

I hereby give notice that an Ordinary meeting of the

## **Mangawhai Community Park Governance Committee**

will be held:

**Date: Monday 20 February 2017**

**Time: 10.00 am**

**Venue: Kaipara District Council Offices, The Hub, 6 Molesworth Drive,  
Mangawhai.**

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## **Open Agenda**

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### **Membership**

Chair: Councillor Anna Curnow

Members: Messrs Maurice Langdon and Jim Wintle, Councillor Peter Wethey

**Seán Mahoney**  
**Democratic Services Manager**

[smahoney@kaipara.govt.nz](mailto:smahoney@kaipara.govt.nz)

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**Meeting of the Mangawhai Community Park Governance Committee****Monday 20 February 2017, Mangawhai****1 Opening****1.1 Present****1.2 Apologies****1.3 Confirmation of Agenda**

The Committee to confirm the Agenda.

**1.4 Conflict of Interest Declaration**

Members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Member and any private or other external interest they might have. It is also considered best practice for those members to the Executive Team attending the meeting to also signal any conflicts that they may have with an item before Council.

## **2 Minutes**

### **2.1 Meeting of Mangawhai Community Park Governance Committee Minutes: 20 September 2016**

**Governance Services Manager 1611.03**

*Information Only.*

**Mangawhai Community Park Governance Committee**

meeting held

<b>Date:</b>	Tuesday 20 September 2016
<b>Time:</b>	Commenced at 12.00 pm Concluded at 1.02 pm
<b>Venue:</b>	Kaipara District Council Offices, The Hub, 6 Molesworth Drive, Mangawhai.
<b>Status:</b>	Confirmed

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**Minutes**

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**Membership**

Chair: Commissioner Peter Winder

Members: Messrs Maurice Langdon and Jim Wintle, Commissioner Richard Booth

**Seán Mahoney**  
**Governance Services Manager**

[smahoney@kaipara.govt.nz](mailto:smahoney@kaipara.govt.nz)

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**Meeting of the Mangahwai Community Park Governance Committee**
**Tuesday 20 September 2016, Mangahwai**
**1 Opening**
**1.1 Present**

Commissioner Peter Winder (Chair)

Messrs Maurice Langdon, Jim Wintle and Commissioner Richard Booth

**In Attendance**

Name	Designation	Item(s)
Darlene Lang Gent	Community Planner	All
Sean Mahoney	Governance Services Manager	All (Minute-taker)

**Adjournments**

Nil

**Absences**

Nil

**1.2 Apologies**

Nil

**1.3 Confirmation of Agenda**

The Committee confirmed the Agenda.

**1.4 Conflict of Interest Declaration**

Name	Conflict of Interest
Jim Wintle	Item 3.2 is a Trustee of the Mangahwai Pioneer Village Trust

## 2 Confirmation of Minutes

### 2.1 Mangahwai Community Park Governance Committee Minutes: 27 June 2016

Governance Services Manager 1611.02

#### Amendment:

- Page 5 Item 1.1 Heading: In Attendance  
Jill McPherson was not in attendance

**Moved Wintle/Booth**

*That the Minutes of the meeting of Mangahwai Community Park Governance Committee held on 27 June 2016, as amended, be confirmed as a true and correct record.*

**Carried**

## 3 Operational

### 3.1 Mangahwai Community Park Master Plan Operations Update: July 2016 to August 2016

Parks and Community Manager 4702.13.06/OR

**Moved Winder/Booth**

*That the Mangahwai Community Park Governance Committee receives the Parks and Community Manager's report 'Mangahwai Community Park Master Plan, Operations Update: July 2016 to August 2016' dated 31 August 2016 and the information contained therein.*

**Carried**

### 3.2 Mangahwai Pioneer Village Trust – Pioneer Village Development Agreement for Licence to Occupy

Parks and Community Manager 4702.13.06/HV

**Moved Winder/Langdon**

*That the Mangahwai Community Park Governance Committee:*

- 1 *Receives the Parks and Community Manager's report titled 'Mangahwai Pioneer Village Trust - Pioneer Village Development Agreement for Licence to Occupy' dated 09 August 2016; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*

- 3 *Rescinds the previous 27 July 2015 recommendation, being:*  
“...  
a) *Approves the terms and conditions as outlined in the above-mentioned report for a Development Agreement for Licence to Occupy with the Mangawhai Community Trust; and*  
b) *Delegates the Kaipara District Council's Acting Chief Executive to finalise and sign the Development Agreement for Licence to Occupy, with the Mangawhai Community Trust; and*  
c) *Delegates the Kaipara District Council's Acting Chief Executive to finalise and sign the Licence to Occupy Agreement on the practical completion of the development”*  
; and
- 4 *Approves the terms and conditions as outlined in the above-mentioned report for a Development Agreement for Licence to Occupy with the Mangawhai Pioneer Village Trust and agrees that the Trust will not be required to insure against full loss, but will be required to insure for a sum adequate to ensure removal in the event of a fire; and*
- 5 *Delegates Council's Chief Executive to finalise and sign the Development Agreement for Licence to Occupy with the Mangawhai Pioneer Village Trust; and*
- 6 *Delegates Council's Chief Executive to finalise and sign the Licence to Occupy Agreement on the practical completion of the development.*

**Carried**

**(Jim Wintle did not vote on this resolution)**

## **Closure**

The meeting closed at 1.02pm

**Confirmed 26 September 2016**

**Chair J Robertson (Commissioner)**

### **3 Operational**

**File number:** 4702.13.06/OR **Approved for agenda** ☒  
**Report to:** Mangawhai Community Park Governance Committee  
**Meeting date:** 20 February 2017  
**Subject:** Mangawhai Community Park Master Plan Operations Update: October 2016 to January 2017  
**Date of report:** 14 February 2017  
**From:** Sue Hodge, Parks and Community Manager  
**Report purpose** ☐ **Decision** ☐ **Recommendation** ☒ **Information**  
**Assessment of significance** ☐ **Significant** ☒ **Non-significant**

### Summary

The Mangawhai Community Park Governance Committee (the Committee) is charged with implementing the Mangawhai Community Park Master Plan (the Master Plan) for the Mangawhai Community Park. The revised Mangawhai Community Park 2015/2025 Work Programme was adopted in June 2016.

Progress against the Works Programme in the Master Plan is outlined below:

- The Pioneer Village Trust has executed a Development Agreement with Council to establish additional heritage buildings onsite. In mid-February the Old Library, School and Post Office will be relocated to the site;
- A pest plant management plan has been developed and will be implementing over the next few years;
- The MAZ carpark entrance crossing was completed late June by local volunteers;
- The entrance to the Museum/Pioneer Village shared carpark has been concreted, the common area concreted and an extended metal carpark area created;
- The entrance to the MAZ carpark has been concreted and upgraded and extended prior to Christmas;
- The boundary adjustment between the Golf Club driving range and the Park is proceeding as part of a wider land swap; and
- The Fire Service is now back in discussions with Council regarding their building project. The Friends are providing input into the design and layout.

### Recommendation

*That the Mangawhai Community Park Governance Committee receives the Parks and Community Manager's report 'Mangawhai Community Park Master Plan, Operations Update: October 2016 to January 2017' dated 14 February 2017 and the information contained therein.*

### Reason for the recommendation

This will keep the Committee up-to-date on progress and relevant information regarding the ongoing park operations and works.

### Reason for the report

To report on the Mangawhai Community Park Master Plan (the Master Plan) operations, providing an update for the October 2016 to January 2017 period.

## Background

The Mangawhai Community Park Master Plan' (MCPMP) was developed after public consultation and feedback and adopted by Kaipara District Council on 25 November 2014.

The Vision for the Park is:

*Mangawhai Community Park will be a visible, predominantly natural, public space at the entrance to Mangawhai Heads, used (freely) by the community for recreation and enjoyment of the outdoor environment.*

A capital budget of \$100,000/annum was approved in the Long Term Plan 2015/2025 for the development of the Park from Financial Contributions (Reserves).

A further \$30,000 was allocated in the 2015/2016 year from the Mangawhai Endowment Lands Account (MELA) to cover the maintenance of the Park. The MELA Committee will decide whether this contribution continues from year to year.

Council agreed to the setting up of a standing committee (Mangawhai Community Park Governance Committee) and that this Committee set up a Friends of Mangawhai Community Park to ensure the community and stakeholders continue to be involved in the development and restoration of the Park.

The Friends work directly with Council officers to assist with the implementation of the Works Programme and, where appropriate, to undertake maintenance as required. The Parks and Community Manager is their key Council contact and is responsible for ensuring they operate in a safe manner.

## Mangawhai Community Park Operations Update

The following is a summary of activities, operations and maintenance work carried out over the last five months within the Park.

## Master Plan Implementation

We are currently in Year 2 of the implementation of the Master Plan. Last year Landscape and Infrastructure Plans were developed to determine more realistic cost estimates and to ensure a "whole of site" development is provided for by the various community groups involved at the Park.

Based on this new information and the actual available capital budgets the work plan was revised and adopted in June 2016. This has affected the timing of the delivery of the original works programme.

Progress against the work programme progress is outlined below:

### 1 Pioneer Village / Museum hub

The Pioneer Village Trust has executed a Development Agreement with Council to establish additional heritage buildings onsite. They have been granted building and resource consents to undertake the relocation of the Old Library, School and Post Office. This work is planned for mid-February 2017.

The site is now cleared and levelled ready for the buildings to arrive and some grass is being established around the Old Church. Work by community volunteers is continuing on the Old Church site.

## **2 Wider Park**

No further planting has occurred since autumn last year. However, the Friends have developed a pest plant management plan and will be implementing this over the next few years.

The Friends group is meeting regularly to share information between the various community groups in the Park, including proposed events (**Attachment 1 and 2**). They are also discussing future potential developments at the Park.

## **3 Carparks**

The Master Plan proposed that Council would upgrade carparks and entrances to Mangawhai Activity Zone (MAZ)/Museum on the understanding they were removed from existing leases and become common areas. Additionally, the Museum Board is required to seal their entrance crossing as a condition of their resource consent.

Amended Museum and MAZ leases has freed up car parks for shared use. The Museum/Pioneer Village shared carpark has had the entrance and common area concreted and an extended metal carpark area created.

The entrance to the MAZ carpark has been concreted and significant improvements was carried out on the MAZ carpark before Christmas.

Access to the Lookout carpark and the carpark itself has been improved. This was actually a Year 4 project brought forward.

## **4 Boundaries/leases**

As mentioned above the Museum Board has amended its lease to create shared carparking. They have indicated they would like to reduce their leased area further to increase the amount of shared carparking available. This request is being investigated.

Council is proceeding with the boundary adjustment between the Golf Club driving range and the Park.

The Fire Service is now back in discussions with Council regarding their building project. Draft plans have been presented to the Friends of Mangawhai Community Park (the Friends) for comment including approval from a registered architect appointed by the Friends group.

Council has granted the Mangawhai Artists Inc. (MAI) a Development Agreement for their building envelope. There has been some discussion within the MAI organisation about what this building may look like. Should this change significantly from their original application for a Development Agreement they may need further Council approval. They are currently negotiating the details of the draft Licence to Occupy with Council officers.

## **General matters**

### **Finance**

The following is a brief outline of the current expected spend to date.

**Total budget 2016/2017 - \$100,000 (Annual Plan)**

Council has approved \$100,000 capital budget available each year in the Long Term Plan 2015/2025 funded from reserve contributions.

The works programme was approved in June 2016 and the focus for this year will be the Pioneer Village, planting programme, removal of exotics and protection of MERTZ.

A maintenance grant of \$30,000 from the Mangawhai Endowment Lands Account (MELA) is held by the Mangawhai Community Trust (MCT) on behalf of the Friends. The MCT will account for the spending of this money to the MELA Committee. The MELA Committee will decide whether to approve future grants.

## **Factors to consider**

### ***Community views***

The Master Plan was developed using a public process and reflects the views of the community and other stakeholders at the time of its development. The Plan was adopted in November 2014.

### ***Policy implications***

It is the Parks and Community Manager's responsibility to ensure all operations are conducted within budget. The financial budgets are set within the Long Term Plan and respective Annual Plan.

The funding received is from reserves contributions received by Council through development, like subdivisions.

### ***Financial implications***

It is the Parks and Community Manager's responsibility to ensure all operations are conducted within budget. The financial budgets are set within the Long Term Plan and respective Annual Plan.

Operative budgets and performances are to be reported in a separate financial report.

### ***Legal/delegation implications***

There are no delegation issues; the Mangawhai Community Park Governance Committee has delegated authority from Council to govern Mangawhai Community Park in accordance with its Terms of Reference.

## **Options**

The Committee has the following options:

**Option A:** Receive the Parks and Community Manager's report 'Operations Update: October 2016 to January 2017 dated 14 February 2017.

**Option B:** Not receive the report.

## **Assessment of options**

Option A, receiving the report will ensure the Committee is fully informed of progress to implement the Master Plan.

Option B, not receiving the report will mean the Committee is not fully informed of progress to implement the Master Plan.

**Assessment of significance**

This is not a significant activity on Mangawhai Community Park and as such is not considered to be significant in terms of Council's Significance and Engagement Policy.

**Recommended option**

The recommended option is **Option A**.

**Next step**

Continue to implement the Works Programme.

**Attachments:**

Attachment 1 [Friends of Mangawhai Community Park January minutes](#)

Attachment 2 [Friends of Mangawhai Community Park November minutes](#)

**MINUTES OF THE MEETING OF THE FRIENDS OF THE MANGAWHAI COMMUNITY PARK**  
**HELD FRIDAY, 4 NOVEMBER, 2016**

**PRESENT:** J. Wintle (Chairperson), S. Hodge (KDC), G. Mitchell (Arts Group), G. Hosking (Tracks), C. Bygrave (Museum), G. Smith (Secretary), W. Stott (MAZ)  
J. Burt (KDC), M. Tipton (NZ Fire Service), C. McIlusky (Hawthorn Geddes-Engineers and Architects Ltd)

**APOLOGIES:** L. Inarte

The Chairperson requested that the Fire Service presentation be the first item to be discussed.

- John indicated that the Fire Service and KDC have agreed that the site on Molesworth Drive above the St Johns' base will be the location of the new fire station
- Mel stressed that the plans as distributed to the meeting attendees, are based on New Zealand standards for volunteer stations
- The Fire Service has indicated a need a concrete apron to be placed in front of the new station allowing appliances to directly egress on to Molesworth Drive. This is in addition to the common entrance with St Johns. The consensus of the meeting was that the additional concrete exit on to the road would be good practice
- Gordon emphasised the need for the landscaping to blend in with the existing landscape and to complement that of St Johns. A suitable landscape architect to be recommended to the Fire Service
- Grant queried what traffic control would be in place at the time of an appliance call out. Fire Service to liaise with the KDC traffic engineer
- Christine asked about water supply, particularly for appliances. There are to be water tanks on site plus water will be available from the St Johns' site tanks
- It was emphasised that the roadside footpaths as shown on the plans are "planned" paths
- The area to be leased is approximately 2500 sq. metres. The lease agreement will be similar to that of St Johns but with variations to suit operational requirements and will initially be for five years
- The chairperson stressed that the plans will need to be sighted by Davis Wingate

**MINUTES:** The minutes of the meeting held 20 June 2016 were approved. Moved G. Mitchell, seconded W. Stott PASSED

**FINANCE:** Sue reported on the current financial situation

- There has been some expenditure using MELA funding, on planting
- The park at the beginning of the financial year had \$115,000 for capital expenditure, some of which was carried over from the previous years' budget
- \$107,000 has been spent or committed. Funding has been used for the relocation of three buildings, concrete works at MAZ and the museum, tree removal at MAZ, site preparation for the Pioneer Village and on storm water works
- MEL Application. To be completed by the secretary and chairperson **ACTION Jim, Graeme**  
Any funding from this source to go into the Community Trust account
- MAZ has indicated a need to extend its car park out to new plantings. Jim has ideas as to how this will be able to be carried out

Moved J. Wintle, seconded G. Smith – that Gordon be authorised to purchase additional plants to be funded from MELA finance PASSED

## **REPORTS**

### **MAZ**

Warren reported on activities associated with the Mangawhai Activity Zone

- Intensive advertising has been carried out to promote the zone and the need for continuing funding. A meeting is to be held with KDC 7 November re. this issue with the aim of finishing the skateboard facility. This will be one of the two venue in the country that will be up to Olympics standards.
- Work is to commence on the establishment of a full length cricket pitch
- There are concerns regarding the surface of the car park where there are large pot holes. Sue informed the meeting that there will be a grader in the district in the near future and this could possibly be used to help remedy the situation
- Further concern expressed re. plantings near the water tank. It is now too late in the season for further plants to be set out but more to be placed in autumn
- Warren emphasised the need for a shed to be placed on site to house maintenance equipment. To be discussed further at the next meeting

**ACTION – Warren**

### **Museum**

Christine reported on Mangawhai Museum activities

- Christine queried the use of the museum parking area for non parking related activities. The consensus of the meeting was that the area could be used for activities relevant to the function of the museum
- There were problems associated with the market day held at the museum 23 October. However, Grant mentioned that the market can be a positive use of the park
- Christine asked if it is possible to have a more appropriate entrance to the walking track commencing from the museum area. Sue responded by indicating that the council will be contacting Emma Gray to discuss issues

### **Arts Group**

Grant reported on Arts Group activities

- The Arts Group still wishes to establish a facility within the Pioneer Village. The consensus within the group is that the original site is most favoured. There are two possibilities re. buildings moving on to the site, a late 1890's villa or constructing a purpose built building. A decision has yet to be made with regards the type of building
- The group is still working through the lease agreement and feels that some conditions are "rather draconian"
- Grant asked if when could the Arts Group use buildings in the Pioneer Village. At this stage, there is a delay moving buildings on to the site while waiting for resource consents and for heritage consent for the moving of the Tara Rd School

## **GENERAL BUSINESS**

1. A discussion took place with regard the allowance for commercial activities within the Community Park. Sue is to investigate the original intentions **ACTION – Sue**
2. Concern was expressed regarding the spread of noxious weeds. Action to be taken needs to be factored into the annual budget **ACTION – Gordon**
3. Members requested that meetings be held on a bi monthly basis with the next meeting to be held in January. The secretary to organise this **ACTION – Graeme**
4. An agenda item for the next meeting to be the Merz site

**Action Points to be carried out for the next Meeting**

MEL Application to be made	Jim, Graeme
Details of shed proposed for MAZ site	Warren
Investigate intentions relating to commercial activities within the park	Sue
Noxious weeds plan	Gordon
Organise for January 2017 meeting	Graeme

**MINUTES OF THE MEETING OF THE FRIENDS OF THE MANGAWHAI COMMUNITY PARK**  
**HELD FRIDAY, 13 JANUARY, 2017**

**PRESENT:** J. Wintle (Chairperson), G. Hosking, G. Mitchell, D. Wingate, G. Smith, E. Gray, W. Stott (Committee Representatives), C. Gallagher (MAZ)

**APOLOGIES:** L. Inarte, S. Hodge

**MINUTES:** The minutes of the meeting held 4 November were approved. Moved G. Hosking, seconded W. Stott – PASSED

**MATTERS ARISING:**

- Application for MEL Funding – this has been forwarded to KDC
- Details for shed proposed for MAZ site – still being finalised
- Noxious weeds plan – this has been prepared by Gordon

**CORRESPONDENCE:**

**Inwards**

Invoice from J. Wintle – forwarded to Mangawhai Community Trust for payment from MELA funding  
Mangawhai Artists – Re )occupation of the Pioneer Village  
Kaipara District Council – acknowledgement of receipt of application for MELA funding  
Mangawhai Artists – updating Friends on process to occupy Pioneer Village site

**Outwards**

Kaipara District Council – application for MELA funding

**FINANCE:**

- An account from the Ascot family Trust for \$3556.35 for the supply of materials and labour to metal the car park adjacent to the museum and the Pioneer Village was approved. This is to be paid from the MELA funding held by the Mangawhai Community Trust
- The MELA funding received in 2016 has not been fully spent due to delays in relocating buildings for the Pioneer Village. Approximately \$13,550 remains

**UPDATE FROM SUE:**

Jim presented Sues' report

- Delays in relocating buildings for the Pioneer Village have resulted from the Tara Rd School building having a heritage order on it. Resource Consent is required and discussions have taken place with the Heritage New Zealand. The haulage company will be back in action from 22 January and it is anticipated that the movement of buildings will take place soon after this date
- Light maintenance work has been carried out on either side of Molesworth Drive and within the MAZ car park

Following a query re. the membership of the Governance Board for the Mangawhai Community Park, concern was expressed with regard the possible lack of knowledge of representatives with regard the history and development of the park. David has offered to meet with M. Langdon to familiarise him re. the planning and activities since 2012

### **NEW ZEALAND FIRE SERVICE:**

Concern was expressed with regard the planned positioning of the proposed fire station buildings being close to Molesworth Drive. It was suggested that the plan be reviewed with the aim of the station being “pushed back” to allow more frontage which would improve safety aspects for pedestrians etc when appliances leave the station

**ACTION David**

David expressed his opinion that the planned station does not reflect Mangawhai but was reminded that the plans follow standard New Zealand Fire Service practice

### **TRACKS:**

Gordon presented his Noxious Weeds Strategy. Warren asked that the Merz site be included and this was agreed to.

Jim informed the meeting that Sue has suggested that an approach be made to Heritage New Zealand for advice re. the preservation or upgrading of the Merz site

**ACTION Warren/David**

Moved G. Hosking, seconded G. Smith – that the Noxious Plant Strategy be accepted PASSED

### **MANGAWHAI ARTS GROUP:**

Grant reported on Mangawhai Artists’ activities

- A Development Agreement has been approved by council. It was confirmed that Mangawhai Artists Inc. (MAI) has 12 months from 01.01.2017 to complete their development or apply for an extension
- The group has funding of \$16,000 but will not be making applications for additional funding until the occupation of the site and plans are finalised so as to be able to fully communicate with the Mangawhai community
- The draft Licence to Occupy details are still being negotiated for the site is still being negotiated
- Grant emphasised that the group is emphatic that building will be designed so that their exteriors fit in with other buildings in the Pioneer Village
- David suggested that the Arts Group needs to ensure that it has assistance with the design statement and to ensure the planning procedures are soundly based. Grant indicated that the group is fully aware of such requirements
- Grant informed the meeting that the Mangawhai Artists visualises the future complex to be a community arts centre – not an artists’ centre and that it will have an important educational aspect
- The design brief to be on the agenda for the next meeting

**ACTION Graeme**

### **MAZ:**

Warren reported on activities associated with the Mangawhai Activity Zone

- The shed concept plan is being finalised and Warren to report on this at the next meeting
- Warren expressed thanks to the council for work carried out to rectify the car park
- Colin informed the meeting that a survey was taken on 8 January to determine the numbers of people using MAZ. A total of 940 people and 250 vehicles were counted leaving the area. This survey to continue throughout January
- There is a need for an additional two CCTV cameras to be installed in the zone. Jim informed the meeting that the two being held for the Pioneer Village could be used for MAZ

**ACTION Warren**

### **MUSEUM:**

Emma reported on the Mangawhai Museum activities

- Resource Consent has now been obtained for the Country markets and a Traffic Management plan has been finalised. Markets are to be held 15 January, Anniversary Weekend, March and Easter Monday.
- The Museum Board has requested that additional sealing of car parking areas be carried out. Jim informed the meeting that this cannot be actioned until the museum agrees for the council taking over areas on the lease agreement. Emma asked for dates as to when sealing could be undertaken
- The council toilets to be placed above the museum. These are on the 2017/2018 budget but cannot be established until the power supply is connected from the other side of Molesworth Drive. There is a possibility of additional toilets being attached to Pioneer Village buildings

### **PIONEER VILLAGE:**

David updated the meeting on the Pioneer Village

- David commented that the buildings in the village do not need to all look 100 years old. We can celebrate other times of Mangawhai's history e.g. the 1970's
- He emphasised that the buildings will be available on hire. To community groups. This activity will assist in funding maintenance

### **WHERE DO WE GO TO NEXT?**

Jim listed a number of possible actions to be taken in the park as indicated below. **These are to be an agenda item at the next meeting and representatives are asked to be prepared to add to these and to discuss their pros and cons**

**ACTON All members**

1. An internal road to be established from MAZ to the museum. A current walking track could be developed for this
2. A 20 foot container or alternatively, a shed needed for storage of tools, chemicals etc
3. A small tractor and trailer will eventually be required
4. An internal roadway from the Club area to the Merz site passing Sandstone Gulley. This could give access to areas of the park for less mobile people
5. Water supply for the park – to be considered: extra bores, MAZ bore, effluent from Ecocare
6. A green area of about one half a hectare for dogs to be able to exercise on
7. Orangatang have offered reciprocal work for cutting and retaining pine trees
8. Need for cycle proprietor to be involved with the committee re. her activities. Sadie Parker to be contacted
9. Health and Safety Manual to be written

**ACTION Gordon/Warren**

### **Action Points to be carried out for the next Meeting**

Details of proposed shed for MAZ site	Warren
Review of NZ Fire Service plans	David
Contact Heritage New Zealand re. Merz site	Warren/David
Where do we go to next?	All members
Contact Sadie Parker re. liaising with committee	Gordon/Warren
Include Art Group's design brief for agenda - next meeting	Graeme

### **3.2 Financial Summary Report for the 6 months ended 31 December 2016**

#### **Recommended**

*That the Financial Summary Report for the 6 months ended 31 December 2016 be received.*



## **Closure**

**Kaipara District Council  
Dargaville**