

**Minutes Te Kamo Community Inc. meeting held at Clark Road Chapel  
Wednesday 19 August 2026 at 5.30pm.**

**Present:**

Committee: Charm Hauraki, Glen Brooke-anderson, Scotty Delemere, Ruth Marsh, Keith McIntyre, Marie Olsen

Police: Westie (Grant West-Hill), Rado (Greg Vanovich - Hikurangi)

Councilors: Marie Olsen (present as committee member)

Guests: Jacqui Metcalfe, Lilian, Fiona

**Apologies:** John Nuttall, Sue Fountain, Adam Groves, Paul Nicholas, Brad Flower, Ken Couper, Crichton Christie

Moved that apologies be accepted: Ruth

Seconded: Charm

**Minutes:** June 2026

Moved as true and accurate record: Charm

Seconded: Glen

Carried

July 2026

Moved as true and accurate record: Charm

Seconded: Glen

Carried

| <b>Matters Arising</b>                                                                                                                                                                                                                                                                                                                              | <b>Action Required</b>         |
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| From police report in June minutes:<br>Charm wrote to WDC regarding pedestrian crossing on Kamo Road outside the high school. WDC replied that they have investigated several options and have plans for a signal crossing in the middle of the village (end of Grant Street) but will only go ahead if there is strong support from the community. |                                |
| <b>Chair's Report</b><br>i. Now included in Charm's other reports.                                                                                                                                                                                                                                                                                  |                                |
| <b>Council Report (Marie)</b><br>i. Still deeply involved with all the reforms going requested by Central government.<br>ii. John Street redevelopment.<br>iii. CBD<br>iv. Can submit on the LTP at any stage.<br>Moved council report be accepted: Ruth      Seconded: Keith                                                                       | TeKCi to note LTP consultation |
| <b>Police Report (Westie)</b><br>i. Increase in stolen cars and burglaries at present. Possibly someone has moved back into the area.<br>ii. There have been reports of incidents on shared path especially near Boys' high. Police have good camera footage to follow up.                                                                          |                                |
| <b>Treasurer's Report (Keith)</b><br>Keith emailed his written report to the committee.<br>i. Closing bank balances on 31 July 2026:                                                                                                                                                                                                                |                                |

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| <p> Business account      \$11,243.12<br/> Project call account   \$18,766.45<br/> On call account        \$17,763.96<br/> CCTV account         \$0,000.00<br/> Term deposit          \$20,000.00 (to roll over)<br/> Total =                  <u>\$67,773.53</u><br/> Petty Cash              \$13.00 </p> <p> ii. Accounts receivable (owed to TeKCi) = \$0<br/> iii. Accounts payable (owed by TeKCi) Xero = \$30.19<br/> iv. Other payments to make:<br/> Credit with JOP = (\$335.00)<br/> v. Tagged Funds Received/spent/balance:<br/> Co-ordinator        \$26,250      \$7,580.26      \$18,669.74<br/> CCTV Cameras      \$6,000.00<br/> Spring Clean        \$5,600.00<br/> NRC Connect advance advertising \$1,000.00<br/> vi. TeKCi membership 17. </p> <p> Keith moved that the Treasurer's report be accepted, and all invoices be approved and paid including:<br/> Charm                                  \$2,870<br/> Connect advertising co-ordinator \$554<br/> JOP                                        \$5,178.45 (less \$335 credit)<br/> Reach                                    \$759<br/> Adams Trimmer Insurance Broker \$569.48 (12 mths liability)<br/> Seconded: Marie<br/> Carried<br/> Note Charm abstained from voting due to conflict of interest. </p> |  |
| <p><b>Coordinator's Report (Charm)</b></p> <p> i. Charm emailed her report to the committee and is taken as read.<br/> ii. Charm proposed the following resolutions pending the outcome of previously submitted applications. If any previous applications are partially funded, then the amount will be reduced: </p> <p><b>Grassroots:</b> Te Kamo Community Inc resolves at the meeting of 19th August 2026 to apply to Grassroots Trust Limited for a grant of \$7,510.37 (ex GST) to cover the cost of 2 new village murals.</p> <p><b>Pub Charity:</b> Te Kamo Community Inc resolves at the committee meeting held on 19th August 2026 to apply to Pub Charity Limited for a grant to cover the costs of mural artworks to 7 large concrete trough planters in the village for an amount of \$9271.68 (ex GST).</p> <p> Seconded Ruth<br/> Carried </p>                                                                                                                                                                                                                                                                                                                                                                                                                              |  |

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| <b>General Business</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |
| <b>1. Te Kamo Connect (Charm)</b> <ul style="list-style-type: none"> <li>i. Spring Issue is ready for review. Who will do this please by Friday morning? Keith, Glen, Ruth</li> <li>ii. Charm to debrief with Kath (advertising coordinator) and get contract signed.</li> <li>iii. Need to decide on the theme for the next couple of issues.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                       |  |
| <b>2. Monthly Community Café meetings</b> <ul style="list-style-type: none"> <li>i. Next meeting Friday 25<sup>th</sup> September 9.30-11.00am</li> <li>ii. Propose we move to Books Bikes &amp; Beyond, see how this works, and hopefully get them a bit more integrated into the community and with TeKCi.</li> <li>iii. Charm has had an offer from Wendy (WDC) to talk about curbside recycling.</li> </ul>                                                                                                                                                                                                                                                                                                                                 |  |
| <b>3. Spring Clean (Charm &amp; Ruth)</b> <ul style="list-style-type: none"> <li>i. If we receive no more funding Spring Clean will include: rubbish clean up with F.O.R.C.E; mural on Soda wall; noticeboard; &amp; various gardens.</li> <li>ii. Funds received to date: \$5,000 toward Soda mural; \$500 from Coastal Accounting; \$100 from Liquorland.</li> <li>iii. Charm moved that if no more funds are received then TeKCi commits to contributing about \$2,500.00 comprising \$1,000 + GST for Soda wall, \$1,178 for noticeboard, \$170 for paint, \$500 for plants and 2 bags of compost.<br/>Seconded Keith<br/>Carried</li> <li>iv. Scotty says Clark Road Chapel is keen to do the WOF gardens. Timing to suit them.</li> </ul> |  |
| <b>4. Christmas Ideas</b> <ul style="list-style-type: none"> <li>i. We just want to keep Christmas ideas in people's minds - Window competition – put flyer with deliver of Spring Connect; Christmas carols; no market – but happy to hear other ideas.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>5. Pest Free Te Kamo Sign</b> <ul style="list-style-type: none"> <li>i. Once we have a new site Jo &amp; Tiakina Te Tai Tokerau will update our current sign.</li> <li>ii. Charm proposes the second sign could go at Farmlands which is where the road from the new SH1 roundabout will come into Te Kamo. Agreed.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| <b>6. LTP Submission</b> <ul style="list-style-type: none"> <li>i. We need to give some attention to making a submission to the WDC LTP.</li> <li>ii. Charm proposes completing the rubbish bin replacement in Te Kamo.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |

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| <p>iii. Another idea is a walking track around the Te Kamo Sports Park. This has already been requested by some community members, but we need to go back and do a full consultation.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| <p><b>7. Other Business</b></p> <p>i. Query from Bin Inn<br/>Mechele is concerned that the car park on Te Kamo Road outside Hammer Hardware which has only partially been painted out is dangerous because people still park there. Also, a park on the side street outside Bin Inn. Charm suggested contacting Marie or Crichton as councilors and Te KCi will support.</p> <p>ii. Chair's role<br/>Charm noted the importance of having a shared understanding within the Committee that her appointment as Interim Chair is a voluntary role and is separate from her paid Community Coordinator position. The duties and responsibilities undertaken in her capacity as Interim Chair will be documented in writing by Ruth and Charm to provide a clear distinction between the two roles.<br/>Where duties overlap with or fall within the Community Coordinator role, these will continue to be undertaken as part of her paid position. Duties that are specific to the Chair role, such as chairing Committee meetings, will be undertaken in a voluntary capacity and will not form part of her paid hours.<br/>Charm will also declare and appropriately manage any conflicts of interest and abstain from decision-making where a conflict exists.</p> |  |

There being no further business, the meeting closed at 6.44 pm.

**Next Committee meeting is on 9 September at Clark Road Chapel – 11 days before Spring Clean**