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# MINUTES: Parnell Inc. Committee Meeting

July 29th 2014

Jubilee Building, 545 Parnell Road

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## 1. Welcome

Jock Irvine opened the meeting. The meeting began at 4pm.

**Attendees:** Jock Irvine (Chairperson),

Committee:- John Bardebes, Rebecca Foley, Martyn Hamilton, Paul Spackman, Hamish Lewis, Kelvin Ricketts

Parnell Inc:- Cheryl Adamson, Nickala Hanley

Auckland Council:- Annie Inwood

**Resignation:** Rod Hanna

**Chairperson:** Jock Irvine

**Parnell Inc. General Manager:** Cheryl Adamson

b. The minutes from the June meeting were approved, moved by Jock Irvine, Seconded by Paul Spackman, all agreed.

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## 2. Current Committee Voting powers

In the absence of any found documentation to confirm, the committee formally agreed that all members of the Executive Committee, whether currently in the BID, or Associate Members, were appointed as voting members of the Executive Committee.

Moved by: Rebecca Foley    Seconded by: Kelvin Ricketts

## 3. AGM dates and Implications

Cheryl commenced this section by outlining a schedule of dates that would lead up to the voting taking place in April. This included the AGM on the 2<sup>nd</sup> October, which would seek to adopt an SGM to proceed with the Boundary Expansion Process, the presentation thereafter to the local board as secured on the 14<sup>th</sup> October and the subsequent public announcement of the intention to proceed.



She outlined the various initiatives that would need to take place before voting at the end of April and drew attention to 2 possible times we may call it off.

The first would be if not enough funds were secured to fund the BID Extension Campaign and the second would be just prior to the posting of voting papers – if we felt we may not succeed.

There was various discussion around the EVL (Eligible Voters List) and who was entitled to vote. Annie explained that the EVL database is up to Parnell Inc. to acquire. Cheryl explained that landlords only have the opportunity to vote once even though they have more than one property. John asked Annie to come back and verify that people owning more than one company can't vote more than once. Cheryl also asked for clarification on multiple partner ownerships in various different properties.

Cheryl then outlined all the documents that needed to be compiled for the AGM and recommended that we have a committee meeting as scheduled on the 30<sup>th</sup> Sept and use that as a rehearsal for the AGM on the 2<sup>nd</sup> Oct, in case we think we may have some opposition. Part of the comprehensive list of documents for the AGM includes 3 budgets.

- a. Current budget till Jun 2015
- b. Budget - July 2015 to June 2016 with less than 10% increase
- c. Budget - July 2015 to June 2016 with BID Expansion Budget

Cheryl asked if everyone was happy with the proposed dates and everyone agreed.

A discussion followed as to what exactly was going to be the desired boundary line. Cheryl said she was not certain of Carlaw Park as she had not tested the sentiment there, but Martyn felt we would get a positive response from approaching/including Carlaw Park.

Paul asked how we can include the many businesses working from residential properties and Cheryl responded by saying they would still be targeted as Associate Members.

It was agreed that we would agree on a final map in the next meeting, and in the meantime Cheryl would present Annie with 2 options so that we could calculate the possible income stream. Annie said this could take up to 6 weeks.

The committee agreed to formally adopt a resolution that we are going for a Boundary Expansion, subject to sponsorship commitment.

Moved by: Jock Irvine Seconded by: Paul Spackman. All agreed, no opposed.

#### **4. Committee Nominations**

Cheryl requested that the current Executive Committee agree to stand for another year as she would like the continued support and felt that this was really important for the Boundary Expansion process. Jock said he was prepared to stand and all the others agreed.

Various options were discussed as new people to co-opt to replace the 3 committee members who had resigned and Cheryl will approach them and report on the progress.

## 5. Monthly Report General Manager – Cheryl

- Tenant/ Landlord interface
  - Cheryl reported on the extensive interface this last month between landlords mostly due to all the policy docs that required feedback.
  - 195 Parnell Road owner rejected tenancy of 15 year lease with Eatataly. Which was very disappointing.
- Council policy/feedback docs
  - Cheryl gave a brief report on the extent of involvement in the following docs over the past month:-LAP, Arts and Culture, Parnell Rise, Parking
  - Local Board Plans feedback was required on the 6<sup>th</sup>, Psychoactive Substances Policy sometime in Oct – (businesses no longer able to sell ‘legal highs’ will be able to reapply).
  - Low Carbon Community Action Plan had just been distributed via email.
- Website progress /website issues
  - The current site collapsed last week. It has been backed up by Voyager and hopefully the restoration will work when it is reinstalled.
  - New website framework and structure will be available next week and the goal is to have it up by the AGM.
- CCTV/Security
  - Cheryl noted that she is waiting for 3 quotes via Bill.
  - She reported that she had attended an AC workshop for Safer Auckland CCTV Project Plan. Some key insights were:
    - St Helliers, Remuera, Newmarket and the City do have it so we should too.
    - Spend in other areas has been up to 170k.
    - Otahuhu said that they would not have had a successful BID extension without the security of the CCTV as a selling point.
- Financial –
- Bank balance was \$121 807.45 as at 17 July 2014. Includes new quarter AC payment.
- Paul asked for a snapshot of the financials that they can better read and understand. Cheryl will put something together and ask Paul for feedback on this.
- Insurance – Cheryl wanted it noted that the current payment going ahead but she is aware she still needs to source new/additional cover. Currently our storerooms and data loss are not covered.
- Tony /Deco Light had requested some additional funds for strings which can be managed in the current budget.
- Staff courses. Cheryl reported that Nickala and herself are doing Photoshop courses in August to enable them to manage visual content easier.



4. **Council Matters** Christopher was not present.

5. **Other**

6. **Next Meeting**, 26<sup>th</sup> August

Meeting declared closed by Jock Irvine at 5:16pm.