

TARANAKI ELECTRICITY TRUST

MINUTES OF A MEETING OF TRUSTEES HELD AT 84 RATA STREET, INGLEWOOD ON WEDNESDAY 11 DECEMBER 2019 AT 9.00 AM

Present

Mr Jamieson, (Chairman), Messrs Bedford, Coplestone, Davey & Hassall. Mrs Schumacher.

Proxy Form

Chairman Jamieson advised the meeting that he had received a proxy form from Mr Wood.

Apologies

An apology was received from Mr Wood. The apology was sustained.

Bedford/Coplestone

Declarations of conflicts of Interest

Mrs Schumacher declared a conflict of interest on the East Taranaki Environment Trust application. She also noted that she is a member of the Taranaki Dragons organization.

Minutes

The minutes of the meeting held on 20 November 2019 were confirmed.

Schumacher/Coplestone

Matters Arising

Mr Hassall advised that an analysis on the investment fees was being undertaken. There were no other matters arising.

Correspondence

1. Inglewood Community Mini Putt

The requested extension was granted.

Schumacher/Davey

2. Te Roopu Pukaaka

The Trustees agreed to meet representatives of the group at the February meeting.

3. Stratford Community Sports Society

The requested extension was granted.

Schumacher/Bedford

4. Inglewood First Trust

Mr Davey informed the meeting that he had clarified the declined grant with Marie Pearce.

5. NTRSI

It was noted that no response had been received yet to the letter sent on 22 November 2019. A follow up will be done.

A schedule of correspondence covering the period 16 November to 6 December had been circulated. It was resolved that inwards correspondence be received and outward approved.

Davey/Coplestone

Accounts

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

CHQ 15/11	Swazi Apparel Ltd	TET Trustee Jackets	1,437.21
DC 27/11	Blue Light Te Ara Tika Driver Licensing	Grant	2,250.00
DC 27/11	Eltham & Districts Community Health Trust	Grant	18,000.00
DC 27/11	Inglewood Volunteer Fire Brigade	Grant	7,070.10
DC 27/11	Manukorihi Intermediate	Grant	2,000.00
DC 27/11	Matau Hall Soc	Grant	5,728.61
DC 27/11	Mountain Miniature Horse Soc	Grant	500.00
DC 27/11	Pregnancy Help Inc	Grant	3,000.00
DC 27/11	Stratford Business Assoc	Grant	24,750.00
DC 27/11	Stratford Community Dinner	Grant	1,000.00
DC 27/11	Te Roopu Pukaaka	Grant	5,000.00
DC 27/11	Baker Tilly Staples Rodway	Audit of TET Financial Statements	6,698.75
DC 27/11	Central Spraying Services Ltd	Timber - TET gate	152.21
DC 27/11	Computer Wise Ltd	McAfee Security Monitoring	8.63
DC 27/11	JD Engineering Ltd	Hinges - TET gate	92.00
DC 27/11	NPDC	Water charges	10.21
DC 27/11	Nova Energy	Electricity charges	68.10
DC 06/12	DIA Charities Services	Annual return fee	51.11
DC 06/12	Corporate Trustee Services	Custody fee - October 2019	497.96
DC 06/12	Kaimata-Waitui Districts Hall	Grant	1,062.94
DC 06/12	Matapu School	Grant	2,307.83
DC 06/12	Stratford Community Sports Soc	Grant	4,729.98
DC 06/12	Stratford District Theatre Trust	Grant	15,000.00
DC 06/12	Stratford Mountain Singers	Grant	6,000.00

The following accounts were approved for payment-

Stitchit4U - \$75.90 – embroidery

Caffe Windsor - \$146.70 – trustee breakfast

Schumacher/Davey

TET Grants Budget for the year – Budget vs Actual

The report 'Grants Approved Y/E 30/6/20 (as at 30/11/19)' had previously been circulated. Mr Hassall gave an overview of the report. It was noted that the report does not include loans to community groups, only grants.

Jemimah Wilson

Mr Davey sort clarification on the declining of the request discussed last month.

Mileage

The Chairman discussed the current policy for mileage, which had been agreed in 2012. The meeting agreed that this was relevant but that all claims must be signed off by the Chairman.

Davey/Schumacher

Audits and reviews

Mr Coplestone asked about the precise requirement on organisations to have independent reviews of their accounts. Financial statements are required to be either prepared by a Chartered Accountant or equivalent or reviewed by an independent person.

Office key

The meeting agreed that Mr Davey, as deputy chair, should have a key to the TET building.

Tickets for events

It was resolved that all tickets for events will go to the Chairman in the first instance for distribution.

Davey/Bedford

Previous grants disclosed on application form

The meeting resolved that in future when organisations submit incorrect or omit details on their most recent grants that this should not stall the processing of the application. This can occur when key personnel change in organisations.

Jamieson/Davey

Regional Sports Strategy

Mrs Schumacher updated the meeting on the recent meeting that she attended. That meeting had reaffirmed that summaries will go to funders. The group will now meet monthly. Mrs Schumacher will attend these meetings with Mr Jamieson.

Rural Halls

The meeting was advised that both the NPDC and SDC have funds available for repairs and upgrades to rural halls.

Grants

1. South Taranaki District Council

\$3,209.00 towards the costs of the 'Eltham Movies in the Park' event.

Davey/Coplestone

2. Stratford Amateur Swimming Club

\$20,000.00 towards Flyers camp January 2020, senior camp July 2020, intermediate camp July 2020, junior camp October 2020, clubroom lease 2020/2021 and pool hire for 3 swim meets/champs March - June 2020

Schumacher/Jamieson

The meeting agreed that there was a need for a general discussion/review about swimming funding. This will take place at the February meeting.

Schumacher/Jamieson

3. Stratford Companion Animal Assistance Trust

\$1,500.00 towards 50 cat spay and 50 cat neuter operations.

Schumacher/Davey

4. Eltham Business & Professional Association

\$17,000.00 to fund promotional activities as per the original application. NOT to be spent on the Midwinter Vintage and Craft Beer events.

Jamieson/Bedford

Mrs Schumacher left the meeting at 9.42am.

5. East Taranaki Environmental Trust

Moved Mr Davey that \$66,400.00 be granted for education and administration roles. The motion failed for the lack of a seconder.

Mr Davey then moved, seconded by Mr Bedford, that \$33,000.00 be awarded to deliver the education programme.

Mr Jamieson then moved, seconded by Mr Coplestone, that an amendment be added so that the grant be for operating costs as well. This was carried.

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

Davey/Bedford

Mrs Schumacher returned to the meeting at 10am.

6. Swimming Taranaki Inc

The application was declined.

Davey/Coplestone

7. Eltham Baptist Church

The application was declined.

Davey/Schumacher

8. Makahu Hall Society

\$10,000.00 for heat pumps, ovens and dishwasher.

Schumacher/Davey

9. Stratford Trotting Club

Mr Coplestone spoke in favour of the application, but the purpose of the grant was not deemed charitable. Consequently the application was declined.

Schumacher/Jamieson

10. Mackenzie Caskey

The application was declined.

Davey/Bedford

11. Steven Collingwood

\$2,000.00 to represent NZ at the Youth Trans-Tasman series in Australia 21-27 January 2020 - U20 mixed touch team

Bedford/Schumacher

12. Gus Tihema

The application was declined.

Davey/Coplestone

13. Finn Whalen

\$1,500.00 to represent NZ at the Youth Trans-Tasman series in Australia 21-27 January 2020 - U20 mixed touch team

Schumacher/Davey

14. Stratford Community House

The application was declined.

Schumacher/Davey

15. Isabella Keenan

\$100.00 to represent Taranaki at the 2020 Junior Festival to be held 13 - 15 March 2020 - swimming

Jamieson/Schumacher

16. Libby Keenan

\$100.00 to represent Taranaki at the 2020 Junior Festival to be held 13 - 15 March 2020 - swimming

Jamieson/Schumacher

17. Tri New Plymouth Limited

The application was declined.

Davey/Schumacher

18. Waitara Foodbank

Mr Bedford advised that he was no longer a member of this organization.

\$8,000.00 towards running costs.

Bedford/Davey

19. Waitara Surfcasting and Angling Club

\$4,000.00 towards the annual 'Take a Kid Fishing' day - to be held 23 February 2020

Davey/Coplestone

20. Taranaki Dragons

The application was deferred until February, pending the outcome of another grant application.

Schumacher/Coplestone

General Business

2020 TET Election

Mr Hassall discussed the proposed timetable and quote from Election Services to conduct the 2020 election. The proposal was accepted by Trustees.

Davey/Schumacher

Other Energy Trusts

Mr Hassall reported that, upon research, he had found two other similar trusts. One had a limitation of three terms for trustees, whereas the other one had no restrictions. The matter was discussed by the trustees, the positives and negatives, with no motions proposed.

The trustees resolved by majority that the current remuneration survey being conducted by Strategic HR be completed by the Secretary.

Bedford/Schumacher

Board Papers

Mr Hassall advised that he had been approached by an online portal company where board papers could be stored. The trustees advised that they were happy with the current way information was presented to them.

It was agreed to hold the next meeting on Wednesday 05 February 2020 at 9.00am at 84 Rata Street, Inglewood.

The meeting closed at 10.45am.

Confirmed 5/2/2020

Chairman 