

COMMUNITY BOARD MEMBER'S REPORT

Report to: Bay of Islands-Whangaroa Community Board
Member Name: Belinda Ward
Subdivision: Paihia
Date: 4 November 2019 – 19 January 2020

Meetings

Date	Meeting
04/11/2019	Bay of Islands-Whangaroa Community Board Meeting - Cornerstone Church, Kerikeri
13/11/2019	Attended Focus Paihia Op Shop Fashion Parade - Waitangi Yacht Club
14/11/2019	Training Day - Standing Orders & Political Decision making
14/11/2019	Business Paihia @5 - QRC Paihia
19/11/2019	FNDC Council Meeting - Kaikohe
21/11/2019	Revenue Review Workshop - FNDC Kaikohe
23/11/2019	Friends of Williams House & Library - Christmas Garden Function
27/11/2019	Bay Of Islands-Whangaroa Ward Tour of Council Assets - Bus
28/11/2019	FNHL update meeting – Kaitaia
28/11/2019	Friends of the Domain Kerikeri Meeting - St Johns Ambulance Hall
30/11/2019	Opua Community Meeting & presentations - Opua Hall
04/12/2019	Speed Limit Bylaw Hearings - FNDC Kaikohe
06/12/2019	Paihia Christmas Parade Judge - Williams Road Paihia
09/12/2019	Bay of Islands-Whangaroa CB Meeting - Totara North Hall
11/12/2019	Met with 2 Focus Paihia CT Inc. Trustees – further information attached – 2019 Paihia Art ad Craft Stall Prices and Information
12/12/2019	AP Capex Workshop & FNHL Project Overview - FNDC Kaikohe
16/12/2019	Paihia War Memorial Hall - Committee Meeting
17/12/2019	Pre summer Kings Road meeting re Policing - Thirty30
19/12/2019	FNDC Meeting - Te Ahu Kaitaia

Issues

- Met with Desra at Matt Kings office to discuss Kings Road issues & Maori Wardens.
- Issues with incidences in the Kings Road area & security cameras not working.
- Te Haumi flats foreshore protection - car parking/freedom camping.

- Ongoing complaints being received at Council re Freedom Camping Te Haumi beach
- 18/01/20 1-30pm Cruise Ship Shuttle Bus parked on Te Haumi beach below toilets
- 16/12/19 Met with Cr Smith re FNHL 125k plans for Rangitane. Repairs cost may not be fit for purpose & the community needs a Community Development Plan
- Opuia-Paihia Coastal Walkway requires a process for instant closures due to incidents & maintenance.

Resource Consents

Nil

Requests for Service/Information

RFS 3986967	12/12/2019 - External leak at Paihia War Memorial Hall - Resolved
RFS 3986689	17/12/2019 - A resident's rates increase of 124% was sent an easy pay form as a solution, along with explanations referencing the DP
RFS 3975787	18/12/2019 - Bledisloe Domain Lighting - Renewal works programmed for this financial year end June 2020 08/01/2020 Lodged for outstanding footpath repairs, trip hazards & numerous long-term placement of "cones" in the area. Williams Road particularly dangerous with all the wooden inserts either missing or rotten. No RFS number received to date
RFS 3795613	18/04/2018 - Follow up on flooding issues in front apron of Paihia War Memorial Hall. IN PROGRESS awaiting rain to photograph issue
RFS 3717930	01/01/2015 - Pedestrian safety issues & parking in front of Heritage Boutique Hotel (The Waterfront) Marsden Road Paihia - Pending NZTA response

In progress

2019 PAIHIA ART & CRAFT STALL PRICES

Permanent stall holder per market - \$39

Casual stall holder per market - \$45

Additional levy introduced for this coming season - \$50 permanent, \$15 casual

Businesses around town are often approached by different fund raising groups requesting a contribution toward their fund raising efforts. After receiving a recommendation, Focus Paihia agreed that it would be appropriate for the Art & Craft Market to come on board with supporting the community, and so starting in the 2019/2020 season, a compulsory \$50 levy will be payable by each permanent stall holder and \$15 by each casual stall holder to go toward local fund raising groups. This is to be paid before the beginning of the season and will be made available to local groups to apply for when fund raising.

Individual Booking Form – Casual Sites
Paihia Village Green Arts & Crafts Market 2019/20 Season

Company and/or trading name: _____

Name of site holder: _____

Address: _____

Home telephone: _____ **Mobile phone:** _____

Email: _____

Stallholder Fees:

- \$45 (incl. GST) per cruise day for casual site holders. Casual site holders must pay via bank transfer, on acceptance of the respective date and prior to market access. Sites are confirmed on payment.
- A separate \$15 fee which will be made available to local schools and community groups through a contestable fund is payable before the start of the season, please ensure this is paid by **Friday 27 September 2019**.
- Please make payments by bank transfer to Focus Paihia Contracting, account # 12 3102 0072834 01. Please use your **TRADING NAME** as the reference.
- No refunds or credits will be given for bad weather, ship cancellation, etc.
- GST invoices will be emailed AFTER payment has been received.
- 2019/20 Market dates are listed below. Please put a **TICK** in the box, next to the date that **you know you *WOULD* be available to attend.**

SEPT		OCT		NOV		DEC		JAN		FEB		MAR		APRIL		MAY	
30		8		1		1		6		4		2		2		9	
		10		7		2		7		5		4		4			
				11		3		12		9		8		11			
				24		6		13		10		9		12			
						7		14		16		15		28			
						16		15		17		18					
						23		18		18		19					
						28		19		21		24					
						30		20		24		30					
								21		27		31					
								22									
								27									
								29									
								30									

I, the undersigned, have read and agree to comply with the Market Guidelines and Booking Form for the Paihia Village Green Art & Craft Market Days 2019/20 Season

Signed: _____

Date: _____

Individual Booking Form – Permanent Sites Large ships only
Paihia Village Green Arts & Crafts Market 2019/20 Season

Company and/or trading name: _____

Name of site holder: _____

Address: _____

Home telephone: _____ Mobile phone: _____

Email: _____

Payment Option: Full payment at start of season ____ or 7 x first of the month payments ____ (please tick one)

Stallholder Fees:

- 51 Market Days. The cost of the season is \$1989.00 (incl. GST) and can be paid as one lump sum at the beginning of the season, or by 7 payments of \$284.14 per month, from October 2019 (this includes the one market in September) to April 2020 (this includes the one market day in May) - to be paid on the **first day of each month**. The first payment is due on 1 October 2019 and the last payment will be due on 1 April 2020. A GST Tax invoice will be sent to you by email on or about the 25th of the month before the payment is due on the 1st of the next month.
- A separate \$50 fee which will be made available to local schools and community groups through a contestable fund is payable before the start of the season, please ensure this is paid by **Friday 27 September 2019**.
- Please make payments by bank transfer to Focus Paihia Contracting, account # 12 3102 0072834 01. Please use your **TRADING NAME** as the reference.
- No refunds or credits will be given for bad weather, ship cancellation, etc. However if an additional ship is scheduled this day will not be charged.
- Site holders must notify any intended absence at least 48 hours in advance, by email (kathy@artfromnature.co.nz) or phone (027 436 5620) to Kathy Mortimer (site manager). Please note non-compliance with this or repeated absences of more than 3 without proper notice will result in forfeiture of permanent site.
- Permanent site holders are expected to attend the market for all of the days listed below. Please put an X in the box, next to the dates that **you know you cannot attend**. Please note there are no refunds or credits for days missed.

SEPT		OCT		NOV		DEC		JAN		FEB		MAR		APRIL		MAY	
30		8		1		1		6		4		2		2		9	
		10		7		2		12		5		4		4			
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				24		6		14		17		15		12			
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								29									
								30									

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Signed: _____

Date: _____

Individual Booking Form – Permanent Sites All Ships
Paihia Village Green Arts & Crafts Market 2019/20 Season

Company and/or trading name: _____

Name of site holder: _____

Address: _____

Home telephone: _____ Mobile phone: _____

Email: _____

Payment Option: Full payment at the start of season ____ or 7 x first of the month payments ____ (please tick one)

Stallholder Fees:

- 56 Market Days! The cost of the season is \$2184.00 (incl. GST) and can be paid as one lump sum at the beginning of the season, or by 7 payments of \$312.00 per month, from October 2019 (this includes the one market day in September) to April 2020 (this includes the one market day in May) - to be paid on the **first day of each month**. The first payment is due on 1 October 2019 and the last payment will be due on 1 April 2020. A GST Tax invoice will be sent to you by email on or about the 25th of the month before the payment is due on the 1st of the next month.
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Signed: _____

Date: _____



Agreement for Bay of Islands Farmers' Market on the Paihia Village Green for Five years, 2018-2023 Season inclusive.

1. In order for the Bay of Islands Farmers' Market to run on the Village Green, they will have to comply with the Authentic Farmers' Market using the rules of the FMNZ, which fits in with the principles of the Council's Village Green Management Plan.
2. The Farmers Market will operate every Thursday afternoon (unless it falls on Christmas Day) on the Paihia Village Green; with the option to negotiate any other times if necessary.
3. The BOIFG Inc. will manage the bookings and notify FPCT at the end of each month the number of attendees via email. FPCT will then invoice the BOIFG Inc. monthly, at \$7.50 incl GST per stall, per day. Fees will be reviewed prior to the start of each season.
4. Stall holders are permitted to leave their vehicles on the Green, noting that this meets with Health and Safety regulations of the Market;
5. Entry to the Village Green on Market Days is from 12pm and concludes at 6pm. As the Green may be used in the morning, please ensure that stall holders do not set up prior to this time. Entry gate is to be kept locked from 1pm-4pm once the stall holders have entered, so that the public does not park on the Green.
6. On cruise ship days, the Art & Craft market is on the Green (limited to 36 stalls). The Market Site Manager (currently Kathy Mortimer) will liaise with the Bay of Islands Farmers' Market Coordinator regarding layout, to ensure safety and cohesion with the two markets.
7. Any correspondence should be directed to the FPCT Coordinator.
8. Village Green entrances and walkways are to be kept clear at all times,
9. Village Green picnic tables and seats are not to be used by the site holders. Stalls, including guy ropes, must be 2 metres from the park furniture.
10. Rubbish and litter are to be removed from the Village Green by site holders at the end of the Market Day and the Green must be left in its original state.
11. The Market must alternate its position and layout on the Green in order to protect the grass.
12. No refunds or credits will be given in any circumstance.
13. The onus to prove this contract is fulfilled is on the BOIFG Inc.
14. FPCT reserves the right to ask the Bay of Islands Farmers' Market Coordinator to immediately remove any stall holder not abiding by these rules.
15. As per clause 3, fees will be reviewed annually and the overall Lease Agreement reviewed prior to the 2024 season.

Signed

Date

Chairperson, FPCT

Chairperson, BOI Farmers Market Inc.