

## Normandale Residents Association

Minutes from Committee Meeting held via Skype on 23<sup>rd</sup> April 2020 commencing 7.30pm.

**Present:** Robyn Caygill, Ivan Hunt, Victoria Hunt, John Barnett, Brad Field, Jolene Williams, Sandie Matcham, Margaret Cousins, Pete Matcham (Chair)

Visitor: Smrithi Talwar

At the start of the meeting there was an informal catch-up with those present speaking on how they were coping during lockdown.

**Apologies:**

**Minutes of Previous Meeting:** Minutes of March meeting had been circulated electronically. Approved *Pete / Robyn*

**Matters Arising:** See general business.

**Treasurer's Report** Treasurers report for March 2020 Approved *Robyn/Sandie*

As at the end of January the bank balance was:  
**Current account Westpac** \$18,303.00  
 (Of this \$1000 HCC grant for planting  
 \$1000 Nikau Foundation grant towards water tank)

Income included:  
 \$15.00 from advertising (Waglands)  
 \$10 from subscriptions

Interest accrued:  
 \$0.80 in Westpac

Expenditure  
 Nil

Households subscribed: 84

Costs for Community BBQ will be in the April report

Zero invoices were sent for advertising except to Waglands who were told they were \$90 in credit.

**Action:**

**Correspondence:** Waglands - NDT advertising overpayment will be used for article once they can return to Business as usual Approved All

Kerry Logan - NDT article included once provided Approved All

Beverley Walter - NDT article – Victoria will see how much can be included this month

Kyokushin re Delivery of NDT to houses in Mulberry currently missed. – Sandie will check with Glenda Saunders

**Action:** Victoria is doing this month's NDT  
 Sandie will contact Glenda about delivery

**General Business:**

**Normandale Times** Article and photo from Beverley Walters, retired deliverer. Possible photos of 'bears in windows during lockdown'. Same process as last month, electronic copy on website and notices in other social

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|   | media. Last month John put notifications in bus stops and on poles, very helpful.<br>AGM notification (Sandie to provide)<br>Article on CD and lockdown (Sandie and Smrithi to provide)  |
|   | <b>Action:</b> Sandie, AGM notification<br>Sandie and Smrithi, Article on CD and lockdown  |
| <b>Normandale Road Planting</b>                           | Can't do anything as a group until after lockdown.<br>Everyone look at map and site and provide latest ideas<br>Possibly plant when we go down to 'Level 2'<br>Investigate if nurseries have any stock.  |
|   | <b>Action:</b> Everyone visit site and relate to map areas.  |
| <b>Jubilee Park Issues</b>                                | Once out of lockdown, Ivan happy to represent NRA with council.<br>Add to list of issues, the state of the signposts.  |
|   | <b>Action:</b> Sandie, send Ivan the current list of issues  |
| <b>Fireman's Pole (in Poto Reserve)</b>                   | Currently it seems that the issue is the space around pole. The standards specify a clear zone around the equipment depending on height (1m in our case). The problem arose because a new officer re-classified the tower as a 'playground' rather than a viewing platform.  |
|   | <b>Action:</b> Pete still working with council   |
| <b>Certificates of appreciation</b>                       | Put on hold until after the AGM  |
|   | <b>Action:</b>   |
| <b>Emergency planning</b>                                 | Long discussion on what we can and can't do.<br>Generally, the NRA cannot take responsibility for other Normandale residents.<br>We can assist in providing knowledge of how to access the church and the emergency box of goodies.<br>Continue updating Emergency Management in NDT.<br>Reminder that emergency management is not just Earthquakes/Tsunami etc. |
|   | <b>Action:</b> Sandie and Smrithi to do article for NDT – see above  |
| Normandale presence on Facebook, Neighbourly, website etc | This is now working well   |
| <b>AGM</b>  | Suggest 18 <sup>th</sup> June (3 <sup>rd</sup> Thursday as usual)<br>Suggest asking Jo Miller (CEO HCC) to talk.<br>AGM may have to be by Skype or Zoom, but we can manage that if necessary.  |
|   | <b>Action:</b> Put date in NDT (see above)<br>Pete contact Jo Miller   |
| <b>Sharing our details</b>                                | Should the committee share mobile phone numbers? This could be useful if we cannot contact via email.  |
|   | Those that wish to, email numbers  |

Meeting closed at 20:50.

Next committee meeting 21<sup>st</sup> May, 7:30 pm via Skype, chair will be Robyn Caygill

Agenda, including treasurers report to be circulated in advance.

Sandie to set up Skype meeting and send out invitations.