outdoor education upgrade	90	\$1,534	\$0	Seeking contribution to costs of play equipment, limited community wide benefit.
3	Kiwi Community Assistance Charitable Trust	Food Safety Equipment	100	\$521	\$521	Support for volunteer based organisation supplying food and other goods to food bank network and local social and community service organisations.
4	Linden Primary School	Linden School Fit Trail	95	\$1,074	\$1,074	Contribution to establishment of a community fitness trail, wide community benefit, encouraging healthy lifestyles.

**TAWA COMMUNITY BOARD GRANTS  
SUBCOMMITTEE  
6 APRIL 2017**

5	Rotary Club of Tawa Charitable Trust	Tawa Business Centre Hanging Flower baskets 2017 funding	80	\$3,200	\$1,500	Contribution to annual costs of hanging baskets on Main Road.
6	Sri Lanka Association of New Zealand (SLANZ) Inc.	Training in Folk Music	70	\$1,000	\$500	Contribution to community arts project, community and public performances.
7	Supergrans Charitable Trust	Tawa clients	100	\$2,000	\$500	Contribution to the work Supergrans are doing in Tawa with families.
8	Tawa Bowling Club	New flag with Tawa Bowling Club emblem	90	\$279	\$0	Lower priority, limited community benefit.
9	Tawa Central Kindergarten - He Whaau Manaaki O Tararua Free Kindergarten Assoc Inc	Purchase of Digital Cameras	65	\$788	\$0	Seeking contribution to costs of equipment to support documentation of learning, limited community wide benefit.
10	Tawa College	Health and Wellbeing Parent Seminars	85	\$940	\$700	Contribution to costs of workshops for community on resilience, addressing well being and mental health of young people.



**TAWA COMMUNITY BOARD GRANTS  
SUBCOMMITTEE  
6 APRIL 2017**

11	Tawa Community Light Party	Tawa Community Light Party	85	\$900	\$850	Support for popular annual community event, assistance with venue and hosting
12	Tawa Community Patrol Charitable Trust	Patrol Car Operating Expenses	100	\$2,500	\$1,500	Support for active local volunteer run community patrol.
13	Tawa Historical Society Incorporated	Tawa Memorial	100	\$2,000	\$1,250	Contribution to installation costs of plaques for the Tawa Memorial.
14	Tawa Progressive & Ratepayers Association Inc.	Spring into Tawa 2017	80	\$1,000	\$1,000	Support for popular and developing annual community event.
15	Tawa Rugby Football Club	Coach Development	95	\$1,500	\$1,000	Contribution to support and training to develop the capacity of volunteer coaches.
16	Tawa School	Chairs for school hall	100	\$3,250	\$500	Contribution to costs of replacement chairs, school hall is widely used for community events.
17	Tawa Squash Rackets Club Incorporated	Outdoor Security Lights	75	\$800	\$500	Contribution to safety initiative, Officers will work with club to ensure they have good advice about safety measures in the area.

**TAWA COMMUNITY BOARD GRANTS  
SUBCOMMITTEE  
6 APRIL 2017**

18	Tawa Youth and Families Trust Board	24-7 workers at Tawa College	90	\$2,000	\$1,200	Contribution to youth work programme supporting young people, addresses anti-social behaviour and truancy in the community.
19	The Royal New Zealand Plunket Society Inc.	Parent Education and Support in Tawa	100	\$2,160	\$500	Contribution to 'your growing baby' parent education courses, builds connections and networks for families.
20	Wellington Red Hackle Pipe Band Inc	Wellington Red Hackle Reeds and Ties	40	\$2,323	\$0	Lower priority given previous support.
			<b>Total</b>	<b>\$31,269</b>	<b>\$13,845</b>	

**Moved Margaret Lucas, seconded Jill Day, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
12	Tawa Community Patrol Charitable Trust	Patrol Car Operating Expenses	100	\$2,500	\$1,500	<b>\$1250</b>

**Carried**

**TAWA COMMUNITY BOARD GRANTS  
SUBCOMMITTEE  
6 APRIL 2017**

Richard Herbert withdrew from the table due to a conflict of interest.

**Moved Robyn Parkinson, seconded Jill Day**, the following amendment:

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
5	Rotary Club of Tawa Charitable Trust	Tawa Business Centre Hanging Flower baskets 2017 funding	80	\$3,200	\$1,500	\$0

**Carried**

Richard Herbert returned to the table.

**:Moved Richard Herbert, seconded Jack Marshall**, the following amendment:

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
2	He Whanau Manaaki o Tararua Free Kindergarten Association Incorporated	Brian Webb Kindergarten outdoor education upgrade	90	\$1,534	\$0	\$500

**Carried**

**Moved Jill Day, seconded Robyn Parkinson**, the following amendment:

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
3	Kiwi Community Assistance Charitable Trust	Food Safety Equipment	100	\$521	\$521	\$521

**Carried**

**TAWA COMMUNITY BOARD GRANTS  
SUBCOMMITTEE  
6 APRIL 2017**

**Moved Richard Herbert, seconded Jack Marshall, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
4	Linden Primary School	Linden School Fit Trail	95	\$1,074	\$1,074	<b>\$1074</b>

**Carried**

**Moved Jill Day, seconded Robyn Parkinson, the following amendment:**

That the Tawa Community Board Grants Subcommittee:

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
6	Sri Lanka Association of New Zealand (SLANZ) Inc.	Training in Folk Music	70	\$1,000	\$500	<b>\$500</b>

**Carried**

The Chair withdrew due to a conflict of interest in relation to application 8. Jack Marshall chaired the meeting.

**Moved Jack Marshall, seconded Jill Day, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
10	Tawa College	Health and Wellbeing Parent Seminars	85	\$940	\$700	<b>\$940</b>

**Carried**

The Chair returned to the table and resumed chairing the meeting.

Jill Day, Richard Herbert and Robyn Parkinson withdrew from the table due a conflict of interest in relation to application 14

**Moved Jack Marshall, seconded Margaret Lucas, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
14	Tawa Progressive & Ratepayers Association Inc.	Spring into Tawa 2017	80	\$1,000	\$1,000	<b>\$1000</b>

**Carried**

Jill Day, Richard Herbert and Robyn Parkinson returned to the table.

**Moved Richard Herbert, seconded Jack Marshall, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
15	Tawa Rugby Football Club	Coach Development	95	\$1,500	\$1,000	<b>\$500</b>

**Carried**

**Moved Jack Marshall, seconded Margaret Lucas, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
16	Tawa School	Chairs for school hall	100	\$3,250	\$500	<b>\$500</b>

**Carried**

**TAWA COMMUNITY BOARD GRANTS  
SUBCOMMITTEE  
6 APRIL 2017**

Richard Herbert and the Chair (Margaret Lucas) withdrew from the table due to a conflict of interest in relation to application 18. Jack Marshall chaired the meeting for this item.

**Moved Jack Marshall, seconded Jill Day, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
18	Tawa Youth and Families Trust Board	24-7 workers at Tawa College	90	\$2,000	\$1,200	<b>\$2000</b>

**Carried**

Richard Herbert and the Chair returned to the table.

**Moved Jack Marshall, seconded Richard Herbert, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
20	Wellington Red Hackle Pipe Band Inc	Wellington Red Hackle Reeds and Ties	40	\$2,323	\$0	<b>\$2000</b>

**Carried**

Jill Day withdrew from the table due to a conflict of interest.

**Moved Richard Herbert, seconded Robyn Parkinson, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
1	Hampton Hill School	Sun shade	100	\$1,500	\$750	<b>\$750</b>

**Carried**

Jill Day returned to the table.

**Moved Jill Day, seconded Richard Herbert, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
7	Supergrans Charitable Trust	Tawa clients	100	\$2,000	\$500	<b>\$1415</b>

**Carried**

The Chair withdrew due to a conflict of interest for applications 8 and 9. Jack Marshall chaired.

**Moved Robyn Parkinson, seconded Jill Day, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
8	Tawa Bowling Club Inc	New flag with Tawa Bowling Club emblem	90	\$279	\$0	<b>\$0</b>

**Carried**

**Moved Jill Day, seconded Jack Marshall, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
9	Tawa Central Kindergarten - He Whaau Manaaki O Tararua Free Kindergarten Assoc Inc	Purchase of Digital Cameras	65	\$788	\$0	<b>\$200</b>

**Carried**

Margaret Lucas returned to the table and chaired the meeting.

**Moved Margaret Lucas, seconded Jill Day, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
11	Tawa Community Light Party	Tawa Community Light Party	85	\$900	\$850	<b>\$850</b>

**Carried**

Richard Herbert withdrew due to a conflict of interest.

**Moved Margaret Lucas, seconded Jack Marshall, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
13	Tawa Historical Society Incorporated	Tawa Memorial	100	\$2,000	\$1,250	<b>\$2000</b>

**Carried**

Richard Herbert returned to the table.

**Moved Margaret Lucas, seconded Richard Herbert, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
17	Tawa Squash Rackets Club Incorporated	Outdoor Security Lights	75	\$800	\$500	<b>\$0</b>

**Carried**



**Moved Jack Marshall, seconded Richard Herbert, the following amendment:**

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Amendment
19	The Royal New Zealand Plunket Society Inc.	Parent Education and Support in Tawa	100	\$2,160	\$500	<b>\$1000</b>

**Carried**

**Moved Margaret Lucas, seconded Jack Marshall, the following motion:**

That the Tawa Community Board Grants Subcommittee:

3. Recommend to the Tawa Community Board that the amount of **\$2750** be funded from the Tawa Community Board Discretionary Fund for the following items:
  - a. \$1500 to Rotary Club of Tawa towards the cost of hanging flower baskets for Tawa's Main Road
  - b. \$1250 to Tawa Community Patrol Charitable Trust towards the patrol car operating expenses.

**Carried**

**The substantive motion was put in parts as follows:**

- **Recommendation 1 – put and carried**
- **Recommendation 2 - each funding application as part of recommendation 2 was voted on individually. The substantive motion was put and carried.**
- **Recommendation 3 – put and carried.**

Where the Chair had a conflict of interest, Jack Marshall chaired the meeting.

**Richard Herbert** declared a conflict of interest in relation to the following and did not vote:

- application 5 – Rotary Club of Tawa Charitable Trust
- application 13 – Tawa Historical Society Incorporated
- application 14 – Tawa Progressive and Ratepayers Association Inc and;
- application 18 – Tawa Youth and Families Trust Board
- Recommendation 3 – amount for Tawa Rotary Club

**Robyn Parkinson** declared a conflict of interest in relation to funding application 14 – Tawa Progressive and Ratepayers Association Inc and did not vote.

**Jill Day** declared a conflict of interest in relation to the following funding applications and did not vote:

- application 1 – Hampton Hill School
- application 14 – Tawa Progressive and Ratepayers Association Inc

The Chair, **Margaret Lucas**, declared a conflict of interest in relation to the following applications and did not vote:

- application 8 – Tawa Bowling Club

**TAWA COMMUNITY BOARD GRANTS  
SUBCOMMITTEE  
6 APRIL 2017**

- application 9 – Tawa Central Kindergarten - He Whaaui Manaaki O Tararua Free Kindergarten Assoc Inc
- application 10 – Tawa College
- application 18 – Tawa Youth and Families Trust Board.

**Resolved**

That the Tawa Community Board Grants Subcommittee:

1. Receive the information.
2. Agree to fund applicant organisations as follows:

Application Number	Organisation	Project	% from Tawa rate paying area	Amount requested	Recommended Amount	Final Allocation by TCB Grants Subcommittee April 2017
1	Hampton Hill School	Sun shade	100	\$1,500	\$750	<b>\$1250</b>
2	He Whanau Manaaki o Tararua Free Kindergarten Association Incorporated	Brian Webb Kindergarten outdoor education upgrade	90	\$1,534	\$0	<b>\$500</b>
3	Kiwi Community Assistance Charitable Trust	Food Safety Equipment	100	\$521	\$521	<b>\$521</b>
4	Linden Primary School	Linden School Fit Trail	95	\$1,074	\$1,074	<b>\$1074</b>
5	Rotary Club of Tawa Charitable Trust	Tawa Business Centre Hanging Flower baskets 2017 funding	80	\$3,200	\$1,500	<b>\$0</b>

**TAWA COMMUNITY BOARD GRANTS  
SUBCOMMITTEE  
6 APRIL 2017**

6	Sri Lanka Association of New Zealand (SLANZ) Inc.	Training in Folk Music	70	\$1,000	\$500	<b>\$500</b>
7	Supergrans Charitable Trust	Tawa clients	100	\$2,000	\$500	<b>\$1415</b>
8	Tawa Bowling Club	New flag with Tawa Bowling Club emblem	90	\$279	\$0	<b>\$0</b>
9	Tawa Central Kindergarten - He Whaau Manaaki O Tararua Free Kindergarten Assoc Inc	Purchase of Digital Cameras	65	\$788	\$0	<b>\$200</b>
10	Tawa College	Health and Wellbeing Parent Seminars	85	\$940	\$700	<b>\$940</b>
11	Tawa Community Light Party	Tawa Community Light Party	85	\$900	\$850	<b>\$850</b>
12	Tawa Community Patrol Charitable Trust	Patrol Car Operating Expenses	100	\$2,500	\$1,500	<b>\$1250</b>
13	Tawa Historical Society Incorporated	Tawa Memorial	100	\$2,000	\$1,250	<b>\$2000</b>
14	Tawa Progressive & Ratepayers Association Inc.	Spring into Tawa 2017	80	\$1,000	\$1,000	<b>\$1000</b>

**TAWA COMMUNITY BOARD GRANTS  
SUBCOMMITTEE  
6 APRIL 2017**

15	Tawa Rugby Football Club	Coach Development	95	\$1,500	\$1,000	<b>\$500</b>
16	Tawa School	Chairs for school hall	100	\$3,250	\$500	<b>\$500</b>
17	Tawa Squash Rackets Club Incorporated	Outdoor Security Lights	75	\$800	\$500	<b>\$0</b>
18	Tawa Youth and Families Trust Board	24-7 workers at Tawa College	90	\$2,000	\$1,200	<b>\$2000</b>
19	The Royal New Zealand Plunket Society Inc.	Parent Education and Support in Tawa	100	\$2,160	\$500	<b>\$1000</b>
20	Wellington Red Hackle Pipe Band Inc	Wellington Red Hackle Reeds and Ties	40	\$2,323	\$0	<b>\$0</b>
			<b>Total</b>	<b>\$31,269</b>	<b>\$13,845</b>	<b>\$15000</b>

**Carried**

3. Recommend to the Tawa Community Board that the amount of **\$2750** be funded from the Tawa Community Board Discretionary Fund for the following items:
- \$1500** (to Rotary Club of Tawa towards the cost of hanging flower baskets for Tawa's Main Road
  - \$1250** to Tawa Community Patrol Charitable Trust towards the patrol car operating expenses.

**Carried**

**TAWA COMMUNITY BOARD GRANTS  
SUBCOMMITTEE  
6 APRIL 2017**

The meeting concluded at 9.06 pm.

Confirmed: \_\_\_\_\_  
Chair