



# KERIKERI SPORTS COMPLEX



Far North  
District Council  
*Te Kaunihara o Tai Tokerau Ki Te Raki*

Minutes of Board Meeting held

Monday, May 2, 2022 via zoom

**Meeting Opened** 6.20pm

**Chair:** Ange Barker

**Present:** Robert Groome, Graham Wilson, Ange Barker, Rachel Smith (FNDC Representative) and Marty Robinson (Community Member)

**Apologies:** Dot Dromgool

**Conflicts of Interest:** Nil

**Minutes:** Previously emailed. Accepted as a true and correct record of the meeting held on April 4, 2022

## **Matters Arising:**

1. KKNC – paper towel dispensers. KKNC have already purchased the dispensers and the paper towels. Brian Mather will install the dispensers and the KSC will pay for the towels going forward.
2. Cleaning Contract – the Co-ordinator advised she met and worked with Isla Robinson, a Year 11 student from KKHS on Sunday, May 1, 2022. (Refer to GB)
3. Rachel will follow up her contact with Gerry Buxton re the installation of the solar panels.

Rachel

**Graham/Marty**

**Passed**

## **Correspondence In:**

- Darren (FNDC) – carpark improvements (received)
- Waste Management – increase in fees (received)
- Gail Parlane – hireage review (referred to GB)

## **Correspondence Out:**

- Shelley Cooke (Cleaner) – thank you for her cleaning work in the past

**Financial Report:** Financial report of April 29, 2022 previously emailed.

## Accounts approved for payment:-

\$1,150.00 BDO – financial statement EOY **2021**  
 \$ 161.00 FNDC – renewal of Annual Club Liquor Licence

**Marty/Ange**

**Passed**

## General Business:

1. Co-ordinator's Contract:  
This has been renewed for another 12 month period at \$30 per hour and expires on May 31, 2023.
2. Darren (FNDC) – carpark improvement update (11/4/22):  
Darren will ask the PM to touch base when the contractors are about to commence work to see where the Board is at with regards to the playground and the road widening. Darren is finalising the scope for the project and will be passing this onto the delivery team. If the Board hasn't heard anything by October, please contact Darren for an update.
3. Waste Management cost increases:  
Waste Management advise as of May 16, 2022 there will be an increase in price for services which include transport and on July 1, there will be a further adjustment due to the Government's Waste Levy which is increasing by \$10 per tonne + GST, and rising costs associated with the Emissions Trading Scheme.

Marty asked for more clarification on this. The Co-ordinator will follow this up.

Co-ordinator

4. Kerikeri Patchwork & Quilters Club hireage enquiry:  
The Kerikeri Patchwork & Quilters Club are interested in hiring the complex from midday Friday, October 21 up to and including Monday, October 24, 2022 (Labour Weekend) for their annual exhibition. The proceeds, after costs, are donated to a local community organisation. In 2021 the proceeds were donated to St John. The Club will charge an entry fee and exhibitors will be open for trading.

The Board would like to offer the Complex facilities for \$100 per day (inclusive gst) and \$50 for part thereof (inclusive gst) together with a \$200 refundable bond. The Board would like to donate the hireage fee of \$350 to the organisation chosen by the Kerikeri Quilters Club.

Co-ordinator

5. Cleaning Contract update:  
Isla Robinson, a Year 11 student from Kerikeri High School, worked alongside Raewyn on Sunday, May 1<sup>st</sup> and is keen to clean each Sunday during the winter code sports season. Isla and Raewyn be paid \$30 per hour each inclusive of gst. It is expected the cleaning will take no more than four hours. The Co-ordinator will prepare a contract for Isla.

Co-ordinator

6. Gail Parlane – hireage review:  
Gail has found the increase in the hireage fee effective April 1, 2021 from \$17.50 per hour plus gst to \$30 per hour inclusive gst, together with the increase in fuel costs and fluctuating number of attendees as a result of Covid, she may no longer be able to continue classes due to the overheads. Gail asked if the Board would favourably consider a reduction in the hourly hireage fee or a reduction in the hours charged. Gail is currently charged from 9.30-11.30. Her classes begin at 10am.

The Members discussed Gail's loyalty over the past six years, the Complex's operating costs, the continual increase in the cost of services provided by outside companies and the need to remain fair and consistent with other hirers. Dot wandered about Gail applying to the Rural Travel Fund (FNDC) but this is only eligible to children aged between 5-19.

Members agreed effective from May 4, 2022, they would charge Gail for the duration of her 'teaching' only being 10.00am to 11.30am at \$30 per hour inclusive of gst.

Co-ordinator

8. Playground Report:

Ange advised Shapeshifter Earthworks have cleared the site. A meeting with Healthy Families is scheduled for Wednesday night and they will undertake a survey at the Complex grounds on Saturday regarding the use of the playground facility. Ange has also been in touch with Kipa who is keen to join the journey and support the group to make links with other areas.

Rachel offered mulch from the new sports complex development but transport would need to be organised.

Rachel will contact Ann Court about the concrete cricket pitches.

Rachel

**Meeting Closed 6.40pm**

**The next meeting is Monday, June 13, 2022, 6.00 pm. (Monday, June 6, 2022 is Queen's Birthday)**

**Signed as a true and correct record:**

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**Ange Barker,  
Chairperson.**

**Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2022:**