



Eketāhuna Community Board

Minutes of the First Triennial meeting of the Eketāhuna Community Board held in the Eketāhuna War Memorial Hall, corner of Jones Street and State Highway 2, Eketāhuna on Monday 10 November 2025 commencing at 10:00am.

1. Present

Board Members: L J Barclay, M A Corlett, S C McGhie

In Attendance

Mayor S M Gilmore

Cr Chris Corlett

Mr D J Smith

Mr M Alexander	–	Interim Chief Executive
Mrs K Tani	–	Group Manager – Strategy and Information (online)
Mr N Brewin	–	Internal Communications and Compliance Lead
Mrs A Dunn	–	Manager – Democracy Services
Mrs S Anthony	–	Democracy Support Officer

2. Welcome and Meeting Opening

The Chief Executive presided at the commencement of the meeting and extended a welcome to all present, and congratulated Board members on their election to office for the new triennium.

3. Change to order of business

It was noted that agenda item 8.1 Election of Chairperson and Deputy Chairperson of Eketāhuna Community Board would be taken ahead of item 3 Apologies

4. Declarations by Members

4.1 The Chief Executive acknowledged Mayor Scott Gilmore and invited him to come

forward to witness the declarations of the Board Members.

4.2 The Mayor extended a welcome and congratulations to the Board members.

4.3 Board members Larissa Barclay, Mel Corlett and Steen McGhie then made and attested their declarations pursuant to Schedule 7 Clause 14 of the Local Government Act 2002, with each declaration witnessed by Mayor Scott Gilmore.

David Smith declined to make and attest the declaration, requesting a postponement until he has a clearer understanding of its implications. He expressed remorse to those who had placed their trust in him. The Chief Executive informed Mr Smith that he would not be able to assume his position on the Board at this time, and that a deadline would be set for the postponement to allow him time to reconsider. Mr Smith was advised that officers would follow up to confirm the timeframe, and that failure to meet this deadline would result in the requirement for him to resign from the Board.

5. Election of Chairperson and Deputy Chairperson of Eketahuna Community Board

5.1 The Eketāhuna Community Board considered the report of the Manager – Democracy Services dated 3 November 2025 that set out the process for electing the Chairperson and Deputy Chairperson of the Eketāhuna Community Board.

That the report from the Manager Democracy Services dated 03 November 2025 concerning the Election of Chairperson and Deputy Chairperson of Eketahuna Community Board be received.

That the Eketāhuna Community Board uses System B of Clause 25 of Schedule 7 of the Local Government Act 2002 for the election of its Chairperson and Deputy Chairperson.

McGhie/Corlett

Carried

That Steen McGhie is elected as Chairperson of the Eketāhuna Community Board for the 2025-28 Triennium.

Barclay/Corlett

Carried

The Chairperson assumed the chairing of the meeting.

That Larissa Barclay is elected as Deputy Chairperson of the Eketāhuna Community Board for the 2025-28 Triennium.

McGhie/Corlett

Carried

6. Apologies

Nil

7. Public Forum - Terry Carew

Terry Carew and Charlie Death were in attendance to speak regarding the Returned and Services Association (RSA) Cemetery and concerns regarding the flagpole. They proposed relocating the flagpole within the cemetery grounds prior to Anzac Day 2026. Two potential locations have been identified, and they will be seeking two separate quotes. Additionally, they extended their congratulations to the Board members on their election for the new triennium.

8. Notification of Items Not on the Agenda

Nil

9. Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business

Nil

10. Tararua District Council Report

10.1 Report from Tararua District Council

The Eketāhuna Community Board considered the report from the Tararua District Council meeting held 24 September 2025 and the First Triennial meeting held 30 October 2025.

A query was raised regarding the implications of the debt transfer associated with the Three Waters reform. It was noted that the Department of Internal Affairs has formally accepted the Tararua District Council's Water Services Delivery Plan, which is now required to be implemented under legislation. As part of this process, the Three Waters assets and associated debt will be transferred to a Council Controlled Organisation (CCO).

Council officers are currently working to identify the relevant debt, which is expected to be significant. This debt must be advanced by the end of 2026, with implementation targeted for April 2027. While this transfer will result in a reduction of debt for the Council, residents and ratepayers will continue to bear costs associated with both the Council and the CCO. This change will provide the Council with increased debt headroom, but will also reduce its capacity for capital expenditure.

It was confirmed that all developments will be transparently reported, and the Commerce Commission will oversee the process to ensure compliance and proper execution.

That the report from the Tararua District Council meeting held 24 September 2025 and the First Triennial meeting held 30 October 2025 be received.

Barclay/Corlett

Carried

11. Reports

11.1 General Explanation of Legislation Affecting Members

The Eketāhuna Community Board considered the report of the Manager - Democracy Services dated 03 November 2025 that provided a general explanation of the Local Government Official Information and Meetings Act 1987 and other laws affected elected members.

Members were advised that any commercial arrangements with Council are subject to a limit of \$25,000, which is considered a low threshold.

Members were reminded to exercise caution when sharing information to avoid breaches of the Privacy Act, particularly regarding personal details. Any communication related to Council matters—regardless of whether it is sent from personal devices or email accounts—is considered official information. It was emphasized that potential embarrassment is not a valid reason to withhold information. When acting in their capacity as board members, transparency of information is expected.

That the report from the Manager Democracy Services dated 03 November 2025 concerning the General Explanation of Legislation Affecting Members be received.

Barclay/Corlett

Carried

11.2 Setting the Meeting Dates for Eketahuna Community Board Meetings

The Eketāhuna Community Board considered the report of the Manager – Democracy Services dated 03 November 2025 that sought confirmation of the date of the first meeting of the Community Board in accordance with Schedule 7, Clause 21(d) of the Local Government Act 2002, and to discuss dates for meetings for the 2026 calendar year.

The Mayor reflected on his two-year tenure as a Board representative during the previous triennium. He encouraged the Board to review its meeting schedule, proposing a shift to bi-monthly formal meetings, supplemented by informal gatherings in the intervening months. It was suggested that informal meetings could be held externally to facilitate discussion on activities and emerging concerns, while formal meetings would focus on decision-making and alignment

with funding rounds and the Alf Rowden Memorial Award.

The Board discussed meeting dates, with members agreeing that the first Monday of every second month would work for the members.

That the report from the Manager Democracy Services dated 03 November 2025 concerning the Setting the Meeting Dates for Eketahuna Community Board Meetings be received.

McGhie/Barclay

Carried

That the Eketāhuna Community Board confirms that the first meeting of the Community Board will be held on Monday 01 December 2025, starting at 9:30am.

McGhie/Corlett

Carried

That the Eketāhuna Community Board notes that a report will be provided to the first ordinary meeting of the Board providing options for the Board's meeting calendar for the 2026, based on discussions undertaken at this first triennial meeting of the Board.

McGhie/Corlett

Carried

11.3 Update to Tararua District Council Standing Orders

The Eketāhuna Community Board considered the report of the Manager – Democracy Services dated 04 November 2025 that sought to update the Board's Standing Orders to reflect updated legislative clauses and other minor amendments.

That the report from the Manager - Democracy Services dated 04 November 2025 concerning the Update to Tararua District Council Standing Orders be received.

Corlett/Barclay

Carried

That the Eketāhuna Community Board's standing orders dated 15 November 2019 be replaced with the standing orders set out in Appendix 1 to the report of the Manager – Democracy Services dated 4 November 2025, noting that the amended standing orders reflect minor changes to legislation.

McGhie/Barclay

Carried

12. Correspondence

12.1 Correspondence

The Board noted there has not yet been a response from NZTA regarding the Board's request for speed limit signs on Te Ahu a Turanga Highway. The Chief Executive advised that he would follow this up on behalf of the Board. The Board expressed that moving the 100km sign to past the roundabout on to the beginning of the new highway would not be a significant cost and better inform motorists.

The Chair acknowledged the response received from Horizons Regional Council regarding the Mangatainoka River repair work and indicated he would make direct contact with them to discuss the matter further.

It was reported that no additional updates had been received regarding the Priest Road/Nireaha Road intersection. The Chief Executive undertook to follow up with the Group Manager – Operations. It was also noted that traffic counters had been placed on the road in that area, and it was requested that this topic be included in the agenda for discussion at the next Board meeting.

That the correspondence as listed be received.

- ☐ Letter to NZTA – Speed Limit signs on Te Ahu a Turanga***
- ☐ Letter to Horizons Regional Council – Mangatainoka River Repair Work***
- ☐ Response from Horizons Regional Council – Mangatainoka River Repair Work***
- ☐ Letter to Group Manager – Operations – Priest Road and Nireaha Road Intersection Safety concerns***
- ☐ Letter of thanks – Eketāhuna Health Centre***
- ☐ Letter of thanks – Eketāhuna and Districts Early Settlers Museum***

Corlett/Barclay

Carried

15. Discussion Items

- 15.1 Eketāhuna Time Capsules** – The Chair reported that the Time Capsule had been opened and sought guidance on how to manage the remaining items for which owners could not be identified. It was proposed that these items be documented by Council and either placed in the local museum or included in a new time capsule. Ongoing discussions will be held with Eketāhuna Our Town regarding the potential creation of a new, combined time capsule. Eketāhuna Our Town is scheduled to open their own time capsule in line with the Christmas Parade and

other events in Eketāhuna.

- 15.2 **Picnic Table outside Eketāhuna Memorial Hall** – The Chair wished to acknowledge and thank Steve Atkin, retired mechanic and painter, for donating time and materials to stain the new picnic table. It was noted that the shape of the concrete pad under the picnic table is designed to allow wheelchair access from one end.

16. Chairperson's Remarks

The Chair wished acknowledge Charlie Death, Scott Gilmore, Sarah Fountaine, and Peter Sinclair for the very successful Rural Support Day held in Nireaha which was very well attended and received. Funding was able to be secured for fencing for farmers affected by significant weather events.

17. Items not on the Agenda

Nil

The Mayor acknowledged the presence of Cr Chris Corlett and advised that he will recommend Chris to Council for appointment to the Eketāhuna Community Board. Chris was originally elected to the Board but withdrew to assume his role as Councillor. This recommendation is subject to Council's vote at the next meeting, after which his declaration will be made and attested at the next formal meeting of the Eketāhuna Community Board.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 10:53am.

Chairperson