



# Minutes

of the

## Thames Community Board

### Ordinary Meeting

Date 9 December 2013  
Venue Council Chamber  
515 Mackay Street  
Thames

#### Present

S Peters (Chairperson)	GR Simpson	SA Goudie
	DR Connors	PL French
	CL Cassidy	LG Yates

#### In Attendance

Name	Item(s)
Greg Hampton (Area Manager Thames/Coromandel-Colville)	All Items
Larissa Doherty (Community Co-ordinator Thames)	All Items
Ross Ashby (Strategic Planner and Policy Analyst)	2.1
Christine Tye (Strategic Policy Planner/Analyst)	6.1
Matt Busch (Roading Manager)	6.1
Marlene Perry (Community Development Officer)	3.2

**Meeting Commenced** 9.03

#### Adjournments and Absences

Adjournment	Start	Finish	Reason
Chairperson	10.45	11.10	Morning Tea
Chairperson	12.37	13.10	Lunch

<b>Absences</b>	<b>Start</b>	<b>Finish</b>	<b>Item</b>
PL French	10.43	15.45	2.1, 3.1, 3.3, part 3.4, 3.5, 4.1, 6.1, 6.2
S Peters	11.49	11.53	6.1 (part)
SA Goudie	12.21	12.25	2.1 (part)
SA Goudie	12.35	15.45	3.1, 3.5, 4.1, 6.2
LG Yates	13.10	13.15	3.1 (part)

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# 1 Meeting Conduct

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## 1.1 Apologies

### Resolved

That the Thames Community Board:

1. Receives the apology for PL French for early departure at 10.30am.

**Moved/Seconded By:** Connors/Goudie

## 1.2 Public Forum

### Peter Wood

- His copy of the Order Paper didn't arrive early enough to study properly and noted that the table of contents was erroneously for the Mercury Bay Community Board.
- Feels that pages 133 to 144 of the Order Paper are not relevant to the issue of parking in Mary Street and did not need to be included.
- Would like to see more detail on the expenditure for the Airfield.
- Feels there needs to be a particular group overseeing the running of the Airfield.
- Asks if it is possible to get a six monthly statement on the Thames Urban General Purpose Reserve Account rather than only annually.
- Notes that the new Aquatic Centre is not included in the Thames Community Sports Facilities Review report.
- Questioned where the letter to the Thames Pensioner Housing Trust regarding the Lowe Avenue land is as it has not been received.

## 3.2 Grahamstown Market Peter Poeschl

- Keen on supporting the idea of closing the road between Pahau and Cochrane Street as a trial.
- During set up and pack down there are a lot of 'near misses' with vehicles.
- Believes that a closed stretch of road would add to the market ambience.
- Could alleviate bottle necks because currently in some places there are stalls on both sides of the footpath.
- The market has permission to go onto Pahau Street but stall holders don't seem to want to go there because it is out of the way.
- Has undertaken Traffic Control Training.
- If approved they would seek some support from Council for things such as cones and signs.
- Feels that it would be best not to conduct the trial over the Christmas period, but also wouldn't want to do it over winter.
- There are sites on the footpath that work well and would not need to be moved into the street.
- Complaints have been received about congestion for prams and mobility scooters.
- The stall holders are a mix of Thames and people from outside the District.
- There is a waiting list for stall holders.
- Is confident that being able to use the street would provide enough space for all those on the waiting list to be accommodated.
- Would be happy with for support in principle to allow further investigation/consultation.

### 3.2 Grahamstown Market Adrian Catran

- Speaking on behalf of the Steering Committee of the Grahamstown Business Association and also as a business owner in Grahamstown.
- Stated that the concession holder for the market is a member of the Grahamstown Business Association Steering Committee.
- Supports the trial period in theory based on further information that was to be provided by the concession holder and notes that the further information is yet to be received.
- Has never personally seen a near miss or any congestion during the market.
- Suggests that if the stalls are correctly placed, that they are evenly distributed and there is improved communication to everybody that the market would run smoothly in the current configuration.
- Suggests that the businesses prefer the stalls closer to their shops so that the public also go into their shops rather than going up and down the middle of the market.
- Would suggest that a newsletter should be part of the concession conditions.
- Feels surprised that a report has come to the Board without further consultation with the Grahamstown business people.
- Asks that the Board come back to the Grahamstown Business Association before progressing any further.
- Does not feel that it is a Thames wide issue therefore any consultation can be kept to the Grahamstown area.
- Would like to know well in advance if a trial period was to go ahead and would like assurance about off street parking.

### 3.2 Grahamstown Market Trish Malanaphy

- Feels that the all that is required to solve the issues at the market is communication between all the parties concerned.

### Robyn Plummer

- Commends the improvements to the Welcome to Thames Sign and associated landscaping.

#### Resolved

That the Thames Community Board:

1. Receives the speakers in public forum.

Moved/Seconded By: Goudie/Simpson

## 1.3 Items not on the Agenda

#### Resolved

That:

1. The following matter requiring urgent attention be added to the agenda.

Item	Description
3.6	Community Board Committees and Portfolios

#### Reason Not on the Agenda

The report was not completed until after the Order Paper closed

**Reason Cannot be Delayed**

The next meeting is not until 10 February 2014

**Moved/Seconded By:** Goudie/French

## **1.4 Conflict of Interest**

No conflicts of interest were declared.

## **1.5 Thames Community Board Minutes for Confirmation**

To present the Thames Community Board with the minutes of its last meeting for confirmation.

**Resolved**

That the Thames Community Board:

1. Confirms the following minutes:  
Thames Community Board - 4 November 2013

**Moved/Seconded By:** Goudie/Simpson

## **1.6 Thames Community Board Workshop Notes - Summarised**

To provide the summary notes of the workshop held on 6 November 2013 to the Thames Community Board for its confirmation.

**Resolved**

That the Thames Community Board:

1. Receives the summary notes for the Thames Community Board Workshop held on 6 November 2013.

**Moved/Seconded By:** Goudie/French

## 2 Governance

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### 2.1 Endorsement of the Thames Community Board Plan

To present the draft 2014/2015 Community Board Plan for endorsement, so that it may then be received by the Council for consideration for the draft 2014/2015 Annual Plan.

#### Key Discussion Points

- Amended table from page 15 for Local Transportation 2015-2025 Ten Year Plan was tabled regarding the 15/16 Coastal Walkway project was tabled.
- Noted that Peter French is now included on the Your Community Board page.
- Page 3 - Change Craig Cassidy's email address on the Your Community Board page to [kiwicraigo@gmail.com](mailto:kiwicraigo@gmail.com).
- Page 4 - Change to 'Community Sporting and Recreation Facilities'.
- Provide the Strategic Planning Team with a copy of the Thames Community Sports Facilities recommendations to be incorporated into the Plan.
- Page 4 - Move the bullet point relating to the Thames Airfield from Community Sporting and Recreation Facilities
- Page 5 - Change Grahamstown market to Thames market.
- Page 5 - District Transportation - add in the reasoning behind installing traffic lights and some wording around getting innovative ideas from the public (Area Manager and Strategic Planner and Policy Analyst to liaise on the wording).
- Page 6 - Parks and Reserves - change wording in 1) and 2) from Removal to Review.
- Page 11 - Thames Urban Development Strategy - highlight that robust public consultation will be undertaken as each project or programme comes on line.
- Page 39 - Local Economic Development 2014/2015 - take out reference to Campervan Dump Stations (Coromandel/Colville).
- There is an opportunity during the consultation period for the Board to request an amendment to the Annual Plan through a Thames Community Board submission.

#### Resolved

That the Thames Community Board:

1. Receives the report.
2. Endorses the 2014/2015 Thames Community Board Plan, subject to the following amendments:
  - Page 3 - Change Craig Cassidy's email address on the Your Community Board page to [kiwicraigo@gmail.com](mailto:kiwicraigo@gmail.com).
  - Page 4 - Change to 'Community Sporting and Recreation Facilities'.
  - Page 4 - Move the bullet point relating to the Thames Airfield from Community Sporting and Recreation Facilities.
  - Page 5 - Change Grahamstown market to Thames market.
  - Page 5 - District Transportation - add in the reasoning behind installing traffic lights and some wording around getting innovative ideas from the public.
  - Page 6 - Parks and Reserves - change wording in 1) and 2) from Removal to Review.

Page 11 - Thames Urban Development Strategy - highlight that robust public consultation will be undertaken as each project or programme comes on line.

Page 39 - Local Economic Development 2014/2015 - take out reference to Campervan Dump Stations (Coromandel/Colville).

and indicative directions for the 2015-2025 Ten Year Plan, noting any verbal comments made by the Board Chairs upon presentation of the Board Plans.

3. Acknowledge that there is a project definition process relating to all projects identified for the 2014/2015 Annual Plan.
4. Confirm that the 2014/2015 Community Board Plans are an input into preparation of the Council's draft 2014/2015 Annual Plan.

**Moved/Seconded By:** Goudie/Connors



## 3 Local Activities: Policy/Levels of Service Operational

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### 3.1 Thames Airfield - Regular Update

To provide the Board with an update on operations at the Thames Airfield.

#### Key Discussion Points

- Staff to check the reason why the 'rent-commercial' revenue is higher than budgeted.
- Airfield dues have been reviewed down in the latest budget review to what is actually expected.
- Suggested that the cost to the ratepayer be made clearer in the Annual Plan.
- Future reports to include an expanded expenditure table.
- Airfield management is scheduled to be looked at as a whole in 2014 to ascertain if it can pay its way.
- Suggested that the Thames Airfield Committee would benefit from representatives with expertise in Airfield management on it.

#### Resolved

That the Thames Community Board:

1. Receives the report.

**Moved/Seconded By:** Connors/Simpson

### 3.2 Grahamstown Market

To seek the Boards support for a three month trial of closing Pollen Street between Pahau and Cochrane Street on Saturday mornings for the Street Market.

#### Key Discussion Points

- Closing the street would remove 61 car parks but this could be mitigated by signage to other roads that could be used for parking.
- Carparking could be marked out on Cochrane, Campbell and Bella Streets (no marking at all currently) and the 6 metre marks could be marked out on Mackay, Pahau, Pollen Street north and Queen Streets using existing roading budgets. Area Manager to liaise with the Roading Manager.
- The Salvation Army have indicated they could provide some disabled parking.
- There are five public/private toilets in and around the market.
- Suggested that if the market moved into the street then the cafes alfresco dining could be utilised on market days.
- Before, during and after the trial there would be feedback requested.
- Noted that it is not just Grahamstown Market it is the Thames Market.
- An initial discussion has been had with the Grahamstown Business Association.
- Suggested that if the market is going to expand by way of road closure that the Board could consider investing in it with things such as street furniture, heritage designed marques, removable bollards for the road closure etc.

- Suggested that bike racks be incorporated into the market. Staff to investigate installing them in the Grahamstown area generally.

### Resolved

That the Thames Community Board:

1. Receives the report.
2. Instructs staff to work with Members Yates and Cassidy to develop a consultation plan around the potential road closure for the Thames Market.

**Moved/Seconded By:** Connors/Simpson

## 3.3 Thames Urban General Purpose Reserve Account

To provide the Board with a statement of the financial position and transactions of the Thames Urban General Purpose Reserve Account (TUGPRA) for the period 1 July 2012 to 30 June 2014 and to confirm the Boards priorities for utilising the reserve during the 2013-2016 triennium.

### Key Discussion Points

- The priorities to be decided are for the 2013-2016 period only therefore the Aquatic Centre is not included.
- The endowment revenue discrepancy is a paperwork timing issue and the full \$235,000 will be received.

### Resolved

That the Thames Community Board:

1. Receives the report.
2. Confirms its priorities for utilising the Thames Urban General Purpose Reserve Account for the 2013-2016 triennium as:
  - Thames Skate Park Project
  - Community Sports Facility Project
3. Instructs staff to schedule a workshop in early 2014 for the purpose of reviewing both the policy and criteria for use for the Thames Urban General Purpose Reserve Account.

**Moved/Seconded By:** Connors/Simpson

## 3.4 Thames Community Sports Facilities Review

To provide recommendations for the future provision of community sports facilities in the Thames ward.

### Key Discussion Points

- Steve Bramley, SGL Group and Glenn Brebner, BGBB Team Architects, presented to the Board.

- The Skate Park, Indoor Court and Rhodes Park Pavilion are the projects being recommended. The Aquatic Centre should be considered as a sub-regional facility and that will require further work.
- The ongoing issue for the Skate Park has been securing a site. Further investigation has identified the northern end of Porrit Park as the best location option.
- Further work on the Skate Park budget has brought it up to \$220,000. The Council contribution would remain unchanged and the remainder would be externally funded.
- Location of the Aquatic Centre was considered because of the life left in the current complex and land issues. Danby Field is a central location that would benefit business activity. Burke Street reserve is another potential location that would enhance the green recreation coastal strip.
- Suggested that Council would own the Indoor Dry Court facility and enter into a long term lease with the High School. The High School has confirmed their funding commitment in writing.
- The Indoor Court facility surface would work for Indoor Bowls and Badminton which are activities popular with the older people in the community.
- Rhodes Park is currently under catered in the level of amenity provided and the Grandstand is at the end of its life.
- To secure external funding would require presenting a complete picture of the Sports and Recreational Facilities Project.
- Ngati Maru are aware of the priority of the Skate Park and that it is intended to relocate the Pool/Aquatic Centre.
- Proposed that a new Trust be formed to take over the operating and fundraising for the Project. Bookings would start to be taken by the Trust before the Dry Court facility opened to ensure it hits the ground running.
- When setting up the project structure the Aquatic Centre needs to be allowed for.
- The Skate Park project will be moved on as quickly as possible. The March budget review will refine what is spent over 2013/14 and 2014/15.
- The Dry Court facility will consolidate indoor sports facilities in Thames therefore moving sporting activities away from the Civic Centre in the future.
- The Aquatic Centre is recognised as a potential regional facility with the possibility of attracting regional funding.

## Resolved

That the Thames Community Board:

1. Receives the report
2. Endorses the recommendations of the Thames Ward Sport and Recreation Facilities Review and Future Directions report with the following amendments for consideration and consultation through the 2014/15 Annual Plan and 2015-2025 Ten Year Plan:
  - Recommendation Four - Take out specific reference to the number of seats and changing rooms.
  - Recommendation Five - State that Zoom Zone is to be used in the interim until the new Trust is set up.

**Moved/Seconded By:** Simpson/Goudie

### 3.5 Request from Waiohahi Trust for lease arrears reassessment

To present the Waiohahi Trusts letter (**Attachment A**) requesting that the rent arrears be reassessed based on the community lease rate rather than the semi commercial rate.

#### Key Discussion Points

- Noted that the Trust had been offered a repayment plan but has stated that it would still not be able to repay the outstanding monies.
- The Board expressed disappointment in having to resolve to write off the debt.

#### Resolved

That the Thames Community Board:

1. Receives the report.
2. Approves waiving of the rent arrears for Waiohahi Trust of \$4,402.50 for 200 A Mary Street, Thames.

**Moved/Seconded By:** Connors/Peters  
Against: Yates

### 3.6 LATE - Thames Community Board Confirmation of Committees and Portfolios

To confirm the committees and members portfolios for the 2013-2016 term of the Thames Community Board.

#### Key Discussion Points

- The Board members had previously discussed their preferences at the workshop held on 3 December 2013.

#### Resolved

That the Thames Community Board:

1. Receives the report.
2. Establishes the following committees and appoints members to the following portfolios:

#### Thames Community Board Portfolios and Committees 2013-2016

Committee	Chair	Secondaries
Thames Airfield Committee	Sandra Goudie	Lester Yates
Harbour Committee	Craig Cassidy	Sandra Goudie
Sports and Recreation Committee	Strat Peters	Peter French and Craig Cassidy
Tararu Cultural Centre Management Committee	Diane Connors	

<b>Portfolio</b>	<b>Primary</b>	<b>Secondaries</b>
Youth, Education and Employment	Diane Connors	Rex Simpson and Strat Peters/Lester Yates
Local Social Development	Rex Simpson	Strat Peters
Animal welfare/dog control	Sandra Goudie	Peter French
Thames Centennial Pool	Craig Cassidy	Peter French
Halls including Thames War Memorial Civic Centre	Diane Connors	Rex Simpson
Parks and Reserves/Cemeteries including freedom camping	Craig Cassidy	Lester Yates
Service Groups	Diane Connors	Peter French
Disability Strategy and Positive Ageing Strategy	Rex Simpson	Diane Connors
Drainage and Flooding	Sandra Goudie	Peter French
Libraries	Diane Connors	Strat Peters
Heritage	Rex Simpson	Strat Peters
Marketing and promotion including i-SITE and events	Diane Connors	Craig Cassidy and Rex Simpson
Business Development	Lester Yates	Strat Peters and Craig Cassidy
Project Kopu	Sandra Goudie	Lester Yates
Iwi Liaison	Peter French	Rex Simpson and Lester Yates
International relationships	Lester Yates	Peter French

**Moved/Seconded By:** Connors/Simpson

## 4 District Activities: Local Input Policy/Levels of Service

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### 4.1 TCDC Consolidated Bylaw 2004 - 2009 Parking Bylaw - Amendments to Schedule A

To request that Schedule A of the TCDC Consolidated Bylaw 2004 Parking Bylaw 2009 be amended with regard to three car parking spaces in the Mary Street Service Lane #6 in Thames.

#### Key Discussion Points

- Parking as a whole is being looked at around the Thames War Memorial Civic Centre.

#### Resolved

That the Thames Community Board:

1. Receives the report.
2. Recommends to Council that the following be added to the TCDC Consolidated Bylaw 2004 Parking Bylaw 2009, Schedule A, THAMES, clause 4.13 Reserved Off Road Parking Place:

*Three marked car parking spaces at the end of Mary Street Service Lane #6 (RP117 RHS), at the rear of 519 Pollen Street, Thames, will be reserved for the sole use of the legal occupiers of the 519 Pollen Street, Thames.*

**Moved/Seconded By:** Simpson/Yates

Under Standing Order 3.3.7 the Thames Community Board agreed to extend the meeting past the six hour duration.

#### Resolved

That the Thames Community Board:

1. Extends the meeting time past the six hour duration, until the conclusion of its business.

**Moved/Seconded By:** Connors/Simpson

## 5 District Activities

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No items received.

## 6 Reports

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### 6.1 December 2013 - Thames Community Board Action Schedule

To provide an update on the Thames Community Board Action Schedule

#### Key Discussion Points

- Project Definitions Local Roding - Christine Tye, Strategic Policy Planner/Analyst and Matt Busch, Roding Manager joined the meeting to talk about the Thames Accessibility Audit. The final draft is going to the 18 December 2013 Council meeting. A lot of the issues that are identified are from older works when the accessibility needs were different.
- Lowe Avenue Land for pensioner housing - the use and future of the land is to be considered as part of the Property Strategy project that is being led by Paul Davies, Legal Counsel. Staff to confirm that the letter was sent to the Thames Pensioner Housing Trust
- Mackay Street Carpark land strategy - Interest has been received for development of that land into residential area. Car parking as a whole is to be looked at in Thames.
- Rhodes Park entranceway/exit - is included in the 2014/15 Community Board Plan.
- Properties for disposal - as part of the Property Strategy Project a list of properties has been collated and the status and Council disposal policy needs to be confirmed before any recommendations can be made. The Board would like to see the full list of properties.
- Future of the Thames War Memorial Civic Centre - the feasibility study has not commenced yet.

#### Resolved

That the Thames Community Board:

1. Receives the report.

**Moved/Seconded By:** Goudie/Yates

### 6.2 Member's Reports

To receive an update from the members of the Thames Community Board on activities since the 4 November 2013 meeting.

#### Key Discussion Points

The following verbal reports were received

##### Simpson

- Attended a Hauraki Safety Network meeting.
- Will be attending the Age Concern Board meeting this week.
- Met with Thames Heritage Events Trust regarding the 2014 festival.
- Met with the Community Development Officer regarding a heritage strategy for Thames.
- Met with Pak n Save who are interested in funding heritage signs around Thames.



- Attended the Disability Resource Centre's 10<sup>th</sup> birthday.
- Attended Family Fun Day on the last day of the Arts Festival.

Cassidy

- Will be attending the opening of the Thames Mountain Bike trail.
- Attended a meeting regarding the Surf to Firth marathon.
- Attended a meeting in Waihi regarding recognising volunteers.
- Attended the i-SITE committee meeting.

Yates

- Will be attending the opening of the Thames Mountain Bike trail.
- Met with the Area Manager and Community Development Officer regarding the Gold Rush market
- Has had a further meeting with the Economic Development Manager about signage at Kopu.

The following written reports were received as part of the Order Paper:

Connors

<b>Date</b>	<b>Meeting/Event/Issue</b>	<b>Comments</b>
6 November	Heritage Hauraki Coromandel	Some discussion about lack of reference to heritage in the TCDC draft Eco Dev Action plan, plans for WWI commemorations and 2017 Thames 150th celebrations.
5 November	Thames High School Senior Prize Giving	Good to see youth awarded for their hard work. Although poor support by other students and fewer scholarships received this year.
7 November	Arts Festival Meeting	Received another \$5000 from Pub Charities for marketing and event costs. Everything in line for a very busy and great festival.
14 November	Arts Festival Meeting	Request flags be erected along Pollen Street. Marlene co-ordinating but seems a previous storm had damaged both flags and fixtures.
15 November	Tararu Cultural Centre Management Committee	Both sides interior have been repainted, some minor repairs to air vents, and foyer area painted. The glass in the windows were being stabilised that day. A new agreement between this groups and TCB will be drafted shortly.
16 November	Thames Music and Drama's 50 <sup>th</sup> Reunion weekend	Well attended and attracted past members back to town for the weekend. MP Scott Simpson (patron) spoke about the value of community theatre as did past and present presidents, Doug Driver and Ewan Grant Mackie.
17 November	Save the Children Fun Run	Started the event again. They trialled using the rail trail this year but may use a mix of routes in the future.
18 November	Zonta Thames Coffee and	The group is struggling for members

	Dessert meeting	and looking to re-invent themselves to appeal more to local women looking to support and enhance the status of women.
20 November	Creative Communities Scheme Grant Assessment Committee	Interesting to see the individuals and groups who applied for project funding. Need to promote to wider arts community when next round done in May 2014.
22 November	Thames Music Groups Lunchtime concert - Thames Citizen Band	
22 November	Launch of Arts Festival and Exhibition at Thames Society of Arts	
25 November	Disability Stakeholders meeting	
25 November	Library Volunteers Thank you	

French

Date	Meeting/Event/Issue	Comments
19 November	District Licencing Committee	Interview re Chair of DLC
18 November	Council Workshop	Unitary Authority update
18 November	Waikato Civil Defence	Regional meeting
13 November	Morrison Low	Infrastructure Review
8 November	Wintec Trades Academy, Kopu	Student Project update and Certificate Presentations
6 November	TCB Workshop	Community Plan
5 November	Coromandel/Colville CB	Inaugural Meeting
4 November	Tairua/Pauanui CB	Inaugural Meeting
4 November	Thames CB	Inaugural Meeting
5 November	Thames Hospital	Agewise Special meeting re certification status for Thames office

**Resolved**

That the Thames Community Board:

1. Receives the Members Reports.

**Moved/Seconded By:** Yates/Connors

## 7 Public Excluded

### Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987.

### Recommendation

That the public:

1. Be excluded from the following parts of the proceedings of this meeting namely:

<b>Item</b>	<b>Business</b>
7.1	Grahamstown Market

The general subject 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 (1) 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>Ground(s) Under Section 48(1) for the Passing of the Resolution</b>
Grahamstown Market	<b>7(2)(a)</b> – Protect the privacy of natural persons, including that of deceased natural persons	<b>(48)(1)(a)</b> – That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

**Moved/Seconded By:** Connors/Cassidy

### Key Discussion Points

- It is noted that no resolutions were taken in the public excluded part of the meeting.

### Resolved

That the public be re-admitted to the meeting.

**Moved/Seconded By:** Simpson/Yates

**Meeting Closed at 15.45**

The foregoing Minutes were certified as being a true and correct record of the meeting of the Thames Community Board held on 9 December 2013.

Chairperson \_\_\_\_\_ Date \_\_\_\_\_