

HUTT CITY COUNCILCENTRAL COMMUNITY FUNDING PANEL

Minutes of a meeting held in the Russell Keown House,  
 Corner Queens Drive and Laings Road, Lower Hutt on  
Thursday 5 November 2020 commencing at 5.30pm

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PRESENT:

Ms A Webb (Chair)  
 Ms C Chapman  
 Mr W Gazley  
 Cr David Bassett

Mr M Claridge  
 Ms P Ravi

APOLOGIES:

Crs Hislop and Briggs.

IN ATTENDANCE:

Mr S Keatley, Strategic Assets and Project Manager  
 Ms D Hunter, Community Funding Advisor and Community  
 Contracts

PUBLIC BUSINESS1. APOLOGIES

RESOLVED (Ms Webb/Ms Ravi)

**Minute No. CCFP 20601**

*"That the apologies received from Crs Hislop and Briggs be accepted and leave of absence be granted."*

2. PUBLIC COMMENT

There was no public comment.

3. CONFLICT OF INTEREST DECLARATIONS

Ms Chapman declared a conflict of interest in relation to Item 4) (v) and took no part in discussion or voting on the matter.

Mr Gazley declared a conflict of interest in relation to Item 4) (vi) and took no part in discussion or voting on the matter.

4. COMMUNITY ENGAGEMENT FUND 2020-2021 (20/1292)

Memorandum dated 21 October 2020 by the Community Advisor Funding and Community Contracts

Ms Chapman declared a conflict of interest in relation to part (v) below and took no part in discussion or voting on the matter.

Mr Gazley declared a conflict of interest in relation to part (vi) below and took no part in discussion or voting on the matter.

The Community Advisor Funding and Community Contracts elaborated on the report.

RESOLVED: (Ms Webb/Cr Bassett)

**Minute No. CCFP 20602**

*"That the Panel:*

- (i) notes that the Community Engagement Fund closed on 14 October 2020 and four applications had been received;*
- (ii) agrees that the applications were considered according to the merits of the application criteria and priorities of the fund;*
- (iii) approves the application from Paparakau Tuarua To Kohanga Reo for \$700.00 towards the purchase of paints, for the community mural, subject to quotes being received by the Community Advisor Funding and Community Contracts in support of the purchase;*
- (iv) approves the application from Nourish Trust for \$2,000.00 towards the purchase of food for the Xmas Hamper boxes specifically for the Central Ward schools;*
- (v) approves the application from Lower Hutt Citizens Advice Bureau for \$4,052.00 towards the purchase of new desktop computers; and*
- (vi) approves the application from Keep Hutt Valley Beautiful for \$2,568.00 towards advertising costs associated to the City Wide Clean Up days."*

5. **2021-2022 MEETING SCHEDULE** (20/1303)

Memorandum dated 22 October 2020 by the Senior Democracy Advisor

The Community Advisor Funding and Community Contracts elaborated on the report.

**RESOLVED:** (Ms Webb/Ms Chapman)

**Minute No. CCFP 20603**

*"That the Panel:*

- (i) notes the meeting dates for 2021 and 2022 in respect of its own meetings attached as Appendix 2 and 3 to the memorandum;*
- (ii) agrees the start time for its meetings will be 5.30 pm;*
- (iii) agrees the venue for its meetings will be Russell Keown House, Corner Queens Drive and Laings Road, Lower Hutt;*
- (iv) notes that the Chair will set dates for informal meetings of the Panel as the need arises; and*
- (v) delegates authority to the Chief Executive in consultation with the Community Funding Panel Chair to alter the date, time or venue of a meeting, or cancel a meeting, should circumstances require this."*

6. **QUESTIONS**

There were no questions.

There being no further business the Chair declared the meeting closed at 5.50 pm.

A Webb  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 23rd day of June 2021**