

**AKAROA/WAIREWA COMMUNITY BOARD  
SMALL GRANTS FUND ASSESSMENT COMMITTEE  
22 SEPTEMBER 2010**

**Minutes of a meeting of the Akaroa/Wairewa Community Board's  
Small Grants Fund Assessment Committee  
held on Wednesday 22 September 2010 at 2pm in the Board Room,  
Little River Service Centre, 4238 Christchurch-Akaroa Road, Little River.**

**PRESENT:** Pam Richardson (Chairman), Jane Chetwynd, Stewart Miller, Bryan Morgan, Kerry Little (2.05pm), Meri Robinson and Claire White.

**APOLOGIES:** Apologies were received and accepted from Eric Ryder and Gaye Jameson.

The Committee reports that:

**PART C – DELEGATED DECISIONS TAKEN BY THE BOARD/COMMITTEE**

**1. AKAROA/WAIREWA SMALL GRANTS FUND 2010/11 ALLOCATIONS**

The Committee **resolved** that it delegate authority to the Committee Chairman and Meri Robinson to confirm the minutes of the meeting.

**2. AKAROA/WAIREWA SMALL GRANTS FUND - 2010/11**

The Committee considered a report and Matrix B which set out applications made to the Akaroa/Wairewa Small Grants Fund for 2010/11.

Detailed information on each applicant's project was presented in a decision matrix attached to the report. The matrix named the organisation applying for the funding and clearly described the individual project applied for, including up to four project goals that will be delivered via the project. Details of alignment with the Council strategies and Board objectives were provided as well as historical background to projects and applications where applicable.

On 7 July 2010 the Akaroa/Wairewa Community Board allocated its Strengthening Communities Fund for 2010/11. Owing to the small number of applications to the fund, following the decision meeting there was \$12,765 unallocated. The Board requested and the Council approved to transfer \$12,765 from the Akaroa/Wairewa 2010/11 Strengthening Communities Fund to the 2010/11 Akaroa/Wairewa Small Grants Fund. The total pool available for allocation was \$19,591.

**COMMITTEE DECISION**

The Akaroa/Wairewa Small Grants Fund Assessment Committee **resolved** that grants be made as follows:

No.	Group	Project	Committee Decision
1.	Akaroa District Promotions Incorporated	Cost towards design and printing of 5,000 brochures for users of campervans and freedom campers.	<p>The Committee <b>resolved</b> to a grant of \$1,910 to Akaroa District Promotions towards Essential Advice to Campervan Drivers.</p> <p>The Committee agreed to ask staff to ensure that Akaroa District Promotions consult with Council staff prior to any finalisation and publication of the brochure.</p>
2.	Banks Peninsula Girl Guides	Cost towards venue hire, equipment, travel for leaders to regional meetings and uniforms.	<p>The Committee <b>resolved</b> to a grant of \$2,335 to the Banks Peninsula Girl Guides towards the Banks Peninsula Girl Guiding Akaroa and Little River units.</p>
3.	Duvauchelle School	Cost towards "Our Planet Future" on-stage production – venue hire and costumes, marketing etc.	<p>The Committee <b>resolved</b> to a grant of \$1,590 to the Duvauchelle School Board of Trustees towards the staging of the "Our Planet Future".</p> <p>The Committee were of the opinion that alternative avenues could be sought for equipment hire and costumes, such as liaising with other schools in the area.</p>
4.	Little River Wairewa Charitable Trust	Cost towards predator traps, plant native trees, canoe launching pad etc.	<p>The Committee <b>resolved</b> to a grant of \$1,756 to the Little River Wairewa Charitable Trust towards the enhancement of the river bank, planting and predator traps only.</p> <p>Bryan Morgan declared a conflict of interest and took no part in the voting on this application but answered questions to give the Committee further information when requested.</p>
5.	Motukarara Hall and Community Committee Incorporated	Cost towards improving hall facilities, equipment, reimbursement of transport cost of volunteers.	<p>The Committee <b>resolved</b> to a grant of \$2,000 to the Motukarara Hall and Community Committee Incorporated towards the cost of community events including the cost of administration for the committee and volunteer reimbursement.</p> <p>The Committee were aware that this facility was situated in the Selwyn District Council area however the facility was used by communities within the Christchurch City Council boundaries and therefore wished to encourage and assist in community run events.</p>

<b>No.</b>	<b>Group</b>	<b>Project</b>	<b>Committee Decision</b>
6.	Okains Bay Maori and Colonial Museum	Cost towards oral histories and professional recording.	<p>The Committee <b>resolved</b> to a grant of \$5,000 to the Okains Bay Maori and Colonial Museum towards the Saving Knowledge project.</p> <p>Pam Richardson declared a conflict of interest and took no part in the voting on this application but answered questions to give the Committee further information when requested.</p>
7.	Okuti Valley Recreation and Sports Club Incorporated	Purchase of a new ride-on mower for grounds.	<p>The Committee <b>resolved</b> to a grant of \$5,000 to the Okuti Valley Sport and Recreation Club towards the cost of a new ride-on mower.</p>
8.	The Akaroa Golf Club Inc.	Contribution towards an assistant Greenkeeper's wages.	<p>The Committee <b>resolved</b> to decline the application from the Akaroa Golf Club for Greenkeeper's Assistant wages.</p> <p>The Committee were informed that the Akaroa Golf Club had recently received funding through the Akaroa/Wairewa Community Board's Discretionary Response Fund for this project.</p>

The meeting concluded at 3pm.

**CONFIRMED THIS 19TH DAY OF OCTOBER 2010**

**PAM RICHARDSON  
COMMITTEE CHAIRMAN  
SMALL GRANTS FUND ASSESSMENT COMMITTEE**

**MERI ROBINSON  
COMMITTEE MEMBER  
SMALL GRANTS FUND ASSESSMENT COMMITTEE**