

MINUTES of the committee Meeting held on Monday 8th September 2025, at 7.08 pm.

PRESENT: Ian Farrant, Bob Jones, Richard Seeger, Fran Farrant, Angela Christy, Angela Morey, Stuart Howard and Andy Gaul.

APOLOGIES: Monique Askew & Matt West

1. MINUTES OF THE PREVIOUS MEETING: The minutes for the meeting held on 11th August 2025, having been distributed late due to Franklin's Got Talent were given additional time to read.

Matters Arising: There were no matters arising.

Motion: That the minutes of 8th September 2025 be approved. Passed unanimously.

Moved: Fran Farrant Seconded: Richard Seeger

2. FINANCIAL & ADMINISTRATION REPORT:

Financial Reports for August

Fran gave a general overview of the August Financial results, referring to the notes on the financial statements.

Xero subscription – now that the hall has more financial transactions, the higher level of subscription allowing more invoicing and bill processing to be achieved.

Franklin's Got Talent

- a. A very successful first event – some fine tuning for the next one.
- b. Great feedback – Angela said it exceeded her expectations; the décor was amazing, and it was as good as anything on TV! The meeting discussed lots of wonderful things about the event.
- c. All 180 tickets were sold.
- d. A huge thank you to Fran backed up by Monique and Angela for the intense level of work that it took to pull off the event. The hall's reputation with the community has increased immensely.
- e. Accounts are not finalised at this early stage, but we will be down because as previously discussed, the Local Board Arts Grant which we had budgeted to receive was not forthcoming for the 2025 event but funding for 2026 is likely providing the event (or well underway) is held prior to the end of June 2026. June is possibly a good time in any case. Funding from Four Winds, Blue Sky and a private funder (the backup options) were also not forthcoming.
- f. The need for a separate kitchen/bar/servery in the front hall was stressed by FGT.

Insurance

Due on 4th October – contents insurance will be increased by \$60K to \$100K. Building insurance cover to remain the same. Final details to be reported next month.

Air Conditioning

Three boards have failed on one unit in front hall. Recommend that all four are replaced. Perfect Air quoted repair at \$4078 incl or install a new unit at \$4713 Incl. A discussion followed and it was decided that an independent opinion is sought. Concern was raised that it would look different and there would need to be two remotes. Daikon versus Fujitsu was discussed. Ian to follow up with Matt West.

Motion: That the Financial Accounts as of 31st August 2025 be approved. Passed unanimously.

Moved: Andy Gaul Seconded: Neville Jamieson

3. DECLARATION OF INTEREST –

The chairperson's son Andy (Taurus Films) filmed Franklin's Got Talent (\$600) and will be covering the Community Emergency Expo (\$2K-\$2.5K). These rates are well below commercial rates. As he works for Auckland Council and the Expo is funded by the Council a declaration of interest has been lodged with the council.

4. ARCHITECT

Andy shared that Mark is working on the modeling and getting the sketch plans ready for the October meeting.

Ian stated that Franklin's Got Talent highlighted the benefit that a bar/serverly would provide, plus with increased hall usage having front hall storage, particularly for table tennis, would make a huge difference. The removal of the side seating would provide greater width for audience seating which would increase capacity and ticket sale income.

5. COMMUNITY RESPONSE

- a. We (HAPVRA and Buckland) had a meeting with Auckland Emergency Management regarding emergency communications which was very positive and informative. We are asking for a capacity assessment for the whole of Franklin, Tuakau & Pokeno for emergency coverage. FIRST72 have a very good system which is working down in the Hawkes Bay. We are looking at the bottom level for our hub but there is still indecision about the best system to use to get a good community wide solution.
- b. Ian has withdrawn from Pukekohe Resilience committee, but not our community emergency hub association. Angela C and Ian attended a hub meeting in August. Angela reported on the meeting and feels that what is happening with our contacts is far more cohesive and very positive.
- c. A Training Seminar will be held at the hall on 2nd October in conjunction with the EXPO. It is funded from the EXPO budget and is open to all the response groups and hubs within Franklin and other invited groups to share ideas and progress. The committee is also encouraged to attend.
- d. The EXPO is now the focus, and we need everyone who is not out of the country to be involved. As well as Saturday 4th, there will be setting up to do on Thursday & Friday 2nd & 3rd.
- e. Digital flyers have gone out via Mailchimp, social media, website & the LCD screen.
- f. We have met with Auckland and Waikato Emergency Management, and they will be present at the EXPO.
- g. There are \$1,000s of prizes – grab bags, power stations and first aid kits.
- h. A major sponsor behind one of the exhibitors will be announced at the EXPO who have sponsored product for the EXPO.
- i. People are very excited about being part of the event. Many need volunteers and are hoping to recruit at the EXPO. It is the biggest event of its kind in South Auckland.
- j. Ian then talked through the EXPO layout both inside and outside the hall. There will be a passport to journey around the expo answering questions (engage with exhibitors) to win prizes and receive free food.
- k. Deirdre Rolston is generously doing the health and safety analysis & plan.
- l. Bob raised the issue that some people are unaware of what is happening at the hall. Marketing included mail drops to the local community, social media, flyers provided to network groups, Franklin Times article, participant marketing and communications with schools etc. It is hard to reach people who are not digitally capable as this is the best use of time and most cost effective way of marketing. Maildrops rely on people doing the drop, plus design and printing time and costs.

6. MARKETING & EVENTS 2025

- a. Fran shared the latest social media and database registrations which have increased significantly because of the events which have been held.
- b. Clement Martial Arts will not be continuing in Term 4.
- c. Kids Beat are now using the hall on a Friday for kids' drumming lessons.
- d. Franklin's Got Talent (feedback included under Item 2).
- e. Quiz Night 17th October
- f. Halloween 31st October
- g. Toy Sale 8th November – bookings already being received
- h. Christmas at Buckland Hall 6th December – Craft Fair tables sold out (previous attendees)

7. MAINTENANCE & IMPROVEMENTS

Richard has done a brilliant job finishing off the work in the lady's toilet, particularly giving his other commitments. Thanks also to Stuart and Monique for all their fantastic work filling, sanding & painting. Richard is going to line storage area 5 when time permits. A huge thank you to all.

Wallace has got the EPOD roof plans well underway with Richard. Roof planned to be completed by the EXPO on 4th October, but the solar panels can be fitted later. If Ian's help in picking up anything or coming and helping just let him know.

Parapet & canopy – the weather for the next two weeks is dreadful, so nothing is going to happen, plus everyone else is very busy.

8. GENERAL BUSINESS

Rabobank application – Bob said we will know on 24th September. Fran to provide Bob with the expo website link to forward to Rabobank.

Neville raised using social media and newsletters to get volunteers. Fran said this was already happening by personally asking those who are now affiliated through events and classes to help e.g. the voting helpers and stage management at Franklin's Got Talent, Deirdre doing the health & safety, Christmas etc. Fran said one of the issues is that younger people work during the week so it is only their precious weekends and evenings that they can help.

There being no further business, Ian thanked everyone for their attendance and the meeting was declared closed at 8.41 pm

2025 LAST MEETING DATE:

Monday 8th December