

## TARANAKI ELECTRICITY TRUST

### MINUTES OF A MEETING OF TRUSTEES HELD AT 84 RATA STREET, INGLEWOOD ON WEDNESDAY 15 AUGUST 2018 AT 9.00AM.

#### **Present**

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

#### **Apologies**

An apology was received from Mr Campbell and Mr Davey. The apologies were sustained.

Bedford/Schumacher

#### **Declarations of conflicts of Interest**

There were no conflicts of interest.

#### **Minutes**

The minutes of the meeting held on 18 July 2018 were tabled. These were confirmed with the deletion of 'Mr Wood voted against the motion' from item 6 of Grants – Central Swimming.

Schumacher/Wood

#### **Matters Arising**

##### **NTSRI – signage**

It was confirmed the decision around signage at the Clifton Park Community complex was still unresolved. Mr Campbell to arrange a meeting between NRSRI, TSB Community Trust and TET on his return.

#### **Correspondence**

##### **1. Smokeylemon**

It was agreed it was not necessary at this time to receive the data on website activity including pdf downloads.

##### **2. Hospice Taranaki**

It was agreed to invite the organisation to a TET meeting.

##### **3. Norfolk School**

It was agreed to invite the Principal to a TET meeting.

##### **4. WISE (Better Homes)**

It was agreed to invite the organisation to a TET meeting.

## 5. Waitara Alive

The Trustees discussed the request to reconsider the recent decision on the amount to reimburse Waitara Alive with respect to the 2018 Americarna claim. The Trustees resolved to reconfirm their original decision to reimburse the claim in the amount of \$1,565.00.

Wood/Jamieson

## 6. Office of Barbara Kuriger

It was agreed the organisation could place two outside air conditioning units on the exterior of their building which faces the TET building outside area with the understanding it does not restrict vehicle access to the area.

A schedule of correspondence covering the period 16 July 2018 to 10 August 2018 had been circulated. It was resolved that inwards correspondence be received and outward approved.

Wood/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 12/07	Westwood Kitchens	Kitchen unit & table - 84 Rata Street	7,133.82
DC 25/07	Computer Wise Ltd	McAfee security monitoring	8.63
DC 25/07	Corporate Trustee Services	Custody fee - June 2018	847.98
DC 25/07	R Keller	Catering	50.00
DC 25/07	MCA NZ Ltd	Professional fees April - June 2018	7,341.60
DC 25/07	Nelsons Ltd	Catering	198.38
DC 25/07	NPDC	Water - 84 Rata Street	9.80
DC 25/07	Nikko Asset Management	Management fees April - June 2018	3,477.00
DC 25/07	Nova Energy	Electricity charges - 84 Rata Street	44.51
DC 25/07	Wayne O'Keeffe Signs	Signage - 84 Rata Street	1,782.50
DC 25/07	SD Electrical (2016) Ltd	Electrical - 84 Rata Street	15,177.52
DC 25/07	Simons Quality Build	Building charges -84 Rata Street	4,654.91
DC 25/07	Value Building Supplies	Materials - 84 Rata Street	1,225.73
DC 01/08	A Blyde	Grant	2,000.00
DC 01/08	Inglewood Community Food Bank	Grant	750.00
DC 01/08	T Payne	Grant	106.99
DC 01/08	M Poehler	Grant	2,000.00
DC 01/08	Stratford Daffodil Day Committee	Grant	3,013.00
DC 01/08	Stratford District Council	Grant	35,899.63
DC 01/08	Taranaki Masters Games	Grant	25,000.00
DC 01/08	Taranaki Pioneer Village Soc	Grant	8,954.90
DC 01/08	A van Lith	Grant	2,000.00
DC 01/08	Waitara Alive	Grant	1,565.00
DC 01/08	Waitara Foodbank	Grant	2,000.00
DC 08/08	T Matene	Grant	1,000.00
DC 08/08	K McGregor	Grant	780.00
DC 08/08	North Taranaki Community House Trust	Grant	2,860.00
DC 08/08	Percy Thomson Trust	Grant	5,000.00
DC 08/08	Rotokare Scenic Reserve Trust	Grant	10,000.00
DC 08/08	Te Wera Outdoor Recreational Trust	Grant	10,000.00
DC 08/08	TET Athletics Taranaki	Grant	12,500.00
DC 08/08	Waitara Alive	Grant	24,980.00
DC 10/08	Inglewood Welfare Society	Drawdown on loan	150,319.90

The following accounts were approved for payment –  
Marsh Ltd - \$2,908.02 - Building/plant/contents insurance  
Marsh Ltd - \$4,916.25 - Trustees liability insurance  
Simons Quality Build - \$7,134.53 - 84 Rata Street  
Smokeylemon - \$528.26 - editable forms on website  
Smokeylemon - \$454.24 - Final claim website upgrade  
SD Electrical - \$999.45 - 84 Rata Street

Schumacher/Wood

### **Trustees Liability Insurance**

It was agreed Mr Hassall would make enquiries as to the additional cost of increasing the Trustees Liability Insurance from \$3M to \$5M.

### **Financial Information**

Mr Hassall had previously circulated the following reports to the Trustees – ‘Grants Approved YE 30/0619 (as at 31/07/18)’ and ‘Compilation Report TET for the Qtr. ended 30 June 2018’. He spoke to the two reports and answered questions from the Trustees.

Mr Hassall had also circulated a schedule of the costs pertaining to the purchase and fit out of 84 Rata Street.

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

It was moved to accept all of the financial information provided and to defer any decision regarding the proposed increase in the remuneration figures until the September meeting.

Schumacher/Jamieson

### **Age Care Central Ltd**

The Trustees acknowledged receipt of the P & L from Age Care Central Ltd which had been previously circulated to the Trustees.

### **TET Financial Statements**

Mr Hassall advised the meeting that the auditors had confirmed they would begin on the accounts on 1<sup>st</sup> September with a view to having them finalised in time for the scheduled AGM which is set down for October's meeting on Wednesday, 17 October.

### **The Bishop's Action Foundation**

The request for assistance to support Te Ara Whakamua o Whaitara leadership group was declined as the organisation had been in existence for less than 12 months.

Bedford/Wood

### **Education Funding**

Mr Wood advised the meeting he had been asked by a school for the criteria for applying for the project based education funding. He had advised the school it was unlikely that TET would fund items which were funded by the ministry but that any application would be considered on its merits at the time.

## Grants

**1. Taranaki Gardens Festival Trust (Powerco)**

The application was declined.

Wood/Schumacher

**2. CCS Disability Action North Taranaki Inc**

The application was declined.

Schumacher/Wood

**3. Eltham Golf Club Inc**

\$17,500.00 to purchase a new green mower – Jacobsen GK IV Plus Diesel.

Wood/Jamieson

**4. Taranaki Patchworkers & Quilters**

\$2,000.00 towards hall hire for the bi-annual quilt show to be held in Stratford.

Wood/Schumacher

**5. New Plymouth Water Ski Club**

The application was deferred.

**6. Taranaki Garden Trust**

\$10,000.00 towards the 2018 Taranaki Fringe Garden Festival.

Schumacher/Wood

**7. Taranaki Timebank**

The application was declined.

Schumacher/Bedford

**8. Pregnancy Help Inc**

\$12,000.00 for operating costs.

Wood/Jamieson

**9. Connected Media Charitable Trust**

The application was declined.

Wood/Jamieson

**10. Alyssa McCarty**

The application was declined.

Wood/Schumacher

## Next meeting

It was agreed to hold the next meeting on Wednesday, 19 September 2018 at 9.00am at 84 Rata Street, Inglewood.

The meeting closed at 10.00am

Confirmed 19/9/18

Chairman J. Campbell