

MINUTES of the Committee Meeting held on Monday 10th November 2025, at 7.10 pm.

PRESENT: Ian Farrant, Monique Askew, Neville Jamieson, Richard Seeger, Wallace Bremner, Fran Farrant, Angela Christy, Angela Morey, Stuart Howard and Andy Gaul.

APOLOGIES: Matt West, Bob Jones, Robert Watson.

1. MINUTES OF THE PREVIOUS MEETING: The minutes for the meeting held on 8th September 2025, having been distributed, were taken as read.

Matters Arising:

Rabobank application was declined. There were no other matters arising.

Motion: That the minutes of the meeting held on 8th September 2025 be approved – passed unanimously

Moved: Ian Farrant Seconded: Angela Christy

2. FINANCIAL & ADMINISTRATION REPORT:

Financial Reports for October 2025

Fran gave a general overview of the October Financial results, referring to the notes on the financial statements including the following highlights:

- a) Insurance claim for container fire – some minor additional items need to be added. The assessor is comfortable with the claim. Stuart was thanked for arranging the pick-up and change-out of the containers.
- b) Both utilities costs were higher.
- c) Council grant for 2025/26 has been confirmed - \$10,691 operational and \$5,000 insurance contribution. Agreements were executed under delegated authority.
- d) Annual insurance has been renewed for October 25 – October 26, with contents cover being increased to \$120k and Business Interruption cover included. There was a discussion regarding Statutory Liability. Whilst it was acknowledged that our risk was low, given our procedures, unanimous approval was given for \$1,000,000 cover – Premium \$245 + GST (not budgeted).
- e) Franklin's Got Talent contributed \$2,140. Community Arts Funding of \$2,000 has been received for 2026.
- f) The cost of the rear hall sound system was approved by Auckland Council to be included in the Community Response EXPO grant. This work was completed prior to the EXPO.

Air Conditioning Unit

There was a robust discussion regarding the replacement of the main hall air conditioning unit. It was agreed to undertake more investigation.

Motion: That the Financial Reports as at 31st October 2025 be approved – passed unanimously.

Moved: Andy Gaul Seconded: Neville Jamieson

DECLARATION OF CONFLICTS OF INTEREST:

There were no conflicts of interest to declare.

HEALTH & SAFETY:

Reference was made to the incident outside the Hall on Friday, 7th November 2025 with a member of a group hiring the Hall. This is an obligation of the hirer; however, it is an opportunity to undertake a review of Policy and Responsibilities for Safety and incidents.

The meeting was informed that we were contacted within minutes of the incident and were able to provide NZ Police with video footage of the incident. It is worth noting that this is the third time that the cameras have been used to provide evidence of an incident.

After discussion it was agreed that we would review our policy and procedures and ensure that our Terms and Conditions are aligned. Reference paper "Incident Involving Injury – Friday, 7th November 2025."

SECURITY CAMERAS:

The meeting ratified the CCTV Policy as posted on the Buckland Hall website.

The meeting was informed of communication with a member of the community questioning privacy issues regarding the adjoining public road. This matter has been concluded.

ARCHITECT:

Andy spoke briefly to the Updated Concept Plans and the Sketch Plans Received for review November 2025 (including Bob Jones comments – 6th November 2025) with a general discussion following.

It was confirmed that the Concept Plans were derived from the Architectural Brief – Initial Scope Discussion document dated 8th June 2025, with some surprises and architectural imagination.

There was consensus that the concept plans were an exciting milestone but there was still work to do. It is a great first stage.

The potential changes to the Earthquake regulations were noted with the impact not fully known at this time.

It was agreed that:

- a) the committee members would come back with feedback. To facilitate this a MailChimp Survey was distributed after the meeting.
- b) Once received the sub-committee to review and report back

The timeframe is to have a refined concept for inclusion in Foundation North: Community Building Projects funding by April 2026.

COMMUNITY RESPONSE:

Ian provided a verbal report on activities.

EXPO – Feedback received from participants and the MailChimp survey confirm that the event was a success with it being reported back that those who attended were engaged, interested and that it was pleasing to see the family involvement. The training session held on the Thursday prior was well attended with excellent feedback.

Thanks to all who contributed to the day.

The Accountability Report to council is due by the end of December.

MARKETING AND EVENTS 2025:

Franklin's Got Talent – Fran gave a debrief. There were lessons learnt which will inform the 2026 event. Overall, it was a success.

Halloween – went well with good attendance, although somewhat down on the previous year. There was investment in resources which will be available for future years. This is a community event and we effectively broke even.

Quiz Night – team numbers were down on the previous event, but it was still a very successful event and a great fun night. Thanks go to Matt for his organization.

Toy Sale – made a modest surplus.

Christmas at Buckland Hall – online ticket sales have just been released with incentive to pre-purchase. Some major changes to settings because of the container fire and replacement of resources. Stuart to provide a trailer for the external stage. The paddock next door has been secured for event parking. Richard was thanked for putting the signs up. Fran reinforced the need for help on 6th Dec.

MAINTENANCE AND IMPROVEMENTS 2025

There was a general discussion covering repairs to the cameras installed in the front of the hall (including potential replacement and installing an additional unit to the south side), Store 5 lining, the parapet and canopy painting and installing new signage and minor repairs to iron cladding on the southern side outside the rear toilets.

It was acknowledged that, with other commitments, there was no pressure to complete prior to Christmas.

GENERAL BUSINESS

Rat Traps and Bait – Richard undertook to pick up.

There being no further business, Ian thanked everyone for their attendance and the meeting was declared closed at 8.57 pm

2025 MEETING DATES: Monday 8th December