



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Extraordinary Te Hiku Community Board Meeting

Thursday, 5 November 2020

Time: 4.00 pm

Location: Virtually via Microsoft Teams

Membership:

Chairperson Adele Gardner - Chairperson
Member Darren Axe
Member Sheryl Bainbridge
Deputy Chair Jaqi Brown
Member John Stewart
Member William Subritzky
Member Felicity Foy

The Local Government Act 2002 states the role of a Community Board is to:

- (a) Represent, and act as an advocate for, the interests of its community;
- (b) Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board;
- (c) Maintain an overview of services provided by the territorial authority within the community;
- (d) Prepare an annual submission to the territorial authority for expenditure within the community;
- (e) Communicate with community organisations and special interest groups within the community;
- (f) Undertake any other responsibilities that are delegated to it by the territorial authority

Council Delegations to Community Boards - January 2013

The "civic amenities" referred to in these delegations include the following Council activities:

- Amenity lighting
- Cemeteries
- Drainage (does not include reticulated storm water systems)
- Footpaths/cycle ways and walkways.
- Public toilets
- Reserves
- Halls
- Swimming pools
- Town litter
- Town beautification and maintenance
- Street furniture including public information signage.
- Street/public Art.
- Trees on Council land
- Off road public car parks.
- Lindvart Park – a Kaikohe-Hokianga Community Board civic amenity.

Exclusions: From time to time Council may consider some activities and assets as having district wide significance and these will remain the responsibility of Council. These currently include: The roading network, Hundertwasser toilets, District Library Network, Baysport, the Kerikeri, Kaikohe & Kaitaia Airports, Hokianga Vehicle Ferry, i-Site network, Far North Community Centre, Kerikeri Domain, Kawakawa Heated Swimming Pool, Kaikohe Cemetery, Kerikeri Sports Complex, The Centre at Kerikeri, the Bay of Islands/Hokianga Cycle Trail.

Set local priorities for minor capital works in accordance with existing strategies,

1. Recommend local service levels and asset development priorities for civic amenities as part of the Annual Plan and Long Term Plan processes.
2. Reallocate capital budgets within the Annual Plan of up to 5% for any specific civic amenity, provided that the overall activity budgetary targets are met.
3. Make grants from the allocated Community Funds in accordance with policy 3209, and the SPARC/Sport Northland Rural Travel fund in accordance with the criteria set by the respective body, and, for the Bay of Islands-Whangaroa Community Board, the power to allocate the Hundertwasser Donations Account.
4. Provide comment to council staff on resource consent applications having significance within the Community, including the provision of land for reserves or other public purposes.
5. To hold, or participate in hearings, as the Council considers appropriate, in relation to submissions pertinent to their community made to plans and strategies including the Long Term Plan and Annual Plan, and if appropriate recommend decisions to the Council.
6. To hold hearings of submissions received as a result of Special Consultative Procedures carried out in respect of any matter other than an Annual or Long Term Plan, and make recommendations to the Council.

7. Where recommended by staff to appoint management committees for local reserves, cemeteries, halls, and community centers.
8. To allocate names for previously unnamed local roads, reserves and other community facilities, and recommend to Council name changes of previously named roads, reserves, and community facilities subject to consultation with the community.
9. To consider the provisions of new and reviewed reserve management plans for recommendation to the Council in accordance with the Reserves Act 1977, and hear or participate in the hearing of submissions thereto, as considered appropriate by the Council.
10. To provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
11. Prohibit the use of skateboards in specified locations within their communities, in accordance with Council's Skating Bylaw 1998.
12. Recommend new bylaws or amendments to existing bylaws.
13. Prepare and review management plans for local cemeteries within budget parameters and in a manner consistent with Council Policy.
14. Exercise the following powers in respect of the Council bylaws within their community:
 - a. Control of Use of Public Spaces – Dispensations on signs
 - b. Mobile Shops and Hawkers – Recommend places where mobile shops and/or hawkers should not be permitted.
 - c. Parking and Traffic Control – Recommend parking restrictions, and areas where complying camping vehicles may park, and consider and grant dispensations in accordance with clause 2007.2
 - d. Public Places Liquor Control – Recommend times and places where the possession or drinking of alcohol should be prohibited.
 - e. Speed Limits – Recommend places and speed limits which should be imposed.
15. To appoint Community Board members to speak on behalf of their community in respect of submissions or petitions.
16. Specific to the Bay of Islands-Whangaroa Community Board – consider any recommendations of the Paihia Heritage Working Group and make appropriate recommendations to Council on the development of a draft Plan Change and a Section 32 analysis on heritage provisions for Paihia.
17. To set schedule of meeting dates, times and venues, subject to the meetings not conflicting with meetings of the Council and satisfying the provisions of the Local Government Official information and Meetings Act 1987.
18. To review all proposed public art projects on a project-by project basis to ensure they comply with policy #5105 Art in Public Places, including approval of the aesthetic appearance, maintenance programme, insurance and appropriate location, and to agree to their installation.
19. In respect of applications from food establishments for permission to establish tables and chairs on a public place, i.e. Alfresco dining in accordance with Policy 3116, to consider and decide on any application which does not meet all criteria of the policy, and any application which staff recommend to be declined.
20. Subject to a report from the appropriate managers and the appropriate budgetary provision, to make decisions in respect of civic amenities including the levels of service, and the provision or removal of an amenity not provided for elsewhere in these delegations.

Terms of Reference

In fulfilling its role and giving effect to its delegations, Community Boards are expected to:

1. Comment on adverse performance to the Chief Executive in respect of service delivery.
2. Assist their communities in the development of structure plans, emergency management community response plans, and community development plans.
3. Assist their communities to set priorities for Pride of Place programmes.
4. Have special regard for the views of Maori.
5. Have special regard for the views of special interest groups, e.g. disabled, youth, aged, etc.

6. Actively participate in community consultation and advocacy and keep Council informed on local issues.
7. Seek and report to Council community feedback on current issues by:
 - a) Holding a Community forum prior to Board meetings
 - b) Varying the venues of Board meetings to enable access by members of the community
8. Monitor and make recommendations to Council to improve effectiveness of policy.
9. Appoint a member to receive Annual Plan\Long Term Council Community Plan submissions pertinent to the Board area, attend hearings within the Board area, and attend Council deliberations prior to the Plan adoption.

Protocols

In supporting Community Boards to fulfil their role, the Council will:

1. Provide appropriate management support for the Boards.
2. Organise and host regular workshops with the Community Boards to assess the 'State of the Wards & District' to establish spending priorities.
3. Prior to decision-making, seek and include 'Community Board views' in Council reports in relation to:
 - a. the disposal and purchase of land
 - b. proposals to acquire or dispose of reserves
 - c. representation reviews
 - d. development of new maritime facilities
 - e. community development plans and structure plans
 - f. removal and protection of trees
 - g. local economic development initiatives
 - h. changes to the Resource Management Plan
4. Organise and host quarterly meetings between Boards, the CEO and senior management staff.
5. Prepare an induction/familiarisation process targeting new members in particular early in the term.
6. Support Board members to arrange meetings with local agencies and service clubs to place more emphasis on partnerships and raising profile of the Boards as community leaders.
7. Permit Board chairperson (or nominated member) speaking rights at Council meetings.
8. Help Boards to implement local community projects.
9. Arrange for Infrastructure and Asset Management Staff to meet with the Community Boards in September each year to agree the capital works for the forthcoming year for input into the Annual or Long Term Plan.
10. Provide information.

TE HIKU COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

Name	Responsibility (i.e. Chairperson etc.)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Adele Gardner	N/A - FNDC Honorarium			
	The Far North 20/20, ICT Trust	Trustee		
	Te Ahu Charitable Trust	Trustee		
	ST Johns Kaitia Branch	Trustee/ Committee Member		
	I know many FNDC staff members as I was an FNDC staff member from 1994-2008.			
Partner of Adele Gardner	N/A as Retired			
Darren Axe	Wharf Warden at Far North Holding Limited	Council Controlled organisation		
Sheryl Bainbridge	Ex-employee of Far North District Council			There should be no conflict of interest if we are all heading in the same direction
	Property in Coopers Beach			
Jaqi Brown	Te Hiku Navigation	Manager		
	Whangape Marae	Maori Land Owner Trustee over Whangape School and marae		Will manage any potential interests/conflicts and it arises
	Te Rawawa Rugby Club Committee	TRRC Lease Ahipara Domain from FNDC		Will manage any potential interests/conflicts and it arises
	Property in Ahipara			
John Stewart	Printing.com Kaitia	Managing Director	Produces some work for FNDC	Step aside for any decisions at the time

Name	Responsibility (i.e. Chairperson etc.)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Zenstone N.Z Limited	Managing Director	N/A	N.A
	90 Mile Snapper Bonanza Limited	Shareholder / Organiser	May apply for event funding from FNDC	Step aside for any decisions at the time
	Property in Whatuwhiwi and Kaitia			Step aside for any decisions at the time
John Stewart – Partner	Printing.com Kaitia			
	Property in Whatuwhiwi and Kaitia			Step aside for any decisions at the time
Felicity Foy	Director - Northland Planning & Development	I am the director of a planning and development consultancy that is based in the Far North and have two employees. Property owner of Commerce Street, Kaitia		I will abstain from any debate and voting on proposed plan change items for the Far North District Plan.
				I will declare a conflict of interest with any planning matters that relate to resource consent processing, and the management of the resource consents planning team.
				I will not enter into any contracts with Council for over \$25,000 per year. I have previously contracted to Council to process resource consents as consultant planner.

Name	Responsibility (i.e. Chairperson etc.)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Flick Trustee Ltd	I am the director of this company that is the company trustee of Flick Family Trust that owns properties Seaview Road – Cable Bay, and Allen Bell Drive - Kaitaia.		
	Elbury Holdings Limited	This company is directed by my parents Fiona and Kevin King.	This company owns several dairy and beef farms, and also dwellings on these farms. The Farms and dwellings are located in the Far North at Kaimaumau, Bird Road/Sandhills Rd, Wireless Road/ Puckey Road/Bell Road, the Awanui Straight, and Allen Bell Drive.	
	Foy Farms Partnership	Owner and partner in Foy Farms - a farm on Church Road, Kaingaroa		
	Foy Farms Rentals	Owner and rental manager of Foy Farms Rentals for 7 dwellings on Church Road, Kaingaroa and 2 dwellings on Allen Bell Drive, Kaitaia, and 1 property on North Road, Kaitaia, one title contains a cell phone tower.		
	King Family Trust	This trust owns several titles/properties at Cable Bay, Seaview Rd/State Highway 10 and Ahipara - Panorama Lane.	These trusts own properties in the Far North.	
	Previous employment at FNDC 2007-16	I consider the staff members at FNDC to be my friends		
	Shareholder of Coastline Plumbing NZ Limited			
Partner Felicity Foy	Director of Coastline Plumbing NZ Limited			
	Friends with some FNDC employees			

Far North District Council
Extraordinary Te Hiku Community Board Meeting
will be held virtually via Microsoft Teams on:
Thursday 5 November 2020 at 4.00 pm

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1 KARAKIA TIMATANGA – OPENING PRAYER**2 APOLOGIES AND CONFLICTS OF INTEREST**

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Community Board and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive Officer or the Team Leader Democracy Support (preferably before the meeting).

It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

3 PUBLIC FORUM**4 DEPUTATIONS**

No requests for deputations were received at the time of the Agenda going to print.

5 SPEAKERS

6 REPORTS

6.1 FUNDING APPLICATION - MANGONUI LIONS FUN RUN

File Number: A2989977

Author: Kathryn Trewin, Funding Advisor

Authoriser: Ana Mules, Team Leader - Community Development and Investment

PURPOSE OF THE REPORT

This report summarises the application for Local Community Grant funding to enable Te Hiku Community Board to determine if the application will receive funding.

EXECUTIVE SUMMARY

- Mangonui Lions Club run an annual fun run and their submission (which was sent in on time) was not received by the funding team to be considered at the October meeting.
- The fun run is due to take place on 8 November 2020 (before the next Community Board meeting).
- Te Hiku Community Board has \$92,332 unallocated funding available for the 2020/21 financial year. This includes \$20,122 carried over from the 2019/20 financial year.

RECOMMENDATION

That Te Hiku Community Board approves the sum of \$322 (plus GST if applicable) be paid from the Board's Community Fund account to Mangonui Lions Club for costs towards the 2020 Mangonui Lions Fun Run to support the following Community Outcomes:

- i) **Proud Vibrant Communities**
- ii) **Communities that are healthy, safe, connected and sustainable**

1) BACKGROUND

Each application has been checked by staff for completeness and complies with the conditions of the Community Grant Policy, Community Outcomes as stated in the LTP and all provisions listed on the application form.

2) DISCUSSION AND OPTIONS

The applicant was required to complete a standard application form and provide supporting information.

For each application, the Board has three options.

Option 1 Authorise funding for the full amount requested

Option 2 Authorise partial funding

Option 3 Decline funding

Reason for the recommendation

Each application has been assessed and meets the criteria of the Community Grant Policy, Community Outcomes as listed in the LTP, and the conditions listed on the application form.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Budgetary Provision has been made and the grant is allocated in accordance with the Community Grant Policy.

ATTACHMENTS

1. **THCB - Application - Mangonui Lions Fun Run - A2989937** [↓](#) 

Compliance schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report does not have district-wide relevance.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	No implications for Māori in relation to land and/or water.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Considered in the application.
State the financial implications and where budgetary provisions have been made to support this decision.	Budgetary Provision has been made and the grant is allocated in accordance with the Community Grant Policy.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

Local Grant Application Form



Instructions

Please read carefully:

- Read this application form in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadlines dates are on Council's website www.fndc.govt.nz
- **Incomplete, late, or non-complying** applications will not be accepted.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- **If there's anything on this form you're not sure of**, please contact the Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz – we're happy to help.
- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

The following must be submitted along with this application form:

- ☐ Quotes (or evidence of costs) for all items listed as total costs on pg 3
- ☐ Most recent bank statements and (signed) annual financial statements
- ☐ Programme/event/project outline
- ☐ A health and safety plan
- ☐ Your organisation's business plan (if applicable)
- ☐ If your event is taking place on Council land or road/s, evidence of permission to do so
- ☐ Signed declarations on pgs 5-6 of this form

Applicant details

Organisation	<input type="text" value="Mangonui Lions Club"/>	Number of Members	<input type="text" value="34"/>
Postal Address	<input type="text" value="P O Box 34, Mangonui"/>	Post Code	<input type="text" value="0442"/>
Physical Address	<input type="text"/>	Post Code	<input type="text"/>
Contact Person	<input type="text" value="Alan Dow"/>	Position	<input type="text" value="Treasurer"/>
Phone Number	<input type="text" value="09 406 0136"/>	Mobile Number	<input type="text" value="021 217 0366"/>
Email Address	<input type="text" value="mangonuifunrun@lionsclubs.org.nz"/>		

Please briefly describe the purpose of the organisation.

The Lions' motto is 'We Serve'. We work on projects to improve our community and environment.
We are part of 'Lions Clubs International'.

www.fndc.govt.nz | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | funding@fndc.govt.nz | Phone 0800 920 029

Local Grant Application Form



Project Details

Which Community Board is your organisation applying to (see map Schedule A)?

☒ Te Hiku ☐ Kaikohe-Hokianga ☐ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity Date

Location Time

Will there be a charge for the public to attend or participate in the project or event? ☐ Yes ☒ No

If so, how much?

Outline your activity and the services it will provide. Tell us:

- Who will benefit from the activity and how; and
- How it will broaden the range of activities and experiences available to the community.

The Mangonui Lions Fun Run and Walk is a community exercise event where participants can walk or run along Coopers Beach, and/or the Taumarumaru Reserve at the western end of Coopers Beach.

Our event encourages families to participate in an outdoor physical activity, thus raising general fitness within the community. We also aim to promote Doubtless Bay and the Far North in this annual event.

This year, 2020, will be different due to the impact of Covid-19. We will not be asking participants for an entry fee, nor seeking donations of prizes from our local business community. We realise businesses and the community in general have had a tough year, so we aim to put on a free event to give local people the opportunity to get together in a fun activity. Local clubs are being asked to support us by holding their own stalls and activities on the day.

It will, of course, be dependant on any health department restrictions being at a suitably low level.

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Local Grant Application Form



Project Cost

Provide a detailed costs estimate for the activity. Funding requested may not exceed 50% of the total cost.

Total Cost - provide the **total** amount of the estimated quoted cost against the appropriate item.

Amount Requested - provide (against the item) the amount the Board is being requested to contribute.

Please Note:

- You need to provide quotes (or evidence of costs) for everything listed in the total costs column
- If your organisation is GST registered, all requested amounts must be GST exclusive.
- Do not enter cents – round the values up or down to the nearest dollar
- Do not use the dollar sign (\$) – just enter the dollar value
- If you are applying for operating costs of a programme, please attach a programme outline

Expenditure	Total Cost	Amount Requested	
Rent/Venue Hire			Notes
Advertising/Promotion	\$92	\$92	(a)
Facilitator/Professional Fees ²			
Administration (incl. stationery/copying)	\$24	\$24	(b)
Equipment Hire			
Equipment Purchase (describe)			
Utilities			
Hardware (e.g. cement, timber, nails, paint)	2 cans paint @ \$13.50 = \$27	\$27	(c)
Consumable materials (craft supplies, books)			
Refreshments	Cups \$39.96	\$39	(d)
Travel/Mileage	220 @ 76¢ = \$167.20	\$100-	(e)
Volunteer Expenses Reimbursement			
Wages/Salary		not applicable	
Volunteer Value (\$20/hr)	20 lions @ 4hr \$160 \$1600	not applicable	
Other (describe)			
Engrave plaque on trophy	\$40	\$40	(f)
TOTALS	\$550 \$1990	\$322	

² If the application is for professional or facilitator fees, a job description or scope of work must be attached.

Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☐ Yes ☒ No GST Number

How much money does your organisation currently have?

How much of this money is already committed to specific purposes?

List the purpose and the amounts of money already tagged or committed (if any):

Purpose	Amount
STORAGE FACILITY	\$500 -
PO BOX FEE	175 -
NZ & INTERNATIONAL SUBS/FEEs	2400 -
R. TUCKER THOMPSON SAILING TRUST	1890 -
FUNDS TO BE DISTRIBUTED TO COMMUNITY	7144 -
TOTAL	14,109

Please list details of all other funding secured or pending approval for this project (minimum 50%):

Funding Source	Amount	Approved
N/A.		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

Please state any previous funding the organisation has received from Council over the last five years:

Purpose	Amount	Date	Project Report Submitted
FUN RUN EXPENSES	\$270	26/8/19	Y / N
"	\$311	11/10/18	(Y) / N
"	\$342	5/10/17	(Y) / N
"	\$500	20/4/15	(Y) / N
"	\$300	7/10/14	(Y)

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Local Grant Application Form



Privacy Information

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public information and may be made available on the Council's website. **If there is sensitive information in the proposal or personal details you wish to be withheld, please advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

Applicant Declaration

This declaration must be signed by two people from your organisation who are 18 years of age or older with the authority to sign on behalf of the organisation. Signatories cannot be an undischarged bankrupt, cannot be immediately related, cannot be partners, and cannot live at the same address. They must have a daytime contact phone number and be contactable during normal business hours.

On behalf of: (full name of organisation)

Mangonui Lions Club

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisation's most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.
5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
6. We have the following set of internal controls in place:
 - Two signatories to all bank accounts (if applicable)
 - A regularly maintained and current cashbook or electronic equivalent
 - A person responsible for keeping the financial records of the organisation
 - A regularly maintained tax record (if applicable)
 - A regularly maintained PAYE record (if applicable)
 - The funding and its expenditure shown as separate entries in the cash book or as a note to the accounts
 - Tracking of different funding, e.g. through a spreadsheet or journal entry
 - Regular financial reporting to every full meeting of the governing body

Signatory One



Signatory Two

 20/8/20

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Local Grant Application Form



We agree to the following conditions if we are funded by Local Community Grant Funding:

1. To uplift any funding granted within 3 months of the date on the letter of agreement. Failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by Far North District Council unless written approval for a change of purpose(s) is obtained **in advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact Governance Support for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North District Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. Applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.
9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
10. To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

Signatory One

Name	<input type="text" value="Alan Dow"/>	Position	<input type="text" value="Treasurer"/>
Postal Address	<input type="text" value="P O Box 109, Mangonui"/>		Post Code <input type="text" value="0442"/>
Phone Number	<input type="text" value="09 406 0136"/>	Mobile Number	<input type="text" value="021 217 0366"/>
Signature	<input type="text" value="Alan Dow"/>		Date <input type="text"/>

Signatory Two

Name	<input type="text" value="John Joseph Matthews"/>	Position	<input type="text" value="Secretary"/>
Postal Address	<input type="text" value="PO Box 34, Mangonui"/>		Post Code <input type="text"/>
Phone Number	<input type="text" value="027 568 2188"/>	Mobile Number	<input type="text" value="09 406 1493"/>
Signature	<input type="text" value="John Joseph Matthews"/>		Date <input type="text" value="20/8/20"/>

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Funding Application from the Mangonui Lions Fun Run**Schedule of Supporting Documentation**

Page	Document
1	Bay Signs Quote
3	Gloss Quote
4	Bio Cup Quote
5	Travel Estimates
6	Engraving Quote
10	Bank Account List
12	Cashbook Summary
13	Health and Safety Plan

Re: Mangonui Lions Fun Run

Subject: Re: Mangonui Lions Fun Run
From: Bay Signs Ltd <andy@baysigns.co.nz>
Date: 24/06/2020, 3:37 pm
To: Alan Dow <agdow54@gmail.com>

* No worries! Just keep it the same as last time! *

On Tue, 23 Jun 2020 at 09:04, Alan Dow <agdow54@gmail.com> wrote:

Andy, the Mangonui Lions are aiming to hold their Annual Fun Run again this year. The date is still to be decided, but we would like a quote for replacing the dates on our large posters.

We are presuming that you are up and running following the lockdown.

Can you, please, quote for changing the dates? We will need four (4) and your email from last year replied as:

Hi Alan,

Sorry for the late replay!

Same as last time \$20+GST Each! Let us know if you want to go head!

(a)

With regards,

Alan Dow

Fun Run Committee

Ph 021 217 0366

$$\begin{array}{r} 4 \times \$20 = \$80 \\ + \text{GST} \quad \$12 \\ \hline \underline{\underline{\$92}} \end{array}$$



Virus-free. www.avg.com

--

Regards

Andy - Signage Production



Bay Signs Ltd - 2412B State Highway 10, Kerikeri, 0295

P. 09 407 3997 M. 021 103 1935 E. andy@baysigns.co.nz


TAX INVOICE / STATEMENT Date 22/7/20 040886

To Mangonui Lions Club.

From Gloss LTD
78 Waterfront Drive
Mangonui

G.S.T. Reg. No. Ref. O/N

Qty	Unit	Description	Unit Price	\$	c
60-100		COPYING A4	40 each		
		-	60	24	00
		-	100	40	00
		A4 white card	5ct		(b)



GLOSS
09 406 0233
78 Waterfront Drive, Mangonui
gloss@outlook.co.nz
Giftware Lotto Officemax Streetwear Sunhats

TOTAL EXCLUSIVE GST \$
TOTAL INCLUSIVE GST \$

Colins AS OF

Quote



04 134 19616 GST INCLUSIVE ***
Call 101 418 550

Colins 2020 13-41 0475 0475 Rep:11
Colins 2020 13-41 0475 0475 Rep:11
170 State Highway 10
PO Box 908 1953

04 134 19616 GST INCLUSIVE ***
Call 101 418 550

04 134 19616 GST INCLUSIVE ***
Call 101 418 550

04 134 19616 GST INCLUSIVE ***
Call 101 418 550

04 134 19616 GST INCLUSIVE ***
Call 101 418 550

04 134 19616 GST INCLUSIVE ***
Call 101 418 550

04 134 19616 GST INCLUSIVE ***
Call 101 418 550

04 134 19616 GST INCLUSIVE ***
Call 101 418 550

Net sale includes GST of \$1.76

We are happy to refund an exchange
for any item, please, please



(c)

2 cans
required
= \$27

RE: Quote for Mangonui Lions Club please
 Re 94-B-0202/80/21

2 of 2

Hello Alan,

We can source 'The Green Plant Eco vibe Bio Cup'

- \$9.99 for a pack of 50 (50mm 8oz)



200 = 4 packs of 50
 4 @ \$9.99 = \$39.96

Talk soon, Ben

www.baysigns.co.nz Facebook: Bay Signs Kerikeri

1 of 1

Re 94-B-0202/80/21 Mangonui Lions Fun Run

Travel Claim (estimates from previous events)

Who	Distance	When	Reason
Alan	120	5 Oct	Pick up decals for roadside signs – from Bay Signs, Kerikeri
Committee	20	1 Oct	Distribute posters
Alan, Wayne	30	7 Oct	Erect roadside signs, Taipa, Coopers Beach
Alan	20	5 Nov	Collect marquees, Coopers Beach, Mangonui
Alan, Wayne	30	9 Nov	Take down roadside signs, return materials to storage
Total:	220		

RE: Engraving quote please

Subject: RE: Engraving quote please
From: "Riders Sports" <riders.sports.kaitaia@gmail.com>
Date: 23/07/2020, 12:58 pm
To: "'Mangonui Fun Run'" <mangonuifunrun@lionsclubs.org.nz>

Hi Alan,

The shields measurement is from top to bottom,
The two shields we have available are either 26mm or 24 mm
The approximate price including engraving is \$ 40.00

Kind regards
Char Ryan

Riders Sports Depot
73 Commerce Street
Kaitaia
(09) 4080240
riders.sports.kaitaia@gmail.com

-----Original Message-----

From: Mangonui Fun Run [<mailto:mangonuifunrun@lionsclubs.org.nz>]
Sent: Wednesday, 22 July 2020 2:54 PM
To: Riders Sports <riders.sports.kaitaia@gmail.com>
Subject: Re: Engraving quote please

Char, the shield is 25mm x 25mm, and is coloured 'Gold'.

Regards,

Alan Dow

On 20/07/2020 11:52 am, Riders Sports wrote:

Hi Alan,

Can you please measure the shield width and height as they come in different sizes.

Kind regards
Char Ryan

Riders Sports Depot
73 Commerce Street
Kaitaia
(09) 4080240
riders.sports.kaitaia@gmail.com

-----Original Message-----

From: Mangonui Fun Run [<mailto:mangonuifunrun@lionsclubs.org.nz>]
Sent: Monday, 20 July 2020 11:37 AM
To: riders.sports.kaitaia@gmail.com
Subject: Engraving quote please

May the Mangonui Lions Club have a quote for engraving a gold shield, please? This is for our Fun Run and Walk trophy, as completed for us in 2019.

I enclose a photo of last year's shield that you engraved for us.

A reply can be sent by a return email, but if more information is needed then please ring:

Alan Dow, 09 406 0136

CashManager 2019.11

Lions Club of Mangonui

Page 1

BANK ACCOUNT LIST

Account Name and Number	Bank and Branch	Current Balance
Administration Account Number: 38-9011-0125264-00 Reconciled to: 28/06/20	Kiwibank Mangonui	4,370.92
Trust Operating Account Number: 38-9011-0125264-01 Reconciled to: 31/05/20	Kiwibank Mangonui	11,034.87
Notice Saver - Trust Number: 38-9011-0125264-02 Reconciled to: 31/05/20	Kiwibank Mangonui	3,734.70
202K Convention Account Number: 38-9011-0125264-03 Reconciled to: 31/05/20	Kiwibank Mangonui	1,352.00
Total		<u>\$ 20,492.49</u>

APow
Treasurer

Printed on Monday 20 July, 2020 at 9:39 am

CashManager 2019.05		Lions Club of Mangonui		Page 1	
SUMMARY CASHBOOK: 01/07/19 TO 30/06/20					
All Bank Accounts					
Opening balance				\$20,582.94	
Add: Deposits					
ACCOUNT	TITLE				
101	Daffodill Day Receipts			\$8,244.70	
102	Waterfront Festival Receipts			\$2,315.30	
105	Donations from members (Scrappy Adams)			\$250.00	
107	Donation for manpower			\$1,300.00	
110	Float	(Daffodil Day)		\$350.00	
199	Other Sundry Donations Received			\$3,036.66	
201	Subscriptions from Members Receive (see Notes)			\$1,855.00	
202	Meals (Dinner Meeting) Receipts (see Notes)			\$5,176.00	
203	Sale of Uniform Receipts			\$166.50	
204	Raffle Proceeds (see Notes)			\$625.00	
205	Tail Twister Receipts			\$103.20	
210	Convention Subs			\$23,707.84	
211	Christmas Cake sales (see Notes)			\$3,460.00	
301	Fishing Competition Grants Received			\$3,200.00	
304	Notice Board Receipts			\$335.70	
305	Fun Run Receipts			\$1,794.50	
306	Sale of Sundry Items Receipts			\$42.00	
308	Oxford Trust Grants Rec'd		(Convention)	\$4,411.00	
309	FN District Council Grants Rec'd		(Convention)	\$3,976.00	
401	Interest Received			\$64.33	
956	Sundry Operating Expense			\$21.51	
999	Bank Account Transfers			\$16,729.70	
Total Deposits				81,164.94	
				\$101,747.88	

K. Dow
Treasurer

CashManager 2019.05	Lions Club of Mangonui	Page 2
SUMMARY CASHBOOK: 01/07/19 TO 30/06/20		
All Bank Accounts		
Less: Payments		
ACCOUNT	TITLE	
110	Float (Daffodil Day)	-\$350.00
210	Convention Subs	-\$855.00
211	Christmas Cake sales (see Notes)	-\$2,429.83
601	Daffodill Day Expenses	-\$318.70
605	Payment to other Lions Clubs	-\$20.00
606	Convention Expenses	-\$29,695.14
699	Sundry Fundraising Expenses	-\$34.50
704	Meals (Dinner Meetings) Expense (see Notes)	-\$5,473.00
705	Raffle Prizes (members) Expense (see Notes)	-\$289.25
706	Name Badge Expense	-\$38.40
709	Uniform Purchase Expense	-\$353.31
714	Cruising Club Koha	-\$176.00
802	Fun Run Expenses	-\$207.60
899	Other Goods & Services Payments	-\$575.00
901	Cancer Society - Daffodill Day Paid	-\$8,064.00
902	R Tucker Thompson Paid	-\$1,920.00
906	Donations to Local Organisations	-\$6,520.00
908	Lloyd Morgan Donations Paid	-\$400.00
912	Almaner expenses	-\$39.25
949	Change of Officers Expenses	-\$50.00
951	Stationery, Postage & P/copy Exp	-\$47.59
952	Charities Commission Expense	-\$51.11
953	Storage Expense	-\$500.00
956	Sundry Operating Expense	-\$181.02
957	Bank Fees	-\$5.00
958	International Dues Paid	-\$2,736.40
959	District/National Dues Paid	-\$2,792.52
960	Post Box Rental	-\$195.00
998	Purchase of Resources/Assets Paid	-\$208.07
999	Bank Account Transfers	-\$16,729.70
Total Payments		-\$81,255.39
Closing balance		\$20,492.49

JPaw
Treasurer

Health and Safety Management Plan 2020

Event:		Mangonui Lions Fun Run and Walk	
Hazard	Hazard Consequences	Eliminate (E) Isolate (I) Minimise (M)	Control
UV Exposure	Sun burn	M	Promote use of sunhats and sunscreens
Dehydration	Heat stroke	M	Provide shade and water
Heavy rain, high winds	Slipping, hit by debris	E	Cancel event
Man-handling equipment	Sprains, etc.	M	Use extra manpower, or assistance
Unruly public	Vandalism, violence	M	Remain calm, call for assistance
Vehicle movements	Struck by vehicle	M	Wardens and marshals to wear Hi-Viz vests
Exposed creek	Drowning	M	Wardens to patrol area, public to be advised
Uneven ground	Muscle or joint strains, tripping	M	Advise caution at Safety Briefing, and online

7 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

8 MEETING CLOSE