

Held at Cherry Park House, 160 Landing Road, Kerikeri
Monday 5 July 2021
Meeting opened at 13.30hrs

Chairmans Report: This was presented by Richard Lawty. (Full report Available on request). Despite the challenges experienced with Covid restrictions, Cherry Park House had returned to near normal activity and user numbers were encouraging. There have been problems with the lack of hot water following the theft of the califont . The committee has been in negotiations with FNDC in the hope of rectifying this matter. The process is ongoing. There had also been recurrent issues with the external key lock. The matter has been resolved since all main user groups are now key holders. The council is now charging Cherry Park House for the use of electricity. The committee has been considered appropriate allocation of funds in relation to this extra expense.

Communication with the Far North District Council remains challenging, creating difficulties with forward planning for the committee.

The chairman was pleased to report that the defibrillator is now in situ at the front of the building. Thanks were offered to all those who helped make this happen.

Motion that the Chairmans report be accepted - moved: Richard Lawty

- seconded: Jenny Hawkins

- carried

Treasurers Report: This was presented by Dale Sutherland, and circulated to the attendees. The report indicated that the accounts remained in a very healthy state.

Motion that the treasurers report be accepted

- moved: Dale Sutherland

- seconded: Brenda Welch

- carried

Review of Financial Statements: Dale Sutherland indicated that the financial statements had been reviewed by Dean Smith of Acura Accountants. Dale moved that Dean be approved as the reviewer for the following financial year

- moved: Dale Sutherland

- seconded: Jenny Hawkins

- carried

Booking Officers report: Presented by Penny Lawty, who reported that the new manual booking system was working well and overall bookings remained stable with daily bookings for most days (with the exception of some Sundays) and an average of 45 sessions per month booked.

Motion that the booking officers report be accepted

- moved: Penny Lawty

- seconded: Jenny Hawkins

- carried

Proposed Fees and Charges for use of Cherry Park House 2021/2022

Dale Sutherland proposed that there would no longer be a differential fee for casual users, and that the rates would be \$10 per 4 hour session for upstairs rooms, with a cap of \$20 per day, for all users. It was also proposed that the pottery group would pay \$50 per month for use of the basement pottery area. This amount takes account of the electricity costs of the kiln and will be reviewed in due course

Motion that the fee structure be accepted

- moved: Dale Sutherland

- seconded - Penny Lawty

- carried

Possible Constitutional Amendment to Quorum for AGM: Richard Lawty indicated that the previously suggested amendment to the quorum was no longer necessary due to the excellent turnout at this years AGM.

Election of New Committee: Jenny Hawkins, as returning officer reported 5 nominations had been received from the following persons-

Jenny Hawkins - secretary
Richard Lawty - chairperson
Penny Lawty - bookings officer
Dale Sutherland - treasurer
Carol de Ridder - member

In accordance with the constitution no vote was required and the above persons were elected.

The attendees were reminded that the opportunity to co-opt additional members if needed was available.

Motion that the nominations be elected

- moved: Jenny Hawkins
- seconded: Dale Sutherland
- carried

General Business:

Housekeeping - Attendees indicated that there had been times when the facilities were dirty or untidy when people arrived for a session. The committee acknowledged this problem and explained that cleaning regime had been increased to weekly rather than fortnightly following their last committee meeting. Hopefully there will now be a noticeable improvement and the committee encouraged feed back from user groups. The committee also wished to remind all users that it was the responsibility of each group to tidy up after themselves, to ensure the heat pumps were switched off and the building locked at the end of their session. It was suggested that there needed to be reminders on the doors to that effect.

Health and Safety - Concerns were raised about recent tripping incidents and falls on the entry steps and doorways, and the adequacy, or otherwise, of the recent small ramps installed on the doorways. The committee acknowledged these problems and would look into what improvements could be made. The committee reminded attendees that any major structural changes would need to be made by the council, and it was also noted that a handrail had been installed by the front steps.

One attendee stated that they found the entry through the garage door to be easier than the other entries. It was thought that this was worthy of further consideration.

Bookings - A question was raised about the possibility of a wall chart detailing all of the bookings at Cherry Park House being on display. The committee responded that there are too many occasional users and last minute changes to manage this effectively.

The Constitution - An attendee raised concerns about the adequacy of the current constitution and the potential possibility for a small group to be able to control the finances inappropriately. It was also pointed out that the committee may be exposing themselves to some personal liability. The committee acknowledged that there were possible problems but responded that a degree of trust was necessary in the running of such small enterprises. The concerns raised were accepted and the committee would continue to bare this in mind for the future. The Chairman stated that the Far North District Council had been promising to send legal advice, and that was still awaited. It was also pointed out from the floor that the government currently has a bill in parliament looking at the status of incorporated societies and any changes to constitutions now might need to be re-visited in the light of the final wording of the act.

Thanks - A representative from a user group wished to thank the committee for their work over the past year and this was greeted with applause from other attendees.

The chairperson gratefully acknowledged the number of attendees present at our AGM. He thanked the outgoing committee members and closed the meeting.

Meeting closed at 14.24