MINUTES
Ordinary

TE KAUNIHERA Ā ROHE O WHAKAAHURANGI
STRATFORD DISTRICT COUNCIL

F22/55/05 – D25/30130

Date: 12 August 2025 at 3.30 PM
Venue: Council Chambers, 63 Miranda Street, Stratford

Present

The District Mayor N C Volzke (the Chairperson), the Deputy Mayor M McKay, Councillors: G W Boyde, S J Beck, A M C Dudley, J M S Erwood, E E Hall, A K Harris, W J Sandford and M J Watt.

In attendance

The Chief Executive – Mr S Hanne, the Director – Assets – Mrs V Araba, the Director – Corporate Services – Mrs R Johnson, the Director – Community Services – Ms K Whareaitu, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson (*part meeting),* the Communications Advisor – Mrs S Clarkson (*part meeting),* the Community Development Officer – Mrs L Mackenzie-Brown (*part meeting),* three members of the public (*part meeting),* and one member of the Media (Stratford and South) (*part meeting)*.

1. Welcome

The District Mayor welcomed Elected Members, members of the public, staff and the media to the meeting.

The opening karakia was read.

The District Mayor reiterated the health and safety message and emergency procedures.

2. Apologies

An apology was received from Councillor V R Jones and an approved leave of absence noted for C M Tongaawhikau.

Recommendation

THAT the apologies be received.

BOYDE/HARRIS
Carried
CL/25/64

3. Announcements

The District Mayor noted that the performance review process for the Chief Executive was now underway with elected members having had a survey emailed to them, he requested they all participate in this.

4. Declarations of Members Interest

Elected members were asked to declare any real or perceived conflicts of interest relating to items on this agenda.

Councillor Erwood	Item 6.3 Policy and Services Meeting (Item 8 within the minutes – TET Funding Application 2025)
Councillor Dudley	Item 11 – Percy Thomson Trust – Appointment of Trustees
Councillor Hall	Item 11 – Percy Thomson Trust – Appointment of Trustees

Councillor Hall requested the opportunity to speak to this item as the Chair of the Percy Thomson Trust. It was noted this request would be considered at the time of the item.

5. Attendance Schedule

The attendance schedule for Ordinary and Extraordinary Council meetings was attached.

6. Confirmation of Minutes

6.1 Ordinary Meeting of Council – 8 July 2025
D25/26143 (Open) D25/24303 (PE) Page 10

Recommendation

THAT the minutes of the Ordinary Meeting of Council, including the public excluded section, held on Tuesday 8 July 2025, be confirmed as a true and accurate record.

HARRIS/DUDLEY
Carried
CL/25/65

6.2.1 Public Forum Notes
D25/24312 Page 19

The notes from the public forum were attached for Council's information.

The Committee Advisor and Executive Assistant undertook to make the following amendments:

- Page 17 amend *DUDLEYY* to *DUDLEY*

6.2 Audit and Risk Committee – 15 July 2025
D25/28553 (Open) D25/25445 (PE) Page 21

Recommendations

1. THAT the unconfirmed minutes of the Audit and Risk Committee meeting held on Tuesday 15 July 2025 be received.

ERWOOD/VOLZKE
Carried
CL/25/66

2. THAT the recommendations in the minutes of the Audit and Risk Committee meeting, including those in the public excluded section, held on Tuesday 15 July 2025 be adopted.

DUDLEY/BECK
Carried
CL/25/67

RW

6.3 Policy and Services Committee – 22 July 2025
D25/26562 Page 33

Recommendations

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 22 July 2025 be received.

McKAY/WATT
Carried
CL/25/68

2. THAT the recommendations in the minutes of the Policy and Services Committee meeting held on Tuesday 22 July 2025 be adopted.

HARRIS/BOYDE
Carried
CL/25/69

7. District Mayor's Report
D25/29733 Page 41

Recommendations

1. THAT the report be received.

VOLZKE/McKAY
Carried
CL/25/70

2. THAT, in accordance with Standing Order 8.4, an Extraordinary Meeting be called for 11.30am on Tuesday 26 August 2025, to approve the Water Services Delivery Plan to be submitted to the Department of Internal Affairs.

VOLZKE/McKAY
Carried
CL/25/71

The District Mayor noted the following points:

- Slides from the presentations at the LGNZ conference will be shared to elected members via email. Councillor Boyde felt the conference held a huge amount of value with a lot of learning out of it. Councillor Harris noted it was very relevant and topical of what is in the council space at the moment. The District Mayor agreed noting the conference material was much more relevant to councils at the moment without an international component or being aimed at the big cities.
- Mr Doug Robinsons contribution to the Stratford Community House Trust was noted as he had done a number of years before recently resigning. Mrs Carol Spragg has been appointed as a trustee as the Mayoral Appointment.
- The second recommendation relates to calling an Extraordinary meeting on 26 August to approve the Water Services Delivery plan to be submitted to the Department of Internal Affairs.

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8. Decision Report – Prospero Place Development – Approval of Final Design

D25/27554 Page 45

Recommendations

1. THAT the report be received.

2. THAT the summary of the public feedback and attached comments as shown in **Appendix 1** be received.

VOLZKE/WATT
Carried
CL/25/72

~~3. THAT the final design as shown in **Appendix 2** be approved for implementation, incorporating any amendments raised during this meeting.~~

3. THAT Council notes the next steps being:
   - Receiving and incorporating the iwi unified approach into the final design;
   - Engaging the new Council on the final design;
   - Developing the final design into appropriate packages of work; and
   - Seeking the new Council's decision on the funding approach to progress the project.

BOYDE/DUDLEY
Carried
CL/25/73

Recommended Reason
Pending the receipt of Iwi unified approach, the approval of the final design will allow the progression of this project to tender stage.

The Property and Projects Manager noted the following points:

- A replacement recomendation was tabled to allow for iwi's approach to be in the final design. The new council will then have input and officers will also develop a programme of work to split the project up.

The Chief Executive noted the following points:

- It was anticipated that the final design would be presented today for adoption, but it is now suggested to give time for the missing elements to be included and to ensure we have identified how iwi would like to be recognised.
- Officers are going to identify smaller size work packages for funding allocations, elected members can choose to fund the project in one go or split it up in the Annual Plan and allocated elements to seek external funding. There is sufficient funding to complete the design process.

Points noted in discussion:

- Councillor Hall sought clarification around the reference to the change to the funding? Mr Hanne noted that the project had started with a budget of around $2-3 million as a mix of better off funding and council funding, then it was brought down to be grant funding only however the rules around better off funding were then changes to only being able to be used for water projects so this funding was reallocated to the grit tank. A report was brought back at this point to Elected Members who decided to fund Year 1 of the $300,000 design work and leave any subsequent work for a decision at a later Annual or Long Term Plan.
- Councillor Hall asked if Iwi had been engaged throughout this project and if Whakaahurangi Marae had been engaged? Mr Hanne noted engagement had been with Iwi directly and not Whakaahurangi Marae.
- Councillor Hall asked if there was a risk a new council could decide not to do this and the project fall over? Mr Hanne confirmed that even with funding already allocated a new council could give the instruction to stop all work. The District Mayor noted this applied to any council project,

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every project in the LTP is subject to review and at any time could be changed, shrunk or enhanced.

- Councillor Watt noted he was struggling to see how this could be budgeted at $1.2 million as he felt this was too much. Mr Hanne noted that public infrastructure is expensive, particularly when it comes to concrete and lighting. He noted a quantity survey would be completed and this would be included when setting a budget with council. The work will be tendered before it goes to delivery.
- It was confirmed that the cost of all plantings were included in the budget. Councillor Erwood questioned if the ongoing maintenance for these plants had been factored into the budget? Mr Hanne clarified this would form part of the overall council maintenance programme. Low maintenance was a consideration when looking at the plantings and design. Mr Taylor noted the current trees cause maintenance issues at the moment and changing these to evergreens will reduce that. There will also be less mowing area but more weeding areas to be factored into the maintenance contract. The District Mayor noted a local trust was interested in sponsoring some of the plantings.
- Councillor Beck asked where the feedback was being considered as there were a lot of different views. Mr Taylor clarified that the plan presented today was a result of the feedback received and had been changed from the previous version.
- Councillor Beck asked if the new canopy would be retrofitted? Mr Taylor noted the current canopy was likely to be demolished as it was no longer fit for purpose as it had been originally built when there was a building to the side of it. Councillor Beck asked if there would be a time period between a new canopy being fitted and suggested it remains in place until such time there is budget allocated to build a new one? Mr Taylor noted this can be considered and would wait until the final layout of the pathway is determined as it is proposed to be narrower than it currently is. Councillor Beck noted there were a lot of people in the feedback wanting the canopy so removing it and not replacing it for years would not be a good move.
- Councillor Beck noted the suggestion of solar panels in the feedback and asked if this had been considered in the plan? Mr Taylor noted this would be dependent on the budget set by council. Mr Hanne noted there were better suited areas for solar panels to be fitted than this project.
- Councillor Harris questioned if there was a health and safety concern with the canopy as she noted the designer had said it did not look pretty. Mr Taylor noted it does leak but if it was proposed to be kept then a report would be needed to know the structural integrity of it. He noted the paving was more a health and safety risk at this stage. Councillor Harris noted she would be loathed to take it down if it is still functional as the feedback was strong that people wanted to keep some sort of cover.
- Councillor Harris did not support e-bike charging if council was to fund it. She felt the bell tower bells and a bike lock up were a good idea and noted that planting wildflowers was not a good idea.
- Councillor Dudley noted that the canopy between the gallery and library was to be retained, she asked if was likely to removed in future plans? Mr Taylor noted it was likely to remain at this stage as it is not causing any of the complaints received. Councillor Dudley noted that this was a spot where people stopped before going across Prospero Place.
- Councillor Boyde noted he felt a community stage that was movable and could be used anywhere would be better than a permanent stage. He asked if the historical fountain by the old pool was able to go there if it was fit for purpose. Mr Hanne noted this was not a drinking fountain and part of its history was its location.
- Councillor Boyde requested more picnic tables as the current ones are always in use. He reminded councillors that this project was part of the Stratford 2035 overall plan and now the land has been purchased he was excited to see this move as it is the cornerstone of the tidy up of Broadway. He noted it was vital to finish off the design to then be brought back to look at funding and he did believe it should be a staged approach. By getting the basics done we can sit back and look at what else is needed in the future.
- Councillor Sandford noted his surprise that there was no Shakespearean features in the plan and felt this was the golden opportunity to show a bit of Shakespeare and the towns history. He felt the wall was a perfect place. Mr Hanne noted that artwork is yet to be investigated.

The Communications Manager, Communications Advisor and the Community Development Officer left the meeting at 4.15pm.

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9. Questions

- Councillor Hall noted she had raised a concern from a community member who felt unsafe walking across the war memorial carpark due to the shrubbery. She was pleased to be able to message her to tell her it has been pruned and thanked council staff for acting so quickly on it.
- Councillor Dudley asked if the Dog Control Bylaw can be reviewed earlier than its due date of 2030 given recent incidents involving dogs. Mr Hanne clarified that a large component of this bylaw is legislatively led, especially in regards to impounding and prosecuting for incidents. He noted the importance of evidence with dog incidents. Councillor Dudley noted that reporting against dogs has been creeping up in the monthly reports. Mr Hanne suggested meeting with the regulatory team to determine if a solution is within a bylaw review or an alternative method such as public communications.

10. Resolution to Exclude the Public

Recommendation

THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

Agenda Item No: 11

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution to each matter	Grounds under section 48(1) for the passing of this resolution
Trustee Appointment – Percy Thomson Trust	The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6 and section 7 of the Act - specifically Section 7(2)(a) Local Government Official Information and Meetings Act 1987.

VOLZKE/BOYDE
Carried
CL/25/74

The media and the members of the public left the meeting at 4.24pm
Councillor Dudley left the table at 4.24pm.

As the chair of the Percy Thomson Trust, Councillor Hall requested an opportunity to speak to council before a decision is made on appointment of trustees, specifically in regards to the recommendation reappointing a current trustee and the recommendation extending her own appointment period. The resolutions would be amended to allow Councillor Hall to speak regarding the reappointment of one trustee and the request denied to speak to her own reappointment.

Councillor Hall left the table at 4.27pm.

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11. Public Excluded Item - Decision Report – Percy Thomson Trust – Appointment of Trustees

D25/290931 Page 208

Recommendations

1. THAT the report be received.

VOLZKE/ERWOOD
Carried
CL/25/75

2. THAT, in accordance with the trust deed, Helen Cloke be re-appointed as trustee of the Percy Thomson Trust for a term of three years.

BOYDE/WATT
Carried
CL/25/76

3. THAT in accordance with the trust deed, Council appoint Casey Wellington as a new trustee of the Percy Thomson Trust for a term of three years, concluding at the 2028 AGM, effective immediately.

HARRIS/BOYDE
Carried
CL/25/77

4. THAT, in accordance with the trust deed, Deborah Clough be re-appointed as trustee of the Percy Thomson Trust for a term of three years.

SANDFORD/BOYDE
Carried
CL/25/78

5. THAT, Councillor Ellen Hall's appointment as a trustee of the Percy Thomson Trust be extended from concluding in October 2025 to December 2025, to allow the incoming council to review and allocate responsibilities and roles to elected members following the upcoming elections.

ERWOOD/BOYDE
5 for
3 Against
Carried
CL/25/79

6. THAT the resolutions from this decision be released from the public excluded section.

VOLZKE/BECK
Carried
CL/25/80

Recommended Reason
As per the trust deed, Stratford District Council has the power to appoint trustees to the Percy Thomson Trust. This recommendation enables the exercising of this power and intends to meet the Council's obligations to the trust to ensure that collectively the trustees hold the right range of experience and skills.

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Recommendation

THAT the open meeting resume.

VOLZKE/BECK
Carried
CL/25/81

12. Closing Karakia

D21/40748 Page 212

The closing karakia was read.

The meeting closed at 5.18pm.

N C Volzke
Chairman

Confirmed this 9th day of September 2025

N C Volzke
District Mayor