

## Normandale Residents Association

Minutes from Committee Meeting held via Skype on 19th March 2020 commencing 7.30pm.

<b>Present:</b>	Robyn Caygill, Ivan Hunt, Victoria Hunt, John Barnett, Brad Field (Chair), Jolene Williams, Sandie Matcham, Pete Matcham		
	Visitor: Smrithi Talwar (part of meeting)		
<b>Apologies:</b>	Margaret Cousins		
<b>Minutes of Previous Meeting:</b>	Minutes of February meeting had been circulated electronically.	Approved	<i>Brad / Pete</i>
<b>Matters Arising:</b>	See general business.		
<b>Treasurer's Report</b>	Treasurers report for February 2020	Approved	<i>Robyn/Sandie</i>
	As at the end of January the bank balance was:		
	<b>Current account Westpac</b>	\$18,277.20	
	Income included:		
	\$15.00 from advertising (Waglands)		
	Interest accrued:		
	\$0.70 in Westpac		
	Expenditure		
	Nil		
	Households subscribed: 83		
	<b>Action:</b>		
<b>Correspondence:</b>	Out: Margaret email to Hutt City Council regarding Normandale issues. See appendix 1.		
	Replies to Margaret, forwarded to committee seeking further information. Ivan replied to Margaret, but it needs to be sent to council, and copied to committee. Request all communication be copied to all.		
	Out: PM to Te Ara Tupua regarding works on Greenaway unrelated to cycle way.		
	In: Te Ara Tupua to PM in reply, identifying that Hutt City gave approval for land to be used as angle car parks. It was noted that NRA had not been consulted by HCC on this. PM To follow up with HCC.		
	In: Google identifying a new location/device was used to log into our account. We must be careful that we check security breaches if we give access to new people.		
	In (via website): Kerry Logan (entertainer at BBQ) request for article to go in NTimes. Approved – Kerry to forward to NTimes email.		
	In: Juanita apologies for missing BBQ.		
<b>General Business:</b>			
<b>Card for Paul</b>	All need to sign it. Brad has card.		
	<b>Action:</b> Brad will be pass card to nearest neighbour, who will pass on etc		

<b>Community Library</b>	<p>Books are filling the shelves in the bus shelters. First users are already taking books.</p> <p>Article to go in NDT.</p> <p>More wood requested for shelves.</p>
	<p><b>Action:</b> Article in NDT.</p> <p>Let John know if you can supply wood.</p>
<b>Community BBQ</b>	<p>General impression was that it went well.</p> <p>Entertainment was good and we should acknowledge in NDT.</p> <p>Estimate 30 attendees, may have been more if it hadn't been for Covid-19.</p> <p>Predator Free table and info was good.</p> <p>For future events, should we give council notice and request display stand?</p> <p>Should we set up games, or just committee mingle more?</p>
	<p><b>Action:</b></p>
<b>Normandale Road Planting</b>	<p>Arrange a site visit to check where we are ready to plant.</p> <p>Establish what plants we need and if available.</p> <p>Robyn to send planting plan to all.</p>
	<p><b>Action:</b> Robyn to check when Tim could do a site visit with her and will circulate the date. Anyone else can join in if available.</p>
<b>Items to discuss with the council (See also correspondence)</b>	<p>Margaret sent list to council (Appendix 1). Send copy of this list to Councillor Milne.</p> <p>Big drain at the bottom of St John's steps has been cleared.</p> <p>Little drain not cleared.</p> <p>Ivan to visit pond area with Councillor Chris Milne to explain issue. No maintenance has been done here for years. Suggest invite Rosemary McLennan to go as well.</p>
	<p><b>Action:</b> Sandie send copy of list to Chris.</p> <p>Ivan will provide report to committee on outcome.</p>
<b>Emergency planning</b>	<p>There is a box in the church provided by WREMO. Church is centre to report damage / emergencies etc.</p> <p>No other plans in place. Discussed thoroughly after last earthquake, but no resolution. Haven't heard from WREMO since approximately last August.</p> <p>People must take individual responsibility. Valley residents (Alice town, Petone etc likely to come up the hill to avoid tsunami).</p> <p>Brad will check old minutes to see what has been done before and where we are at.</p> <p>Focus of AGM will be Emergency Management.</p>
	<p><b>Action:</b> Sandie to circulate minutes of previous meetings with regard to emergency planning.</p> <p>Brad check with council on current situation.</p>
<b>Certificates of appreciation</b>	<p>Suggest we create some for those who have served Normandale over the years, including NTimes deliverers.</p> <p>Victoria to create template.</p>
	<p><b>Action:</b> Victoria to create template for certificates.</p>
<b>Predator free totals in NTimes</b>	<p>Suggestion we include totals of trappings in NTimes on a regular basis.</p> <p>Discussion held. They already have their own Facebook page and advertise widely. Agreed we could put in a couple of articles a year and a link to their Facebook page if they agree to this.</p>
	<p><b>Action:</b></p>

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**Normandale  
Times**

The flyer in the February issue turned out to be a lot of work for Victoria.

Location of next committee meeting to be changed to electronic, and prospective visitors asked to email residents email to be included in invitees.

Appreciation given to the two retiring deliverers. Sandie get information on how long they have been delivering if possible.

1 advert cancelled. 1 new advert has been requested.

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Action: Sandie get information for article and forward to Jolene.

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Meeting closed at 21:15.

Next committee meeting 23<sup>rd</sup> April, 7:30 pm via Skype, chair will be Pete Matcham

Agenda, including treasurers report to be circulated in advance.

Sandie to set up meeting and send out invitations.

## **Issues identified at February Meeting of the Normandale Residents Association**

### **Jubilee Park**

- Potholes in carpark asphalt
- Amount of rubbish on bottom path and pond area which needs cleaning out
- Graffiti on park signage
- Paths need more gravel as they are getting wet and slippery
- Roses and other specimens getting overgrown and need clearing of weeds
- Can pond be reinstated
- Conditions of chimney

### **Normandale Entrance**

- Spraying of weeds
- Weed eater on tradescantia spreading it after it has been cleared and needs a better method of eradication
- Landscaping where trees removed cnr Normandale and Miromiro roads
- St Johns steps – base of steps drain needs clearing – it goes under step and close to that 4 inch drain approx. 10 metres uphill under the footpath which blocks, and footpath gets slippery
- Will Council provide seat to replace one that was once there. Association prepared to install it.
- Can trees be cut back to give some light and view from seat position.
- Greenaway -what is happening here – we have had no consultation

### **Sports field below school**

- Condition of field is quagmire – renders it virtually unusable

### **Pokohiwi School Steps**

- Waiting area at top of steps needs clearing so useable. Supposed to be done at the start of each school term but routine has slipped off the radar.

### **Road Maintenance**

- Subsidence near manhole opposite 72 Normandale Road