

SPORT'N'ACTION WAIHI TRUSTEES
MINUTES OF MEETING HELD AT MORGAN PARK, WAIHI CROQUET CLUB
WEDNESDAY 4TH March 2026 4.30pm

PRESENT: Toby Adams, John Witt, Donald McClumpha, Richard James, Jo Heath, Aoife Hennessy, Brian Knight, Sue O'Brien, Aidan Bigham.

APOLOGIES: Howard Chappel, Kay Scahill, Adam Chwesik.

MINUTES:

The minutes for the 11th February 2026 were accepted.

MATTERS ARISING FROM MINUTES: None

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

The Xero Cash Summary Financial report was received for the Trust's information.

PROJECT UPDATE:

- New dishwasher has been installed, sterilizer has been repaired and plumber will be installing next week.
- New bar roller shutter door due to be installed late March / early April.
- Link corridor construction has begun but has paused temporarily.
- Football field project has had approval to restart as of March 2026. Richie noted the available space at Morgan Park is not large enough for a standard sized field and fence, and that earthworks will be required to remedy this.
- The training space will be updated at the same time as the playing field.

PROJECT UPDATE ACTIONS:

- Toby to follow up status of final signoff of the bowls building with the HDC project manager.
- Toby to follow up with HDC project manager on the status of the football field sizing (standard/international) and scope of this project. The Trustees requested to review the scope prior to it being locked in.

- Toby to follow up on the excess dirt piled up by the bowls club.
- Toby to request that once the above actions are completed, the answers and a general 'state of play' be circulated to the Trustees for their information.

CROQUET IRRIGATION SYSTEM REQUEST:

- Croquet would like to have the unused irrigation system shifted to their current location so that it can be utilized. It is likely funding will need to be applied for to have it properly installed.
- Don raised the potential of locating the irrigation system somewhere it can benefit the football field as well.
- The Trustees were happy for the irrigation system to be shifted to the croquet club.
- Toby to request the HDC project manager investigate relocating the irrigation system to croquet's current location, including any possible co-benefits for football.
- As part of the broader future, Don to discuss with croquet club how they want to be a part of Sport n Action given they are unlikely to use the Hub as often.

TENNIS FENCING UPDATE:

- Tennis are still waiting for quotes, but likely \$30,000+.
- Sue is in contact with the HDC Community Advocacy Officer regarding potential funding applications.
- Sue raised Sport n Action need to support funding applications going forward e.g. via a resolution.
- Sue to investigate whether the Trust needs a charity action stamp.

CONTRACT CLEANING:

- OCS has provided a Hub cleaning quote. Toby to meet with HDC Property and Facilities Manager to discuss this later in March.
- Jo to continue cleaning the Hub until the new contract for cleaners comes into effect.
- Jo highlighted sports users must continue cleaning after they use the building.
- Brian proposed clubs could permanently take on cleaning duties to save money. Toby highlighted this will be decided once the Hub becomes fully operational

and the day-to-day operational structures (bar management, hiring of the facilities, cleaning etc.) are confirmed.

WISH LIST OF FUTURE PROJECTS:

- Sue provided the tennis club wish list.
- Wish lists to remain as part of the agenda to be collated and considered for any commonalities as the Trust progresses.
- Brian noted the need for security cameras across the facility. Toby suggested a joint future funding application could request security cameras and deterrents (e.g. good lighting and signage) for all the facilities. Brian and Sue to investigate this.
- Toby suggested also contacting the community patrol to run patrols past the facilities.

SQUASH CLUB UPDATE:

- Aiden provided an update on the Squash Club renovations to bring the building up to the required specifications. Work on the building has nearly concluded and code of compliance has nearly been achieved.
- Squash are currently working through their fee and membership structure, and requested to know the sum of any fees they are required to pay to Sport n Action so that they can accurately set their club fees.
- Toby advised that squash will likely want to be part of the future Hub arrangements, and that Aiden should continue to attend Trust meetings representing the squash club.

GENERAL BUSINESS:

- The Trustees noted that further conversations around the day-to-day operational procedures for the Hub (bar management, hiring of the facilities, cleaning etc.) are required. These are conversations that can be had outside of the Trust meetings due to the highly operational nature.
- Toby to follow up on emails relating to whether or not the Trust needs to look at the incorporated society constitution changes.

Meeting closed 5:59pm.

Next meeting: May 2026 (date to be determined).

Signed: _____ Date: _____

Chairperson Toby Adams