

TARANAKI ELECTRICITY TRUST

**MINUTES OF A MEETING OF TRUSTEES HELD AT 84 RATA STREET, INGLEWOOD ON
WEDNESDAY 19 SEPTEMBER 2018 AT 9.00AM.**

Present

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

Apologies

There were no apologies.

Declarations of conflicts of Interest

Minutes

The minutes of the meeting held on 15 August were confirmed.

Bedford/Schumacher

Matters Arising

NTSRI

Chairman Campbell confirmed he had contact the TSB Community Trust to discuss the signage options at the Clifton Park Community Complex but to date had not received a reply. Chairman Campbell to contact them again.

Trustees Liability Insurance

Mr Hassall had obtained a quote from Marsh Insurance to increase the Trustees professional indemnity insurance and had circulated the information to the Trustees.

It was resolved to increase the Professional Indemnity insurance from \$2M to \$5M at an additional cost of \$2,156.25.

Bedford/Davey

Correspondence

1. Sport Taranaki

It was agreed to invite Hannah Kelly and Tara Potter to the October meeting.

2. TRFU

The TRFU had requested feedback around their proposal for a special grant. The proposal was discussed by the Trustees however there was no support for what was outlined in their email correspondence dated 11 September 2018.

3. Midhirst School

It was agreed the Principal of Midhirst school could apply for funding on behalf of a cluster of schools. Application to include a list of the schools involved and should include a signed letter from the BOT Chairman stating they support the joint application.

4. Waitara Railway Preservation Soc

A condition of the grant approved in September 2017 was that the organisation secured the balance of the funds required to enable the project to proceed. The organisation had now provided proof of the funds secured which had been circulated to the Trustees. It was agreed the funds could now be released as claims were submitted.

A schedule of correspondence covering the period 14 August 2018 to 14 September 2018 had been circulated. It was resolved that inwards correspondence be received and outward approved.

Schumacher/Jamieson

Accounts for payment & receipt of financial information.

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

DC 22/08	Inglewood Swimming Club	Grant	4,840.00
DC 22/08	J Ouk	Grant	2,000.00
DC 22/08	Pregnancy Help Inc	Grant	3,000.00
DC 22/08	Stratford Community House Trust	Grant	3,908.50
DC 22/08	Stratford Croquet Club	Grant	6,670.00
DC 22/08	Stratford District Theatre Trust	Grant	10,000.00
DC 22/08	Taranaki Garden Trust	Grant	10,000.00
DC 22/08	Urenui Community Centre	Grant	27,964.15
DC 22/08	Urenui Domain Activities Committee	Grant	1,200.00
DC 22/08	Waitara Bowling Club	Grant	532.90
DC 22/08	Computer Wise Ltd	McAfee security monitoring	8.63
DC 22/08	Marsh Ltd	Building/contents/Trustee liability insurance	7,824.27
DC 22/08	Simons Quality Build	Building charges - 84 Rata Street	7,134.53
DC 22/08	SD Electrical (2016) Ltd	Electrical - 84 Rata Street	999.45
DC 22/08	Smokeylemon	Editable forms & final claim website upgrade	982.50
DC 31/08	Clifton Rugby & Sports Club	Grant	10,394.50
DC 31/08	Stratford Amateur Swimming Club	Grant	1,037.38
DC 31/08	Swimming Taranaki	Grant	3,713.05
DC 31/08	Waitara Boating Club Inc	Grant	9,296.85
DC 31/08	J Campbell	Reimbursements - equipment 84 Rata Street	778.96
DC 31/08	Office Furniture First	Office furniture	2,945.15
DC 31/08	Nova Energy	Electricity charges	65.01
DC 31/08	Corporate Trustee Services	Custody Fee - July 2018	752.37
DC 12/09	J Lilly	Grant	2,000.00
DC 12/09	K Michel	Grant	1,954.00
DC 12/09	Stratford Association Football Club	Grant	13,500.00
DC 12/09	Stratford Business Association	Grant	20,072.50
DC 12/09	Waitara District History & Family Research	Grant	600.00

The following accounts were approved for payment –

Razz Print – Tertiary Scholarship brochures - \$377.20

Smokeylemon – Updates to editable application forms - \$333.50

Mr Bruce Cleland attended the meeting at 9.25am

TET Grants Budget – Budget vs Actual

The document had previously been circulated to the Trustees.

Trustees Remuneration

Mr Hassall had previously circulated details on the Trustees remuneration, showing the proposed increase when applying the CPI increases for 2016, 2017 and 2018.

It was agreed to apply the increase as per the document circulated and for the increase to apply as from 01 July 2018.

Bedford/Davey

Mr Richard Jordan attended the meeting at 9.45am

Grants

1. New Plymouth Water Ski Club

The application was declined.

Campbell/Wood

2. Urenui Bach Holders Assoc

\$4,000.00 to purchase a defibrillator.

Bedford/Davey

3. St Andrews Church Inglewood

\$1,300.00 for electricity and maintenance for the exterior lighting of St Andrew's church for 12 months.

Schumacher/Davey

4. PANZ (Pastel Artists Of NZ Ltd)

The application was declined.

Davey/Wood

5. New Plymouth District Council

The application was declined.

Wood/Bedford

6. Inglewood Community Mini Putt Trust

The application was deferred.

7. Waitara Alive

\$10,000.00 to host one leg of the 2019 Americarna event to be held 21 February 2019. To be paid on invoice.

Davey/Bedford

8. Central Taranaki Riding for the Disabled

\$11,506.00 to create a hard standing area and incorporate a new stall to enclose the hard area.

Davey/Wood

9. Inglewood RSA

Mr Richard Jordan asked the Chairman if he could speak, not to application, but rather to provide background information as to why the event held special relevance to the Inglewood community.

Mrs Schumacher moved, seconded by Mr Davey, \$26,551.00 to celebrate the centenary of Armistice Day.

Mr Bedford moved an amendment, seconded by Mr Jamieson, \$20,000.00 to celebrate the centenary of Armistice Day.

The amendment then became the substantive motion, it was put to the meeting and carried with the Chairman exercising his casting vote.

Mrs Schumacher and Mr Davey voted against the motion and asked that it be noted in the minutes.

Mr Richard Jordan left the meeting at 10.00am

10. Stratford Community Sports Soc

Mr Bruce Cleland asked the Chairman if he could speak to the application.

\$81,914.00 being \$51,914.00 to replace the current goods lift and a further \$30,000.00 for power and gas for a period of one year. To be paid on invoice.

Wood/Davey

WISE (Better Homes)

Mr Anaru Marshall attended the meeting at 10.10am

He explained to the Trustees the history of the organisation, the current focus of the Trust and outlined their structure and income streams and then answered questions from the Trustees.

Mr Anaru Marshall left the meeting at 10.35am

It was agreed to advise Mr Marshall that if an application were to be lodged it would be considered on its merits.

Norfolk School

Mr Andrew Georgeson and Mrs Annelise Hunt attended the meeting at 10.45am.

Mr Georgeson spoke about a proposed school hall/community hub development project where the hall would be sited on the grounds of Norfolk School. They were seeking guidance as how best to proceed with a funding application.

Mr Georgeson, Mrs Hunt and Mr Cleland left the meeting at 11.05am

The proposal was discussed further and it was agreed Chairman Campbell would ring Mr Georgeson to discuss the ideas and points raised by the Trustees.

Grants continued

11. Norfolk Playgroup

\$4,590.00 to install two new roller blinds in the outside area.

Wood/Davey

Approval letter to include information of previously approved grants.

12. Inglewood United Rugby Football Club

\$17,000.00 for the lease of the TET Stadium & Events Centre premises and for electricity charges for the 2018 season.

Schumacher/Davey

Applications \$100,000.00 and over

13. New Plymouth Mountain Bikers Inc

The application was declined.

Campbell/Wood

14. Stratford District Council

The application was deferred.

15. Tutaki Youth Inc Trust

The application was deferred.

16. Eltham & Districts Community Health Trust

The application was deferred.

17. East Taranaki Environmental Trust

Mrs Schumacher declared an interest and left the room while discussions took place.
The application was declined.

Davey/Bedford

18. Inglewood Club

The application was deferred.

19. Inglewood Welfare Society

The application was deferred.

20. Feats Ltd

The application was deferred.

21. Taranaki Rescue Helicopter Trust

The application was deferred.

General Business

Information for TET Audit

Mr Hassall had previously advised that the auditors were seeking information on two organisations to include notes in the TET annual accounts.

Inglewood Community Childcare Centre – auditors to be advised a decision would not be made until December.

In the interim Office Administrator to request an updated set of the organisation's financial accounts and to ask them their intentions regarding the loan.

Age Care Central – auditors to be advised no formal decision had been made however it is likely that a request would be made for the principal repayments of \$10,500.00/month to continue for a further 6 months at a revised interest rate.

NTSRI

A draft set of accounts dated September 2017 had previously been circulated to the Trustees. Office Administrator to request a set of signed off audited accounts from NTSRI. Further to that, Office Administrator to request from the architects a schedule of all payments made.

Next meeting

It was agreed to hold the AGM on Wednesday 17 October 2018 at 9.00am at 84 Rata Street, Inglewood. Normal monthly meeting to follow at the conclusion of the AGM.

The meeting closed at 12.30pm.

Confirmed

17/10/18.

Chairman

J R Campbell