

## THE BUCKLAND COMMUNITY CENTRE INCORPORATED

MINUTES of the committee Meeting held on Monday 17<sup>th</sup> March 2025, at 7.00 pm.

PRESENT: Neville Jamieson, Ian Farrant, Richard Seeger, Bob Jones, Fran Farrant, Angela Christy & Eric Muir

APOLOGIES: Angela Morey, Stuart Howard, Wallace Bremner, Andy Gaul, Matt West & Monique Askew

IN ATTENDANCE: Mark Brown – Solutions Architecture Limited

Ian welcomed Mark Brown to the meeting. Mark undertook a presentation to the meeting on a proposed working relationship to provide architectural services in relation to the seismic assessment report, associated retrofit work and the enhancement and development of Buckland Hall.

It was agreed to ratify at the next meeting to be held on 7<sup>th</sup> April 2025.

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The committee meeting was suspended at 7.30 pm to facilitate a meeting of residents and Council representative Andy Baker in relation to the Pukekohe Park Development.

The committee meeting re-convened at 8.03 pm

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MINUTES OF THE PREVIOUS MEETING: The minutes for the meeting held on 10th December 2024, having been distributed with the agenda, were taken as read.

Matters Arising: There were no matters arising.

Motion: That the minutes of 10<sup>th</sup> February 2025 be approved. Passed unanimously.

Moved: Ian Farrant                      Seconded: Neville Jamieson

### FINANCIAL & ADMINISTRATION REPORT:

The Financial Statements as of 28<sup>th</sup> February 2025, having been distributed, were taken as read, with a brief discussion.

Motion: That the Financial Accounts as of 28<sup>th</sup> February 2025 be approved. Passed unanimously.

Moved: Richard Seeger                      Seconded: Eric Muir

CONFLICTS OF INTEREST: None

### HEALTH & SAFETY – Approval of Policy 2025:

It was reported that Deirdre Rolston has undertaken a review of our Health and Safety Risk Assessment and Policy Statement. The meeting re-affirmed/approved the signing of the Health & Safety Policy. Appendix I.

### MARKETING & EVENTS:

Bookings Update - Fran stated that the shortfall in one-off-hire had improved and now looked around \$2,500 compared to the previous prediction of \$5,000. Regular hirer income remains on track.

Toy Sale – 38 people booked, and \$386 net was raised. Lots of people wanting to sell but after the initial surge it was quiet with buyers. Sausage sizzle, chips, biscuits, and special coffees generated \$141 profit. Participants asked for another event – schedule pre-Christmas – October?

Quiz Night – everyone had received Matt’s email update. Richard, Angela & Fran to distribute 100 more flyers.

The Brick Competition – 24 entries to date which is great. Still over two months to go.

Franklin’s Got Talent (proposed 6<sup>th</sup> Sept subject to funding) – funding application for \$6,000 has been lodged with AC Creative NZ.

STAGE PRODUCTION PROJECT:

Progress update on the sound installation to date and demonstration. A further \$2,000 has been received towards lighting from Four Winds Foundation.

MAINTENANCE & IMPROVEMENTS:

Neville had received a quote from a community business, HardStaff Glass, to re-putty the north facing hall windows. This quotation was unanimously accepted.

FUNDING – STRATEGIC GRANTS:

Local Preparedness Fund, distributed prior to the meeting. It was agreed to proceed with an Expression of Interest.

COMMUNITY RESPONSE – UPCOMING MEETINGS

- i. HAPVRA Community Resilience Workshop Pt2 – 27<sup>th</sup> Mar 25 (first workshop attended on 25<sup>th</sup> Feb 25)
- ii. Community Civil Defence Emergency Management Forum – 29<sup>th</sup> Mar 25

The Community Emergency Hub DRAFT, distributed on 11<sup>th</sup> March 2025 | Community Response Plan was covered briefly at the commencement of the meeting, and it was agreed that the committee was comfortable with the content and direction. It was acknowledged that the Plan was a “working document”.

GENERAL BUSINESS

There being no further business the meeting was declared closed at 8.38 pm

**2025 MEETING DATES Update:**

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

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

The August and December meeting dates are to be confirmed on 7<sup>th</sup> April meeting.