

TARANAKI ELECTRICITY TRUST

MINUTES OF A MEETING OF TRUSTEES HELD AT 84 RATA STREET, INGLEWOOD ON WEDNESDAY 20 OCTOBER 2021 AT 9.20 AM

Present

Mr Jamieson, (Chairman), Messrs Bedford, Davey, Erwood, Wood & Hassall, Mrs Stevenson, Mrs Wood.

Apologies

There were no apologies.

Election of Chairman

Chairman Jamieson vacated the chair. Mr Hassall called for nominations for position of chairman. Mr Jamieson was nominated by Mr Erwood, seconded by Mr Wood. Mr Davey was nominated by Mrs Stevenson, seconded by Mr Bedford.

Each nominee provided a statement.

Voting was by ballot as opposed to a show of hands.

It was moved by Mrs Stevenson, seconded by Mr Erwood, that Mr Hassall and Mrs Wood be the scrutineers.

Mr Hassall and Mrs Wood left the room to count the votes. Upon returning to the room Mr Hassall advised that the votes were 3 all and that as per the Trust Deed the incumbent retains the position.

Mr Hassall declared Mr Jamieson elected as Chairman. Mr Jamieson then took the chair.

Election of Deputy Chairman

Chairman Jamieson called for nominations for the position of Deputy Chairman. Mr Davey was nominated by Mr Bedford, seconded by Mrs Stevenson. There were no further nominations. Mr Jamieson declared Mr Davey deputy chairman.

Declarations of conflicts of interest

Mr Bedford – Waitara District Services & Citizen Club Inc

Mr Erwood – Stratford District Council and Central Taranaki Safe Community Trust. It was deemed that although Tutaki Youth Inc Trust was a police led organisation, Mr Erwood did not have a conflict of interest.

Chairman Jamieson – Stratford District Council and Central Taranaki Safe Community Trust

Minutes

The minutes of the meeting held on 15 September 2021 were confirmed.

Bedford/Erwood

Matters Arising

There were no matters arising.

Correspondence

1. Stratford Community House

It was resolved to allow the organisation to retain the \$149.13 which occurred as a result of a tenant rental reduction due to COVID-19. Amount to be put towards operational costs.

Bedford/Erwood

2. Sport Taranaki

Chairman Jamieson confirmed that Sport Taranaki had advised that they were not in a position to run and manage the 2022 Taranaki Masters Games.

The following was agreed –

Post on Facebook and TMG website advising the 2022 TMG would not go ahead due to the uncertainty of COVID-19.

Notice calling for expressions of interest from organisations to run and manage the TMG to be placed in the Daily News.

Continue to pay the TET Stadium room lease from the recently approved grant.

Stock held currently at the TET stadium in Stratford would become the responsibility of the TET. Mr Hassall to enquire with TET insurance provider if the stock held in the TMG HQ is covered for theft/damage under the existing policy.

Bedford/Erwood

A schedule of correspondence covering the period 10 September to 15 October had been circulated. It was resolved that inwards correspondence be received and outward approved.

Jamieson/Davey

Accounts

A schedule of accounts had been circulated. It was resolved that the following accounts which had been paid be ratified:

DC 22/09	H Bisley	Grant	1,477.02
DC 22/09	East Taranaki Environmental Trust	Grant	3,750.00
DC 22/09	Inglewood Combined Sports Club	Grant	718.75
DC 22/09	Inglewood First Trust	Grant	18,000.00
DC 22/09	Inglewood Lions Club	Grant	10,000.00
DC 22/09	Koru Kindergarten	Grant	6,797.00
DC 22/09	New Horizons Aotearoa Trust	Grant	3,578.25
DC 22/09	North Taranaki Community House	Grant	2,860.00
DC 22/09	Stratford Community House Trust	Grant	4,079.25
DC 22/09	Stratford District Council	Grant	481,108.00
DC 22/09	Stratford Primary School	Grant	1,300.00
DC 22/09	Taranaki Community Stadium Trust	Grant	1,466.50
DC 22/09	Te Wera Outdoor Recreational Trist	Grant	13,750.00

DC 22/09	TET Athletics Taranaki	Grant	13,750.00
DC 22/09	TET Community Assistance Project	Grant	10,000.00
DC 22/09	Waitara Foodbank	Grant	2,000.00
DC 22/09	Bill & Ben the Maintenance Men	Window cleaning	20.00
DC 22/09	Corporate Trustee Services	Custody fee & recover of BNP - June 2021	872.60
DC 22/09	GMA Consulting	Advisory fees re: ACCL	3,194.70
DC 22/09	Nova Energy	Electricity charges	69.30
DC 22/09	Smokeylemon	Updates to TET Mobility Scooter Application Form	86.25
DC 22/09	Yellow Pages	TET listing	310.50
DC 29/09	Inglewood Fitness Club	Grant	13,692.17
DC 29/09	Matapu Primary School	Grant	1,171.00
DC 29/09	Nga Pekanga Catholic Maori Soc	Grant	4,396.47
DC 29/09	Rotary 100 Sign Trust	Grant	27,976.90
DC 29/09	Rotary 100 Sign Trust	Grant	6,496.47
DC 29/09	Sacred Heart Parish, Inglewood	Grant	3,597.66
DC 29/09	Stratford Community Childcare Centre	Grant	610.90
DC 29/09	Stratford Community Sports Soc	Grant	31,375.00
DC 29/09	Stratford Positive Ageing Committee	Grant	3,356.22
DC 29/09	Waitara Community Art & Craft Centre	Grant	6,785.00
DC 29/09	Corporate Trustee Services	Custody fee & recover of BNP - July 2021	856.96
DC 29/09	A Jamieson	Trustee Remuneration	6,937.35
DC 29/09	M Davey	Trustee Remuneration	5,975.17
DC 29/09	T Bedford	Trustee Remuneration	4,274.45
DC 29/09	J Erwood	Trustee Remuneration	4,241.27
DC 29/09	M Stevenson	Trustee Remuneration	4,274.45
DC 29/09	A Wood	Trustee Remuneration	4,577.32
DC 29/09	M Davey	ACC refund	468.32
DC 13/10	Kaimata School	Grant	3,773.00
DC 13/10	K Muir	Grant	2,000.00
DC 13/10	Nga Pekanga TKR	Grant	11,246.16
DC 13/10	Taranaki Hospice Inc	Grant	9,552.00
DC 13/10	Computer Wise	McAfee security monitoring	8.63
DC 13/10	Embark Solutions	Hosting and licence fees	171.93
DC 13/10	GMA Consulting Ltd	Advisory fees re: ACCL	1,863.00
DC 13/10	Marsh Ltd	Renewal liability & damage/business interruption policy	10,538.83

Jamieson/Stevenson

Bakertilly Staples Rodway Completion Report to TET Board of Trustees

Mr Hassall spoke to the previous circulated Completion Report relating to the audit of the 2021 financial statements. Mr Hassall said that the intention, per the Report, would be to adopt early PBE IPSAS 49. It was noted that the auditors had again raised the lack of depreciation on the building. Mr Hassall noted that the building had not suffered any depreciation because of market appreciation, but suggested that moving forward a 1% straight line rate would be used. The Trustees concurred. Mr Hassall also briefed the Trustees on PBE FRS 48 Service Performance Reporting.

TET Grants Budget vs Actual

The report Grants Budget vs Actual Year Ending 30.06.22, as at 30.09.21 had previously been circulated to the Trustees. Mr Hassall spoke to the report.

The report was accepted.

TET Trustees Remuneration

Mr Hassall advised the meeting that the review would be circulated for consideration prior to the next meeting.

Te Kahui Ako o Kohanga Moa

Andrew Georgeson, Norfolk School Principal and Teresa Jones, Waitoriki School Principal, representing the school cluster, attended the meeting at 10.00am.

Their discussion paper 'Te Kahui Ako o Kohanga Moa – Inglewood Community of Learning Pastoral Support Workers (PSW) Programme – 2021' had previously been circulated to the Trustees.

It was agreed the Trustees would discuss the request further and provide feedback to Mr Georgeson.

Mr Georgeson and Mrs Jones left the meeting at 10.20am.

Quotes required for TET Funding Applications

It was noted that at the current time organisations were finding it difficult to obtain 2 quotes to support their TET funding application. In addition to this, a number of quotes only remained valid for 30 days.

Question 14 on the TET application form did provide an opportunity for organisations to state the reasons if less than 2 quotes were supplied, therefore it was agreed that each application would be considered on its merits with the explanation for less than 2 quotes being supplied taken in account.

Contingences budgeted for in TET Funding Applications

It was noted that in the current COVID-19 climate, with the ensuing supply chain issues and increases in retail prices, some organisations would likely include a contingency provision in their project costs and that this was a cost which TET previously did not fund. The question was raised whether this should now be considered.

It was agreed that, should a funding application include a contingency value, the request would be considered on a case by case basis.

ACCL

Barry Upson's report, which had previously been circulated to the Trustees, was acknowledged and discussed. It was agreed to invite Mr Upson to meet with the Trustees, either at an ordinary meeting or at a mutually agreeable time. Mr Hassall suggested that the best time for this will be once project costings and timelines have been updated.

TET Application Form

The draft application form, with proposed changes, had previously been circulated to the Trustees. The changes were approved.

Jamieson/Erwood

TET Annual Plan and Policy on Income Distribution

The draft Annual Plan and Policy on Income Distribution, with proposed changes, had previously been circulated to the Trustees. The changes were approved.

Jamieson/Erwood

Grants

1. Waitara District Services & Citizen Club Inc

Mr Bedford had previously advised of a conflict of interest and left the room while discussions took place.

\$100,000.00 towards the roof re-pitch and re-clad.

Stevenson/Davey

Mr Bedford returned to the meeting.

2. Stratford Aero Club Inc

\$60,000.00 towards the construction of a new hanger.

Erwood/Davy

3. Inglewood Community Mini Putt Charitable Trust

Mr Davey moved, seconded by Mrs Stevenson, \$200,000.00 towards a partial repayment of the TET loan.

Mr Bedford moved an amendment, seconded by Mr Erwood, \$125,000.00 towards a partial repayment of the TET loan, including TET signage at the complex.

The amendment then became the substantive motion, it was put to the meeting and carried.

Bedford/Erwood

4. Stratford District Theatre Trust

\$100,000.00 towards operating expenses, screen and hoist upgrade and acoustic curtains.

Organisation to ensure that all wall leaks are repaired prior to the installation of the curtains. The organisation will advise the TET once the repairs to the leaks have been undertaken in order for the subsequent claim of the acoustic curtains to be processed.

Wood/Stevenson

5. Tutaki Youth Inc Trust

\$150,000.00 towards the Tutaki facility and social service delivery.

Erwood/Davey

6. Stratford District Council

Chairman Jamieson and Mr Erwood had previously advised of a conflict of interest and left the room while discussions took place.

Mr Davey chaired the meeting.

Mr Wood moved \$830,000.00 for items 1 – 7 as per the original application. The motion failed due to the lack of a seconder.

Mrs Stevenson moved, seconded by Mr Bedford, to defer the application. Office Administrator to follow up on additional supporting information which had recently been requested from the SDC.

Stevenson/Bedford

Chairman Jamieson and Mr Erwood returned to the meeting. Chairman Jamieson took the chair.

7. Blue Light Te Ara Tika Driver Licensing Programme Committee

Mr Wood moved, seconded by Mr Erwood, \$104,000.00 towards 80 successful participants undertaking the programme in 2022.

Mr Jamieson moved an amendment, seconded by Mr Davey, \$102,000.00 being \$70,000.00 towards the Co-ordinator salary and overheads and a further \$32,000.00 (i.e. \$800.00/person) for 40 successful participants of the programme. Of the 40 successful participants funded, 20 must be from Ward A and 20 from Ward B. **The approved funding was subject to receiving letters of support from the 4 High Schools in the TET area.**

Jamieson/Davey

8. Waitara Rugby League Football Club Inc

\$152,712.00 for a kitchen refurbishment.

Erwood/Davey

9. Inglewood Welfare Soc

\$129,671.00 for the refurbishment of the kitchen and pantry area.

Davey/Stevenson

10. Stratford Mountain Club

\$26,000.00 to replace two water tanks at Manganui Lodge.

Wood/Bedford

11. Stratford A & P Assoc

The application was deferred.

Wood/Erwood

12. Tutaki Youth Inc Trust

Mr Wood moved, seconded by Chairman Jamieson, \$50,000.00 towards relief for the COVID-19 impact on the Tutaki facility and social service delivery.

Mr Davey moved to defer the application and seek a copy of the P & L which demonstrated the negative impact of COVID-19 on the facility, seconded by Mrs Stevenson.

The amended motion then became the substantive motion, was put to the meeting and carried. Mr Wood voted against the motion.

Davey/Stevenson

13. Central Taranaki Safe Community Trust

Chairman Jamieson and Mr Erwood had previously advised of a conflict of interest and left the room while discussions took place.

Mr Davey chaired the meeting.

\$68,640.00 for 1 years wages for the Community Safety Officer/Manager and the Community Safety Officer Assistant.

Wood/Stevenson

Chairman Jamieson and Mr Erwood returned to the meeting. Chairman Jamieson took the chair.

14. Clifton Rowing Club

\$25,000.00 for consultant fees to complete a feasibility study into a building site renovation project.

Bedford/Davey

15. Taranaki Kiwi Trust (TKT)

\$12,000.00 towards trap hardware to improve trapping sites in Central and North Taranaki.

Davey/Wood

16. Salvation Army Central Taranaki

The application was declined.

Wood/Davey

17. Urenui & Districts Health Group

\$36,000.00 towards operating expenses and First Response Team field equipment, consumables, PPE gear and uniforms.

Erwood/Davey

18. Waitara Alive

\$10,000.00 to host one leg of the 2022 AmeriCARna.

Davey/Jamieson

19. NZ Council of Victim Support Groups Inc

The application was declined.

Bedford/Stevenson

20. Taranaki Rescue Helicopter Trust

\$99,999.00 towards the purchase of various equipment.

Jamieson/Davey

General Business

There was no general business to discuss.

It was agreed to hold the next meeting on Wednesday 17 November 2021 at 9.15am at 84 Rata Street, Inglewood

The meeting closed at 12.20pm.

Confirmed

Chairman

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17 Nov 2021