

DRAFT AGENDA

AGM 2025



Name:	NorthWest Country Incorporated
Date:	Tuesday, 14 October 2025
Time:	6:00 pm to 7:01 pm (NZDT)
Location:	Country Club Huapai, 23 Vintry Drive, Huapai
Board Members:	Andy Cummings, James Scott, Nicky Horsbrough, Robbie Hannon, Teresa Nobilo-Healey, Mrs Sam Hayfield, Chrissy Pridmore, Kelly Perkinson, Jane Clements, Andrew Howard
Attendees:	Mark Dennis, Danielle Hancock, Marilyn Dwyer
Apologies:	Michael Yin

1. Opening Meeting

1.1 Welcome

6:00 pm (1 min)

James Scott

For Noting

Chair welcomes Executive Committee and members to AGM 2025.

1.2 Quorum

6:01 pm (1 min)

James Scott

For Information

I would like to confirm that we have quorum today that consists of six full members of the association.

We are required to record the names of all members and the businesses/ organisations that they represent in the minutes so please make sure that you fill out the attendance record.

1.3 Apologies

6:02 pm (1 min)

James Scott

For Decision

We have received the following apologies for the AGM. Do we have any other apologies from the floor?

I would like to move that we accept the apologies, do we have a seconder?

1.4 Confirmation of Minutes from 2024 AGM

6:03 pm (2 min)

James Scott

For Decision

We have the minutes from the last AGM. We will receive an update on the progress on the items from the last AGM later in the meeting.

I would like to move that North West Country Incorporated receive and confirm the 2024 AGM Draft Minutes held at the North West Country Business Hub at 5:30pm on the 22nd October 2024 as a true and accurate record of the AGM. Do I have a seconder?

Supporting Documents:

1.4.a Minutes : North West Country Inc AGM 2024 - 22 Oct 2024

1.5 Interests Register

6:05 pm (2 min)

James Scott

For Decision

Executive Committee Members must declare all interests they hold. I would like to make a call to all full member attendees if they have any conflicts to declare for this meeting.

Supporting Documents:

1.5.a Interests Register

2. Annual Reports and Decisions

2.1 Chair's Report

6:07 pm (5 min)

James Scott

For Decision

The North West Country Incorporated Executive Committee accepts the Chair's Report 2025.

Supporting Documents:

2.1.a Chairs Report 2025.pdf

2.2 Treasurer's Report

6:12 pm (4 min)

James Scott

For Decision

The North West Country Incorporated Executive Committee accepts the Treasurer's Report 2025.

Supporting Documents:

2.2.a Treasurers Report 2025.pdf

2.3 Approval of Audited Annual Financial Statements for Year End 30 June 2025

6:16 pm (4 min)

James Scott

For Decision

That North West Country Incorporated receive and approve the Annual Financial Statements for the Financial Year 1 July 2024 to 30 June 2025.

Supporting Documents:

2.3.a 2025 Financial Statements - North West Country Incorporated V2.pdf

2.4 Manager's Report

6:20 pm (5 min)

Danielle Hancock

For Decision

The North West Country Incorporated Executive Committee accepts the Manager's Report 2025.

Supporting Documents:

2.4.a Managers Report 2025.pdf

2.5 Approval of Annual Budget for July 1st 2026 to 30 June 2027

6:25 pm (10 min)

James Scott

For Decision

That North West Country Incorporated:

Move to approve the following financial year 2026/2027 draft budget which includes a BID targeted rate grant amount of \$206,010 which includes a 4.5% increase or \$9,270 for the 2026/2027 financial year. Further ask the Rodney Local Board recommend to the Governing Body the amount of \$215,280 be included in the Auckland Council draft 2026/2027 annual budget consultation process.

Supporting Documents:

2.5.a Draft Annual Budget 2026-2027 (1).pdf

2.6 Approval of Draft Business Plan 2026-2027

6:35 pm (5 min)

James Scott

For Decision

That North West Country Inc. receive and approve the Draft Business Plan 2026-2027.

Supporting Documents:

2.6.a Draft Business Plan 2026-2027 (3).pdf

2.7 Appointment of Auditor for year-end 30th June 2026.

6:40 pm (2 min)

James Scott

For Decision

That North West Country Inc. appoint Cornelius du Plessis of Murray Audit as Auditor for North West Country Incorporated for the 2025-2026 financial year.

2.8 Draft 3 Year Strategic Plan

6:42 pm (3 min)

James Scott

For Decision

That North West Country Inc. receive and approve the Draft 3 Year Strategic Plan 2026-2028.

Supporting Documents:

2.8.a 3 Year Strategic Plan 2026-2028.pdf

3. Election of Committee Members

3.1 Election of Executive Committee Members

6:45 pm (10 min)

James Scott

For Decision

1. Under section 15.8 of the constitution, any appointed members are required to be elected onto the Executive Committee. We have three appointed members to be elected at this AGM. We have received nominations from:

- I. Riverhead: Kelly Perkinson, Events Manager, The Riverhead
- II. Helensville: Samantha Hayfield, Managing Director, Helensville Mechanical
- III. Helensville: Christine Pridmore, Director, River Valley Meats

I would like to move that Kelly Perkinson be elected onto the Executive Committee, do I have a seconder?

I would like to move that Samantha Hayfield be elected onto the Executive Committee, do I have a seconder?

I would like to move that Christine Pridmore be elected onto the Executive Committee, do I have a seconder?

1. 2. Under section 15.5.1 of the constitution three board members must retire from the board and are entitled to be re-elected at the AGM. The following Executive Committee members are retiring and seeking re-election:

- I. Waimauku: Robbie Hannon, Managing Director, Waimauku Pharmacy

I would like to move that Robbie Hannon is re-elected onto the Executive Committee, do I have a seconder?

1. 3. Under section 15.3.2 of the constitution any person may be appointed to the Executive Committee and shall be given voting rights.

2.

3. I would like to move that Andrew Howard, Business Advisor be re-appointed to the board as an Associate Member, do I have a seconder.

4. I would like to move that Andrew Howard be awarded voting rights on the Executive Committee, do I have a seconder?

1. 4. Under section 15.2 of the constitution, the Executive Committee has a casual vacancy for the area of Parakai. The following nominations have been received for this vacancy:

- i. **Parakai: xx, xx**

Under section 16.3 of the constitution, with a single nomination for the role, I deem xx hereby elected onto the Executive Committee, congratulations.

3.2 Election of Chair

6:55 pm (2 min)

James Scott

For Decision

We now move into the item for the election of the chair. I have made the decision to step down as Chair after serving my community for three years.

We have received one nomination for the role of Chair from Andrew Howard from Waimauku. I would like to move that Andrew Howard be elected as Chair to the North West Country Executive Committee, do I have a seconder?

Do we have any other nominations for Chair from the floor?

3.3 Election of Treasurer

6:57 pm (1 min)

James Scott

For Noting

As per Rule 16 of the constitution, we shall reserve the appointment of the Treasurer to the first general meeting of the committee.

3.4 Election of Deputy Chairperson

6:58 pm (1 min)

James Scott

For Decision

I would like to move that the Executive Committee appoint Nicky Horsbrough, Harcourts The Difference to the role of Deputy Chairperson. Do I have a seconder?

3.5 Retiring Members

6:59 pm (2 min)

Andrew Howard

For Decision

I would like to take this time to thank James Scott and Tim van der Kraaij for their service on the committee, your commitment to the association has been significant and we wish you the best.

The North West Country Incorporated Executive Committee moves a vote of thanks to James Scott and Tim van der Kraaij for their service.

4. Close Meeting

4.1 Close the meeting

Next meeting: No date for the next meeting has been set.