

DATE/TIME: TUESDAY 16TH FEBRUARY 9AM

Venue: ZOOM

Present: Mark, Geraldine, Andy, Shona, Guy, Hayley, Phelan

1) Apologies: Liv, Treena.

Recommendations: The committee accepts the apologies

Moved: Mark

Seconded: Geraldine

Passed

2) Previous Minutes

Recommendations; The committee accepts the minutes of the previous meeting;

Moved: Mark

Seconded: Guy

Passed

3) Accounts for payment: Invoices & Statements as per Dropbox.

Note: Bank Account has been changed to Kiwibank. Signatories are Mark Dennis, Shona Oliver & Phelan Pirrie. Payments are set up by manager and authorised by either Mark or Shona. All transactions require two signatures.

Multiple payments

You're on page 3 of 4

! Authorisation required within 14 days

Pending payments must be authorised within 14 days of creation. If they are not, they can no longer be authorised and must be deleted and set up again. See the processing times below for more information on when we make payments each day.

Transaction summary (please check before submitting) [Expand all](#)

Payee	Payment date	Amount
Celebrations Group Ltd	Sun 14 Feb '21	\$957.55
Grow West Ltd	Sun 14 Feb '21	\$269.65
North West Marketing	Sun 14 Feb '21	\$550.00

Payment details

From account: 38-9022-0734890-00 Business Edge \$111,381.23

Total amount: \$1777.20

Processing times:

- Payments or transfers to Kiwibank accounts are processed immediately, including on weekends and public holidays. We send payments to other banks every hour between 9am and midnight on business days.
- Payments submitted after midnight, or on a weekend or public holiday, will be sent the next business day. Processing times for other banks may vary.
- Future-dated and automatic payments process around 10am and 10pm on business days. Payments go out on the first available processing time on the due date.
- If the due date falls on a weekend or public holiday, the payment is sent on the next business day. Processing times for other banks may vary.

[Make payments](#) Your payments will be processed.

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Security Information

Last login:

14 Feb 21 (2:52 p.m.)

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Multiple payments You're on page 2 of 4

2 Payment details:

Payee	Payment date	Amount
Brenelle Family Trust	10/02/2021	\$ 575.00
Grow West Ltd	10/02/2021	\$ 48.30
Grow West Ltd	10/02/2021	\$ 17.19
Grow West Ltd	10/02/2021	\$ 10.78
Grow West Ltd	10/02/2021	\$ 7302.50
Helensville News 2011 Ltd	10/02/2021	\$ 997.50
Kumeu Courier	10/02/2021	\$ 1200.00
		Total: \$10151.27

3 Select account:
Pay from account: Please choose

Next page You'll be asked to confirm the payment details before sending.

Pay someone You're on page 3 of 3

Payment created!
Awaiting authorisation from M.R. Dennis or S.L. Oliver before processing.

Receipt

From account: 38-9022-0734890-00 Business Edge
To account: 03-0510-0822354-00 Loop Media NZ Ltd
Start date: Pay when authorised
Processing time: We send payments to other banks every hour between 9am and midnight on business days. Payments submitted after midnight, or on a weekend or public holiday, will be sent the next business day. Processing times for other banks may vary.
Frequency: One-off payment
Amount: \$34,330.95

Statement details	Particulars	Code	Reference
On your statement	Events	NWC	LOOP17682
On their statement	Events	NWC	LOOP17682

Make another transaction

Recommendations: The committee agrees to pay the invoices/statements provided to the committee via Dropbox.

Moved: Mark

Seconded: Shona

Passed

4) Membership

- Database 9th February 582 (increase of 1 from January)

5) North West Heritage Trail Update

- Have met with Megan Paterson and Helen Martin.
- An article will go into local papers explaining project and encouraging people to get in touch.
- They anticipate it will take roughly four months to collate material
- When they have assembled some of the material the subcommittee will meet with them to start reviewing this.
- Manager will contact stakeholder to introduce the project and researchers.

6) Huapai Hub Events Update

Background

- Intention is to hold a series of evening events/markets encourage residents to visit Huapai, preferably by foot.
- Guy has suggested good quality bands would want about \$500 for 2 hrs playing.
 - A named band like The Bads would want a \$1000 minimum.
 - The PA and lights would be a \$250 fee for the 4 -5 hr time of setup and pack down supplied by Kumeu Live. Other companies would likely charge more for the same gear.
 - That would be a \$750 cost per event, or if a better known band was hired, a \$1250+ cost depending on negotiated fees with the band.
- Met with Anna who is the Huapai Hub Manager.
- Seeking budget of \$5000 for series of events at the Huapai Hub running up to Autumn
- NWC will be the sponsor and will assist with marketing, Anna will manage events and organisation including working with Guy on acts.
- There is \$10,000 in the budget for Event Support, last year half of this fund went to Helensville based events so doing something in Kumeu/Huapai would be timely.

Recommendations

Provide a grant of \$5000 to the Huapai Hub Manager to run a series of evening events each month to promote Huapai to local residents.

Moved: Mark

Seconded: Geraldine

Passed

7) I Can't Wait Campaign

Background

On the 9th of December 2020, Mayor Campbell Barry, the Hutt City Council, and the Hutt Valley Chamber of Commerce endorsed and launched the campaign, of 16 year old Nicole Thornton to ask businesses to place a sticker in their windows acknowledging that they will grant toilet access to those with medical conditions who may need one urgently. The campaign and its background are outlined in this Radio NZ article that was published and the attached media advisory.

<https://www.rnz.co.nz/news/national/432545/teens-campaign-for-i-can-t-wait-toilet-stickers?fbclid=IwAR1kCLTrd8TwVung88YGOagXpuTuoOwLfeHh9s71BA1fs2UAJE8clgIQ4M>

See attached document.

Does the executive committee think this is something we could get involved with?

Committee agreed it would be valuable to encourage businesses to get involved.

8) Verisk – Business Data.

Background

- Verisk is now operated out of the UK and they have changed the model and cost for the package we were on.
- There is now an online 'tool' for Auckland Council that we can buy access too, this costs \$5000pa

- We had paid \$3500 + GST for original reports to June 2021.
- We would need to pay an addition \$1500 + GST to get access to the new service.
- If we do not want to do this Verisk will refund the balance.
- Providing data is in our recently approved business plan.

Recommendations

The association pay the addition \$1500 plus GST and assess whether we want to continue with the service for the next financial year.

Moved: Mark

Seconded: Hayley

Passed

Next meeting physical one Venue?

Meeting closed: 9:46pm