

# CENTRAL OTAGO HERITAGE TRUST

Minutes of the Board Meeting  
4pm Wednesday 13 January 2021  
Clyde Museum Blyth St



**PRESENT:** David Ritchie Chairman, David Campbell, Greg Bodeker, Russell Garbutt, Graye Shattky, Maggie Hope (Heritage Coordinator)

**APOLOGIES:** Ross Naylor

## MINUTES OF PREVIOUS MEETING

The Minutes of the 2 December 2020 meeting were confirmed as a true and accurate record.

## Matters Arising:

### St Bathans Heritage Precinct Guidelines

Graye Shattky raised concern about the slow progress in establishing heritage precinct guidelines. David Campbell confirmed that draft guidelines had been developed by CODC but are not yet ready for consultation. These guidelines require a plan change and will take 3-5 years to be included in the District Plan. Trustees agreed that the time-frames were too slow.

**Action:** Maggie Hope to draft a letter to CODC to request that heritage precinct guidelines are given a higher priority in the planning process to ensure that heritage sites are not degraded by residential and commercial developments.

## CORRESPONDENCE

### Inwards:

1. Invoice from Historic Places Central Otago for the David White east commemoration held on 22 November 2020 (\$300)
2. Email from David George raising concerns about the potential destruction a heritage site at Gees Flat because of the proposed new cycle trail from Bannockburn up the Kawarau Gorge.

### **Discussion:**

Trustees were comfortable with the response from Heritage NZ to review the site with an archaeologist in March 2021. The application for Resource Consent for this trail has been put on hold by Central Otago Queenstown Trail Network Trust until these matters have been reviewed.

**Action:** Maggie Hope to:

- Contact Janeen Wood from the Trust to offer COHT support on heritage matters.
- Email David George to confirm that we will make contact with Central Otago Queenstown Trail Network Trust to offer support and that COHT will be following outcomes from the Heritage NZ site visit in March.

## FINANCIAL REPORTS

### Current Bank Accounts

a. COHT banks accounts have been reduced to two working accounts (i.e the two savings accounts have now been closed.

b. Current Account Balances as at 31 December 2020

Oral History Working Account	\$10,391.08
Heritage Trust Working Account	\$65,981.62

### End of Year Accounts

End of Year Accounts were revised to remove GST from the Lotteries Environment and Heritage grant.

### Oral History Project Funding

More funding is required for the continuation of the Oral History Project beyond August 2021.

**Action:** Maggie Hope to work with the Oral History Manager Carolyn Squires to investigate possible funding sources.

## PRIORITY MATTERS FOR DISCUSSION

### a) **Amendments to the COHT Trust Deed**

Trustees reviewed the redline document to confirm changes relating to:

- i. Policy and procedures for the co-option of Trustees
- ii. Removing requirements for Financial review/audit of accounts
- iii. Minor corrections to document grammar and formatting

Trustees agreed with proposed redline amendments. David Campbell noted that the Distribution clause (Clause 21) did not include instructions for vesting remaining assets, if the Trust was to wind up. Trustees agreed that remaining assets be vested with CODC.

**Action:** David Campbell to provide suggested wording for amendments to the Distribution clause

### b) **COHT AGM**

#### Guest Speakers

The AGM has been set for Tuesday 9 February at Alexandra Community House with guest speakers, Hallie Buckley and Peter Petchey from the Drybread cemetery project.

#### AGM Format

The format for the AGM was agreed as follows:

- 7:00 pm Welcome and Chairperson's report.
- 7:15 pm Drybread Cemetery Project guest speakers (30 mins presentation with by 15 mins Q&A).
- 8:00 pm Light refreshments.
- 8:20 pm AGM business.

### Promoting the AGM

Maggie Hope summarised promotions for the AGM. David Campbell suggested including the event in CODC Facebook and events noticeboard. Russel Garbutt also suggested promotion via Central App.

### Updating COHT List of Members

Trustees considered inviting additional heritage groups to become COHT members and the need to re-confirm the current membership list at the AGM.

**Action:** Russell Garbutt and Graye Shattky will contact heritage groups to gauge their interest in COHT membership.

### Trustee Nominations

- Trustees discussed whether the CODC council representative should be nominated and elected as a Trustee.
- Letters have been prepared inviting members to put forward nominations for Trustees. Trustees agreed that this communication should also include the full list of members for confirmation at the AGM.

#### **Actions:**

- Maggie Hope to review previous AGM minutes to confirm which Trustees are due for nomination and re-election (i.e. where Trustees three-year term has concluded).
- David Campbell to check CODC position on representative role changing to Trustee position.

### Current Trustee Re-Election

#### **OTHER MATTERS**

Graye Shattky raised concern about the district no longer having a heritage group to undertake work previously done by the Historic Places Trust Central Otago (HIPCO). Discussion ensued on how COHT can facilitate the establishment of a similar entity. Trustees agreed that further consideration was needed to identify individuals within the community that may have the skills and motivation to lead and establish such an entity.

**Meeting Closed: 5:45pm**

#### **NEXT MEETING**

AGM 7pm, Tuesday 9 February, Alexandra Community House.

David Ritchie  
Chairman