

**THE WEST COAST REGIONAL COUNCIL**  
**MINUTES OF THE ANNUAL MEETING OF THE**  
**TARAMAKAU RATING DISTRICT**  
**HELD AT THE GROOT'S RESIDENCE**  
**ON WEDNESDAY 18 OCTOBER 2017, COMMENCING AT 12.30 PM.**

**PRESENT**

M & A. Stewart, D & E. Groot, S & R. Langridge, P & A. Stevenson

**IN ATTENDANCE**

West Coast Regional Council  
A. Robb, A. Birchfield (Councillors)  
R. Beal, B. Russ, T Jellyman (Staff),

**APOLOGY**

J. Stewart

**Moved:**        *"That the apology be accepted."*

*S. Langridge / P. Stevenson – Carried*

**BUSINESS**

Cr Robb opened the meeting and welcomed those present. He introduced himself and the Council staff.

**Moved:**        *"That the minutes of the previous Annual Meeting held on 31 October 2016, be adopted as a true and correct record of that meeting."*

*D. Groot / P. Stevenson – Carried*

**MATTERS ARISING**

Action Points were updated.

**FINANCIAL REPORT**

R. Beal spoke to the financial report. He advised that opening balance was \$45,546.18 and the closing balance is \$36,612.10. R. Beal confirmed that the quarry licence fee has now stopped. B. Russ advised that there are quite a few resource consents in place for different parts of the stopbank as well as gravel take consents. He stated that he has let some of these expire as they are not required and gravel can be taken under the permitted activity rule. B. Russ advised that all resource consents could be formed into one global consent to reduce the annual consent fee. It was agreed that B. Russ would get copies of all resource consents and email them to the Spokesperson so that a decision can be made.

**WORKS REPORT**

B. Russ presented the works report, which covered the 12-month period from 1 July 2016 to 30 June 2017. He advised that there was \$62,000 worth of works done during the reporting period, with both jobs in the same area.

B. Russ advised that as a result of a recent inspection with members of the rating district, no future works were identified for the 2017 / 2018 year. He recommended that \$30,000 is allowed for unforeseen maintenance.

## **RATES 2018 / 2019**

Discussion took place on the rate strike. The recommended rate strike is \$60,000 with the balance in the rating district account of \$68,000 at the beginning of the 2018 / 2019 financial year. It was agreed that the rate strike would be \$60,000.

## **ELECTION OF OFFICERS**

T. Jellyman stated that traditionally all ratepayers in the rating district are members of the committee. D. Groot is the current spokesperson and A. Stewart is the current deputy spokesperson. It was agreed that the status quo would remain.

**Moved:** *"That the committee will comprise of all current ratepayers."*

*M. Stewart / P. Stevenson – Carried*

**Moved:** *"That D. Groot is elected as Spokesperson for the 2017 / 2018 financial year".*

*M. Stewart / P. Stevenson – Carried*

**Moved:** *"That A. Stewart is appointed as Deputy Spokesman for the 2017 / 2018 financial year."*

*M. Stewart / P. Stevenson – Carried*

## **GENERAL BUSINESS**

### **Rock Sizes**

B. Russ stated rock sourced for the last contract was a little bit too small, and in future if this happens he encouraged people to contact him so this type of issue can be resolved. It was noted that rock size has now been documented in the preferred contractor document. B. Russ advised that at the end of each job an audit is carried out. This will incorporate health and safety, as well as quality control. The contract is then scored and if this results in a poor score is found then the rating district has the opportunity to re-tender future work. B. Russ stated that he will send out the audit form once it is complete. Discussion took place on various contractors that have been used by the rating district over the years. A. Stevenson stated that it is important to have a good relationship with contractors. B. Russ advised that tenders for the maintenance contract close 24 October. He explained the tender process to the meeting and spoke of contractors who have worked in the rating district over the years.

There being no further rating district business to be discussed, the meeting closed at 12.58 p.m.

### **Action Points:**

- B. Russ to email all current resource consents to the Spokesperson so that one global consent can be put in place.
- B. Russ to circulate audit form to rating district.