

**SPORT'N'ACTION WAIHI TRUSTEES**  
**MINUTES OF MEETING HELD AT MORGAN PARK, WAIHI CROQUET CLUB**  
**WEDNESDAY 11<sup>th</sup> February 2026 4.30pm**

**PRESENT:** John Witt, Donald McClumpha, Richard James, Jo Heath, Howard Chappel, Aoife Hennessy, Sue O'Brien.

**APOLOGIES:** Toby Adams, Kay Scahill, Brian Knight, Adam Chwesik.

**MINUTES:**

The minutes for the 19<sup>th</sup> November 2025 were accepted.

**MATTERS ARISING FROM MINUTES:** None

**Moved:** Aoife Hennessy                      **Seconded:** Richard James   **CARRIED**

**PROJECT UPDATE:**

- Link corridor construction has begun.
- Bowls building kitchen nearly installed.
- New dishwasher required in the new kitchen – bowls would like to purchase dishwasher and Sport n Action reimburse for dishwasher and bar fridge.
- John to get more information from HDC Project Manager on the need for new dishwasher and how it will be funded before coming to Sport n Action.
- The Trustees were happy for the Trust to pay for the bar fridge however as it will be shared amongst all clubs using the building. Bowls to provide invoice for bar fridge for reimbursement.

**Moved:** Richard James                      **Seconded:** Donald McClumpha   **CARRIED**

**GENERAL BUSINESS:**

- The Trustees received the Financial Report and Sport n Action Waihi Co-Ordinator report.
- Richard signed One Foundation accountability documents, so that Jo Heath can act as Grant Writer going forward.

- Tennis waiting on new lighting plan in relation to putting in an extra pole and associated costs.
- Tennis getting updated quotes for fencing work. Once quotes are in, tennis will advise of next steps and look at funding options.
- Bowls withdrew their request for Sport n Action funding for carpet stretching.
- Liability insurance due for renewal. Trustees agreed to sign and progress this.

**Moved:** Sue O'Brien

**Seconded:** Howard Chappel

**CARRIED**

- Trustees to seek clarification on status of liquor license from Toby at the next meeting.
- Jo Heath is starting work at Hauraki District Council as the Sports Facilities Administrator in the week commencing 16 February 2026.
  - Jo to confirm who will be carrying out remaining tasks (e.g. cleaning of Hub building) as she transitions into the new role.
  - In the interim, users of the facility to clean any mess after usage.
- Trustees to request each club generate a 'wish list' of desired projects, to keep in mind when applying for funding.
- Trustees noted the need for future agreement on what sports users are responsible for outside of fees paid (what are individual clubs responsible for paying for vs what is paid for by the Trust?). This will be worked through as the building becomes operative.
- Trustees discussed the hiring of the Hub rooms and issues with this in the past. This will need to be tidied up in the future as the building becomes operative.
- All User groups at the Hub will be sent a letter of occupancy (levy) agreement and responsibilities of the clubs in due course.
  - Waihi Netball fees will be the same this year of \$2,800.00.

#### **FUTURE AGENDA ITEMS:**

- Don requested an agenda item to discuss the irrigation system previously installed down where the previous future location for the croquet building was to be. It is currently sitting unused and croquet would like to discuss relocating it to their current location for them to utilize.
- Richard requested an update be provided on the football field project.

Meeting closed 5:30pm.

Next meeting:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Chairperson Toby Adams