

Pukekohe Cemetery Committee workshops

OPEN NOTES

Notes of the Pukekohe Cemetery Committee workshop held in the Leslie Comrie Board Room, Level 1 Franklin the Centre, 12 Massey Ave, Pukekohe. on Tuesday, 8 April 2025 at 5.00pm.

TE HUNGA KUA TAE MAI | PRESENT

Chairperson	Member Makere Rikka Heke
Members	Member Angela Fulljames Member Logan Soole

TE HUNGA KĀORE I TAE MAI | ABSENT

Deputy Chairperson	Member Harley Wade
Members	Member Tearepa Kahi Member Sonny Parata Member Pare Rauwhero Member Janie Astle Member Pyllis Bhana Member Alan Cole

TE HUNGA ĀPITI KUA TAE MAI | ALSO PRESENT

Carol McKenzie-Rex
Mat Glanfield
Lucy Stallworthy
Raemon Matene
Orrin Kapua

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 Pukekohe Cemetery Committee workshop

Discussion Point 1

Budget and project plan update

Presenter: Mat Glanfield
Purpose: Provide an update against the project plan and budget
Governance role: Oversight and monitoring
Summary of Discussions:
Committee received the project plan update and budget documents.

Discussion Point 2

Community Engagement

Presenter/s: Carol McKenzie-Rex
Purpose: Update and seeking direction on next steps
Governance role: Provide direction
Summary of Discussions:
Committee received an update regarding onsite meeting with Auckland Transport and Counties Energy. Direction to integrate any changes to roadside area on Ward St adjacent to cemetery into wider design brief for the project to ensure a holistic approach.

Discussion Point 3

Website

Presenter/s: Mat Glanfield
Purpose: Seeking committee approval for website 'go-live'
Governance role: Provide direction
Summary of Discussions:
Need to liaise with Ngāti Tamaoho regarding this project prior to making website publicly available.

Discussion Point 4

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:
Administration complete and funding agreement in place. The committee to receive regular reporting on this budget.

Discussion Point 5

Site Survey

Presenter/s: Mat Glanfield
Purpose: Verbal update on site survey
Governance role: Oversight and monitoring
Summary of Discussions:
Book in site survey for 28th April 2025.

Discussion Point 6

Design Advisor

Presenter/s: Mat Glanfield
Purpose: Update on proposed Design Advisor role
Governance role: Provide direction on scope of the role
Summary of Discussions:
Chair of committee will work with kaimahi to confirm the brief for this role.

Discussion Point 7

Auckland Council Heritage Team

Presenter/s: Mat Glanfield
Purpose: Finalise brief
Governance role: Providing direction
Summary of Discussions:
Chair of committee will work with kaimahi to confirm the brief for this role.

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 will next meet on Tuesday 6th May 2025 for both a workshop and business meeting.

- Workshop 5.00-6.30pm
- Business meeting 6.30pm-7.00pm

The workshop closed at 6.09pm