

PORT UNDERWOOD ASSOCIATION
32nd ANNUAL GENERAL MEETING 2025
MINUTES
2pm – 3pm Saturday 4th of January 2025

The 32nd Annual General Meeting of the Port Underwood Association (Inc) was held as a physical outdoor meeting at the Hakahaka Bay Domain.

Attendees

Wayne and Angela Boustridge, John Davison, Kirsty Vercoe, Graham and Alison Wise, Ken Roush, Rodger Fenwick, Greg Wensley, Jill Schwaass, George Platts, Wade Thompson, Paul Blaschke, Susan Rutherford, Wendy and David Watson, Alison Grey, Anne-Marie Strickland, Lex Hayward, Anne and Peter Gregory-Hunt, Alex and Saxon Gregory Hunt, Bernie and Trevor Veale, James and Suzanne Lambie, Lex and Sylvia Hayward

1. **Welcome by the Chairperson.** Meeting opened at 2:05 pm
2. **Apologies.**

David and Dianne McBryde, Tim and Victoria Freer, Doug and Rhona Levien, Grant and Carol Osborne, Domenic and Deborah Romano, Brian and Sue Denny, Jeremy and Annie Ward, Arch and Mary Still, Maxine and Trevor Roughan, Annie and Jeremy Ward, Martin Loach, Annabel and Greg Phillips, Anne and Wade Thompson, Rosemary and Mike Rutherford, Graham & Raewyn Gane, Lyn White and David Clough.

3. **Minutes of the 31st Annual General Meeting.**

Action Items:

- i. Accept the Minutes of the 31st AGM held on the 2nd of January 2024 as a true and accurate record. Proposed Peter Gregory Hunt, Seconded James Lambie - Passed
- ii. Matters Arising from the 31st AGM held on the 2nd of January 2024.

Action items from the 2024 AGM was for letters to be sent to the Police concerning a presence in the area over the holiday period and to the Council regarding road repairs.

Wayne Boustridge communicated with the Police and they expressed a willingness to be in Port. Police stated that there would be a patrol of the area over Christmas and New Year. Members did note that the patrol vehicle was seen.

A request was made to the Council and Marlborough Roads for a repair schedule for the roads following the storm in 2022/23. This was difficult to obtain but was eventually provided to Wayne Boustridge. The schedule, however, is difficult for a layperson to follow. It does, however, seem a comprehensive listing of repair actions that are due - but, repairs are scheduled to be made over an extended period. These are to be paid partly with a targeted rate on householders in the Port. This targeted rate will be a small amount in the early years but will increase over time.

4. To receive the President's Report.

2024 was a reasonably quiet year for the Committee and one that was perhaps dominated by the Marlborough District Council Long Term Plan and the process to establish the 'local share' of the Sounds roads repair funding.

As an Association, we didn't make a submission on any aspect the LTP. This was a conscious decision as I didn't believe we have the mandate to represent all members in a single stance on aspects of financial commitment to rates (increased by 13.6%) or the setting of the funding proportion for the local share of road repair. The views were simply too diverse.

We did have success to an initiative first raised by the committee back in 2020 for an interpretive sign panel to be established at the Port Underwood Road summit. At that time the bit was for \$15K was made via the MDC Small Township grant

This was initially declined by Council in 2021 for several reasons but reinvigorated in 2022 when we developed and presented an 'enhanced' vision to the MDC small township project manager on what the development of the Summit lookout could be like, and how this could enhance a specific area and capture our history and sights of significance for Marlborough and NZ.

I am pleased to say that after some COVID related delays and a significant amount of work and coordination by MDC small township project manager, a \$100K budget has been approved to develop the summit, in line with our vision, and work is due to commence on this in the first quarter of this year (will cover in General Business).

As a committee we also considered a request from the Sounds Restoration Trust for a financial contribution (\$5000) to enable the Sounds Restoration Trust to undertake plantings on Horahora Kakahu Island. This is as a follow-up to their previous weed and pine control undertaken with funding provided through a charitable trust. This application was declined as there was no financial contribution being made by the tangata whenua/mana whenua iwi - Rangitane o Wairau, Ngati Toa Rangatira and Ngati Rarua.

Our Remote Transfer Station (which includes the ability to receive domestic general waste) is still yet to have a location finalised despite the MDC announcement in May that they were hoping to have this in place and operating by xmas 2024. The good news is that the current recycling bins will remain until the RTS is built but the bad news is that there remains no local general waste option. The delay is in the identification and securing of a new site as the current recycling bin location has been assessed as not suitable.

Around mid-year, we were approached by a representative from Ngati Rarua who had been fortunate to secure Emergency Lock Boxes through Te Pūtahitanga o Te Waipounamu, funded by Te Puni Kōkiri.

As we have a published Emergency Readiness and Response Plan, Ngati Rarua had identified Port Underwood as a priority for the allocation via donation, of an Emergency Lock Box.

The conditions on the acceptance of this offer are that this is subject to:

1. An update of our Emergency Response Plan to accommodate the inclusion of all mana whenua contacts, and the acknowledgement of the introduction of this asset into the community for use in an emergency event.

2. PUA will be responsible for the on-going maintenance etc of the asset.

As a committee, we considered this offer and remain divided on the acceptance of the donation. I will raise this in General Business to gain your thoughts and direction on this.

I would like to take this opportunity to thank the committee members for working on your behalf. Like all such committees, the members are volunteers and while the demands this year have not been onerous, they each have stood to give time as and when required.

This year, John Davidson has made the call to step down from the Committee and his contribution deserves a special mention. John has been a member of the committee for over 12 years, and for most of that time as either Chairman or Treasurer / Secretary. These are the link pin roles of administration roles of this organisation and I for one have certainly valued his dedication to this committee on our behalf.

Sadly, I would like to also acknowledge the passing of Bryon Gleeson (Tom Cains Bay) in July this year. While not a committee member, Bryon has, for as long as I have been here, been actively involved with the association and over recent years took on our community watch/support function.

The acceptance of the President's Report was proposed by Lex Haywood. Angela Boustridge seconding – passed unanimously.

5. Financial Report.

The Treasurer's Report and Financial accounts are enclosed at the end of the meeting notes

The current balances are now \$5,445 in the cheque account and \$18,134 in the savings account. A total of \$23,579. The balance has increased due to the receipt of further subscriptions.

103 members are listed on the membership register. So far there are 65 members that have paid (or are life members), so there is a need to chase up those who have not yet renewed.

Action Item:

- i. Accept the adoption of the financial report.

Proposed by Graham Wise, seconded by Suzanne Lambie. Approved unanimously

6. Notices of Motion.

None

7. Election of Officers and Committee.

i. **Nominations received for those seeking election.**

Wayne Boustridge President
Kirsty Vercoe Committee and Secretary
Martin Loach Committee and Treasurer
Saxon Gregory Hunt Committee
Suzanne Lambie Committee

ii. **Existing Committee Members not seeking re-election.**

a. John Davison. Secretary/Treasurer

Action Item:

i. **Election of Officers and Committee.**

Those seeking nomination were all accepted by the meeting

8. General Matters.

Work on Summit Road and the Interpretive Panel – Wayne Boustridge handed around some plans/maps of the proposed works (attached). The objective is to create a viewing area. A concept plan for an Interpretive Panel has been provided to Council. The plan for the summit viewpoint is to landscape the area, provide parking spaces and picnic tables.

Transfer station – MDC preferred location has yet to be selected however, MDC have suggested that the that Oyster Bay Wharf Rd is the best location.

Donation offer of a lock box – This will contain a generator, power boards radios, Starlink, rechargeable batteries etc. The most pertinent issue regarding this is the need to maintain and service the items. The cost of this is unknown and there is also the question of who would be responsible for doing this. There is then the problem of where it would be located. The suggested best location was on wharf near the transfer station, but that would not be of use to those in the South of the Port or at the end of Tumbledown Bay Rd. It would seem to be a nice item to have, but did not seem practical, and the meeting decided to decline the offer of the lock box. As an alternative, the Secretary will circulate members to find what local resources (including defibrillators) are available and create a list of what people have to assist each other.

NZ Police wanted to be at the AGM to discuss general crime prevention and to hear if issues first hand, but time constraints prevented this. Angela Boustridge has spoken to the local constable. He requested that members should report anything untoward, even if it seems trivial. Crime prevention packs were made-up for distribution by the Picton Police. These were handed out.

James and Susan Lambie raised a request for funding to establish a predator control program There is a need for a base level of a program to enable the Association to apply for further funding. – A220 traps are required for possums and rats. These are self-setting and just needs to the battery

recharging every 6 months, and the lure replaced. The cost is approximately \$600 per trap. It was suggested ten traps to be obtained initially. Suzanne Lambie will check the traps monthly to ensure they are working correctly, and she will produce returns on how effective they are through Trap NZ. The vision is to get possum numbers reduced in whole coastal strip. The traps need to be 1.5 meters above ground to stop ground dwelling birds entering. An application was made for \$6,000 for the base level trapping program – This was approved unanimously.

Some old records of Association were passed on to Wayne Boustridge.

Alison Wise expressed the members' thanks for the committee's work.

AGM Closed at 3:10pm

Treasurer's Report 2024

It has been a quiet year for finances for the Association. \$2,756 was received in membership fees and donations. \$460-04 was received as interest. Expenses were limited to \$262-90 for AGM expenses.

As was mentioned at last year's AGM the \$222-10 in petty cash has been returned to the current account as cash is no longer used by the Association, all transactions being electronic. There has been an adjustment of 1 cent. This has been an anomaly in the accounts for several years and whilst efforts have been made to find the error, this has not been successful, and it is time to make the adjustment to make the accounts balance.

The Association has \$4,709-36 in the Cheque Account and \$18,112-28 in the Savings Account; a total of \$22,820-64. This is a healthy balance but would soon be dissipated if there was a dispute or appeal involving the Association (such as an appeal against a resource consent). It is recommended that the membership fee remains at \$20.

So far 51 members have renewed. 23 members renewed post 30 November, so their membership fees are not in the accounts. The balance of the current account has increased to \$5,203-36 due to the receipt of fees since 30 November.

The accounts are shown on the next page.

Accounts

Port Underwood Association Inc
PO Box 59 Blenheim 7240

Income Statement

	30/11/24	30/11/23
Income		
Subscriptions & donations	2,756.00	540.00
Interest	<u>460.04</u>	<u>414.59</u>
Expenses	3,216.04	954.59
Stationery, post ,printing		
Website		
AGM Expenses	262.90	129.95
Transfer Station		
Ad	<u>(0.01)</u>	
	<u>262.89</u>	<u>129.95</u>
Net Surplus	<u><u>2,953.15</u></u>	<u><u>824.64</u></u>

Balance Sheet

Assets

Cheque Account	4,708.36	1,730.26
Simples Saver	18,112.28	17,915.14
Petty Cash	<u> </u>	<u>222.10</u>
	22,820.64	19,867.50

Liabilities

	<u>-</u>	<u>-</u>
Total Assets	22,820.64	19,867.50

Statement of Capital

Brought forward	19,867.49	19,042.85
Surplus	<u>2,953.15</u>	<u>824.64</u>
Carried forward	22,820.64	19,867.49