



FAIRLIE COMMUNITY BOARD

Membership:

Owen Hunter (Chairman)
Les Blacklock
Trish Willis
Warren Barker
Cr Noel Jackson

Notice is given of the Meeting of the Fairlie Community Board to be held on Monday November 24, 2014, at 7pm.

VENUE: Council Chambers, Fairlie.

BUSINESS: As per agenda attached

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER



FAIRLIE COMMUNITY BOARD

Agenda for Monday November 24, 2014

APOLOGIES

DECLARATIONS OF INTEREST

MINUTES:

Confirm and adopt as the correct record the minutes of the meeting held on Monday, October 13, 2014.

MATTERS UNDER ACTION

REPORTS:

1. Financial Report to September, 2014 (attached).
2. Schedule of Meetings for 2015 (attached).
3. Ward member's report (verbal).
4. Reports from members who represent the board on other committees (verbal).

GENERAL BUSINESS:

1. Grant application from Fairlie District Promotions (attached).
2. Footpath Clearances (for discussion)
3. Items Requested by Trish Willis:
 - Fairlie Township Streetscape planning (as agreed post Princes Street upgrade).
 - Regent St upgrade – recommendations for improvements at village end besides street upgrade.
 - The Fairlie Public Toilets Upgrade (advocacy role).
 - Mt Michael Tourist Stop - maintenance and improvements required – (advocacy role).
 - Bund planting adjacent to the Eversley Reserve entranceway – update needed on plan for this.
 - Allandale Road Entranceway – roadside landscaping/maintenance plan – what is the plan and where is this at?
 - Blossom Trees in Community Centre Courtyard.
 - Improve the level of service with Whitestone Contracting for Village Street Keeping – Garth agreed to provide the CB with a minimum task list that is to be approved by the Board.
 - Main Street Gardens maintenance/watering update.
 - Relocation of the Community Notice Board to central Fairlie.
 - A Youth Consultation Group/Forum for Fairlie Community Board.

PUBLIC EXCLUDED:

Resolve that the public be excluded from the following part of the proceedings of this meeting namely:

1. Previous minutes Fairlie Community Board October 13.
2. Land Subdivision Project for discussion (maps attached).

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Previous minutes October 13	Commercial sensitivity	48(1)(a)(i)
Land Subdivision Project	Enable commercial negotiations	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Land Subdivision Project under section 7(2)(i). Previous minutes under section 7(2)(b)(ii).*

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE FAIRLIE COMMUNITY BOARD HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON MONDAY OCTOBER 13, 2014, AT 7:00PM

PRESENT:

Owen Hunter (Chairman)
Les Blacklock
Trish Willis

IN ATTENDANCE:

Garth Nixon (Community Facilities Manager)
Wayne Barnett (Chief Executive)
Arlene Goss (Committee Clerk)
Blue Kerr (public)

PUBLIC FORUM:

The chairman invited Blue Kerr to speak to the community board. She said she wished to speak on two matters. The first was the ongoing maintenance of the defibrillator held in the community centre. She asked the community board if it was willing to buy replacement pads and batteries for this when they were due for replacement. She has been replacing the pads herself, but as a pensioner she cannot afford to do this.

The chairman asked who monitors the age and condition. She does a monthly check. Other defibrillators are held in Albury, Burkes Pass and Sherwood. These also need to be looked after. The pads are replaced every two years and batteries approximately every five years.

She said she is happy to continue to perform the monthly check. The community board agreed to take responsibility for replacing the pads and batteries as requested.

Blue Kerr also raised the issue of the community centre courtyard and wondered if this needed to be run past the public again. The chairman said the changes being planned were not extreme. We are still waiting on a price to do this work. The meeting discussed the trees in the courtyard. She said people like the trees. Community facilities manager Garth Nixon said some of the trees are past their use-by date and will come out. Others will be kept. He said the landscape needed to be replaced occasionally, especially in a confined area like the courtyard.

The chairman said there has been quite a lot of interest expressed in the trees and the community board would take this on board.

APOLGIES:

Resolved that apologies be received from board members Warren Barker and Cr Noel Jackson, and Finance and Administration Manager Paul Morris.

Les Blacklock/Trish Willis

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Fairlie Community Board held on September 1, 2014, be confirmed and adopted as the correct record.

Trish Willis/Les Blacklock

FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION

Fairlie Western Catchments Project:

The chairman said we are still waiting on Environment Canterbury.

Missing Soldier's Names on War Memorial at Fairlie:

Garth Nixon has spoken to Jenny Cordes about whether to include soldiers from Cannington on the memorial. He has asked her to go back to her committee and look at this further.

Community Centre Courtyard Upgrade:

Garth Nixon updated the community board on this matter. The price he has received is \$33,900 plus GST. The budget is \$30,000 so the community board needs to talk to council about making a contribution.

Trish Willis asked for this quote to be provided to the community board members in writing. The chairman also asked for a breakdown of costs. Garth Nixon agreed to supply this information.

The chairman would like to re-visit the plan on the courtyard before making a final decision. The chief executive said there is an opportunity to put a paper to council on October 28 to request money so when the community board comes back to their next meeting they will be in a position to make a decision.

The chairman asked for this request to go to council on October 28th.

Resolved that the community board request that council contribute \$15,000 towards the cost of upgrading the community centre courtyard.

Les Blacklock/Owen Hunter

REPORTS:

FAIRLIE COMMUNITY BOARD FINANCIAL ACTIVITY REPORT TO AUGUST:

The chairman asked about the financial contributions for the Fairlie water supply of approx \$41,000. The chief executive said this was income and there was a timing issue related to how it was recorded in the accounts.

The only other thing of note in the financials was sewerage expenditure. Year to date this has been \$6,000. This is contractor costs associated with the replacement of the sewer pump at the Fairlie motor camp.

Resolved that the report be received.

Les Blacklock/Owen Hunter

WARD MEMBERS REPORT:

Cr Jackson was not present to give this verbal report.

REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES:

The chairman reported that the Lions Club has covered the stage on the village green. The statue of the soldier near the stage will be uncovered on Thursday, October 16.

GENERAL BUSINESS:

SEATING OUTSIDE PHARMACY:

The chairman said he has spoken to the pharmacy owner and we can do whatever we like to improve this seating. The community board discussed replacing the timber between the brackets rather than around the corners of the planter. The overhang on the corners was a danger. Garth Nixon agreed to organise this.

TOWN PROJECTS:

A list of town projects was tabled by Trish Willis and is attached to these minutes. She went through this list with the community board.

Discussion was held on the river-side walking track. The chairman said the Lions Club were planning to replace the small wooden bridges with culverts and gravel so they could take a four wheel drive along the track to spray weeds.

Other items on the list were discussed. Discussion was held on how the community centre could be used more often. The chairman said this had been looked into earlier and it was a small town problem. Garth Nixon said a good example of a successful community centre was at Tekapo, but this was a small intimate hall with a good catering kitchen. Trish Willis said why don't we ask the community for ideas. The chairman said the size of the centre was awkward due to it being a sports centre. We also have some big bills coming up like the refurbishment of the kitchen and the roof to fix.

Trish Willis suggested a brief notice be published inviting ideas from people in the community. The chairman said most letters in the past had come from people who wanted to use the community centre for nothing and did not believe they should pay to use it.

The chief executive said there is a policy that determines how much of the money to fund the community centre comes from rates and how much from user-pays. The community board could look at this policy.

Garth Nixon said the centre is being reasonably well booked and used. Trish Willis said a community facility needs a five-year plan or similar. She thinks we owe it to the residents to ask them how they want to use it.

Garth Nixon has received a suggestion that the hall be converted into a function centre rather than a sports hall. He asked if the community board wanted to explore that option.

Trish Willis suggested a resolution as follows. This was passed by the community board.

Resolved that the community board initiate a survey of residents regarding the possible future use and opportunities for the community centre.

Trish Willis/Owen Hunter

Discussion then moved to further items on the projects list. Trish Willis said the lanterns on the main street need cleaning and painting. Garth Nixon said the street furniture will be painted soon. Discussion was held on whether to keep the same colour. This will be considered outside the meeting.

Regarding Christmas decorations, the chairman said Fairlie Lions are considering doing something with lighting but this was not yet decided. Trish Willis asked if the community enhancement board could apply for funding for decorations. Yes they could.

Trish Willis said she would attend the Village Green Committee meeting this month to discuss future projects with this group.

The chairman then requested that the community board move into public excluded session to discuss two items recorded on the public excluded minutes of the last meeting. Blue Kerr left the room.

PUBLIC EXCLUDED:

Resolved that the public be excluded from the following parts of the proceedings of this meeting namely Previous Minutes, Fairlie Community Board, September 1, 2014.

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
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Previous minutes Fairlie Community Board September 1, 2014.	Commercial sensitivity	48(1)(a)(i)
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This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: Previous minutes Fairlie Community Board, *under section 7(2)(b)(ii)*.

Les Blacklock/Owen Hunter

The Fairlie Community Board continued in open meeting.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 8.05pm.**

CHAIRMAN: _____

DATE: _____

FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION

1. **Fairlie Western Catchments Project:**
Staff working on funding model for the community board to include or exclude in LTP
2. **Allandale Bridge – Walkway:**
NZTA to put signs near the bridge to warn pedestrians. Our original design for a clip-on walkway has been sent to NZTA. Need to follow up with a letter.
3. **Give Way sign on main highway:**
A note has been published in the Accessible and on Facebook warning people about this intersection change. (Suggest be removed)
4. **Green Sign and Power Pole in front of Old Library Building:**
The chief executive said the Mayor was planning to raise the issue of the power pole with Alpine and he would check on the result of this discussion.
5. **Missing Soldier's Names on War Memorial at Fairlie:**
Jenny Cordes has been asked to go back to her committee regarding the question of whether the names of soldiers from Cannington should be included on the memorial.
6. **Suggestions from Fairlie District Promotions Association:**
A notice has gone in the Fairlie Accessible asking workers to park around the back of the shops. Chairman will speak to business that is storing cars on the road. Chairman to send memo to Asset Manager to request a disabled park outside the Four Square. (Advertised suggest removal from list)
7. **Raised ground on the north side of the bridge heading to Tekapo:**
The owners are happy for this to be planted. (Area sprayed will require follow up spray)
8. **“Ford” sign at entrance to North Street:**
To be installed to warn vehicles of ford. (Completed Remove from list)
9. **Community Centre Courtyard Upgrade:**
The community board has requested \$15,000 from the council towards this project. Council approved contribution
10. **Fairlie Campground Sewer Pumps:**
The community board recommended to council that these pumps be replaced as an unbudgeted item. (Completed remove from list)
11. **Paintball Ground Lease:**
The leaseholder is to clean up the land and come back to the community board with ideas for future use.
12. **Town Projects:**

- River Track – Allandale to Talbot Development and Maintenance.
- Allandale Rd State Highway Entranceway.
- Mount Cook Rd State Highway Entranceway.
- Timaru State Highway Entranceway.
- Fairlie Village Hub – Improve Street Keeping and Maintenance.
- Improve watering system on Main Street Islands.
- Town Furniture.
- Community Centre Courtyard Upgrade.
- Community Centre maintenance and improvements.
- Survey of Residents on Community Centre Use – Resolved the community board initiate a survey of residents regarding the possible future use and opportunities for the community centre.

MACKENZIE DISTRICT COUNCIL

REPORT TO: FAIRLIE COMMUNITY BOARD
SUBJECT: FINANCIAL REPORT – SEPTEMBER 2014
MEETING DATE: 24 NOVEMBER 2014
REF: FIN 1/2/3
FROM: MANAGER – FINANCE AND ADMINISTRATION
ENDORSED BY: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

Attached is the financial report for the community board for the period to September, 2014, the purpose of which is to update board members on the financial performance of the Fairlie community as a whole for that period.

Commentary will be provided for any significant variances.

STAFF RECOMMENDATIONS:

1. That the report be received.

PAUL MORRIS	WAYNE BARNETT
<u>MANAGER – FINANCE & ADMINISTRATION</u>	<u>CHIEF EXECUTIVE OFFICER</u>

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statements
 For the period ended September 2014

	LYTD Actual September 2013	YTD Actual September 2014	YTD Budget September 2014	Variance		Full Year Budget June 2015
Council - General Fairlie						
Fairlie Community Board						
Income						
Targeted Rates	2,349	1,911	1,911	-	✓	7,650
Total Income	2,349	1,911	1,911	-	✓	7,650
Expenses						
Members Expenses	2,040	1,904	1,911	7	✓	7,650
Total Expenses	2,040	1,904	1,911	7	✓	7,650
Net Operating Surplus/(Deficit)	309	7	-	(7)	✓	-

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statements
 For the period ended September 2014

	LYTD Actual	YTD Actual	YTD Budget		Full Year Budget
Fairlie Community Sewerage					
Fairlie Community Board					
Income					
Targeted Rates	21,924	24,819	24,819	- ✓	99,280
Other Income	-	841	-	841 ✓	-
Financial Contributions	1,850	-	-	- ✓	1,850
Internal Interest Income	-	-	1,402	(1,402) ✗	1,402
Vested Assets	-	-	62,479	(62,479) ✗	62,479
Total Income	23,774	25,660	88,700	(63,040) ✗	165,011
Expenses					
Consultancy Expenses	-	-	1,325	1,325 ✓	5,300
Administration Expenses	-	347	563	216 ✓	1,774
Operational and Maintenance	9,873	9,663	11,178	1,515 ✓	44,721
Internal interest Expense	1,499	1,075	1,513	439 ✓	5,289
Depreciation	-	10,590	10,590	- ✓	42,357
Total Expenses	11,372	21,674	25,169	3,495 ✓	99,441
Net Operating Surplus/(Deficit)	12,402	3,986	63,531	(66,534) ✗	65,570
Capital Expenditure					
Sewer					
0278403. Sewer Pump Station Renewal	-	13,366	-	(13,366) ✗	-
0278410. New Reticulation - Eversley	-	862	-	(862) ✗	-
0278416. Vested Assets	-	-	62,479	62,479 ✓	62,479
Total Sewer Capital Expenditure	-	14,227	62,479	48,252 ✓	62,479

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statements
 For the period ended September 2014

	LYTD Actual	YTD Actual	YTD Budget		Full Year Budget
Fairlie Community Water Supply					
Fairlie Community Board					
Income					
Targeted Rates	54,817	60,034	60,126	(92) ✗	240,516
Other Income	-	(1,062)	1,881	(2,943) ✗	7,528
Financial Contributions	-	-	-	- ✓	4,675
Vested Assets	-	-	41,402	(41,402) ✗	41,402
Total Income	54,817	58,972	103,409	(44,437) ✗	294,121
Expenses					
Consultancy Expenses	-	1,550	1,000	(550) ✗	4,000
Administration Expenses	357	429	1,019	590 ✓	3,490
Operational and Maintenance	23,769	12,644	18,393	5,749 ✓	74,378
Internal interest Expense	11,478	11,176	14,681	3,505 ✓	61,001
Depreciation	-	26,292	26,292	- ✓	105,175
Total Expenses	35,605	52,091	61,385	9,294 ✓	248,044
Net Operating Surplus/(Deficit)	19,212	6,880	42,024	(53,731) ✗	46,077
Capital Expenditure					
Water					
0118201. Town Reticulation - Renewal	97,227	4,141	27,498	23,357 ✓	110,000
0118206. Service Connections - Renewal	480	-	6,501	6,501 ✓	26,000
0118211. Treatment - New	16,693	11,753	8,751	(3,002) ✗	35,000
0118216. Vested Assets	-	-	41,402	41,402 ✓	41,402
0118982. Water Meters	-	-	624	624 ✓	2,500
Total Water Capital Expenditure	114,400	15,894	84,776	68,882 ✓	214,902

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statements
 For the period ended September 2014

	LYTD Actual	YTD Actual	YTD Budget		Full Year Budget
Fairlie Domain					
Fairlie Community Board					
Income					
Targeted Rates	993	(63)	(63)	- ✓	(248)
Other Income	(295)	-	576	(576) ✗	13,800
Total Income	698	(63)	513	(576) ✗	13,552
Expenses					
Employment Expenses	(4,965)	-	1,047	1,047 ✓	4,194
Administration Expenses	1,317	1,265	556	(709) ✗	953
Operational and Maintenance	620	1,213	2,414	1,201 ✓	8,797
Depreciation	-	1,563	1,563	- ✓	6,257
Total Expenses	(3,028)	4,041	5,580	1,539 ✓	20,201
Net Operating Surplus/(Deficit)	3,726	(4,104)	(5,067)	(2,115) ✓	(6,649)
Fairlie Investment Income					
Fairlie Community Board					
Income					
Targeted Rates	(401)	(399)	(399)	- ✓	(1,600)
Total Income	(401)	(399)	(399)	- ✓	(1,600)
Net Operating Surplus/(Deficit)	(401)	(399)	(399)	- ✓	(1,600)

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statements
 For the period ended September 2014

	LYTD Actual	YTD Actual	YTD Budget		Full Year Budget
Fairlie Stormwater					
Fairlie Community Board					
Income					
Targeted Rates	6,918	6,177	6,177	- ✓	24,706
Financial Contributions	-	-	-	- ✓	9,087
Internal Interest Income	15	125	166	(41) ✗	869
Total Income	6,933	6,302	6,343	(41) ✗	34,662
Expenses					
Administration Expenses	307	291	834	543 ✓	1,398
Operational and Maintenance	579	371	1,614	1,243 ✓	6,702
Depreciation	-	4,368	4,368	- ✓	17,475
Total Expenses	886	5,031	6,816	1,785 ✓	25,575
Net Operating Surplus/(Deficit)	6,046	1,272	(473)	(1,826) ✓	9,087

MACKENZIE DISTRICT COUNCIL
FAIRLIE COMMUNITY BOARD REPORT
Activity Statements
For the period ended September 2014

	LYTD Actual	YTD Actual	YTD Budget		Full Year Budget
Fairlie Township					
Fairlie Community Board					
Income					
Targeted Rates	36,222	43,836	43,836	- ✓	175,346
Internal Interest Income	-	119	-	119 ✓	-
Total Income	36,222	43,955	43,836	119 ✓	175,346
Expenses					
Administration Expenses	2,005	1,962	6,316	4,354 ✓	18,595
Operational and Maintenance	17,979	23,387	49,321	25,934 ✓	165,539
Internal interest Expense	-	-	454	454 ✓	1,800
Depreciation	-	2,103	2,103	- ✓	8,409
Total Expenses	19,985	27,451	58,194	30,743 ✓	194,343
Net Operating Surplus/(Deficit)	16,237	16,503	(14,358)	(30,624) ✓	(18,997)
Capital Expenditure					
Recreational Facilities					
0528965. Comm Asset - Public Amenities	-	80	-	(80) ✗	-
1228925. Plant and Equipment	-	-	5,001	5,001 ✓	20,000
1228940. Furniture & Fittings - Other	-	-	1,251	1,251 ✓	5,000
Total Recreational Facilities Capital Expenditure	-	80	6,252	6,172 ✓	25,000

MACKENZIE DISTRICT COUNCIL
COMMUNITY BOARD
Detailed Expenses Report
For the period ended September 2014

	LYTD September 2013	YTD Actual September 2014	YTD Budget September 2014	Variance	Full Year Budget June 2015
Fairlie Township					
Fairlie Community Board					
Expenses					
Administration Expenses					
0524455. Advertising	-	104	60	(44) ✗	244
0524485. Donations & Grants	52	-	3,972	3,972 ✓	15,883
0524615. Rates	1,953	1,857	2,224	367 ✓	2,224
0524618. Water Meter Remissions	-	-	60	60 ✓	244
Total Administration Expenses	2,005	1,962	6,316	4,354 ✓	18,595
Operational and Maintenance					
0525001. Materials Purchased	6	-	-	- ✓	-
0525020. Gardening	4,701	6,221	7,500	1,279 ✓	30,000
0525021. Contractors	303	625	2,499	1,874 ✓	10,000
05250221. Irrigation equip - maintenance	-	190	216	26 ✓	866
0525025. Lawn Mowing	1,524	3,670	7,125	3,455 ✓	28,505
0525027. Repairs & Maint Unplanned	651	736	144	(592) ✗	576
05250271. Repairs & maint - programmed	-	-	375	375 ✓	1,497
0525029. Tree Maintenance	1,091	994	1,059	65 ✓	4,235
0525035. Playground Maintenance	260	803	270	(533) ✗	1,084
0525042. Litter Bin Collection	4,477	3,859	6,249	2,390 ✓	25,000
0525210. Fairlie Walkway	-	-	2,646	2,646 ✓	10,588
0525213. Tree Surgery	-	-	501	501 ✓	2,000
0525603. Fairlie Township Projects	4,967	6,289	10,149	3,860 ✓	40,600
05256031. Fle Twnshp Prof - C Fwd Bud	-	-	10,588	10,588 ✓	10,588
Total Operational and Maintenance	17,979	23,387	49,321	25,934 ✓	165,539

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statements
 For the period ended September 2014

	LYTD Actual	YTD Actual	YTD Budget		Full Year Budget
Investment					
Fairlie Community Board					
Income					
Other Income	400	-	399	(399) ✗	1,600
Internal Income	-	-	(399)	399 ✓	(1,600)
Total Income	400	-	-	- ✓	-
Net Operating Surplus/(Deficit)	400	-	-	- ✓	-

MACKENZIE DISTRICT COUNCIL
FAIRLIE COMMUNITY BOARD REPORT
Activity Statements
For the period ended September 2014

	LYTD Actual	YTD Actual	YTD Budget		Full Year Budget
Mackenzie Community Centre					
Fairlie Community Board					
Income					
Targeted Rates	6,084	6,636	6,636	- ✓	26,545
Other Income	4,496	5,094	3,750	1,344 ✓	15,000
Internal Interest Income	51	124	129	(5) ✗	382
Total Income	10,630	11,854	10,515	1,339 ✓	41,927
Expenses					
Employment Expenses	(4,159)	372	1,805	1,433 ✓	6,505
Administration Expenses	3,014	2,884	2,579	(305) ✗	8,362
Operational and Maintenance	6,871	4,631	10,725	6,094 ✓	42,893
Depreciation	-	7,203	7,203	- ✓	28,811
Total Expenses	5,725	15,090	22,312	7,222 ✓	86,571
Net Operating Surplus/(Deficit)	4,905	(3,237)	(11,797)	(5,883) ✓	(44,644)

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statements
 For the period ended September 2014

	LYTD Actual	YTD Actual	YTD Budget		Full Year Budget
Strathconan Park					
Fairlie Community Board					
Income					
Targeted Rates	-	1,599	1,599	- ✓	6,400
Total Income	-	1,599	1,599	- ✓	6,400
Expenses					
Administration Expenses	5,616	5,887	5,400	(487) ✗	5,400
Operational and Maintenance	-	-	249	249 ✓	1,000
Total Expenses	5,616	5,887	5,649	(238) ✗	6,400
Net Operating Surplus/(Deficit)	(5,616)	(4,288)	(4,050)	238 ✗	-

MACKENZIE DISTRICT COUNCIL
FAIRLIE COMMUNITY BOARD REPORT
Activity Statements
For the period ended September 2014

	LYTD Actual	YTD Actual	YTD Budget		Full Year Budget
Strathconan Swimming Pool					
Fairlie Community Board					
Income					
Targeted Rates	9,333	10,881	10,881	- ✓	43,523
Other Income	-	-	-	- ✓	25,028
Internal Interest Income	-	-	536	(536) ✗	536
Total Income	9,333	10,881	11,417	(536) ✗	69,087
Expenses					
Employment Expenses	296	1,442	601	(841) ✗	37,892
Administration Expenses	2,134	2,465	2,396	(69) ✗	6,058
Operational and Maintenance	6,008	1,164	4,902	3,738 ✓	19,607
Internal interest Expense	211	234	183	(51) ✗	608
Depreciation	-	2,598	2,598	- ✓	10,400
Total Expenses	8,648	7,903	10,680	2,777 ✓	74,565
Net Operating Surplus/(Deficit)	685	2,978	737	(3,313) ✓	(5,478)

MACKENZIE DISTRICT COUNCIL

REPORT TO: FAIRLIE COMMUNITY BOARD
SUBJECT: MEETING SCHEDULE FOR 2015
MEETING DATE: NOVEMBER 24, 2015
REF: PAD 4
FROM: ARLENE GOSS, COMMITTEE CLERK

PURPOSE OF REPORT:

To advise the community board of the schedule of meetings for 2015.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the attached schedule of meetings be noted.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

Schedule of Fairlie Community Board Meeting Dates for 2015

(All meetings will be formally confirmed)

Meetings will be held at the Council Chambers, Fairlie, starting at 7.00pm.

Monday, February 2

Monday, March 16

Monday, April 13

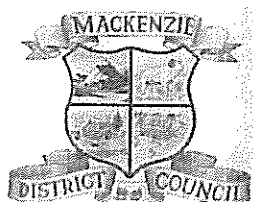
Monday, June 8

Monday, July 20

Monday, August 31

Monday, October 12

Monday, November 23



APPLICATION FOR GRANT

1. Name of Organisation/Individual:
Fairlie District Promotions Association Inc.
2. Address:
41- Para. Shack (Jill Allan)
77 Main St
Fairlie 7925
 Telephone: _____
 Fax: _____ } see contact details below
 Email: _____
3. Contact Person: Maria Prince or Christine Scrase
 Position: Chairperson Treasurer
 Phone: Business: (03) 685 6167 (03) 685 8926
 Phone: Home: 021 055 7961 021 078 9608
4. Please specify the legal status of your organization – trust/Incorporate Society/other.
Incorporated society
5. Is your organisation recognised as a non profit body by the Inland Revenue Department?
☒ Yes/No The group derives only exempt income (subscriptions) so is not required to file an Income Tax return.
6. Name of principal officers:
 Chairperson/President: Maria Prince
 Secretary: Jill Allan
 Treasurer: Christine Scrase

7. State your organisation's purpose and objectives: To promote the Fairlie district as a place to live, visit and do business in To promote community, business events. To support members through information sharing collaboration and promotional activities
8. How long has your organisation existed?
Incorporated 2006
9. Is your organisation responsible to or controlled by any other organisation/authority?
Please specify: No
10. What level of funding does your organisation request from the Mackenzie District Council?
Estimated maximum \$2,100
11. State the purpose for which the grant is requested:
To assist with the cost of the major redesign of the Fairlie tear off map that the group publishes and funds via member subscriptions. This year the publication is being extended to include much greater detail about activities available in Fairlie, surrounds
12. State the number whom you expect will benefit from the grant you are requesting:
Members: 44 (paid up) Others: wider community
13. Has your organization received a donation during the past five years?
Yes ☒ No ☐ The only external funds received is \$2000 from mid Canterbury Comm. Trust for planting Project

If yes, please detail how your most recent donation was used	Received from	Year	Amount of Donation
purchase plants for Kimbell-Fairlie track	Mid Canterbury Comm Trust	2013	\$2000
		TOTAL	

14. If your organisation is registered for GST, please supply your GST number:

N/A

unaudited

15. Please supply a copy of your latest unaudited financial statements.

but prepared by Chartered Accountant / Treasurer

DECLARATION

I hereby declare that the information supplied here on behalf of my organisation is correct:

Name: Christine Scrase

Position: Treasurer

Signature: C. Scrase

Date: 29/10/14

DRAFT INVOICE

Fairlie District Promotions Assn
 C/o Maria Prince
 11 Regent Street
 FAIRLIE 7925

Invoice Date
 31 Oct 2014

Invoice Number
 INV-0775

GST Number
 081-521-360

33 Sophia Street
 Timaru 7910

Ph: 03 684 6288

E: accounts@copyfast.co.nz

Due Date: 20 Nov 2014

Description	Quantity	Unit Price	Amount NZD
08, 10, 14, 15, 16, 20, 21 Oct, O/n Maria Prince, set up new tourist map (A2) & email proof***cons***	1.00	550.65	550.65
22 Oct, O/n Maria Prince, Print 10 A2 colour on heavy coated	1.00	82.61	82.61
22 Oct, O/n Maria Prince, Courier proofs to Fairlie	1.00	5.13	5.13
		Subtotal	638.39
		Total GST 15%	95.76
		Invoice Total NZD	734.15
		Total Net Payments NZD	0.00
		Amount Due NZD	734.15

31 Oct 2014 month end
 work in progress to achieve proof of concept
 Committee expects approx 2x amount of work
 yet to come
 say \$700 x 3 = \$2,100 total
before print costs

FAIRLIE DISTRICT PROMOTIONS ASSOCIATION INC
INCOME, EXPENDITURE, ASSETS & LIABILITIES STATEMENT
FINANCIAL YEAR FROM 1 APRIL 2013 TO 31 MARCH 2014

INCOME	Note	This Year	Last Year
	1	\$	\$
Interest		20	21
Cash Donation - Pinewood Motel		-	50
In Kind Donations - Fairlie Agile	3	360	360
Grants - Kimbell Track		-	2,000
Subscriptions - current year	9	350	3,930
Subscriptions - Special Offer	4	400	-
Tear Off Map Advertisers	5	400	-
Subscriptions - overdues paid	6	100	400
Total Income	2	1,630	6,761
EXPENSES			
Advertising & Promotion		108	849
Bank Fees		-	3
Room Hire		-	24
Postage/Stationary		70	116
Planting Project - Plants		2,018	-
End of Year Function		134	432
Website Management / Updates		-	-
Website Hosting / Management	3	360	360
Website Development		-	2,042
Printing Map & Brochures		2,258	-
Total Expenses		4,948	3,826
Surplus / (Deficit) Income over Expenditure		(3,317)	2,935
ASSETS			
Bank			
Opening Balance		8,082	5,147
Surplus / (Deficit) Income over Expenditure		(3,317)	2,935
Closing Balance	1	4,764	8,082
LIABILITIES			
		0	0
RESERVES / COMMITMENTS			
Website development		700	700
Branding		-	100
Map reprint	7	500	3,000
Planting project (Grant received)		-	2,000
Kimbell Track sign		500	500
Promotional Board (Town sign)		800	800
Administration		500	500
Reserve for future promotions	8	1,764	482
	1	4,764	8,082

Report to be read together with notes at page 2

FAIRLIE DISTRICT PROMOTIONS ASSOCIATION INC
INCOME, EXPENDITURE, ASSETS & LIABILITIES STATEMENT
FINANCIAL YEAR FROM 1 APRIL 2013 TO 31 MARCH 2014

Notes

- 1 This statement is prepared on a cash basis i.e. cash in and cash out during the year.
It is not audited
- 2 The reduced income for 2013/14 as compared with the previous year is because of the timing of the subscription request mailout.
- 3 Fairlie Agile does not charge for Website Hosting or Website Updates / Management.
In the Management Accounts these are shown as "expenses" and "in kind donations"
FDPA is grateful to Fairlie Agile for the work it does to maintain the association's website on an honorary basis
- 4 31.7.13 Special Offer - 8 new Members
- 5 Tear Off Map Advertisers, 4 paid up, 1 overdue
- 6 Late subscription for 2012/13
- 7 Contingency sum for map reprints
- 8 Committed to future promotional activities
- 9 The subscriptions for the year 1 April 2014 to 31 March 2015 are due 1 April 2014.

FAIRLIE DISTRICT PROMOTIONS ASSOCIATION INC
 FINANCIAL YEAR FROM 1 APRIL 2014 TO 31 MARCH 2015
 REPORT TO END SEPTEMBER 2014 (6 MONTHS)

	<i>Note</i>	<i>Budget</i> 31.3.15	<i>Actual</i> 31.9.14	<i>Actual</i> 31.3.14	<i>Actual</i> 31.3.13
INCOME		\$	\$	\$	\$
Interest	1	20	7	20	21
Cash Donation - Pinewood Motel		-	-	-	50
In Kind Donations - Fairlie Agile		360	-	360	360
Grants - Kimbell Track		-	-	-	2,000
Subscriptions - Base	2	2,500	2,050	50	3,930
Subscriptions - Advertising	3	2,600	2,290	700	-
Subscriptions - special offer		-	-	400	-
Subscriptions - overdue paid		-	100	100	400
Total Income		5,480	4,447 81%	1,630	6,761
EXPENSES					
Advertising & Promotion		500	87	108	849
Bank Fees		3	-	-	3
Room Hire		-	-	-	24
Postage/Stationary		100	112	70	116
Planting Project - Plants	4	300	-	2,018	-
End of Year & AGM Function		150	74	134	432
Town sign - Allandale Road	5	1,399	1,399	-	-
Website Hosting / Management		360	58	360	360
Website content development	6	1,200	-	-	2,042
Printing Tear Off Map	7	2,000	1,551	2,258	-
New activities project - printing budget	8	2,500	-	-	-
Total Expenses		8,512	3,280 39%	4,948	3,826
Surplus / (Deficit) Income over Expenditure		(3,032)	1,166	(3,317)	2,935
ASSETS		<i>Budget</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>
Bank		31.3.15	31.9.14	31.3.14	31.3.13
Opening Balance		4,765	4,765	8,082	5,147
Surplus / (Deficit) Income over Expenditure	9	(3,032)	1,166	(3,317)	2,935
unpresented cheque		-	200	-	-
Outstanding deposit		-	-50	-	-
Closing Balance		1,733	6,081	4,765	8,082
RESERVES / COMMITMENTS					
Website development	6	-	1,200	700	700
Branding		-	-	-	100
Printing of new map (November)	10	-	2,500	500	3,000
Planting project (Grant received)		-	-	-	2,000
Kimbell Track sign	11	-	500	500	500
Promotional Board (Town sign)		-	-	1,000	800
Signage Fairlie Healthcare wall	12	-	600	-	-
Signage Mt Michael	13	-	500	-	-
Administration		-	500	500	500
Funds available for promotional activities	10	-	281	1,565	482
		1,733	6,081	4,765	8,082

Report to be read together with notes at page 2

FAIRLIE DISTRICT PROMOTIONS ASSOCIATION INC
FINANCIAL YEAR FROM 1 APRIL 2014 TO 31 MARCH 2015
NOTES TO FINANCE REPORT TO END SEPTEMBER 2014 (6 MONTHS)

- 1 This statement is prepared on a cash basis i.e. cash in and cash out during the year.
It is not audited
- 2 Assumes 50 members pay \$50 Base Subscription \$2,500
Note: base subs not separated from advertising subs in previous years
As at 31.9.14 # paid up members is 44
- 3 Advertising subscriptions assumed to be comprised of:

Premium map advertisers	6	\$100	\$600	
Premium web advertisers	5	\$200	\$1,000	
Standard map advertisers	20	\$50	<u>\$1,000</u>	\$2,600
- 4 This budget won't be needed as Paul Mutton is donating additional planting needs
Therefore the \$300 can be diverted to the Mt Michael signage etc.
- 5 Actual cost already paid
- 6 20 hours website development - discounted rate, say \$60 per hour \$1,200
- 7 Printing budget was \$2,000 for early 2014 reprints - spent \$1551 so unspent balance applied to other budgets
The \$1551 spend translates to 3250 sheets
- 8 Budget for reprint of new map / activities publication in November 2014 is \$2500
- 9 Cash deficit funded by cash reserves
- 10 No funds are available for graphic design. Will need to apply for a grant (see below)
- 11 Budget for Kimbell Track signage
- 12 Budget to add signage on the blue wall of Fairlie Healthcare
- 13 Budget for reprint of Mt Michael sign

Funding of November reprint of Map / Activities publication			
Key points			
- This major revision will double the size of the tear off map			
- Expert graphic design assistance will be needed			
Projected cost of project			
		<i>Cost per sheet</i>	<i>Number of sheets</i>
Graphic Designer (31.1.0.13 WIP \$734.15) - note 14	\$2,100		
Mt Michael signage budget	\$500		
Printing budget	<u>\$2,500</u>	\$0.68	3,676
	\$5,100		
Funds available	\$3,000		
Shortfall	-\$2,100		

- 14 As at 31.10.14 the actual work in progress for Copyfast was \$734.15. This represents the cost of preliminary work to proof of concept stage. The Committee expects this stage of the work is approx 33% of total work, say \$2,100 graphic design work to end.