



Counter Delivery
Kawakawa Bay Post Centre
Kawakawa Bay 2138

09 May 2017

Jo Heaven
Rural Hall Advisor – Rodney & Franklin

Dear Jo

In response to your email dated 28 April 2017 I can advise the following:
The Kawakawa Bay Community Association is an established Incorporated Society and is registered with the Registrar of Incorporated Societies. Number 221779.

At our meeting on the 1st May 2017 a motion was put and unanimously approved that our Hall sub- committee be approved to negotiate with Auckland Council for setting up a licence to manage and occupy the Kawakawa Bay Community Hall.

We request that you forward this letter to the Franklin local board for them to approve the Kawakawa Bay Hall committee as the official body for the negotiation and management.

The Hall committee is an official sub-committee of the Kawakawa Bay Community Association and will act as such under the rules of the Incorporated Societies producing financial reports and minutes and complying with the necessary rules/regulations for operating the hall.

Current officers of the Kawakawa Bay Community Association:

- Robyn Rusher (Chair)
- Andrea Couldrey (Treasurer)
- Alison Searle (Secretary)

Members of the Kawakawa Bay Hall Sub Committee:

- Robyn Rusher
- Andrea Couldrey
- Donna O'Sullivan
- Brenda Legg
- Barry Wood
- Keith Morrison

Thank you for your help and support on this and we look forward to working with you in the near future.

Yours sincerely

A handwritten signature in blue ink that reads 'A. Couldrey'.

Andrea Couldrey