

MINUTES FOR SPORT'N'ACTION WAIHI CHARITABLE TRUST BOARD
MEETING HELD WEDNESDAY 20TH MAY 2026 AT WAIHI CROQUET CLUB
ROOMS

PRESENT:

Sue O'Brien, Richard James, Don Mcclumpha, Brian Knight, Jo Heath, John Witt, Howard Chappell, Kay Scahill, Aiden Bigham.

APOLOGIES: Toby Adams, Aoife Hennessy, Ben Fantom

MINUTES OF LAST MEETING READ:

CONFIRMED: Sue **SECONDED:** Richard

MATTER ARISING::

Dishwasher has been installed in Bowls area.

FINANCIAL REPORT:

Jo had emailed the report out to all trustees. Accepted by all and on file. Will now be filed to the Charities Office. Jo will attend.

The XERO programme is costing a bit each month so we are to keep an eye on the income and expenditure as when it becomes a lot lower we may not need to have the expense of this programme.

GENERAL BUSINESS:

PROJECT UPDATE:

Ben from Council sent the following by email –

- **“Squash building** – renovations to bring building up to standard to obtain CCC completed. Awaiting final compliance documentation, and then can apply for CCC.
- **Bowls club renovations of relocated building** – renovation completed, with new kitchen/bar installed. Link hallway through to the Netball building (to enable use of their accessible toilet) is completed. Portaloo to be removed in one week.
- **Netball building compliance work** – this was unforeseen works to bring the building up to standard to then apply for CCC. Currently in procurement phase.
- **Public Toilet** – installed and operational. Connection to electricity completed (after solar theft).
- **Sportsfields and lighting** – practice field commenced, some final work remaining. Main playing field is in procurement phase. Technical specs received from turf consultant. Project will go out for tender once all details are worked through. Construction to take place following this playing season.

- **Proposed skatepark** – planning and investigation phase. Geotechnical investigation to be undertaken to inform planning for preloading of the site. Dependent on external funding.
- **Pump track** – completed and operational.
- **Playground** – scoping and planning, dependent on external funding.
- **Kenny street carpark** – to be completed following all construction of other projects.

NEW HALLWAY:

Bowls have asked permission for them to put up a curtain at the open doorway of the new passage to the disabled toilet as they are losing heat from their rooms. Trustees agreed and to be forwarded to Council for approval. Jo to attend.

As an aside, there is no insulation in the ceiling of the bowls room which does not help to retain the heat.

Sue requested outdoor and indoor heaters for the netball and tennis end such as Tevo heaters. It was suggested that heat pumps would be better for inside so this request to go on the wish list.

WBC CLEANING CONTRACT:

Nothing further.

FARMERS MARKET PROPOSAL:

A request has been received to hold a weekly market on the netball courts, using the hub building for toilets etc. This was declined by the Trustees but Howard suggested they use the part of Morgan park where the old netball courts are and the new pump track. There appears to be plenty of room and public toilets. Jo will advise the enquirer and get her to refer to the Council. This is now out of our hands.

NETBALL HUB LEVY

Netball are still requesting a formalisation of the Levy to be paid. This confirmation was emailed to them a few weeks ago but Jo will now write a letter to them confirming the Levy for this year. The usual invoices will go out to the clubs for the Levy when due, which should be sufficient. Netball may need to check out their Memorandum of Understanding which was initially sent out.

CHARITIES SERVICE ANNUAL REPORTING:

Sue had been given the task of looking into what was required. It was found that we had no Common Seal and so this has been purchased and will be put into the Secretary's hands for future use, which should be used on any formal documentation.

The Deed of Trust is required now to be reviewed every 3 years and so this needs to be put onto the AGM agenda and all trustees to peruse the Deed and advise any recommended changes at that time.

AUDIT SHIELD MASTER POLICY

Discussed and agreed that no policy is required at this time.

LIQUOR LICENCE

This is still on hold pending compliance for the building.

DRINKING FOUNTAIN

The fountain at the side of the netball building needs repair or replacement. It was decided to go to council for this. Jo to attend.

NETBALL STORAGE

Netball sent in a plan for a cupboard to be attached to their side of the building for storing the portable hoops. Netball may have to fund this themselves. Not enough detail received so they will be requested to come back with more detail so we can then go to council for permission. Jo to attend.

BAR AREA

Now that bowls have been working with the new kitchen/bar they commented that it was a bit small to cope with both. The middle room would be a better place in the future. Perhaps this can be taken into consideration when the next project gets underway.

SIGNS

The Council are putting up new signs around the park re no motorcycles etc.

Sue suggested that Council be asked to also erect signs naming all the codes using the hub. Sue will talk to Ben.

CARPET QUOTE:

We are in receipt of a carpet quote from Owens Flooring. This is to lay carpet in the big netball room as the acoustics are very bad and also cold in the winter. Probably needs to go down the hallway too. To be kept on our wish list.

SECURITY:

Howard suggested more cameras for areas at the hub because there are not enough to cover. He will approach Andy Pool to get quotes to install more.

SQUASH UPDATE:

Aiden reported the building is still not compliant and therefore they still cannot operate. He is still considering being part of SNA and this will be confirmed at our AGM.

MEETINGS:

The next meeting will be on Wednesday 22 July 2026 with 2 monthly meeting thereon.

AGM WILL BE IN FEBRUARY 2027.

MEETING CLOSED 5.45 PM