



**Kinloch Community Association Inc.  
Committee Meeting Minutes  
10<sup>th</sup> March 2025, held at the Kinloch Community Hall,  
Commenced at 7 30pm**

**Present:** Tim Brittain (chair), Ross McConnon, Benedict Ryan, Ron McPhail, Wendy Alexander, Murray Quelch, Rachel Morrell, Robert Hutton, Victoria Deaker, Nick Hume, Vicki MacMillan.

Vicki MacMillan was welcomed as a new executive committee member. Vicki, a long-time resident of Kinloch, agreed to join the committee after Tim approached her.

**Apologies:** Nil

**Moved Ron/Murray**

**Carried**

**1. Confirmation of Minutes of Meeting held 10<sup>th</sup> February 2025**

They are confirmed correct and able to be put on the KCA website.

**Moved Ross/Ron**

**Carried**

**2. Conflicts of Interest Nil**

**3. Matters Arising/Action Sheet**

A letter regarding the amount of dust on the domain was sent to Mr and Mrs Sherwin. They were pleased to receive the letter, and KCA's concern was appreciated.

With the implementation of Infoodle as our database system going forward, Wendy suggested that it be added to the action sheet to ensure sufficient training on the app is provided to committee members.

**4. Financial Report**

Nick had sent his financial report along with a draft of the annual report.

Payments due to:

Phil Hicken – petrol for Canycom \$48.35

Murray – poker run expenses \$640.57 (plus Portaloo to come, likely \$200)

Elwyn – poker run expenses \$190.13

GST \$916.36

Nick inquired whether the KCA still needed a P.O. Box in Taupo. Bene is the only person who checks it, and it primarily receives paper invoices that are also sent by email. Since the cost of the P.O. Box is \$330 per year, it was decided to cancel it moving forward.

The Poker Run was a successful event, but final figures are not yet available as several invoices still need to be paid.

Bring back the birds – Kim Fraser contacted us about money that has not been spent yet. It was noted that some money had been received recently for trap building. Nick will send her a summary; he wasn't sure what she was referring to.

Ross asked Nick to send him the figures raised in the Poker Run to show to Tu Wharetoa, who may or may not charge us for landing at Waihaha and using the lake for a fundraising event.

Robert spoke about charitable trust requirements and being careful regarding GST payments etc. when dealing with sponsorship. Donations and invoices must be processed with precision and diligence.

Wendy spoke to Venture Beyond who said no one is asking for a 10% discount as a member of the KCA. Needs to be promoted again to members.

**Moved: Nick/Tim**

**Carried**

**Infoodle** – Nick spoke to us about the programme. It's been set up by a recent graduate in his office, Luke.

Murray/Victoria moved that a Voucher from Rebel Sports to be given to Luke for \$100. To say thank you for his work in setting it up.

Videos are available online on how it works. Infoodle are currently following KCA on our social media. Rachel suggested a venue to get together and watch instructions. An introductory podcast is available that explains the system. Nick is looking into it further and will let us know.

Tim mentioned having the ability for payments to be made via QR codes. Everyone agreed to go ahead and for KCA to become a licensee. Integrated with Xero.

#### **Action sheet.**

Infoodle learning sessions are very important. To be added to the action sheet.

#### **5. Ratepayer Matters Subcommittee**

- The subcommittee met at 3:00 p.m. on Monday, 10th March. The following matters were raised and discussed:
- KCA Exec Recruitment and Exec Responsibilities
- Kinloch Domain Maintenance and Improvement
- School Bus parking in the Domain over weekends during school term time
- Seven Oaks Consent Applications RM240388, RM240389 and RM20018C
- Henry Hall Commercial Development Consent Application
- TDC Long Term Plan and Future Development Strategy
- Community Grant Funding
- Disability Lake Access Mats

- Security Cameras
- Wastewater/Water Concerns
- Kinloch Roads, Reserves and Pathways
- Safety & Security
- Kinloch Community Hall Feasibility Study
- Scotsman's Ramp

## 6. Kinloch Stream Reserves Report

- No meeting was held in February.
- Next month, preparation for the planting programme will start during the winter.
- Totaras, Kowhai and Kawaka trees.
- High Vis with Kinloch Events currently on the back, KCA to purchase new Hi-Vis jackets for Stream trail work and working bee events to purchase new ones. Donations have been received and will pay for them. Sponsor's names also go on the back. \$30 per jacket. 25 will be ordered.
- Tim pointed out that we need to write to Kinloch Golf Club, informing them of what we are doing with their donation.
- Thanks to sponsoring companies on social media, etc
- DOC don't want memorials in the stream trail and has turned down another seat from a family. Instead, they can donate a stand of trees in their loved one's name.
- MOU finally signed. A copy should be kept on file, Comms wish to make a press release to inform the community. It is for a ten-year term and involves DOC, KCA and Tu Wharetoa.

**Ross moved that new Hi-Vis jackets be purchased for up to \$1000**

**Ross/Wendy**

**Carried**

## 7. Communications Subcommittee Report

As usual, there was a spike when What's Up was sent out. Website views are up from the previous month.

Links put in What's Up for sponsors and Taupo Power Sports had the highest views. Performed well despite being a smaller edition. Facebook followers are up by 35 new followers. Poker Run info pushed out on socials. Being prudent with what can be posted.

Noted that the December 2024 minutes are not on the website yet. Robert will check.

## 8. Events Report

Congratulations to Murray for his organisation and the sponsorship received for the Poker Run. Elwyn and Murray have set out a spreadsheet regarding the organisation required. HDL, Taupo Power Sports and MITRE 10.

AMS wants to be the main sponsor next year. Discussion is required as the Current main sponsors must have the first option.

A few entrants started fishing early, and rules need to be followed; early fish will not be weighed. People in the competition need more education about what needs to be done.

6 people are required to help with lunch at the marae. More people are required for raffle tickets and dealing cards when everyone comes back to the hall at 3 pm before prize giving.

Dress-up has to start at the beginning of the day. Elwyn and Murray wish to be involved next year, but only on the day, not 16 weeks before the event. It's too much work for two people.

Setting up on Saturday morning was great.

MITRE 10 donated over \$2000 worth of prizes. All sponsors need to be written to and thanked.

Tim felt we could have done the auction better. Robert suggested the auction could start earlier. Ron said the discount for KCA members needs to read as a discount not a refund.

**Tim/Wendy**

**Carried**

### **General Business**

#### **Committee makeup**

Tim discussed subcommittee make-up suggestions. He informed everyone of the committees they are on, and everyone agreed with their assignments.

**Defibrillators** have been checked and are still current. They used to be swapped with the ambulance. KCA provided the defibrillators through the First Response Trust.

Claire Dredge would like more community interaction when she is working out here. More Information could be sent to her.

Changing the Constitution regarding the length of time committee members can serve. Currently, a committee member can only serve 9 years concurrently. Work is to be done so that a change to the rules is ready for the AGM.

Tim asked Nick about large donations being made and the tax implications etc.

**The meeting ended at 9.32 pm.**

**Next meeting 14<sup>th</sup> April 2025**



