



# **AGENDA**

## **Vincent Community Board Meeting Monday, 8 June 2026**

**Date: Monday, 8 June 2026**

**Time: 10:00 am**

**Location: Ngā Hau e Whā, William Fraser Building, 1  
Dunorling Street, Alexandra**

(A link to the live stream will be available on the Central Otago District Council's website.)

**Peter Kelly  
Chief Executive Officer**



Notice is hereby given that a meeting of the Vincent Community Board will be held in Ngā Hau e Whā, William Fraser Building, 1 Dunorling Street, Alexandra and live streamed via Microsoft Teams on Monday, 8 June 2026 at 10:00 am. The link to the live stream will be available on the Central Otago District Council's website.

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**Members** Mr J Cromb (Chairperson), Mr T Hammington, Cr M McPherson, Mr J Moffitt, Ms K Sanders

**In Attendance** T Alley (Mayor), P Kelly (Chief Executive Officer), L Fleck (Group Manager - People and Culture, Acting Group Manager - Community Vision), J Muir (Group Manager - Three Waters), Q Penniall (Group Manager - Planning, Infrastructure and Regulatory), S Righarts (Group Manager - Governance and Business Services), D Scoones (Group Manager - Community Experience), S Reynolds (Governance Support Officer)

**1 APOLOGIES**

**2 PUBLIC FORUM**

**3 CONFIRMATION OF MINUTES**

Vincent Community Board - 28 April 2026



**MINUTES OF A MEETING OF THE  
VINCENT COMMUNITY BOARD  
HELD IN THE NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET,  
ALEXANDRA  
AND LIVE STREAMED VIA MICROSOFT TEAMS ON TUESDAY, 28 APRIL 2026  
COMMENCING AT 10:00 AM**

**PRESENT:** Mr J Cromb (Chairperson), Mr T Hammington, Mr J Moffitt, Ms K Sanders

**IN ATTENDANCE:** T Alley (Mayor), P Kelly (Chief Executive Officer), L Fleck (Group Manager - People and Culture, Acting Group Manager - Community Vision), J Muir (Group Manager - Three Waters), Q Penniall (Group Manager - Planning, Infrastructure and Regulatory), S Righarts (Group Manager - Governance and Business Services), D Scoones (Group Manager - Community Experience), A Mason (Media and Marketing Manager), A Lines (Risk and Procurement Manager), B Sharland (Corporate & Strategic Planner), A Crosbie (Policy and Strategy Lead), S Reynolds (Governance Support Officer)

## 1 APOLOGIES

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### COMMITTEE RESOLUTION

**Moved:** Cromb  
**Seconded:** Hammington

That apologies from Cr M McPherson be received and accepted.

**CARRIED**

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## 2 PUBLIC FORUM

### Alexandra District Club - Pat Cooney

Mr Cooney, Chair of the Alexandra District Club Inc. (ADC), spoke regarding the lease renewal for the land at 2 Kenmare Street, currently occupied by the Alexandra Croquet Club (ACC). Mr. Cooney expressed a preference for the fifteen-year renewal but raised significant concerns regarding the rental calculation, arguing that the annual rent should be based specifically on the croquet facility's income rather than the ADC's total revenue. He stated that if the Council insisted on using the ADC's income for the calculation, the ADC would withdraw from negotiations to allow the ACC to negotiate a direct lease based on its own financial activities.

### Alexandra Croquet Club - Graeme Martin and Barney Mills

Mr Martin began by giving an apology from Marion Peyton, club President.

He provided an overview of the history of the land at 2 Kenmare Street, noting its 92-year association with croquet use. He advised that the Alexandra Borough Council had originally resolved in 1934 to purchase the land specifically for croquet. He explained that the current clubrooms were located on a landlocked title resulting from a bequest by a former member, Mrs Burgess, with the estate settlement ensuring continued use of the land for its intended purpose. He stated that he was not in favour of the relocation of the club.

They then responded to questions.

### Winterstellar Charitable Trust - Andy Davey

Mr Andy Davey spoke in support of his grant application for "Winterstellar," a night sky event held on 4 July at Central Stories, aligned with the winter school holidays and the Saturday prior to

Matariki. He advised that the Central Otago Dark Sky Group had now been formed, chaired by Monique Kelly, with the long-term aim of establishing a Dark Sky Reserve across the region. He outlined an educational pilot project with Terrace School involving sky quality meters and noted plans to involve an astro-tourism expert. He acknowledged some overlap with other Matariki events but stated that funding was required to cover venue costs and travel expenses for facilitators.

Mr Davey then responded to questions.

#### Wool On Creative Fashion Society Inc - Jane Avery

Ms Avery, Event Producer for the Woolon Creative Fashion Event 2026, presented in support of a grant application to fund audio-visual, lighting, and staging services for their 2026 event at the Alexandra Bowling Club.

She outlined the event's growing national profile and its focus on celebrating wool as a sustainable material, from local producers through to designers nationwide. She advised that a new three-year strategy had been developed with a focus on community outreach and youth engagement, including a pilot programme at Clyde School and collaboration with the Southern Stars Stage Academy. She noted a record number of junior designer entries and outlined a related "Wool on Sunday Expo" at Central Stories featuring workshops and trader stalls following the main catwalk shows.

She advised that, while prize funding was secured through local sponsorship, Council support was required to ensure the event's continued delivery and promotion of Central Otago.

Ms Avery then responded to questions.

#### Veterans Cricket Otago - Lindsay Hewitson and Claire Edginton

Mr Hewitson spoke in support of the grant application for the National Over 60's Cricket Tournament, noting that veterans' cricket was a rapidly growing sport with grades now spanning from under 40's to over 70's. He advised that Central Otago had been allocated the tournament for both 2027 and 2028, with 12 teams to compete across six grass wickets including Molyneux Park, Alexandra, Cromwell, and Oturehua. He estimated that the event would inject at least \$250,000 into the local economy through accommodation and related services, noting that participants were self-funded and often extended their stays to engage in local activities such as cycling.

He highlighted positive feedback from the hospitality sector following previous veteran events and urged Council to support the application to help establish the region as a regular host for the tournament.

Mr Hewitson then responded to questions.

### **3 CONFIRMATION OF MINUTES**

#### **COMMITTEE RESOLUTION**

**Moved:**           **Hammington**  
**Seconded:**      **Moffitt**

That the public minutes of the Vincent Community Board Meeting held on 17 March 2026 be confirmed as a true and correct record.

**CARRIED**

### **4 DECLARATIONS OF INTEREST**

Members were reminded of their obligations in respect of declaring any interests. There were no further declarations of interest.

## 5 REPORTS

### 26.3.2 2025-26 COMMUNITY AND EVENTS & PROMOTIONS GRANT APPLICATIONS - 2ND FUNDING ROUND

To consider the second round of the community and promotions & events grant applications for the 2025/26 financial year. To consider applications to the 2026/27 year promotions and events grant.

A discussion followed on the merits of each grant application, with each application considered individually.

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#### COMMITTEE RESOLUTION

**Moved: Sanders**  
**Seconded: Hammington**

That the Vincent Community Board

- A. Receives the report and accepts the level of significance
- B. Approves a grant of \$5,000 from the 2025-2026 financial year promotions and events budget to Veterans Cricket Otago for the National Interprovincial over 60's cricket tournament 2027 ground and wicket hire, changing room and toilet hire – with the approved grant to be managed as an internal fund transfer between the promotions and events budget and the appropriate parks budgets.
- C. Approves a grant of \$9,990 from the 2025-2026 financial year promotions and events budget to WoolOn Creative Fashion Society Inc. for audio visual, lighting and staging services at WoolOn 2026.
- D. Approves a grant of \$ \$10,000 from the 2025-2026 financial year promotions and events budget to Winterstellar Charitable Trust for Matariki Under the Central Otago Sky 2026 events.
- E. Notes that it is each grant recipient's responsibility to obtain and/or have in place the appropriate consents, plans and licences (including resource consent, health and safety plans etc.) as required by legislation, agencies, property owners and/or individuals to undertake the projects.

**CARRIED**

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### 26.3.3 LONG TERM PLAN 2027/37 - PROJECT UPDATE

To consider an update on the Long-Term Plan 2027/37 project progress.

It was noted that the process was progressing to schedule and that work was being undertaken with activity managers and their budget holders.

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#### COMMITTEE RESOLUTION

**Moved: Moffitt**  
**Seconded: Hammington**

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That the report be received and its contents noted.

**CARRIED**

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## **6 MAYOR'S REPORT**

### **26.3.4 MAYOR'S REPORT**

Her Worship the Mayor reported on the following:

- Noted that it had been a busy and productive period across the Vincent Ward and for Council more broadly.
- She noted ongoing focus in Alexandra on long-term infrastructure and growth matters, particularly wastewater planning, and advised that progress was being observed at both the Ngāi Tahu subdivision and William Hill Estate developments.
- She also noted community concern regarding the closure of several longstanding shops in the main street and advised that, while it was not directly the Board's role to ensure business success, there was scope to consider how town presentation and vibrancy could be supported, referencing examples such as an empty shop revitalisation initiative undertaken by the Waitaki District Council.
- In Omakau, she reported that the 70-year celebration of WS Hickey & Son Wool Merchant had been well attended and had showcased the wool industry through exhibition and a fashion show.
- In Clyde, she noted that the Earnsclough Castle redevelopment had featured on Grand Designs and acknowledged the contribution of the owners in restoring the property, as well as noting that Oliver's had been placed on the market and recognising the owners' contribution to the local arts and cultural sector.
- At a wider Council level, she advised that elected members had been managing a full agenda, including preparation for government reforms, water services work, regional deal negotiations, and maintaining financial resilience.
- She noted that the upcoming Long Term Plan would be significantly different from previous plans and that preparatory work had already commenced for early engagement in the new year.
- She advised that she would be attending the LGNZ Zone 5 and 6 Conference in Christchurch later in the week with Mayor Dan Gordon, with a programme including Ministers, Mayors, and sector representatives, and described it as an opportunity for South Island collaboration.
- She concluded by thanking Board members for their continued commitment.

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### **COMMITTEE RESOLUTION**

**Moved: Cromb**  
**Seconded: Sanders**

That the Vincent Community Board receives the report.

**CARRIED**

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**7 CHAIR'S REPORT**

**26.3.5 CHAIR'S REPORT**

The Chair gave an update on activities and issues since the last meeting.

- He congratulated Marco and Ryan on their achievement in renovating Earnscliffe Castle.
- He also congratulated Gordon Bailey, Parks and Recreation Manager, on being recognised as an Associate of Honour of the Royal New Zealand Institute of Horticulture (RNZIH).
- He noted the ANZAC Day commemorations held at both Ophir and Alexandra.
- He noted ongoing subdivision activity and significant growth within the district, advising that it was not limited to Cromwell and was positive to see locally.
- He acknowledged concern regarding the closure of shops in the main street and also suggested consideration be given to creative ways to repurpose or activate commercial spaces.
- He congratulated Anna Harrison and the Cromwell Community Board on the new facility, noting success of the new memorial gardens and noted the significant asset to the wider district.
- He reported that the Play Advocates visit had taken place, noting that they had been surprised by the size of the district and ward, and advised that he looked forward to the final strategy being released.

**COMMITTEE RESOLUTION**

**Moved: Cromb**  
**Seconded: Moffitt**

That the report be received.

**CARRIED**

**8 MEMBERS' REPORTS**

**26.3.6 MEMBERS' REPORTS**

Members gave an update on activities and issues since the last meeting.

Mr Moffitt reported on the following:

- Attended a walk-through of the Half Mile planting project and noted that the work being undertaken was of a high standard and that those involved were very passionate about the project.

Mr Hammington reported on the following:

- Reported that the Promote Dunstan Clyde Food and Wine event had been successful and that they attracted approximately 2,000 attendees.
- He noted the opening of the Cromwell Memorial Gardens, including the installation of the touchstone at the war memorial, describing it as a moving tribute to long-term thinking and noting that the site looked excellent.

Ms Sanders reported on the following:

- She noted that community outreach work being undertaken by herself and Mr Moffitt was progressing well, with sessions planned for late May and early June.
- She advised that discussions had been held regarding the street naming process and hoped these discussions could be progressed through a workshop.
- She noted that she would be travelling to Christchurch the following day for the LGNZ Zone Conference and that she was looking forward to this opportunity.

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**COMMITTEE RESOLUTION**

**Moved: Cromb**  
**Seconded: Hammington**

That the report be received.

**CARRIED**

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**9 STATUS REPORTS**

**26.3.7 APRIL 2026 GOVERNANCE REPORT**

To report on items of general interest, receive minutes and updates from key organisations and consider the status report updates.

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**COMMITTEE RESOLUTION**

**Moved: Sanders**  
**Seconded: Hammington**

That the report be received.

**CARRIED**

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**10 DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 8 June 2026.

**11 RESOLUTION TO EXCLUDE THE PUBLIC**

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**COMMITTEE RESOLUTION**

**Moved: Cromb**

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**Seconded: Hammington**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Plain English Reason</b>
<b>Continental Minutes – 17 March 2026</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	Commercial sensitivity
<b>26.3.8 - Omakau Camping Ground Management Review</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	To enable commercial activities
<b>26.3.9 - Proposal to dispose of Lots 3 and 4 DP 428116 (Old Mutton Town Road Oxidation Pond Site)</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity
<b>26.3.10 - Consideration of Future Use of Endowment Land at 2 Kenmare Street Alexandra</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity
<b>26.3.11 - April 2026 Confidential Governance Report</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity

**CARRIED**

The public were excluded at 11.23 pm and the meeting closed at 12.34 pm



## **4 DECLARATIONS OF INTEREST**

### **26.4.1 DECLARATIONS OF INTEREST REGISTER**

**Doc ID: 2693098**

#### **1. Purpose**

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

#### **2. Attachments**

**Appendix 1 - Declarations of Interest** [↓](#)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Jayden Cromb	The Terrace School (Chair) Community Networks Aotearoa (Trustee) Alexandra Council of Social Services (Trustee) Central Otago Living Options (Employee) Local Government New Zealand Community Board Executive Committee (Member) Local Government New Zealand Young Elected Members Committee (Member)	Ranui Rest Home (employee)	
Tony Hammington	RDA Consulting (Director and Shareholder) Clyde Earnsclough RFC (Committee) Promote Dunstan (Committee) Alexandra Blossom Festival (Committee Member) She Bikes He Bikes (Casual Employee)	Wrapt Gift Shop (Employee)	Clyde Historical Museum Committee
Martin McPherson	Alexandra Blossom Festival	CODC (employee) CODC (employee) (Daughter)	Alexandra District Museum Board Incorporated (ADMI)

<p>Jim Moffitt</p>	<p>MFJ Moffitt Family Trust (trustee)                  Raggedy Range Family Trust (trustee)                  Midnight Partnership-Trustee Partner (trustee)                  Raggedy Range Vineyard Partnership (partner)                  Oreti Properties-Trustee (shareholder)                  Maatau Properties Ltd-Trustee (shareholder)                  Checketts Mckay Law Ltd (non-voting shareholder)</p>	<p>CODC (employee -two sons)                  Checketts Mckay Law Ltd-Director                  Dunstan High Schoo Board of Trustees-Board Chair                  MFJ Moffitt Family Trust (trustee)                  Raggedy Range Family Trust (trustee)                  Midnight Partnership-Trustee Partner (trustee)                  Raggedy Range Vineyard Partnership (partner)                  Oreti Properties-Trustee (shareholder)                  Maatau Properties Ltd-Trustee (shareholder)                  Checketts Mckay Law Ltd (non-voting shareholder)</p>	
<p>Karla Sanders</p>	<p>Rural Women NZ (member)                  Netsafe NZ (employee)                  Monte Christo Winery (casual employee)</p>	<p>Alexandra Athletics Association                  Rural Riders                  Matangi Station (shareholder)                  Matangi Station Mountain Bike Park (shareholder)                  PGG Wrightson (employee)</p>	

## 5 REPORTS

### 26.4.2 ALEXANDRA DISTRICT MUSEUM INC. "OUR STORIES" COMMUNITY GRANT ACCOUNTABILITY REPORT

Doc ID: 2816026

Report Author:	Rebecca Williams, Community Development Lead
Reviewed and authorised by:	Louise Fleck, Group Manager - People and Culture, Acting Group Manager - Community Vision

#### 1. Purpose

To consider the accountability report from the Alexandra District Museum Inc. for their 2025/26 community grant towards "Our Stories" exhibitions and workshops.

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#### Recommendations

That the report be received.

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#### 2. Discussion

At its meeting held on 22 September 2025, the Vincent Community Board allocated a community grant of \$10,000 to the Alexandra and District Museum Inc. (ADMI) for costs associated with the "Our Stories" exhibition and workshops.

As per the grants policy, recipients of grants of \$10,000 and over are required to report back to the Board. A copy of the Trust's accountability report, along with invoices and quotes is attached.

Representatives from the Centre will be at the meeting to provide an update on the project. Please note that ADMI will also be reporting back to Council for its museum operating grant.

#### 3. Attachments

**Appendix 1 - Report Back from ADMI - Our Stories** [↓](#)

# Grants - Report Back (Accountability)

## GRA261123386



1 Dunorling Street  
PO Box 122, Alexandra 9340  
New Zealand

03 440 0056

Info@codc.govt.nz  
www.codc.govt.nz



## Grant Accountability

Original Application Number

GRA250713865

## The Applicant:

**Organisaton Name**

Alexandra District Museum Incorporated

**Project Name:**

Our Stories

**Contact**

Andy Davey

Data redacted from next 3 fields

**Phone**

**Email**

**Address**

## The Project:

**Amount granted by Central Otago District Council**

10000.00

**Total cost of the project**

15785.00

**If there was any significant variation from your original budget, what were the main reasons for this?**

Without the operational costs that were applied for, we could only implement the Our Stories project aspects envisaged in our original application.

**What outcomes were achieved from the project/event? (max 500 words)**

This grant allowed flexibility to build in extra value to many different events and activities. We have also been able to plan an exhibition of the unique Russell Clark panels.

**How did your organisation acknowledge the support of the Council grant?**

VCB representatives were present at many of the events, including as opening guest speakers. We also acknowledge support wherever else is appropriate.

**When did you receive your grant funding?**

01/10/2025

**Support Documents Ticked**

- Proof of expenditure (including receipts, invoices and/or financial statements)
- Photos of the event or project
- Copies of reviews or feedback relating to the project
- Annual report

**Grants of \$10,000 or more**

## Declaration:

All information provided is complete and correct True

Have read and acknowledge the standard Central Otago Terms and Conditions of Grant Funding Yes

Information about your application (including the applicant's name, project title, and a summary of the proposal) and any approved funding may be made publicly available by Council Yes

Name: Andrew Davey

Date 18/05/2026

Signature

A handwritten signature in black ink, appearing to read 'A. Davey', with a stylized flourish at the end.



# Accountability Report 2025-26 “Our Stories”

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18 MAY 2026

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**Alexandra District Museum Incorporated**  
**Authored by: Paula Stephenson & Andy Davey**



## Grant Accountability Report

The events that we have been able to carry out with the support of the \$10,000 Community Grant from VCB included the following:

### Central Otago Artisan Christmas Market – November and December 2025



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**Vincent Pyke book launch - Russell Garbutt – January 2026**



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### ADMI Volunteer Night – January 2026



**Te Papa Digital Imaging workshop for all Central Otago museums –  
January 2026**

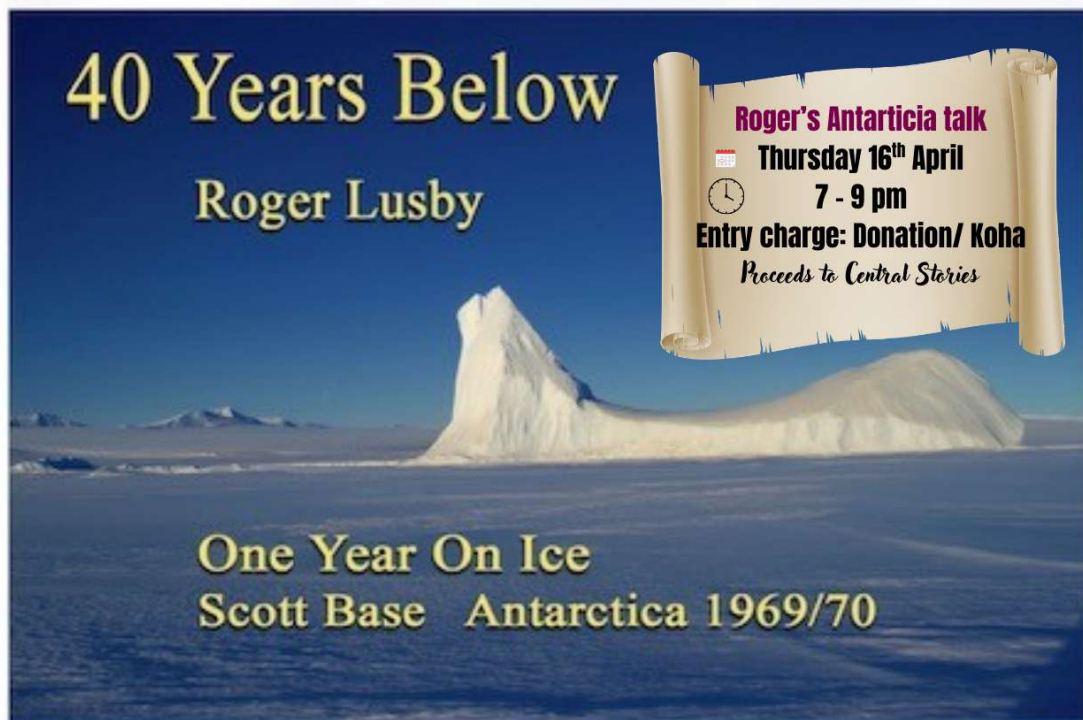


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**Sue Him Chinese Central Otago heritage event – April 2026**



Roger Lusby (local in Antarctica) event – April 2026



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**Welkam Vanuatu Exhibition – February 2026**



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**Upcoming “Our Stories” Exhibition event:****Russell Clark – The City Hotel Gold Rush Panels – June & July 2026**

This exhibition will take place between 1<sup>st</sup> June and 31<sup>st</sup> July and will exhibit the extraordinary Russell Clark panels displaying a whimsical story of the Central Otago gold rush.

The exhibition will be accompanied by a custom publication of the children’s book written by Pauline Cartwright inspired by the panels.



## Financial Summary

<b>Expense</b>	<b>Supplier</b>	<b>Amount (ex GST)</b>
Russell Clark children's book written by Pauline Cartwright (exclusive copyright to Central Stories) - printing 200 off	Dash Design and Print	\$1,034
Panels, poster and information panels	B DESIGN	\$1,587
Sundry Event Expenses	Various	\$1,674
Room hire and project management expenses	Central Stories	\$5,200
Large Outdoor A-frame	B DESIGN	\$690
		<b>\$10,185</b>
Volunteer time hanging the exhibition 20 hours each @ \$40/hour	Nigel Wilson and Brian O'Kane	\$1,600
Volunteer time for 8 events, estimated at 100 hours @ \$40/hr	Various	\$4,000
		<b>\$5,600</b>

Invoices, reports and quotes are included in the accountability submission. If any further information about the accounting of these expenses, please contact [accounts@centralstories.com](mailto:accounts@centralstories.com).

**DASH**  
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**NATALIA MORAIT** GRAPHIC DESIGN / PRE-PRESS / SALES  
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CENTRAL STORIES MUSEUM  
 & ART GALLERY  
 PO BOX 308  
 ALEXANDRA, 9340

14-May-2026

Attention: Joanna Leigh

Thank you for the opportunity to quote on the following

Our Quote No.: 48617/1  
 Job Title: A4 book 24p + Cover - Perfect Bind  
 Finished Size: 210 x 297

**A4 Book 24 pages + 4 page cover**

Printed full colour throughtout  
 Cover printed on 300gsm Satin Art & Gloss Laminated  
 24 inside pages printed on 170gsm satin art  
 perfect bound & trimmed

PRICE DETAILS

Quantity	Pre-Production	Production	Nett Total	GST	Total
50	82.02	427.65	509.67	76.45	586.12
100	82.02	581.69	663.71	99.56	763.27
150	82.02	755.34	837.36	125.60	962.96
200	82.02	952.60	1034.62	155.19	1189.81
250	82.02	1152.10	1234.12	185.12	1419.24
300	82.02	1349.34	1431.36	214.70	1646.06

We trust that this quote is acceptable and await your further instructions.

Yours faithfully

This quote is an interpretation of the customer's instructions, both written and verbal. Customers are therefore advised to carefully check quotations before accepting them. This Quotation (or order) is subject to this company **Terms of Trade** attached or as previously provided to the customer. **This Quote will lapse if not accepted within 30 days.**

Client's name .....  
 accepts this Quotation for the quantity of ..... at a cost ..... of + GST.  
 Authorised Signature ..... Date Accepted .....

## DASH PROMOTIONS LTD

**DASH DESIGN AND PRINT AND THE CUSTOMER AGREE:**

"Goods" herein are printing products provided by Dash Design and Print to the customer including (but not, in any of the following examples, so as to restrict the generality of the definition) cards, pamphlets, flyers, newspapers, periodicals, magazines, any other product which has had printing processes applied to it and any computer disk or other medium of electronic storage which contains electronic records, programmes and processes which enable the creation of any form of text or numeral or graphic image on any surface including a surface for the display of temporary images whether moving or not such as a computer monitor or video screen and any computer disk or other medium containing any electronic record supplied by Dash Design and Print.

All quotations are based on printed, typewritten, electronic or other good copy acceptable to Dash Design and Print. Where the customer supplies its own printing plates or any other item, they must be of an acceptable quality and quantity as determined by Dash Design and Print. If Dash Design and Print finds it necessary to carry out additional work or to supply materials in order to obtain good copy upon which to base a quotation, the customer will pay for that work and materials. For the purpose of these terms of trade "quotation" includes "estimate".

**2. ACCEPTANCE**

Quotations will lapse if not accepted within 30 days.

**3. GST**

Quotations do not include GST unless shown as doing so.

**4. VARIATIONS/ALTERATIONS**

All quotations are based on the conditions and specifications in the quotation, (ink, paper or other medium, layout, quantity, delivery etc.) and provide for all work and materials required to complete the order. Any (a) variation or alteration to the conditions, specifications and delivery schedule or (b) increase in material and/or labour costs may increase the quoted price.

**5. EXPERIMENTAL AND/OR CREATIVE WORK**

Experimental work, preliminary sketches, dummies and other creative work, intermediate materials and any resultant goods must be paid for by the customer unless the cost is separately identified and provided for as part of the quoted price and the customer shall not use any proposal or idea from Dash Design and Print for content, medium, layout or presentation until such work has been paid for.

**6. COLOUR PROOFS**

Dash Design and Print provides no guarantee that production prints will exactly match colour proofs because of variations in proof preparation methods and substrates. Dash Design and Print will however use its best endeavours to provide a commercially acceptable finished product.

**7. PROOF APPROVAL**

Dash Design and Print is not liable for errors or variations in the finished work where such errors or variations were contained in the proof approved by the customer.

**8. HOLDING OF PLANT TO CUSTOMER'S INSTRUCTIONS**

If any plant is set up to print or otherwise work on the customer's job or on goods being prepared for the customer and the progress or completion of the work is delayed by or on behalf of the customer the customer will pay Dash Design and Print's waiting charges for such plant.

**9. CUSTOMER'S PROPERTY**

Dash Design and Print will take reasonable skill and care of the customer's property and return it to the customer in good condition, but the risk shall be on the customer and Dash Design and Print shall not be responsible for any damage. Unless it is otherwise agreed in writing Dash Design and Print will not be responsible for insurance cover. Unless otherwise agreed in writing, Dash Design and Print may dispose of any materials held twelve months following the date of the invoice.

10. Intermediate Materials (that product which comes into existence during the preparation or processing of the customer's order but which is not the final product).

Ownership and possession of intermediate materials will pass to the customer when they have been paid for.

**11. ELECTRONIC IMAGES AND/OR FILES**

It is the customer's responsibility to retain a copy of any electronic image or file supplied. Dash Design and Print is not responsible for accidental damage to any electronic material supplied and such material is held at the customer's risk. Dash Design and Print may charge for any additional translating, editing or programming needed to utilise customer supplied files or images and such charges shall be in addition to the quoted price.

**12. QUANTITY**

Unless otherwise agreed Dash Design and Print will deliver the quantity specified.

**13. DELIVERY**

Unless otherwise agreed delivery of the goods is to the client's door in a continuous uninterrupted delivery of the complete order and is included in the quotation.

**14. TERMINATION OR SUSPENSION OF CONTRACT**

Where a contract is suspended or cancelled by the customer, all work carried out and goods supplied by Dash Design and Print will be paid for by the customer forthwith on presentation of the invoice. Contracts for the printing of periodicals may only be cancelled on Dash Design and Print receiving the agreed amount of notice in writing. If there is no such agreement, the notice period shall be two months. If work is suspended the customer will pay any additional costs or for any loss caused to Dash Design and Print by the suspension.

**15. CLAIMS**

Complaints regarding finished goods must be received by Dash Design and Print within a reasonable time. What is a "reasonable time" will depend on the circumstances of each case.

**16. ILLEGAL OR LIBELLOUS MATERIAL**

Dash Design and Print is not required to reproduce any material or produce any goods that are, in the suppliers opinion, illegal, objectionable, or libellous in nature or that is in breach of any copyright, patent, design or statute. Dash Design and Print will be indemnified by the customer in respect of any and all damages claims, costs, and expenses (including actual legal costs and disbursements on a solicitor and own client basis) for which Dash Design and Print may be liable or which it may suffer arising out of any libel or breach of statute or infringement of copyright, patent or design which may arise out of or be associated with the goods provided by Dash Design and Print to the customer.

**17. SUPPLIER'S LIABILITY**

Where the customer is a company or a person acquiring or holding him or her self out as acquiring goods or services or both for the purposes of a business the Consumer Guarantees Act 1993 will not apply to the supply of goods under this agreement.

Dash Design and Print will not be liable for any indirect or consequential loss to the customer or to any third party arising from errors in the work or from delay in delivery. No warranty is given or responsibility accepted by Dash Design and Print to ensure that finished or any goods produced comply with the requirements of any legislation relating to the marking and/or labelling, and/or packaging of goods. Compliance with any such legislation shall be the customer's responsibility. No guarantee is given that the goods supplied to the customer are fit for any purpose not made known to Dash Design and Print or suitable for any market requirement. Dash Design and Print shall not be responsible for any delay, default, or consequential loss or damage due to any industrial disputes, accidents, natural disasters, acts of terrorism, equipment failure, mischievous damage or other cause beyond Dash Design and Print's control.

**18. PAYMENT**

Payment is due in full on or before the 20th of the month following delivery unless otherwise stated in these terms or in Dash Design and Print's invoice to the customer. If invoices are not paid in full and on time the customer will pay collection and legal fees and such fees may include additional fees or commissions charged by debt collecting firms and actual legal costs and disbursements charged on a solicitor and own client basis. In addition to the costs of recovery the customer will pay penalty interest on any unpaid amount from the due date until payment in full at the rate of 15% per annum (bank overdraft rate) and such penalty interest shall continue to be payable after and not withstanding any judgement obtained by Dash Design and Print against the customer. If Dash Design and Print finds it necessary to sue the customer, service of any document will be deemed to be effected on the customer if that document is left at the address shown as the customer's business address or home address or registered address.

**19. SECURITY INTEREST/ROMALPA CLAUSE.**

Dash Design and Print retains a security interest in all goods supplied to the customer until Dash Design and Print receives payment in full of all sums owing by the customer under any contract for the supply of the goods. The nature of the security interest is that Dash Design and Print retains title to the goods. The security interest shall apply to goods supplied to the customer in the future. The customer shall not allow any goods subject to the security interest to become an accession to other goods.

(a) The customer hereby waives the customer's right to receive a copy of the verification statement following registration of Dash Design and Print's security interest.

(b) Dash Design and Print may allocate any payment received from the customer against any debt owed by the customer in any manner that Dash Design and Print may decide, notwithstanding any purported allocation by the customer.

(c) If after due date the debt remains unpaid Dash Design and Print is entitled to enter the customer's premises and seize the goods unpaid for and to dispose of them as Dash Design and Print sees fit and to apply such proceeds towards the debt. The customer hereby irrevocably authorises Dash Design and Print to enter the premises of the customer to locate and seize the goods.

**20. DISPUTE RESOLUTION**

The attention of the customer is drawn to the mediation facility offered by Printing Industries New Zealand Incorporated.

The law applicable to the supply of the goods shall be the law of New Zealand and any disputes shall be adjudicated in the New Zealand courts.

# Account Transactions

## Alexandra District Museum Incorporated For the period 1 July 2025 to 30 June 2026

Projects is 2026 VCB - Our Stories.

DATE	DESCRIPTION	REFERENCE	DEBIT	RUNNING BALANCE
<b>Event purchases &amp; consumables</b>				
3 Mar 2026	Three Miners Vineyard 2014 Limited - Three Miners Rocker Box Rose 2022	INV-2404	108.60	108.60
3 Mar 2026	Three Miners Vineyard 2014 Limited - Three Miners Miner's Right Pinot Gris 2023	INV-2404	108.60	217.20
3 Mar 2026	Three Miners Vineyard 2014 Limited - Three Miners Warden's Court Pinot Noir 2022	INV-2404	109.96	327.16
15 Apr 2026	Westpac Cards Services (Mastercard) - Woolworths - Blinis	Credit Card March 2026	5.63	332.79
15 Apr 2026	Westpac Cards Services (Mastercard) - New World - Food for platters	Credit Card March 2026	57.40	390.19
15 Apr 2026	Westpac Cards Services (Mastercard) - Woolworths - Food for platters and Trumpets for movies	Credit Card March 2026	166.97	557.16
15 Apr 2026	Westpac Cards Services (Mastercard) - Alexandra Discounter Savouries	Credit Card March 2026	26.87	584.03
<b>Total Event purchases &amp; consumables</b>			<b>584.03</b>	<b>584.03</b>
<b>Events &amp; Promotion Expenses</b>				
6 Mar 2026	Central Cinema Inc. - Private Screening Holy Days 3rd March 7.30pm	INV-269	260.87	260.87
<b>Total Events &amp; Promotion Expenses</b>			<b>260.87</b>	<b>260.87</b>
<b>General Expenses &amp; Supplies</b>				
12 Mar 2026	Westpac Cards Services (Mastercard) - Dominos - Pizza for volunteers	Credit Card March 2026	31.30	31.30
12 Mar 2026	Westpac Cards Services (Mastercard) - Dominos - Pizza for volunteers	Credit Card March 2026	19.12	50.42
<b>Total General Expenses &amp; Supplies</b>			<b>50.42</b>	<b>50.42</b>
<b>Wages</b>				
26 Oct 2025	Paula Stephenson - Our Stories project - 16/10/2025	Wages to Week 43 2025	37.32	37.32
23 Nov 2025	Paula Stephenson - Our Stories project - Manager 12/11/2025	Wages to Week 47 2025	186.60	223.92
12 Apr 2026	Paula Stephenson - Our Stories - Manager 8/04/2026 5 hrs	Wages to Week 15 2026	186.60	410.52
26 Apr 2026	Paula Stephenson - Manager time on Our Stories - 6.5 hrs 16/04/2026	Wages to Week 17 2026	242.58	653.10
10 May 2026	Joanna Leigh - 2 - Other project - Total Cost	Wages to week 19 2026	125.75	778.85
<b>Total Wages</b>			<b>778.85</b>	<b>778.85</b>
<b>Total</b>			<b>1,674.17</b>	<b>1,674.17</b>

## Central Stories - Russell Clark 2026 Exhibition

### Artwork

Creative Design / Artwork & Proofs for the 6 Informational panels and 19 Poem panels and poster. From text / images supplied + what we have on file.

120.00  
x 4  
480.00

### Information Panels

Full Colour, Solvent Printed Vinyl / Matt Laminated and applied to 4mm ACM Board (1 side). Size: 350 x 1220mm. Quantity: 6

91.43  
x 6  
548.58

### 'Poem' Foam Boards

Full Colour, Solvent Printed Vinyl / Matt Laminated and applied to 2mm Foam Board (1 side). Size: A4 (297 x 210). Quantity: 19

22.36  
x 19  
424.84

### A1 Posters

Full Colour, Solvent Printed Synthetic Paper (1 side). Size: A1 (594 x 841mm). Quantity: 2

46.00  
x 2  
92.00

### Environmental & Consumables Charge

Supports the cost of production consumables and environmentally responsible practices.

42.00  
x 1  
42.00

### A Frame - Panels - optional

Full Colour, Solvent Printed Vinyl / Matt Laminated and applied to 4mm ACM Board (1 side). Size: 800 x 1200mm. Quantity: 2

210.00  
x 2  
420.00  
Not selected

Options selected	0 of 1
Subtotal	1,587.42
GST 15%	238.12
<b>Total NZD</b>	<b>\$1,825.54</b>

**Please Note**

This quotation is provided as an estimate only and may be subject to adjustments based on the specific requirements of your project. Please check all proofs carefully (including spelling) before accepting this quote. Once accepted, the client will be liable for any errors or omissions in the approved proofs.

This quotation is confidential and intended solely for the recipient. Please do not share or distribute it without prior consent from B DESIGN.

Payment is due within 7 days of the invoice date unless otherwise agreed in writing. Printing requires full payment upfront. For clients on monthly accounts, payment is due by the 20th of the month.

All artwork, printing, and signage produced by B DESIGN remain the property of B DESIGN until full payment has been received.

In the event of late payment, the outstanding balance will be referred to a debt collector, with any associated costs being the responsibility of the client.

**Questions & Answers**

**Reviews** [See all reviews >](#)



Working with BDesign has been a very positive experience from start to finish. Their team showed a strong level of professionalism, clear communication and attention to detail throughout the entire process. They are easy... [Show More](#)

*by Kris Madej*



"We've been really impressed with BDesign. They took our branding and translated it beautifully into signage that looks polished and professional. The process was smooth from start to finish — great communication, attention... [Show More](#)

*by Fleur Bell*



B Design are totally awesome! I have dealt with James for 20 plus years, solid advice, awesome understanding of the best products and designs to improve the various businesses we have setup over the years. Emma and co are... [Show More](#)

*by Scott Fitzgerald*

**Central Stories - Russell Clark 2026 Exhibition**

Total NZD **\$1,825.54** (0 of 1 options selected)

Additional comments

Optional

Your order/reference number

Optional

**Yes, I **Paula Stephenson** agree to and accept this quote, on 18 May 2026 at 4:27 PM.**

Accept Quote

[Decline this quote...](#)



**creative design  
and signage**

FROM

**B DESIGN**

49 Boundary Road,  
Alexandra, 9320  
[www.bdesign.kiwi.nz](http://www.bdesign.kiwi.nz)

PHONE

**021 141 6621**

GST NUMBER

77706909

FOR

**Central Stories**

TO

Joanna Leigh

EMAIL

[jsl266@gmail.com](mailto:jsl266@gmail.com)

COPY TO

Paula Stephenson

QUOTE NUMBER

5701

DATE

18 May 2026

EXPIRY DATE

17 July 2026 at 12:00 PM

[Download PDF](#)

Powered by Quotient

To: Alexandra District Museum Incorporated  
P O Box 308  
Alexandra 9340

**Invoice Date**  
18 May 2026

**Reference Number**  
Our Stories Event &  
Workshop

Alexandra District Museum  
Inc  
PO Box 308  
Alexandra  
Alexandra 9340  
NEW ZEALAND

Description	Quantity	Unit Price	GST	Amount NZD
Henderson Gallery 28th January - All CO Museums - Te Papa Digital Imaging event & workshop	1.00	300.00	15%	300.00
Henderson Gallery 8th April - Sue Him Chinese CO heritage event	1.00	300.00	15%	300.00
Henderson Gallery 16th April - Roger Lusby (local in Antarctica) event	1.00	300.00	15%	300.00
Foyer & Gallerys - 28th Nov 19th Dec CO Artisan Christmas market	1.00	300.00	15%	300.00
Henderson Gallery 14th December - Russell Garbutt book launch - Vincent Pyke	1.00	300.00	15%	300.00
Henderson Gallery 14th January - ADMI Volunteer Night	1.00	300.00	15%	300.00
Our Stories Henderson & Grant Gallery - 1st June to 30th July @ \$1,000 per month	2.00	1,000.00	15%	2,000.00
Project Management - Exhibition curation, event planning and project implementation. 40 hours @ \$35/hour	1.00	1,400.00	15%	1,400.00
			Subtotal	5,200.00
			TOTAL 15%	780.00
			<b>TOTAL NZD</b>	<b>5,980.00</b>
			DUE DATE	31 May 2026

**This is not a tax invoice**

## Central Stories - Large A-frame

### Large Outdoor A-frame (800 x 1200mm)

Full Colour Solvent Printed Vinyl, UV Laminated & Applied to 4mm ACM board (1 sided / 2 panels). Panels slot into A-frame. Steel tube frame, powder coated with handles. Weight: 12kg. Size: 800 x 1200mm. Artwork is example only.



687.20  
x 1  
687.20

### Artwork (required)

We can either print supplied artwork or brief us what you are after and we can add to this quote :)

Subtotal	687.20
GST 15%	103.08
<b>Total NZD</b>	<b>\$790.28</b>

### Please Note

This quotation is provided as an estimate only and may be subject to adjustments based on the specific requirements of your project.

Please check all proofs carefully (including spelling) before accepting this quote. Once accepted, the client will be liable for any errors or omissions in the approved proofs.

This quotation is confidential and intended solely for the recipient. Please do not share or distribute it without prior consent from B DESIGN.

Payment is due within 7 days of the invoice date unless otherwise agreed in writing. Printing requires full payment upfront. For clients on monthly accounts, payment is due by the 20th of the month.

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### Questions & Answers

#### Reviews [See all reviews](#)



Working with BDesign has been a very positive experience from start to finish. Their team showed a strong level of professionalism, clear communication and attention to detail throughout the entire process. They are easy... [Show More](#)

by Kris Madej



"We've been really impressed with BDesign. They took our branding and translated it beautifully into signage that looks polished and professional. The process was smooth from start to finish — great communication, attention... [Show More](#)

by Fleur Bell



B Design are totally awesome! I have dealt with James for 20 plus years, solid advice, awesome understanding of the best products and designs to improve the various businesses we have setup over the years. Emma and co are... [Show More](#)

by Scott Fitzgerald

### Central Stories - Large A-frame

Total NZD **\$790.28**

Additional comments

Optional

Your order/reference number

Optional

Yes, I **Paula Stephenson** agree to and accept this quote, on 18 May 2026 at 5:16 PM.

Accept Quote

[Decline this quote...](#)



FROM  
**B DESIGN**  
49 Boundary Road,  
Alexandra, 9320  
[www.bdesign.kiwi.nz](http://www.bdesign.kiwi.nz)

PHONE  
**021 141 6621**

GST NUMBER  
77706909

FOR  
**Central Stories**

TO  
Paula Stephenson

EMAIL  
[manager@centralstories.com](mailto:manager@centralstories.com)

QUOTE NUMBER  
5702

DATE  
18 May 2026

EXPIRY DATE  
17 July 2026 at 12:00 PM

[Download PDF](#)

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# Performance Report

Alexandra District Museum Incorporated  
For the year ended 30 June 2025

Prepared by PKF Alexandra Limited



## Contents

3	Entity Information
5	Approval of Financial Report
6	Statement of Service Performance
7	Statement of Financial Performance
8	Statement of Financial Position
9	Statement of Cash Flows
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12	Notes to the Performance Report
18	Depreciation Schedule
20	Review Report



## Entity Information

### Alexandra District Museum Incorporated For the year ended 30 June 2025

'Who are we?', 'Why do we exist?'

#### Legal Name of Entity

Alexandra District Museum Incorporated

#### Operational Name of Entity

Central Stories Museum and Art Gallery

#### Entity Type and Legal Basis

Incorporated Society and Registered Charity

#### Registration Number

CC32070

#### Entity's Purpose or Mission

##### Mission

To tell the social, cultural and economic stories of the people, places and events of our rich local heritage.

##### Vision

To be recognised as a leading cultural institution that inspires, educates and engages people through art, history and culture, enriching our community by providing innovative exhibitions and programmes.

#### Entity Structure

The Society operates from one location in Alexandra.

#### Entity's Governance Arrangements

Governance is provided by a Committee, the majority of whom shall be elected from the Museum's members. Local government may appoint one additional representative who has no voting rights. The positions of Chairperson, Deputy Chairperson and Secretary are decided by the incoming Committee at its first meeting.

## Entity Information



## Committee Members

Chair	Kathi McLean
Deputy Chair	Kirstin Wright
Secretary	Greg Hunter
Committee	Helena Heydelaar
Committee	Andrew Davey (part year)
Committee	Kevin MacKenzie (part year)
Committee	Mary Ann Baxter (part year)
Committee	Kirsten Tebbutt (part year)
Vincent Community Board Representative	Roger Browne

## Entity's Reliance on Volunteers and Donated Goods or Services

The Society relies on gifts of volunteer time and expertise to complete work in many areas such as board governance, research, exhibitions, reception and visitor hosting.

## Other Entities Controlled by the Entity

There are no other entities controlled by the Society.

## Physical Address

21 Centennial Avenue, Alexandra, New Zealand, 9320

## Postal Address

P O Box 308, Alexandra, 9340

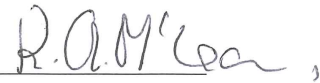


## Approval of Financial Report

### Alexandra District Museum Incorporated For the year ended 30 June 2025

The Committee are pleased to present the approved financial report including the historical financial statements of Alexandra District Museum Incorporated for year ended 30 June 2025.

APPROVED



Kathi McLean

Chair  
Date 5/9/25



Greg Hunter

Secretary  
Date 5/9/25



# Statement of Service Performance

## Alexandra District Museum Incorporated For the year ended 30 June 2025

'What did we do?', 'When did we do it?'

### Description of medium to long term objectives

Alexandra District Museum Incorporated is seeking to provide and maintain a public museum and art gallery that protects and promotes the art, culture and heritage of Central Otago.

	2025	2024
<b>Description and Quantification of the Entity's Key Activities</b>		
Current year surplus / (deficit) \$	(9,063)	26,353
Visitor numbers (door count divided by 2)	27,313	20,680
Volunteer hours	6,100	4,100
Children's competition entries (first year recorded as a key activity)	2,423	-

Note: Visitor numbers shown above for the current year and last year are based on total door count divided by two to account for visitors entering and leaving through the main entrance doors. This year's calculation method is a departure from previous years reports where the visitor numbers were stated based on the total door count.

### Description and Quantification of the Entity's Activities

The three Art Galleries have been fully booked this year with Art exhibitions from local artists including Indigo (a group of 8 Central Otago Artists), Winterstellar and Pottery. We have also hosted music recitals, book launches, a Market Day, a Murder Mystery Night for local youth and clue hunts for primary school students in addition to our very popular school holiday programmes. Our major exhibition using both the Heafey Gallery and the Museum was 100 objects - an exhibition which involved all five Central Otago museums that told the story of our land, people and history in 100 objects. An important collaboration was formed with Gerald O'Regan, curator and Pouhere Kaupapa Māori at Tūhura Otago Museum, who spent some time with us studying our collection of Māori artifacts for our new Museum exhibition detailing the lives of early Māori in Central Otago.

### Additional Activity Measures

The Alexandra District Museum Committee undertook a facilitated Strategic planning session to develop an overall long-term strategy for the future development of Central Stories. This, in turn, enabled the development of a yearly plan for projects/tasks which focussed our funding applications to achieve our objectives.

Committee members completed a skills matrix exercise to identify knowledge/skills deficits within the Committee. This process resulted in two additional Committee members being appointed which has strengthened the Committee's knowledge base.

The foyer of the Central Stories building was utilised in a different way this year, with the Alexandra library taking up residence for 5 months while their building was refurbished. An information kiosk was added to the foyer when the library moved out, which has proved popular with visitors to the area.

### Additional Information

This year has seen the Committee and staff take positive steps towards achieving our objectives. With a Strategic plan in place and the appointment of additional Committee members, we have been able to make better progress towards achieving our objectives compared with the previous year. Hosting Gerald O'Regan was an important first step to being able to provide a Museum exhibit showcasing early Māori life in Central Otago – this will be our first new Museum exhibit for several years.



## Statement of Financial Performance

### Alexandra District Museum Incorporated For the year ended 30 June 2025

'How was it funded?' and 'What did it cost?'

	NOTES	2025	2024
		\$	\$
<b>Revenue</b>			
Donations, koha, bequests and other general fundraising activities	1	9,091	9,968
General grants	1	103,644	131,495
Membership fees and subscriptions	1	2,574	1,444
Revenue from commercial activities	1	46,014	53,775
Interest, dividends and other investment revenue	1	14,619	15,195
Other revenue	1	1,671	-
<b>Total Revenue</b>		<b>177,614</b>	<b>211,877</b>
<b>Expenses</b>			
Employee remuneration and other related expenses	2	110,702	117,767
Expenses related to commercial activities	2	20,990	12,236
Other expenses related to service delivery	2	40,041	41,477
Other expenses	2	14,944	14,044
<b>Total Expenses</b>		<b>186,677</b>	<b>185,524</b>
<b>Surplus/(Deficit) for the Year</b>		<b>(9,063)</b>	<b>26,353</b>



This statement is to be read in conjunction with the accompanying Notes and Review Report.



## Statement of Financial Position

### Alexandra District Museum Incorporated

As at 30 June 2025

'What the entity owns?' and 'What the entity owes?'

	NOTES	30 JUN 2025	30 JUN 2024
		\$	\$
<b>Assets</b>			
<b>Current Assets</b>			
Cash and short-term deposits	3	300,851	87,604
Debtors and prepayments	3	184	2,967
Inventory	3	6,255	6,356
Investments	4	-	225,458
GST Due		4,269	663
<b>Total Current Assets</b>		<b>311,559</b>	<b>323,048</b>
<b>Non-Current Assets</b>			
Plant and Equipment	5	116,960	125,437
<b>Total Non-Current Assets</b>		<b>116,960</b>	<b>125,437</b>
<b>Total Assets</b>		<b>428,519</b>	<b>448,485</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Creditors and accrued expenses	7	15,496	12,108
Employee costs payable	7	10,171	10,817
Deferred revenue	7	20,500	34,144
<b>Total Current Liabilities</b>		<b>46,167</b>	<b>57,069</b>
<b>Total Liabilities</b>		<b>46,167</b>	<b>57,069</b>
<b>Total Assets less Total Liabilities (Net Assets)</b>		<b>382,352</b>	<b>391,415</b>
<b>Accumulated Funds</b>			
Accumulated surpluses (or deficits)	8	202,352	211,415
Discretionary reserves	8	180,000	180,000
<b>Total Accumulated Funds</b>		<b>382,352</b>	<b>391,415</b>

This statement is to be read in conjunction with the accompanying Notes and Review Report.



## Statement of Cash Flows

### Alexandra District Museum Incorporated For the year ended 30 June 2025

	2025	2024
	\$	\$
<b>Cash Flows from Operating Activities</b>		
<b>Operating receipts (money deposited into the bank account)</b>		
Donations, koha, bequests and other general fundraising activities	9,091	9,003
General grants	90,000	114,465
Membership fees and subscriptions	2,605	1,182
Gross sales from commercial activities	43,298	57,507
Interest or dividends received	15,307	15,010
Other cash received	1,671	-
<b>Total Operating receipts (money deposited into the bank account)</b>	<b>161,972</b>	<b>197,168</b>
<b>Operating payments (money withdrawn from the bank account)</b>		
Employee remuneration and other related payments	(109,107)	(116,881)
Payments related to commercial activities	(21,179)	(12,430)
Other payments related to service delivery	(34,831)	(43,040)
GST paid	(2,600)	(1,791)
Other payments	(1,650)	(1,955)
<b>Total Operating payments (money withdrawn from the bank account)</b>	<b>(169,366)</b>	<b>(176,098)</b>
<b>Total Cash Flows from Operating Activities</b>	<b>(7,394)</b>	<b>21,069</b>
<b>Cash Flows from Other Activities</b>		
<b>Receipts from other activities</b>		
Receipts from sale of investments	225,458	-
Receipts from other activities	-	-
<b>Total Receipts from other activities</b>	<b>225,458</b>	<b>-</b>
<b>Payments from other activities</b>		
Payments to acquire property, plant and equipment	(4,817)	(18,535)
Payments to purchase investments	-	(20,500)
Payments for other activities	-	-
<b>Total Payments from other activities</b>	<b>(4,817)</b>	<b>(39,035)</b>
<b>Total Cash Flows from Other Activities</b>	<b>220,641</b>	<b>(39,035)</b>
<b>Net Increase/(Decrease) in Cash</b>	<b>213,247</b>	<b>(17,966)</b>
<b>Bank Accounts and Cash</b>		
Opening cash	87,604	105,569
Net change in cash for period	213,247	(17,966)
Closing cash	300,851	87,604

This statement is to be read in conjunction with the accompanying Notes and Review Report.



# Statement of Accounting Policies

## Alexandra District Museum Incorporated For the year ended 30 June 2025

'How did we do our accounting?'

### Basis of Preparation

The entity is permitted by law to apply the Tier 3 (NFP) Standard issued by the External Reporting Board (XRB) and has elected to do so. A PBE may apply the standard if it does not have public accountability and has total annual expenses less than or equal to \$5,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

### Revenue

Revenue is accounted for as follows:

**Donations** are accounted for depending on whether they have been provided with a documented expectation over use. If not, revenue is recorded as income when the cash is received. Where donations include a documented expectation over use the donation is recorded as a liability on receipt. The donation is subsequently recognised within the Statement of Financial Performance as the expectations are met. Donated goods or services and donated items for the Museum Collection are not recognised in the Financial Statements.

**Grant income** is accounted for depending on whether or not it has a documented expectation over use. If not, revenue is recorded as income when the cash is received. Where grants include a documented expectation over use the grant is recorded as a liability on receipt. The income is then subsequently recognised within the Statement of Financial Performance as the expectations are met.

**Interest income** is recognised on an accruals basis.

**Other Income** is recorded when cash is received.

### Expenses

Expenses are accounted for on an accrual basis. This means they are recognized when incurred, not when paid, and matched to the period in which the related revenue is earned, where applicable.

### Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

### Income Tax

Alexandra District Museum Incorporated is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

### Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

### Inventory

Inventory is stated at the lower of cost, determined on a first-in first-out basis, and net realisable value.



### Fixed Assets & Depreciation

Since 01 July 2003 the Museum has capitalised items purchased for more than \$500 that are expected to have an enduring benefit as Fixed Assets. Subsequent to initial recognition fixed assets are stated at cost less aggregate depreciation.

Fixed assets purchased prior to 01 July 2003 were recognised in the Statement of Financial Performance and not in the Balance Sheet. Because there was no reliable asset schedule or valuation available at that time a decision was made not to bring these fixed assets into the Balance Sheet when the situation was corrected. The fixed assets involved were in the nature of exhibition and display stands and older items of Plant and Equipment.

The Museum has not recorded its collection of donated heritage assets as it would be impractical to attempt to place a value on such assets due to their rarity and local historical significance.

Depreciation has been calculated using the maximum rates permitted by the Income Tax Act 2007 with the exception of Artwork which is not depreciated.

### Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.



# Notes to the Performance Report

## Alexandra District Museum Incorporated For the year ended 30 June 2025

	2025	2024
	\$	\$
<b>1. Analysis of Revenue</b>		
<b>Donations, koha, bequests and other general fundraising activities</b>		
Donations (Boxes & Other)	9,091	9,968
<b>Total Donations, koha, bequests and other general fundraising activities</b>	<b>9,091</b>	<b>9,968</b>
<b>General grants</b>		
Grants received & applied <sup>13</sup>	8,000	36,972
Lotteries Operational Grant	13,644	6,356
Vincent Community Board	82,000	88,167
<b>Total General grants</b>	<b>103,644</b>	<b>131,495</b>
<b>Membership fees and subscriptions</b>		
Annual Memberships	2,249	1,381
Donations from Members	325	63
<b>Total Membership fees and subscriptions</b>	<b>2,574</b>	<b>1,444</b>
<b>Revenue from commercial activities</b>		
Collection Storage & Maintenance - Eden Hore	1,920	1,920
Commissions on Good Art Shop Sales	10,556	14,126
Commissions on sale of Exhibition Artworks	2,810	4,526
Commissions on ticket sales	981	2,836
Counter & Book Sales	20,348	10,044
Event Bar Sales Income	1,949	4,690
Gallery Fees & Project Management	(1,357)	3,217
Photograph & Research Room income	199	407
Room Hire	8,435	11,747
Shipping Charged to Customer (Revenue)	107	122
Transaction Fee Charged to 3rd Party	66	140
<b>Total Revenue from commercial activities</b>	<b>46,014</b>	<b>53,775</b>
<b>Interest, dividends and other investment revenue</b>		
Interest Received - Bank	2,139	2,468
Interest Received - Investments	12,480	12,727
<b>Total Interest, dividends and other investment revenue</b>	<b>14,619</b>	<b>15,195</b>
<b>Other revenue</b>		
Insurance Claims	1,671	-
<b>Total Other revenue</b>	<b>1,671</b>	<b>-</b>



	2025	2024
	\$	\$
<b>2. Analysis of Expenses</b>		
<b>Employee remuneration and other related expenses</b>		
ACC Levies	138	152
Consultancy - Cicada	31,293	35,832
Consultants Fees - Relief Reception	2,403	2,415
Kiwisaver Employer Contributions	2,250	2,146
Staff Training & Recruitment	195	67
Wages	74,423	77,156
<b>Total Employee remuneration and other related expenses</b>	<b>110,702</b>	<b>117,767</b>
<b>Expenses related to commercial activities</b>		
Advertising (Generic)	1,691	1,091
EFTPOS Charges	648	635
Event purchases & consumables	1,346	2,698
Events & Promotion Expenses	288	2,462
Exhibition Expenses	3,694	138
<b>Purchases - Stock</b>		
Opening Stock	6,356	6,357
Purchases - Stock	13,163	5,103
Closing Stock	(6,255)	(6,356)
<b>Total Purchases - Stock</b>	<b>13,264</b>	<b>5,104</b>
Shipping of Purchased Products (Cost)	60	108
<b>Total Expenses related to commercial activities</b>	<b>20,990</b>	<b>12,236</b>
<b>Other expenses related to service delivery</b>		
Accountancy Fees & Software	3,229	3,398
Asset Repairs & Replacement	210	5,094
Bank Fees & Charges	948	986
Cleaning	3,616	3,482
Collection Expenses	17	26
Collection Purchases & Acquisitions costs	-	22
Computer Expenses	3,665	5,205
Energy use	10,818	7,270
Freight & Cartage	-	(21)
General Expenses & Supplies	1,173	792
Insurance	5,209	4,864
Museum Display Expense	2,867	2,958
Plant & Equipment Hire	2,368	2,292
Postage	310	250
Printing & Stationery	1,021	852
Public Programmes	1,382	1,369
Repairs & Maintenance	817	283
Security Expenses	215	123
Subscriptions & Levies	431	274

Notes to the Performance Report



	2025	2024
IRD late penalty	250	-
Telephone, Tolls & Internet Charges	1,497	1,450
Travelling Expenses	-	506
<b>Total Other expenses related to service delivery</b>	<b>40,041</b>	<b>41,477</b>
<b>Other expenses</b>		
Depreciation	13,294	12,089
Review Fees	1,650	1,955
<b>Total Other expenses</b>	<b>14,944</b>	<b>14,044</b>
	2025	2024
<b>3. Analysis of Assets</b>	<b>\$</b>	<b>\$</b>
<b>Cash and short-term deposits</b>		
Cash on Hand	698	620
SBS	-	2,013
Westpac 00 Account	10,672	15,168
Westpac 25 Account	289,481	67,130
Westpac 26 Account	1	2,674
<b>Total Cash and short-term deposits</b>	<b>300,851</b>	<b>87,604</b>
<b>Debtors and prepayments</b>		
Accounts Receivable	184	2,279
Accrued Interest	-	688
<b>Total Debtors and prepayments</b>	<b>184</b>	<b>2,967</b>
<b>Inventory</b>		
Stock on Hand	6,255	6,356
<b>Total Inventory</b>	<b>6,255</b>	<b>6,356</b>
	2025	2024
<b>4. Investments</b>	<b>\$</b>	<b>\$</b>
<b>Other current investments</b>		
Westpac Term Deposit 003 - Matured June 2025	-	180,000
Westpac Term Deposit 004 - Matured June 2025	-	24,958
Westpac Term Deposit 005 - Matured June 2025	-	20,500
<b>Total Other current investments</b>	<b>-</b>	<b>225,458</b>
<b>Total Investments</b>	<b>-</b>	<b>225,458</b>

Note: Two new Westpac term deposits totalling \$260,000 were setup in July 2025 using funds held in the Westpac 25 savings account.

Notes to the Performance Report



	2025	2024
	\$	\$
<b>5. Non-Current Assets</b>		
<b>Plant and Equipment</b>		
Opening Balance	125,437	118,991
Plant and equipment purchased during the year	4,817	18,536
Accumulated depreciation - plant and machinery owned	(13,294)	(12,089)
<b>Total Plant and Equipment</b>	<b>116,960</b>	<b>125,437</b>
<b>Total Non-Current Assets</b>	<b>116,960</b>	<b>125,437</b>

## 6. Museum Collection

### Significant Heritage Assets - Not Recorded

The Museum collection of approximately 12,000 heritage items has not been recorded in the Performance Report due to the unique and historic nature of the collection much of which has been donated or loaned by members of the community. An ongoing activity for a small group of dedicated volunteers is to catalogue the entire collection using E-Hive Museum archiving software.

	2025	2024
	\$	\$
<b>7. Analysis of Liabilities</b>		
<b>Creditors and accrued expenses</b>		
Accounts Payable	14,179	5,849
Artists funds clearing account	14	345
Gift Vouchers Purchased (Not redeemed)	250	-
Ticket Sales Clearing Account	1,052	5,915
<b>Total Creditors and accrued expenses</b>	<b>15,496</b>	<b>12,108</b>
<b>Employee costs payable</b>		
Employee Holiday Pay Accrued	6,750	7,327
Wages and PAYE Payable	3,421	3,490
<b>Total Employee costs payable</b>	<b>10,171</b>	<b>10,817</b>
<b>Deferred revenue</b>		
Income Received in Advance (VCB funding to 30 September)	20,500	20,500
Unspent Grants - Lotteries (spent in 2024-25 year)	-	13,644
<b>Total Deferred revenue</b>	<b>20,500</b>	<b>34,144</b>

Notes to the Performance Report



	2025	2024
<b>8. Accumulated Funds</b>	<b>\$</b>	<b>\$</b>
<b>Accumulated surpluses or (deficits)</b>		
Opening Balance	211,415	185,062
Current year earnings	(9,063)	26,353
<b>Total Accumulated surpluses or (deficits)</b>	<b>202,352</b>	<b>211,415</b>
<b>Discretionary reserves</b>		
Opening Balance	180,000	180,000
<b>Total Discretionary reserves</b>	<b>180,000</b>	<b>180,000</b>
<b>Total Accumulated Funds</b>	<b>382,352</b>	<b>391,415</b>
	2025	2024
<b>9. Breakdown of Reserves</b>	<b>\$</b>	<b>\$</b>
<b>Reserves</b>		
Elizabeth Heafey Reserve	180,000	180,000
<b>Total Reserves</b>	<b>180,000</b>	<b>180,000</b>

In 2001 Elizabeth Heafey bequeathed a total of \$348,000 to the Alexandra District Museum. Elizabeth gave verbal instructions that the funds be used for capital acquisitions for the Alexandra Museum such as artworks. The balance remaining in the Elizabeth Heafey Reserve at 30 June 2021 was estimated by the Committee to be \$180,000. No funds have been expended from the Elizabeth Heafey Reserve during the 2024-25 year.

### 10. Commitments

There are no significant commitments as at 30 June 2025 (Last year - nil).

EFTPOS equipment lease renews annually in July each year. Photocopier is leased from Heartland Technologies on a month-to-month basis.

### 11. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 30 June 2025 (Last year - nil).

	2025	2024
	\$	\$
<b>12. Deferred Revenue: Unused Significant Donations, Grants, Bequests and Pledges with Expectations over Use</b>		
Income Received in Advance (VCB funding to 30 September)	20,500	20,500
Unspent Grants - Lotteries (spent in 2024-25 year)	-	13,644
<b>Total Deferred Revenue: Unused Significant Donations, Grants, Bequests and Pledges with Expectations over Use</b>	<b>20,500</b>	<b>34,144</b>

### 13. Additional Grants Information

Other Grants received and applied during the year totalled \$8,000 and included:

Alexandra Rotary Club \$3,000 towards touchscreen TV purchase

Contact Energy \$2,500 for exhibition sponsorship

Alexandra Community Arts Council \$2,500 for exhibition sponsorship



	2025	2024
<b>14. Related Party Transactions</b>	<b>\$</b>	<b>\$</b>
<b>Payables</b>		
Committee member Andrew Davey (Cicada consulting)	2,839	39
<b>Total Payables</b>	<b>2,839</b>	<b>39</b>
<b>Grants Income</b>		
VCB Representative and Museum Committee Member Roger Browne	82,000	88,167
<b>Total Grants Income</b>	<b>82,000</b>	<b>88,167</b>
<b>Purchases</b>		
Deputy Chair Kirstin Wright - Director of 3 Miners Vineyard (wine purchased for Central Stories Events)	1,012	1,489
Committee member Andrew Davey (Director of Cicada for contracted IT, accounting and administration work undertaken at Central Stories)	31,293	38,247
<b>Total Purchases</b>	<b>32,305</b>	<b>39,736</b>

#### 15. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

#### 16. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.



## Depreciation Schedule

### Alexandra District Museum Incorporated For the year ended 30 June 2025

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	RATE	DEPRECIATION	CLOSING VALUE
	\$	\$				\$	\$
<b>Building Fitout</b>							
2nd Gallery	27,085	16,429	-	-	3.00%	493	15,936
Addition to Entrance Sign	8,019	1,131	-	-	12.00%	136	996
Entrance Sign	36,497	4,673	-	-	12.00%	561	4,112
Hydestore Art Storage System	68,332	28,679	-	-	10.00%	2,868	25,811
Reception Desk	9,489	3,013	-	-	13.00%	392	2,622
<b>Total Building Fitout</b>	<b>149,423</b>	<b>53,927</b>	<b>-</b>	<b>-</b>		<b>4,449</b>	<b>49,478</b>
<b>Plant &amp; Equipment</b>							
2 Acrylic Tops for Display Cabinet	731	29	-	-	19.20%	6	24
4 x Acrylic Tops for Display Cabinets	1,840	322	-	-	16.00%	51	270
55" Smart Screen - Heartland Technologies	3,420	-	3,420	-	50.00%	1,425	1,995
Artwork - A long way to Cambrian	832	832	-	-	-	-	832
Artwork - Differing Realities	2,209	2,209	-	-	-	-	2,209
Artwork - Marilyn Webb Maniototo River Print	1,120	1,120	-	-	-	-	1,120
Artwork - Michael Rooney	590	590	-	-	-	-	590
Artwork - Russell Clark Exhibition Panels	11,860	11,860	-	-	-	-	11,860
Artwork - Stuart Elms	8,889	8,889	-	-	-	-	8,889
Artwork - Stuart Elms	5,333	5,333	-	-	-	-	5,333
Cabinet for Clare Cup	1,251	45	-	-	19.20%	9	37
Conference Chairs x 30	2,000	1,122	-	-	16.00%	180	943
Counter Top Lockable Jewellery Cabinet	525	211	-	-	16.00%	34	177
Display Screens	2,890	97	-	-	19.20%	19	79
Exhibition Panels	2,190	738	-	-	10.00%	74	664
Exhibition Partitions	929	287	-	-	10.00%	29	258
Flagpole & Flags	4,945	1,583	-	-	8.00%	127	1,457
Gallery Panels - "Behind the Name"	939	290	-	-	10.00%	29	261
HP Pro Mini Desktop PC	1,685	1,194	-	-	50.00%	597	597
HP Probook	3,225	252	-	-	50.00%	126	126
HP Probook	3,225	252	-	-	50.00%	126	126
HP Probook Laptop	1,397	-	1,397	-	50.00%	58	1,339
Hydestor Shelving System	33,024	10,191	-	-	10.00%	1,019	9,172
Lenovo Think Centre PC	2,440	2,237	-	-	50.00%	1,118	1,118
Lighting Boxes	1,222	77	-	-	24.00%	18	59
Mannequins x 15	7,327	189	-	-	25.00%	47	141
Mobile Whiteboard	664	30	-	-	40.00%	12	18
Oamaru Stone Sculpture	1,778	1,778	-	-	-	-	1,778

This statement is to be read in conjunction with the accompanying Notes and Review Report.

## Depreciation Schedule



NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	RATE	DEPRECIATION	CLOSING VALUE
Optoma 4K UHD Cinema Projector	2,199	2,107	-	-	25.00%	527	1,581
Recording Equipment	1,359	53	-	-	40.00%	21	32
Samsung Laser Projector	3,825	2,690	-	-	25.00%	672	2,017
Shelving	2,905	442	-	-	12.00%	53	389
Shelving - Research Room	3,439	2,031	-	-	10.00%	203	1,828
Shop Display Stands - 2023	12,210	10,420	-	-	16.00%	1,667	8,752
Sound System	1,650	928	-	-	25.00%	232	696
Upright Display Cabinet	1,059	259	-	-	16.00%	41	218
Upright Display Cabinet	1,059	259	-	-	16.00%	41	218
Website Nov 2020	6,800	567	-	-	50.00%	283	283
<b>Total Plant &amp; Equipment</b>	<b>144,986</b>	<b>71,510</b>	<b>4,817</b>	-		<b>8,845</b>	<b>67,483</b>
<b>Total</b>	<b>294,409</b>	<b>125,437</b>	<b>4,817</b>	-		<b>13,294</b>	<b>116,960</b>

This statement is to be read in conjunction with the accompanying Notes and Review Report.

**INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT****To the Members of Alexandra District Museum Incorporated**

We have reviewed the accompanying financial statements contained within the performance report of Alexandra District Museum Incorporated on pages 7 to 17, which comprise the statement of financial position as at 30 June 2025, and the statement of financial performance and statement of cash flows for the year then ended, and the statement of accounting policies and notes to the performance report.

**Board's Responsibility for the Financial Statements**

The Board are responsible for the preparation and fair presentation of these financial statements in accordance with *Reporting Requirements for Tier 3 Not-for-Profit Entities* (Tier 3 (NFP) Standard), and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

The Board are also responsible for the other information contained within the performance report which includes the entity information and statement of service performance. We have not formed any assurance conclusion on the other information.

**Assurance Practitioner's Responsibility**

Our responsibility is to express a conclusion on the accompanying financial statements. We conducted our review in accordance with International Standard on Review Engagements (New Zealand) (ISRE (NZ)) 2400, *Review of Historical Financial Statements Performed by an Assurance Practitioner who is not the Auditor of the Entity*. ISRE (NZ) 2400 requires us to conclude whether anything has come to our attention that causes us to believe that the financial statements, taken as a whole, are not prepared in all material respects in accordance with the applicable financial reporting framework. This Standard also requires us to comply with relevant ethical requirements.

A review of financial statements in accordance with ISRE (NZ) 2400 is a limited assurance engagement. The assurance practitioner performs procedures, primarily consisting of making enquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained. The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand). Accordingly, we do not express an audit opinion on these financial statements.

Other than in our capacity as assurance practitioner we have no relationship with, or interests in, Alexandra District Museum Incorporated.

**Conclusion**

Based on our review, nothing has come to our attention that causes us to believe that these financial statements do not present fairly, in all material respects, the financial position of Alexandra District Museum Incorporated as at 30 June 2025, and of its financial performance and cash flows for the year then ended, in accordance with the Tier 3 (NFP) Standard.

**Restriction on Distribution or Use**

This report is made solely to the Board, as a body. Our review work has been undertaken so that we might state to the Board those matters which we are required to state to them in a review report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Board as a body, for our review procedures, for this report, or for the conclusion we have formed.

**Southern Audit Limited**  
Palmerston

9 September 2025

Page 20 of 20

## CENTRAL OTAGO HERITAGE TRUST

34 Sunderland Street  
Clyde 9330

[www.heritagecentralotago.org.nz](http://www.heritagecentralotago.org.nz)  
[info@heritagecentralotago.org.nz](mailto:info@heritagecentralotago.org.nz)



17 June 2025

### RE: Central Otago Museums

Tēnā koe

I am writing on behalf of the Central Otago Heritage Trust (COHT) to express our strong support for funding applications submitted by the museums in Central Otago to the Central Otago District Council.

Established in 2008, the COHT represents 35 member groups and organisations across the region's heritage community. The Trust's role is to represent the collective interests of these groups, and the wider heritage community, working to protect, preserve, and celebrate Central Otago's rich and unique heritage.

The museums are central to this effort; they play a vital role in telling the stories of Central Otago through their collections, exhibitions, and community engagement. They continually seek new and creative ways for residents, and visitors to Central Otago, to connect with the region's history. This provides visitors to the museums with valuable experiences which help to foster a sense of place, pride, and connection to our history.

CODC's support is essential for this work to continue. With ongoing funding, the museums can care for the collections, strengthen collaboration across the district, and develop innovative approaches to sharing our stories – ensuring that our heritage remains accessible, relevant, and enjoyable for all.

Please don't hesitate to get in touch if you have any questions or would like further information.

Ngā mihi

A handwritten signature in blue ink, appearing to read "D. Ritchie".

pp David Ritchie  
Chair, COHT

### 26.4.3 GRANT BUDGET RECOMMENDATIONS FOR LONG-TERM PLAN 2027 - 37

Doc ID: 2830120

Report Author:	Bidi Sharland, Corporate and Strategic Planner
Reviewed and authorised by:	Saskia Righarts, Group Manager - Governance and Business Services

#### 1. Purpose of Report

To consider the provision of Community Board grants and confirm the value of relevant grant budgets.

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#### Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
  - B. Recommends to Council a total of \$50,000 be allocated through the LTP budget process for Community Grants for each year of the 2027/37 LTP.
  - C. Recommends to Council a total of \$50,000 be allocated through the LTP budget process for Promotions & Event Grants for each year of the 2027/37 LTP.
- 

#### 2. Background

As part of the programme of work towards the 2027-37 Long-term Plan (LTP), community boards need to consider their grants, and how much should be budgeted for each year of the LTP.

Community board grants are provided to support community led initiatives, and through the workshops it was evident such grants are seen as a key mechanism for community boards to connect with their community in a meaningful way.

#### 3. Discussion

As the LTP budgeting process is now underway, Vincent Community Board must recommend to Council the annual level of funding available to the Board for both community and promotions and events grants from 1 July 2027. These amounts will be inflation adjusted in the budgeting process each year and will be collected from the ratepayers in the Vincent Ward area.

It should be noted that the promotions and events grant total no longer includes funding for Blossom Festival, for which the Council will ring-fence \$24,500 in a District Events and Promotion fund.

Recommended levels of funding per annum are:

Community grant - \$50,000

Promotions and event grant - \$50,000

#### 4. Options

##### Option 1 – (Recommended)

Recommend to Council the budgeting of grants as detailed in this report.

Advantages:

- Continues to provide the community with an avenue for funding community led initiatives
- Provides a link between the VCB and the community

Disadvantages:

- Has a rating impact on residents in the Vincent Ward

##### Option 2

Recommend to Council values that differ from those noted in the recommendations of this report.

Advantages:

- Provide the Community Board with an avenue for funding community led initiatives
- Provides a link between the VCB and the community

Disadvantages:

- Has a rating impact on residents in the Vincent Ward.

#### 5. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	The provision of grants provides opportunities for community led initiatives that can have a range of positive community outcomes attributable to Well-beings.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Aligns with the Grants Policy
<b>Considerations as to sustainability, the environment and climate change impacts</b>	No known implications
<b>Risks Analysis</b>	No known risks
<b>Significance, Consultation and Engagement (internal and external)</b>	Community Boards and relevant staff who administer grants and finance options have been engaged in this process.

**6. Next Steps**

Following recommendation from the Board, Council will consider the suggested level of grants funding through the LTP budget process.

**7. Attachments**

**Nil**

## 26.4.4 POULTRY & BEES IN URBAN AREAS BYLAW

Doc ID: 2816409

Report Author:	Alix Crosbie, Policy & Strategy Lead
Reviewed and authorised by:	Louise Fleck, Group Manager - People and Culture, Acting Group Manager - Community Vision

### 1. Purpose

To consider providing feedback on the proposed Urban Poultry & Bees Bylaw.

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### Recommendations

That the report be received and its contents noted.

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### 2. Discussion

Council is proposing to introduce a bylaw to manage the keeping of chickens and beehives in urban areas across the district. There has been an increase in urban residents keeping poultry and bees within townships. In most cases this is managed well, however where it is not, issues can arise for neighbouring properties, particularly in relation to early morning noise, odour, and vermin.

At present, Council responds to these issues on a complaints basis, with limited ability to set clear expectations in advance. The proposed bylaw is intended to provide a straightforward framework so residents understand what is acceptable, and to support more consistent and timely enforcement where necessary.

The bylaw applies only to land zoned for residential or township living under the District Plan. It does not apply to rural or rural lifestyle land, and there is no change proposed for farming or agricultural activities.

Under the proposed approach, residents would be able to keep a small number of chickens and bees, subject to some basic conditions. Up to six hens would be permitted per property, with requirements for coops to be properly located, maintained, and set back from boundaries and neighbouring dwellings. For beekeeping, up to two hives would be allowed, with requirements for either setbacks or screening to manage bee flight paths, along with a requirement to provide a water source on site.

Roosters would not be permitted in urban areas due to the noise effects associated with early morning crowing. However, a limited exception is proposed for situations where a rooster is acquired unintentionally. In these cases, a short-term permit of up to three months could be granted to allow time for rehoming. These permits would be subject to conditions and could be withdrawn if the rooster creates nuisance issues.

The overall intent of the bylaw is to enable backyard chickens and bees in a way that remains workable in a town setting. The rules are designed to be simple, proportionate, and

focused on managing effects, with the aim of reducing neighbour disputes and providing clarity for both residents and Council.

Council will seek public feedback on the proposal before making a final decision on whether to adopt the bylaw.

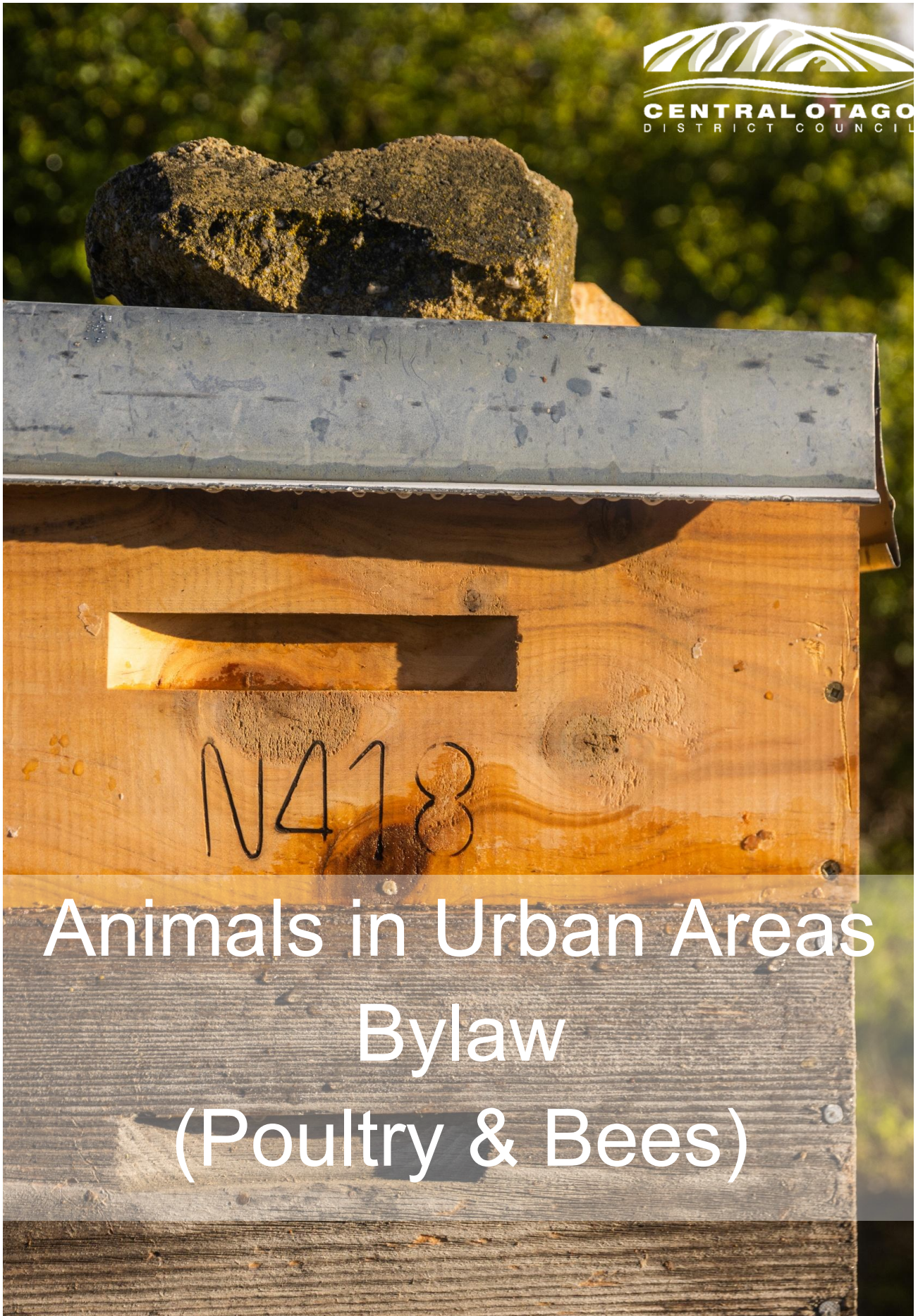
### *Section 155 Analysis*

Under section 155 of the Local Government Act 2002, Council is required to assess whether a bylaw is the most appropriate way to address an identified issue, whether it is in the most appropriate form, and whether it is consistent with the New Zealand Bill of Rights Act 1990. This analysis is a standard part of the bylaw-making process and ensures any regulation is necessary, proportionate, and fit for purpose.

In this case, the analysis concludes that a bylaw is the most appropriate tool, as current approaches are largely reactive and do not provide clear expectations for residents. The proposed bylaw takes a proportionate approach by allowing poultry and beekeeping at a small scale, while managing nuisance effects such as noise, odour, and safety risks. It is considered to be in the most appropriate form as it uses simple limits and clear standards, and any restrictions on property use are reasonable and justified to protect neighbours and maintain amenity.

### **3. Attachments**

**Appendix 1 - Poultry & Bees in Urban Areas Bylaw** [↓](#)



# Animals in Urban Areas Bylaw (Poultry & Bees)



## 1. Title

This Bylaw may be cited as the *Animals in Urban Areas Bylaw 2026 (Poultry and Bees)*.

## 2. Commencement

This Bylaw comes into force on [DATE].

## 3. Statutory Foundation

This Bylaw is made under section 145 of the Local Government Act 2002 to:

- protect the public from nuisance; and
- protect, promote, and maintain public health and safety.

## 4. Purpose

The purpose of this Bylaw is to:

- enable the keeping of poultry and bees in urban areas in a manner that is compatible with residential amenity; and
- minimise noise, odour, vermin, and other adverse effects on neighbouring properties.

## 5. Scope

This Bylaw applies to urban areas within the Central Otago District.

This Bylaw does not apply to:

- land zoned for rural or rural lifestyle activities; or
- lawful farming or commercial agricultural activities.

## 6. Definitions

In this Bylaw, unless the context otherwise requires:

Term	Definition
<b>Beekeeping</b>	The keeping of bees in hives for the production of honey or pollination.
<b>Beehive</b>	A structure intended for the housing of bees.
<b>Boundary</b>	The legal boundary of a property.
<b>Council</b>	Central Otago District Council



<b>Nuisance</b>	Any condition that unreasonably interferes with the use or enjoyment of neighbouring property, including noise, odour, vermin, or safety risk.
<b>Poultry</b>	Domesticated birds kept for eggs, meat, or companionship, including chickens, ducks, and similar birds, but excludes wild birds.
<b>Rooster</b>	A male chicken
<b>Urban area</b>	Land within a zone in the Central Otago District Plan that provides for residential or township living, including (but not limited to): <ul style="list-style-type: none"> <li>• Low Density Residential Zones</li> <li>• Medium Density Residential Zones</li> <li>• High Density Residential Zones</li> <li>• Township Zones</li> <li>• identified heritage or special character residential areas (including Old Cromwell)</li> </ul>

## 7. Relationship with District Plan

- (1) This Bylaw operates independently of the Central Otago District Plan.
- (2) Compliance with this Bylaw does not remove the need to comply with the District Plan.
- (3) Where an activity is permitted under the District Plan but does not comply with this Bylaw, this Bylaw prevails in respect of nuisance and animal management.



## Part 1 — Poultry

### 8. Keeping of poultry permitted

A person may keep poultry in an urban area where all conditions in this Part are met.

### 9. Maximum number

- (1) No more than 6 poultry may be kept on any property.
- (2) Poultry must be kept for personal use only and not for commercial purposes.

### 10. Roosters prohibited

- (1) A person must not keep a rooster in an urban area.
- (2) Subclause (1) does not apply where a permit is granted under clause 14.

### 11. Housing and management

A person keeping poultry must ensure that:

- poultry are kept in a secure coop or enclosure;
- adequate food, water, space, and ventilation are provided;
- poultry are contained within the property;
- the area is maintained in a clean and sanitary condition; and
- feed is stored in a manner that prevents access by vermin.

### 12. Setbacks

- (1) Any poultry coop or enclosure must be located:
  - at least 3 metres from any residential dwelling on a neighbouring property; and
  - at least 1 metre from any boundary.
- (2) Council may approve a reduced setback where written approval is obtained from affected neighbours.

### 13. Nuisance

A person must not keep poultry in a manner that:

- creates a noise nuisance;
- creates offensive odour; or



- causes vermin, flies, or other adverse effects.

## 14. Temporary rooster permits

- (1) Council may grant a permit to keep one rooster where:
  - the rooster was unintentionally acquired; and
  - reasonable steps are being taken to rehome or remove the rooster.
- (2) A permit:
  - may be granted for a period not exceeding 3 months;
  - must not be renewed except in exceptional circumstances;
  - must not be issued more than once per property in any 12 month period.
- (3) Conditions may include:
  - containment of the rooster between specified hours;
  - location of the coop;
  - mitigation of noise effects.
- (4) Council must decline or revoke a permit where:
  - the rooster creates a noise nuisance; or
  - substantiated complaints are received.

## Part 2 — Bees

### 15. Keeping of bees permitted

A person may keep bees in an urban area where all conditions in this Part are met.

### 16. Number of hives

No more than 2 beehives may be kept on any property.

### 17. Hive placement

- (1) A beehive must be located:
  - at least 3 metres from any boundary; or
  - behind a barrier not less than 1.8 metres high that directs bee flight vertically.

### 18. Water supply

A person keeping bees must provide a constant water source on the property.



## 19. Hive management

A person keeping bees must:

- maintain hives in good condition;
- take reasonable steps to prevent swarming; and
- ensure bees do not create a nuisance or risk to public safety.

## 20. Safety and nuisance

Council may require the relocation or removal of beehives where:

- there is a demonstrated risk to public safety; or
- nuisance effects on neighbouring properties are substantiated.

## Part 3 — Enforcement

### 21. Offences

A person who fails to comply with this Bylaw commits an offence.

### 22. Directions

Council may require a person to:

- reduce the number of poultry or hives;
- relocate or modify structures; or
- remove animals where non-compliance or nuisance persists.

**6 MAYOR'S REPORT**

**26.4.5 MAYOR'S REPORT**

**Doc ID: 2678169**

**1. Purpose**

To consider an update from Her Worship the Mayor.

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**Recommendations**

That the Vincent Community Board receives the report.

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Her Worship the Mayor will give a verbal update on activities and issues of interest since the last meeting.

**2. Attachments**

**Nil**

**7 CHAIR'S REPORT**

**26.4.6 CHAIR'S REPORT**

**Doc ID: 2678282**

**1. Purpose**

The Chair will give an update on activities and issues since the last meeting.

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**Recommendations**

That the report be received.

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**2. Attachments**

**Nil**

## **8 MEMBERS' REPORTS**

### **26.4.7 MEMBERS' REPORTS**

**Doc ID: 2683459**

#### **1. Purpose**

Members will give an update on activities and issues since the last meeting.

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#### **Recommendations**

That the report be received.

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#### **2. Attachments**

**Nil**

**9 STATUS REPORTS**

**26.4.8 JUNE 2026 GOVERNANCE REPORT**

**Doc ID: 2686450**

Report Author:	Sarah Reynolds, Governance Support Officer
Reviewed and authorised by:	Saskia Righarts, Group Manager - Governance and Business Services

**1. Purpose**

To report on items of general interest, receive minutes and updates from key organisations and consider the status report updates.

**Recommendations**

That the report be received.

**2. Discussion**

**Juniper Close – Water Utility Box**

At its meeting held on 8 September 2025, the Vincent Community Board awarded a grant of \$2,000 so that the residents of Juniper Close could commission a mural on a recently installed Water Utility Box on their street. The residents worked with artist, Jordan Turner, who discussed design options with them. Jordan has now completed the project and before and after photos have been included for the Board’s information.







### Update on Libraries Strategy

Over six weeks during March and April, Central Otago Libraries undertook significant community engagement to help inform the development of their strategy. Engagement included idea boards within libraries, street engagement, surveys and one-on-one conversations, with more than 800 ideas received from across the district.

The feedback was analysed and seven key themes emerged:

1. Open the doors.  
Opening hours were identified as the single biggest barrier across the district, with many people noting that a “9-to-5 service doesn’t fit a 9-to-5 life”.
2. Tell us what’s there.  
Many people identified services they wished the library offered, only to discover these services already existed, including free e-books, film streaming, digital magazines and home delivery services.
3. Help us belong.  
The community highlighted the need for culturally responsive, inclusive and welcoming spaces designed for everyone.
4. Space to work and meet.  
Feedback identified the importance of libraries functioning as multi-use community hubs for remote workers, students, community groups and families.
5. Help us learn and create.

The community supported libraries as hubs for learning, creativity and innovation, including makerspaces, a Library of Things and digital support services.

6. We're better together.

Community engagement highlighted opportunities to strengthen existing partnerships and create new collaborations.

7. Feed our curiosity.

The community encouraged continued investment in books, digital content and other resources available for borrowing.

The next step is to complete development of the strategy using the community engagement feedback. The draft strategy will be presented to Council on 22 June seeking approval to proceed to public consultation.

### **CAPEX report for Little Valley Bridge**

The latest CAPEX report for the Little Valley Bridge Project is attached (see Appendix 1.)

### **Status Reports**

The status reports have been updated with any actions since the previous meeting (see Appendix 2).

## **3. Attachments**

**Appendix 1 - Capex Report #6 Little Valley Bridge** [↓](#)

**Appendix 2 - Status Reports** [↓](#)

## Bridge 191 - Little Valley Road Deck/Beam Replacement Project – CAPEX Update #6

<b>Project Start:</b> August 2024	<b>Project Completion:</b> August 2026	<b>Funding Source(s):</b> 2024-27 LTP	<b>Project Stage:</b> Construct
<b>Executive Sponsor:</b> Quinton Penniall	<b>Project Owner:</b> Quinton Penniall	<b>Programme Manager:</b> Paul Fleet	<b>Project Manager/PM Support:</b> Josh von Pein/Holly Laverick
<b>Key Stakeholders:</b> Emergency Services, Residents, LINZ, Contact (hydro), Little Valley Farms/Stations, CODC (3Waters & Waste), ORC, Central Otago Rail Trail Users			
<b>Key Project Deliverables</b>			
<p>To replace all timber deck elements of the Little Valley Road Bridge, to ensure reliable Class 1 heavy vehicle access. This includes:</p> <ul style="list-style-type: none"> <li>Replacement of beams, deck and railings.</li> <li>Construction of an alternative route via Linger &amp; Die Park/Graveyard Gully Road, including a temporary Bailey Bridge &amp; associated approach roading.</li> <li>LVB Bridge Posting reduction to 29,000kg gross limit in the interim.</li> </ul>			
<b>Status Update – Report 5</b>		<b>Next Steps</b>	
<ol style="list-style-type: none"> <li>1. Significant corrosion was discovered on the steel structural components on the removal of the timber deck components. A treatment solution has been developed and application is progressing well. Unfortunately, this has delayed reconstruction of the timber components on the bridge.</li> <li>2. Dismantling of the existing bridge decks and beams is now completed</li> <li>3. Due date for completion is now mid-August 2026.</li> <li>4. Working on completing some of the bridge pile strengthening works as a variation to the existing contract so scaffolding on site can be utilised. This will see some cost savings to council. Design and early contractor involvement is progressing with estimates now underway for Stage 1 of this work.</li> <li>5. Project updates will be communicated via the CODC Website project page.</li> </ol>		<ol style="list-style-type: none"> <li>1. Ongoing general community and stakeholder communications and updates.</li> <li>2. On going construction monitoring.</li> <li>3. Financial monitoring and reporting.</li> <li>4. Development of proposed pile strengthening estimates.</li> </ol>	
<b>Project Health</b>			
Flag	Previous Status	Current Status	Status Description
Overall Status	<span style="color: green; font-weight: bold;">G</span>	<span style="color: green; font-weight: bold;">G</span>	
Finances	<span style="color: green; font-weight: bold;">G</span>	<span style="color: green; font-weight: bold;">G</span>	With variations confirmed and the Bailey Bridge completed the project is still on target to meet budget.
Risks	<span style="color: orange; font-weight: bold;">A</span>	<span style="color: orange; font-weight: bold;">A</span>	Monitoring current fuel supply situation closely. No current issues. Breen's will advise of any impacts if the eventuate. Corrosion treatment works have impacted programme but not significantly

## Bridge 191 - Little Valley Road Deck/Beam Replacement Project – CAPEX Update #6

Issues	<span style="color: green; font-weight: bold;">G</span>	<span style="color: green; font-weight: bold;">G</span>	Additional corrosion treatment required.
Resources	<span style="color: green; font-weight: bold;">G</span>	<span style="color: green; font-weight: bold;">G</span>	All required resources are available, both internally and externally.
Key Milestones	<span style="color: green; font-weight: bold;">G</span>	<span style="color: green; font-weight: bold;">G</span>	Timber now in Port Chalmers. Temporary pedestrian scaffold completed and operational. Demolition progressing well.
Health and Safety	<span style="color: orange; font-weight: bold;">A</span>	<span style="color: green; font-weight: bold;">G</span>	Nothing to report.
Scope	<span style="color: orange; font-weight: bold;">A</span>	<span style="color: green; font-weight: bold;">G</span>	Minor scope creep with additional corrosion treatment to steel components
Communications	<span style="color: green; font-weight: bold;">G</span>	<span style="color: green; font-weight: bold;">G</span>	Ongoing. Communication updates will be provided as the project progress via the CODC website project page.

### Project Risk Analysis – Key Rated Risks

Flag	Risk Name	Status Comments
<span style="color: green; font-weight: bold;">G</span>	Health & Safety during the works; working at height, heavy machinery, interface with other road users	See H&S above
<span style="color: green; font-weight: bold;">G</span>	Exceeding allocated total project cost of \$3.55M	Total project forecast including contingency and variations is within budget. Financial controls include monthly project financial forecasting.
<span style="color: orange; font-weight: bold;">A</span>	Fuel supplies	Weekly progress meetings and updates with Breen Construction will include any updates on fuel supply and any impacts.
<span style="color: orange; font-weight: bold;">A</span>	Resident complaints with increased traffic/noise on River Street and Graveyard Gully Road	Our communications plan will ensure stakeholders are well informed and understand the impact and duration of the works.

<b>Status Updates</b>	<b>Committee:</b> Vincent Community Board
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Meeting	Report Title	Resolution No	Resolution	Officer	Status
29/07/2025	Road Stopping Adjacent to 34 Mutton Town Road - Mutton Town Limited	25.5.2	<p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends to Council to approve the proposal to stop the unformed legal road, as shown in Figure 3 (the Scheme Plan), in accordance with the provisions of the Public Works Act 1981, subject to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The proposed marked 'Section 1' on the Scheme Plan as shown in Figure 3 of the report being stopped and amalgamated with Record of Title OT 9B/1133.</li> <li><input type="checkbox"/> The stopping and legislation being approved by the Minister of Lands.</li> <li><input type="checkbox"/> The final survey plan being approved by the Chief Executive.</li> <li><input type="checkbox"/> The owner of 34 Mutton Town Road pays all the cost in relation to the road stopping.</li> </ul> <p>C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>	Statutory Property Team Leader	<p><b>05 May 2026</b> No further progress to report.</p> <p><b>14 Apr 2026</b> Matter now at Council Solicitors for final legal processing.</p> <p><b>27 Mar 2026</b> No further progress to report.</p> <p><b>16 Mar 2026</b> Sale and Purchase agreement have been signed by both parties. Final legal processing now in progress.</p> <p><b>11 Feb 2026</b> No further progress to report at this stage.</p> <p><b>09 Jan 2026</b> No further progress to report.</p> <p><b>03 Dec 2025</b> A meeting has been scheduled with The Property Group to inform staff of the result of their evaluation and to advise on the way forward.</p> <p><b>05 Nov 2025</b> Further valuations needed to be obtained to compare with other Mutton Road Stopping. This is being evaluated before final value can be established. After this the procedures to complete will commence.</p> <p><b>07 Oct 2025</b> Road Stopping procedures still being worked through.</p> <p><b>25 Aug 2025</b> Valuation of land has been obtained and draft SO plan prepared. These are being reviewed before proceeding with the approval of the SO plan and referral to the Council Solicitors for preparation of the Sales and Purchase agreements and LINZ approval to be obtained.</p> <p><b>21 Aug 2025</b> Action memo sent to report writer.</p>

8/09/2025	2025/26 Community and Events and Promotions Grants Applications - 1st Funding Round	25.6.3	<p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves a grant of \$5,000 To Thymed Events NZ for the Clyde Classic 2025 event costs specified in the application – being kids entertainment, videographer, traffic management, DOC Concession.</p> <p>C. Approves a grant of \$2,500 To Thymed Events NZ for the Alexandra Airport Carousel Back Yard Ultra event costs as specified in the application – being Timing and Travel, MC and Travel, Marketing, Photographer, medals, hot tub.</p> <p>D. Approves a grant of \$2,700 To Mountain Bikers of Alexandra for the Linger and Die Enduro Event 2025 event costs specified in the application – being kids medic support – Peak Safety.</p> <p>E. Notes that is each grants recipient’s responsibility to obtain and/or have in place the appropriate consents, plans and licences (including resource consent, health and safety plans etc) as required by legislations, agencies, property owners and/or individuals to undertake the project.</p>	Media and Marketing Manager	<p><b>15 Apr 2026</b> See update in main part of the Governance report. <b>MATTER CLOSED</b> <b>27 Mar 2026</b> The grant has been paid and work on the mural was set to begin the week of 24 March. <b>03 Mar 2026</b> The Mural will be painted in March, and the grant is expected to be paid over the next couple of weeks. <b>15 Jan 2026</b> Grants have been paid out to all recipients, other than for the Juniper Close mural. The mural artist anticipates returning from maternity leave and completing the mural in Feb / March 2026. <b>06 Nov 2025</b> Council approved the use of the Reserve Fund to increase the grant amount as per the resolution. All recipients have been informed of the outcome and grants have been paid to the Alexandra Pipe Band, Clyde Museum, ACAN, the Dunstan Equestrian Centre, Central Stories and the Alexandra Toy Library. Purchase orders have been sent to Keep Alex and Clyde Beautiful and Puna Rangatahi. The artist for the Juniper Close mural is currently on maternity leave and will complete the mural in Feb / March 2026.</p>
18/11/2025	Tree Removal State Highway 8 Alexandra.	25.8.4	<p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Authorises that the Community is consulted, in line with Councils Tree Policy, on the proposal to remove thirty-six poplar Populus nigra (Black Poplar) trees along State Highway 8 Alexandra.</p> <p>C. Agrees that the Vincent Community Board consider all submissions received.</p>	Parks and Recreation Manager	<p><b>18 May 2026</b> No further update. <b>15 Apr 2026</b></p>

			<p>D. Agrees that following the hearing of submissions the Vincent Community Board provides a recommendation to Council for its consideration.</p> <p>E. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>		<p>The single Poplar tree which was causing distress to neighbours has been removed and the reserve entrance to Alexandra is being reconsidered with the Ngai Tahu Property development. The final design for this area will be confirmed with Ngai Tahu agreeing to grind the remaining tree stumps as part of this work. This will come back to the board as funding is allocated for this purpose in the Long-term Plan.</p> <p><b>20 Jan 2026</b> Submission period planned for April. Work in progress.</p> <p><b>20 Jan 2026</b> Action memo sent to report writer.</p>
17/03/2026	Proposed Air Quality Monitoring Station - Table Park Alexandra	26.2.2	<p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends to Council to publicly notify its intention to grant under section 54 of the Reserves Act 1977, a lease to the Otago Regional Council to install an Air Quality Monitoring Station on Table Park Recreation Reserve Alexandra. Legally described as Section 88 Block XXXV Town of Alexandra.</p> <p>C. Notes that it be located on the Blackmore Crescent side of Table Park and consist of a mast of 6 metres in height and a cabinet 1.8m high x 2m wide x 1 m deep including a sequential filter 1.6m x .05m x .03m within a fenced area of 6m x 6m.</p> <p>D. That the applicant cover all costs associated with the application.</p> <p>E. Recommends to Council that the Vincent Community Board hear all submissions received and make a final recommendation to Council.</p> <p>F. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>	Parks and Recreation Manager	<p><b>18 May 2026</b> The application was declined at the Council meeting on 29 April. Staff have informed ORC of this decision.</p> <p><b>MATTER CLOSED</b></p> <p><b>15 Apr 2026</b> Report going to April Council.</p> <p><b>09 Apr 2026</b> Action memo sent to report writer.</p>

17/03/2026	Kāmoanahaehae - River Park Update Report	26.2.3	<p>That the Vincent Community Board</p> <ul style="list-style-type: none"> <li>A. Receives the report and accepts the level of significance.</li> <li>B. Agrees that for the Kāmoanahaehae – River Park project, Stage 2 the Viewing Platform is completed subject to allocated budget.</li> <li>C. Recommends to Council that Stage 3 of the project does not proceed.</li> <li>D. Authorises the Chief Executive Officer to do all that is necessary to give effect to the resolution.</li> </ul>	Parks and Recreation Manager	<p><b>18 May 2026</b> Report heard at council and approved as per board recommendation. Stage 2 will continue as budgeted.</p> <p><b>15 Apr 2026</b> Report going to April Council.</p> <p><b>09 Apr 2026</b> Action memo sent to report writer.</p>
28/04/2026	2025-26 Community and Events & Promotions Grant Applications - 2nd Funding Round	26.3.2	<p>That the Vincent Community Board</p> <ul style="list-style-type: none"> <li>A. Receives the report and accepts the level of significance</li> <li>B. Approves a grant of \$5,000 from the 2025-2026 financial year promotions and events budget to Veterans Cricket Otago for the National Interprovincial over 60's cricket tournament 2027 ground and wicket hire, changing room and toilet hire – with the approved grant to be managed as an internal fund transfer between the promotions and events budget and the appropriate parks budgets.</li> <li>C. Approves a grant of \$9,990 from the 2025-2026 financial year promotions and events budget to WoolOn Creative Fashion Society Inc. for audio visual, lighting and staging services at WoolOn 2026.</li> <li>D. Approves a grant of \$ \$10,000 from the 2025-2026 financial year promotions and events budget to Winterstellar Charitable Trust for Matariki Under the Central Otago Sky 2026 events.</li> </ul>	Media and Marketing Manager	<p><b>18 May 2026</b> Applicants advised of Board funding decision with details on how and when to uplift approved grant.</p> <p><b>18 May 2026</b> Action memo sent to report writers.</p>

			E. Notes that it is each grant recipient's responsibility to obtain and/or have in place the appropriate consents, plans and licences (including resource consent, health and safety plans etc.) as required by legislation, agencies, property owners and/or individuals to undertake the projects.		
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**10            DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 28 July 2026.

**11 RESOLUTION TO EXCLUDE THE PUBLIC**

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**Recommendations**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Plain English Reason</b>
<b>Continental Minutes – 28 April 2026</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	Commercial sensitivity
<b>26.4.9 - June 2026 Confidential Governance Report</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity

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