
Pukekohe Cemetery Committee

OPEN MINUTES

Minutes of a meeting of the Pukekohe Cemetery Committee held in the Level 1, Franklin The Centre, 12 Massey Avenue, Pukekohe on Tuesday, 6 May 2025 at 5:00pm.

TE HUNGA KUA TAE MAI | PRESENT

Chairperson	Makere Rikka Heke	
Deputy Chairperson	Harley Wade	
Members	Member Tini Astle	
	Member Angela Fulljames	
	Member Sonny Parata	(from 6.45pm)
	Member Logan Soole	

TE HUNGA KĀORE I TAE MAI | ABSENT

Member Phyllis Bhana
Member Alan Cole
(alternate)
Member Tearepa Kahi
Member Pare Rauwhero

HE HUNGA ATU ANŌ I TAE MAI | IN ATTENDANCE

Matekino Marshall CE Ngāti Tamaoho Trust

1 Nau Mai / Welcome

The meeting opened with karakia and the Chair welcomed everyone present.

2 Ngā Tamōtanga | Apologies

Resolution number PCC/2025/1

MOVED by Member L Soole, seconded by Member A Fulljames:

That the Pukekohe Cemetery Committee:

- a) **whakaae / accept the apologies from Member Tearepa Kahi, Member Phyllis Bhana and Member Pare Rauwhero for absence.**

CARRIED

3 Te Whakapuaki i te Whai Pānga | Declaration of Interest

There were no declarations of interest.

4 Te Whakaū i ngā Āmiki | Confirmation of Minutes

Resolution number PCC/2025/2

MOVED by Chairperson Heke, seconded by Member TA Astle:

That the Pukekohe Cemetery Committee:

- a) **whakaū / confirm the ordinary minutes of its meeting, held on Tuesday, 5 November 2024, as true and correct.**

CARRIED

5 Te Matapaki Tūmatanui | Public Forum

Ruth Rye, from the Franklin Genealogy Society, requested that the words 'including the confidential section', be included in the minutes, as read out in the meeting.

Note: there was no confidential section to the meeting held on Tuesday 5 November, 2024.

Eric Muir, from the Franklin Historical Society, noted that all unmarked graves in the section under consideration will be recorded as part of this process.

6 Ngā Pakihi Autaia | Extraordinary Business

There was no extraordinary business.

The meeting was adjourned by the Chair at 5.10pm, and was reconvened at 6.45pm

7 Update on engagement for a memorial at Pukekohe Cemetery

Carol McKenzie-Rex, Engagement Kaiwhakahaere, was in attendance to speak to this item.

MOVED by Member L Soole, seconded by Member A Fulljames:

That the Pukekohe Cemetery Committee:

- a) whiwhi / receive and arotake/ review a final summary report on whaanau and hapori engagement for February and April 2025
- b) initiate a memorial concept design process based on engagement input received to date
- c) whakaae / approve the launch of the memorial website and Facebook page to assist in keeping whaanau, hapori, mana whenua, and stakeholders updated and informed on memorial project progress and future opportunities for involvement.

The motion was not carried.

The Chair proposed taking items a) and b) separately, which was seconded by the Deputy Chair.

Resolution number PCC/2025/3

MOVED by Chairperson Heke, seconded by Member SP Parata:

That the Pukekohe Cemetery Committee:

- a) **whiwhi / receive and arotake/ review a final summary report on whaanau and hapori engagement for February and April 2025**
- b) **initiate a memorial concept design process based on engagement input received to date.**

CARRIED

The Chair then proposed to move item c) from the original resolution.

Discussion included emphasising the need for appropriate tikanga when launching the website and Facebook page.

Resolution number PCC/2025/4

MOVED by Chairperson Heke, seconded by Member L Soole:

That the Pukekohe Cemetery Committee:

- a) **whakaae / approve the launch of the memorial website and Facebook page to assist in keeping whaanau, hapori, mana whenua, and stakeholders updated and informed on memorial project progress and future opportunities for involvement.**

CARRIED

8 Update on the Pukekohe Cemetery Memorial Project

Mat Glanfield, Project Manager, was present to speak to the item.

Resolution number PCC/2025/5

MOVED by Chairperson Heke, seconded by Member SP Parata:

That the Pukekohe Cemetery Committee:

- a) **whakaae / approve the following next steps to progress the memorial project:**
 - i) **launch of the Pukekohe Cemetery Memorial website and Facebook page**
 - ii) **installation of temporary signage at Pukekohe Cemetery to inform people about unmarked graves and the memorial project**
 - iii) **agree a process for artist selection and concept design development.**

CARRIED

9 Te Whakaaro ki ngā Take Pūtea e Autaia ana | Consideration of Extraordinary Items

There was no consideration of extraordinary items.

7.21 pm

The chairperson thanked members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD
AT A MEETING OF THE PUKEKOHE CEMETERY
COMMITTEE HELD ON

DATE:.....

CHAIRPERSON:.....