

Pukekohe Cemetery Committee workshops

OPEN NOTES

Notes of a meeting of the Pukekohe Cemetery Committee workshops held in the Leslie Comrie Board Room , Level 1 Franklin the Centre, 12 Massey Ave, Pukekohe on Tuesday, 18 March 2025 at 5:00pm.

TE HUNGA KUA TAE MAI | PRESENT

Chairperson Member Makere Rikka Heke
 Member Alan Cole
 Member Angela Fulljames
 Member Logan Soole

TE HUNGA KĀORE I TAE MAI | ABSENT

Member Janie Astle
Member Phyllis Bhana
Member Tearepa Kahi
Member Sonny Parata
Member Pare Rauwhero
Member Harley Wade

TE HUNGA ĀPITI KUA TAE MAI | ALSO PRESENT

Matt Glanfield
Lucy Stallworhy
Carol McKenzie-Rex
Raemon Matene

1 Ngā Tamōtanga | Apologies

There were no apologies.

2 Te Whakapuaki i te Whai Pānga | Declaration of Interest

There were no declarations of interest.

3 Workshop Notes | Confirmation of Minutes

Discussion Point 1

Budget and Project Plan update

Presenter/s: Mat Glanfield

Purpose: Provide an update against the project plan and budget

Governance role: Oversight and monitoring

Summary of Discussions:

The Committee received the project plan update and budget documents.

Discussion Point 2

Website

Presenter/s: Mat Glanfield

Purpose: Share/walk through of the website

Governance role: Keeping informed

Summary of Discussions:

The Committee made some suggestions for changes to the draft project website.

Discussion Point 3

Funding Agreement

Presenter/s: Mat Glanfield

Purpose: Update on funding agreement between AC and Ngaa Hau e Whaa Marae

Governance role: Oversight and monitoring

Summary of Discussions:

The Committee received a verbal update on the funding agreement.

Discussion Point 4

Site Survey

Presenter/s: Mat Glanfield

Purpose: Verbal update on site survey

Governance role: Oversight and monitoring

Summary of Discussions:

A Site survey is anticipated to happen in March.

Discussion Point 5

Community Engagement

Presenter/s: Carol McKenzie-Rex

Purpose: Share kōrero from whanau engagement hui to date

Governance role: Guidance and next steps

Summary of Discussions

The Committee received a verbal summary of themes from whanau engagement to date, and gave direction on next steps.

Discussion Point 6

Design Advisor

Presenter/s: Mat Glanfield

Purpose: Verbal update on proposed Design Advisor role

Governance role: Oversight and monitoring

Summary of Discussions:

The Committee discussed the role of the Design Advisor.

Discussion Point 7

Auckland Council Heritage Team

Presenter/s: Mat Glanfield

Purpose: Verbal update on brief for scope of works to be done by the Auckland Council Heritage Team

Governance role: Oversight and monitoring

Summary of Discussions: Committee to provide direction brief for work to be done by the Auckland Council Heritage Team

Discussion Point 8

Next workshop/business meeting date

Presenter/s: Lucy Stallworthy

Purpose: Confirm upcoming workshop and business meeting dates.

Governance role: Oversight and monitoring

Summary of Discussions:

The Committee gave direction on upcoming meetings and workshop as follows:

- Workshop – Tuesday 8th April, 5-7pm (online only)
- Workshop – Tuesday 6th May, 5-6pm (in person & online)
- Business meeting – Tuesday 6th May (in person & online)

The workshop closed at 7.00 pm