

MINUTES of the committee Meeting held on Monday 10th February 2025, at 7.05 pm.

PRESENT: Neville Jamieson, Ian Farrant, Angela Morey, Richard Seeger, Bob Jones, Fran Farrant, Matt West, Stuart Howard, Monique Askew, Robert Watson.

APOLOGIES: Eric Muir, Wallace Bremner (by text message)

MINUTES OF THE PREVIOUS MEETING:

The minutes for the meeting held on 10th December 2024, having been distributed, were taken as read.

Motion: That the minutes of 10th December 2024 be approved. Passed unanimously.

Moved: Ian Farrant Seconded: Neville Jamieson

FINANCIAL & ADMINISTRATION REPORT:

Fran presented the accounts to 31 January 2025 and talked through the comments on the report, noting that there was still an issue with the credit card feed coming into Xero – needs a visit to the bank.

Motion: That the Financial Accounts as at 31st January 2025 be approved. Passed unanimously.

Moved: Angela Morey Seconded: Neville Jamieson

The dissatisfaction with the service and charge from Fire Protection for the relocation of two alarms and installation of an additional alarm in the new rear hall toilets was discussed. It was agreed to settle the invoice with the time reduction offered.

CONFLICTS OF INTEREST: None

CO-OPTION OF COMMITTEE MEMBERS

A recommendation to co-opt Andy Gaul and Angela Christy to the committee, having been circulated by email, was discussed, noting that this would introduce further skills and depth to the management of the society.

Ian raised the motion to co-opt Andy Gaul and Angela Christy which was passed unanimously.

HEALTH & SAFETY

Deirdre Rolston has been contacted to request her expertise to update our Health & Safety Plan and review the Health and Safety Statement. It has been two years since our last review – Ian to progress.

MARKETING & EVENTS

The Proposed Marketing & Events schedule previously distributed was discussed and lead people gave an overview of the concept and the status to date.

Priority 1 Events:

- Franklin's Got Talent (circa August) – Monique has emailed the contacts supplied by Logan Soole – waiting to hear back so more to report next month.
- Community Response Event (TBC) – Ian discussed the concept of bringing the Buckland community, and businesses together to talk through the Community Response and Community Emergency Hub concept. It is envisaged to invite both Waikato and Auckland emergency management representatives as well as

Franklin Board members, the Pukekohe Sustainability Group, and Tuakau and Pokeno Community Response Group representatives. Work in progress.

Ian and Matt West are attending workshops run by Auckland Emergency Management (29th March) and HAPVRA (11th February) which will give a greater understanding of the whole operation in relation to integration with the wider groups.

- The Great Brick Competition (25th May) – Fran reported that we need to find a sponsor as Callander Construction are not able to support this year. Fran has emailed G J Gardner Homes.
- ANZAC Day (25 April) – Neville to again organize – traffic management will need to be worked through (Logan Soole & Alan Cole plus Wayne Paxton). Speaker – we have had a wonderful speaker for two years and it was proposed that it was probably good to have a change. A military person would be ideal. Angela offered Neville her help to organise. Neville to progress. We now have our own sound system and microphone, a bugler, Andrew Bayley will do PM speech plus Logan Soole.
- Quiz Night – Matt West has prepared one for St Patricks' Church and could repeat at Buckland Hall. Late March would be good timing. Have kitchen operating. Team numbers have a maximum number. Potential theme also an idea.
- Toys/Clothes sale – Proposed for Saturday when no bookings – BYO table @ \$10 per table. Clothes are hard to sell. With BYO people will be responsible for bringing and taking away unsold items. Beginning of March timing.
- Halloween disco (Friday 31 October) – use both halls with bouncy castle in rear hall.
- Christmas/Craft Fair – Christmas on Green now 29th November so we will schedule 6th December. Separate craft fair to a weekend before under consideration.
- Buckland's Best Baker – Matt thought it could be a separate annual event with a theme e.g., cupcakes – make 7 (6 packaged for sale). Sept/Oct potential timeframe.

Priority 2 Events:

- Drop ins – happens in Pokeno – Angela to investigate further.
- Presentations/Demonstrations – call on the community to provide a couple of hours to infill days with no bookings with something people may like to attend and learn a new skill – cooking, scrapbooking etc.
- Andre Vegas corporate magic show – need to understand if there is sufficient interest to cover costs plus, we would need to supply a platter or something.
- Taskmaster – Matt West idea – takes more work – committee had not seen - Matt recommended watching. Random tasks which need development. To be progressed for consideration in 2026.
- Great Sewing Competition – need a major sponsor for this to happen – Fran to contact Spotlight.
- St Patricks' Day 2026 – Angela – need to find reasonably priced entertainment.
- Wearable Art & Matariki to be progressed for 2026.

External Hire & Events & Regular Hires - External hire is soft (as with other halls), but we have strengthened our regular hire. Stageantics regular classes are not happening, but Emma wants to launch a new Mother/Baby/Toddler singing/music class on Monday morning. She also wants to do a couple of productions at the hall.

Nostalgic Promotion - was released in January and the family featured in the promo have booked an event in April.

Meeting the \$11000 budget is probably not going to be achieved, possibly \$6,000. Regular hirers are on track.

COMMUNITY ENGAGEMENT

Fran circulated graphs which reflect the statistics submitted to the Council where we have now reached an overlap between 2023-2024 and 2024-2025. This shows how the numbers have dropped, in particular, for table tennis. An analysis of the social media and MailChimp newsletter subscribers shows a reasonable growth path.

STAGE PRODUCTION PROJECT

An additional \$3,000 has been received from BlueSky, which will contribute to the sound project which was approved at the last meeting. Neville asked how the new sound system would go with the hall acoustics. Ian explained that it is the same or similar sound system as used by 8Count Dance and Stageantics (who did not use facial fitted microphones). Monique said they had speakers facing forward in the front hall and a third facing backwards in the rear hall and had no problems. Ian said this had been considered in the design being installed. The rear hall speakers are currently excluded as this was \$3,000+ additional cost. The cost of hiring technicians was discussed (\$5-\$6K) and therefore it is important to be able to run your own sound and lighting. The systems being custom designed for us by Creative Ambiance are very flexible, basic use or more user defined. This was a major reason Creative Ambiance was chosen as the preferred supplier.

Lighting – Fran to follow up with Ray White about a potential financial contribution.

The proposal to proceed with the installation of the sound was re-confirmed unanimously.

MAINTENANCE & IMPROVEMENTS

Ian had pre-circulated the Maintenance & Improvements 2025 Schedule which was tabled for discussion.

Ian stated that what has been achieved since we re-opened has been incredible and thanked everyone for their hard work and contribution.

The focus now is on consolidation and completing outstanding work as shown in the schedule.

Following a review of the priorities the following action was agreed:

- Façade / Ladies Toilet - Toilets to be de-commissioned (Disabled & Men's available and rear toilets if necessary) / Ian (with Richard's and Bob's help) to remove the lining in the toilets and get information of what is underneath to be communicated to Andy Gaul / EQUSTRUC. The work can then be planned and undertaken by Eric or Richard and can be signed off, as appropriate.
- Painting – needs to be completed in a number of areas and front of hall for new sign – Monique said she would help paint.
- Container Decking - needs to be completed - Ian.
- Toilet outside wall - Richard has iron at home to make weather tight.
- Water blasting - Stuart & Ian to do on Saturday.
- Front/New Sign - Eric to undertake repairs to facings, as needed so new sign can be erected.
- Parapet and Canopy – connection of steel restraints. Talk to Andy Gaul.
- Security cameras - installation of camera/s at the front has been discussed – we have issues with people parking for unknown activities at any time of day and rubbish being left. Wi-Fi is no longer a recommended option as it can be blocked. Hard wired systems are now recommended. The cost is potentially \$4,000 to \$5,000 for two cameras in the front and two others. Richard said it is money well spent as it is security. The idea of doing something with the Police did not come to fruition. Cameras will also be positive from our insurance cover perspective.

FUNDING – STRATEGIC GRANTS

Ian updated the status with Grassroots, BlueSky and Four Winds. Members were asked if they had any contact with organisations/businesses who would like to sponsor the hall. Out of six applications four have been successful to some degree. Completion reports for Cyclone Gabrielle and Four Winds have been completed.

COMMUNITY WORKSHOP MARCH (Strategic and Community Response Plans)

Ian would like to dedicate committee time to formally reviewing the Strategic/Operational Plan and Emergency Community Response Draft Plans. He is currently reviewing both and will circulate before the March Meeting. After discussion it was agreed that the March meeting start at 6.00 pm (pizzas provided) to facilitate consideration. Monique raised the action plan for the community hub operation. Ian advised that both the Community Response and Community Emergency Hub Plans are still a work in progress, in draft form. Attending the upcoming seminars will help inform further. Online available information is confusing, and it is only now that clarity is evolving. The workshop will communicate, formalize, fine tune and agree the further development of the Draft Plans.

GENERAL BUSINESS

CONSTITUTION

The deadline for registration under the 2022 Act is 2026. Whilst our Constitution was recently updated there will be some fine tuning required to comply. The delay in registration under the new Act was to enable clarity regarding the need to become a Charitable organization.

Historically it was thought that more funding opportunities would be available as a charity. This does not appear to be the case. Financial compliance is also more complex for a charity and the constitution would require additional changes.

After discussion, the following motion was agreed. That:

- i. No change to the Incorporated status of the Society at present
- ii. Re-register under the 2022 Incorporated Societies Act, the Revised Constitution to be presented to the AGM to be held in May 2025 for approval – Bob to progress.
- iii. Passed unanimously.

Moved: Ian Farrant

Seconded: Stuart Howard

BUCKLAND SCHOOL

The committee again expressed disappointment that the school board had chosen not to come back to Buckland Hall. With new committee members and changes in the school board of trustees, it was agreed that we would make progress by inviting the full board and the committee to meet to discuss.

WINDOW REPAIRS

Neville is getting quotes for replacing putty in the windows so that they can be painted. A quote from Glassways has already been received.

RAIL OUTSIDE REAR HALL

This has now been installed and is wonderful – Angela to write a letter to thank Wallace.

There being no further business the meeting was declared closed at 8.27 pm

2025 MEETING DATES:

Monday 17 March (start at 6.00 pm to review Strategic Plan Draft and Community Plan Drafts– pizzas provided). NOTE: an hour early

Monday 7 April / Monday 19 May (INCLUDING AGM) / Monday 9 June / Monday 7 July / Monday 11 August

Monday 8 September / Monday 6 October / Monday 10 November / Monday 15 December