

# Minutes 2024

## Annual General Meeting of the Birkenhead Village Business Association. Held at Good Home, 83 Birkenhead Ave, on 13 September 2024 at 6pm

### 1 - PRESENT

#### Current Executive Committee

Adrianne Leslie - The Hive Accounting (Treasurer)  
Bruce Yarnton - Yarntons  
Cheryl Posthouwer - BASE Accounting (Secretary)  
Chris Ott - Ott Patisserie  
Dominique Tuck - Kidzstuff Online  
Jude Turner - Crave Home (Chair)  
Kae Condon - BVA Manager  
Pete Taylor - Barfoot & Thompson  
Steve Simms - BBC  
Suzanne Harper - Auto Super Shoppes  
Tony Cradwick - Highbury Eye

#### Kaipatiki Local Board

Adrian Tyler  
Danielle Grant  
Erica Hannam  
John Gillon  
Melanie Kenrick  
Paula Gillon  
Timothy Charles Spring

#### Auckland Transport

Ben Cullen - AT

#### BID Member (Voting)

Andy Winter - The Engine Room  
Conrad Young - Life Pharmacy  
Geoff Harper - Auto Super Shoppes  
Gagan Marwah - Vino Voyage Ltd  
James Balakrishnan - Mulan  
Jason Eberhart - Jays Medispa  
Jill Crockett - Landlord  
Jin McAllistor - Java Café  
Manoj Kharbanda - Pristine Beauty  
Paul Sommerville - Landlord / Tenant  
Pauline Sommerville - Landlord / Tenant  
Rob Finn - Agent / Executive Producer  
Peter Barton - Burger Geek  
Shane Prince - Birkenhead Licensing Trust  
Shannon Grange - Bliss Boutique Hair Salon

Jude Turner welcomed members and called the meeting to order.

### 2 - APOLOGIES

Anna Ward - Psychotherapist  
Balgoya Doma - Doma Foods  
Dan Bidois - Parliamentary MP  
Karl Mohring - Pinque Hair Salon  
Mark Hurley - Landlord  
Michael Blackmore - Real Burgers  
Michael Leppan - The Cutting Board  
Mohini Bham - NumberWorks'nWords  
Rajendra Kumar - Landlord  
Stephen Wong - Comm Property Manager  
Thomas Doo - Landlord  
Trevor Purkis - Landlord

**Resolution 1:** to accept the apologies

**Moved:** Jude Turner

**Second:** Dominique Tuck

**Carried**

### 3 - CONFIRMATION OF 2023 MINUTES

That the Minutes of the previous AGM held on Wednesday 13<sup>th</sup> September 2023 be confirmed as a true and correct record of the business transacted

**Resolution 2:** to accept the 2023 AGM minutes as a true record of proceedings. No matters were arising

**Moved:** Jude Turner

**Second:** Andy Winter

**Carried**

# Minutes 2024

## 4 - COMMITTEE REPORTS

### a) Chair

Chair Jude Turner presented the Chairperson's written report to the 2024 AGM: Appendix B

The chair welcomed all present.

The chair presented their report acknowledging that the last 12 months have been vastly more challenging for business than the Covid years.

Successes were:

- The growth of the helpful security camera network with thanks extended to the Birkenhead Licensing Trust for their financial support.
- Commencement of the heritage globe light upgrade with thanks extended to Auckland Transport and the Kaipatiki Local Board for their financial support.

Thanks were also extended to the Board members with special mention of the Village Manager Kae Condon, Treasurer Adrienne Leslie and Secretary Cheryl Posthouwer, and Kaipatiki Local Board representatives, Melanie Kenrick and Adrian Tyler.

**Resolution 3:** to receive and accept the Chair's AGM 2024 report

**Moved:** Jude Turner

**Second:** Steve Simms

**Carried**

## 4 - COMMITTEE REPORTS

### b) Manager

Manager Kae Condon presented the Manager's written report to the 2024 AGM: Appendix C

Noted turbulent financial times and loss of rain forest access due to earlier weather events

Four Strategic Objectives that underpin our vision.

Highlights:

- Lighting - Globe light upgrade
- High level of engagement in Events
- State of Art Security System
- Extraordinary additional financial support
- Extended Social Media reach
- Norfolk Pine lighting (member sponsorship)

Big thank you to Executive committee, admin support student, the Kaipatiki Local Board, Mayor, Auckland Council and Auckland Transport, stakeholders and Landlords, Birkenhead Licensing Trust and other groups that make our village special,

**Resolution 4:** to receive and accept the Manager's AGM 2024 report

**Moved:** Jude Turner

**Second:** Dominique Tuck

**Carried**

# Minutes 2024

## 5 - FINANCIAL REPORTS

### a) Treasurer

Adrianne Leslie presented the Treasurer's written report to the 2024 AGM: Appendix D

Recognised that the external economic factors of the last 12 months negatively impacted many members.

Summary of Income - Grants, Funding and Targeted rates was provided.

It was noted that expenses remained static apart from Audit fees, admin support and printing & stationery.

Plant & Equipment has grown over the period.

**Resolution 5:** to receive and accept the Treasurer's AGM 2024 report

**Moved:** Adrianne Leslie

**Second:** Suzanne Harper

**Carried**

### b) ANNUAL & AUDIT REPORTS

Annual Report for the year end 30 June 2024

Prepared by The Hive Birkenhead was available to AGM attendees Appendix E.

Independent Audit Report for the year end 30 June 2024

Prepared by Hart & Co North Shore was available to AGM attendees: Appendix F

- Audit completed 24<sup>th</sup> September 2024.

Recommendation: That BVA. receive and approve the Audited Annual Report for the Financial Year 1 July 2023 to 30 June 2024.

**Resolution 6:** that BVA receive and approve the Audited Annual Report for the Financial Year 1 July 2023 to 30 June 2024

**Moved:** Adrianne Leslie

**Second:** Steve Simms

**Carried**

### c) Proposed Income & Expenditure Budget 2025-2026 Targeted Rate %

Proposed Income & Expenditure Budget for 1 July 2025 to 30 June 2026

Provided to the Executive Committee prior to the AGM and was available to AGM attendees. Appendix G

**Recommendation:** That Birkenhead Town Centre Association Inc. receive and approve the proposed income and expenditure budget for the 1 July 2025 to 30 June 2026 Financial Year. That the Association note that there will be no increase in the Association's BID targeted rate grant for 2025/2026, resulting in a BID targeted rate amount of \$229,027. Further ask the Kaipatiki Local Board recommend to the governing body the amount of \$229,027 be included in the Auckland Council draft 2025/2026 annual budget consultation process.

**Resolution 7:** that Birkenhead Town Centre Associated Inc. receive and approve the proposed income and expenditure budget for the 1 July 2025 to 30 June 2026 Financial Year noting there will be no increase in the Association's BID targeted rate grant for 2025/2026. Further ask the Kaipatiki Local Board to recommend to the governing body the amount of \$229,027 be included in the Auckland Council draft 2025/2026 annual budget consultation process

**Moved:** Adrianne Leslie

**Second:** Steve Simms

**Carried**

### d) Business Plan 2025-2026

The Business Plan for the period 1 July 2024 to 30 June 2025

Provided with the proposed Income & Expenditure Budget to the Executive Committee prior to the AGM and was available to AGM attendees.

**Resolution 8:** that BVA approves the Business Plan for the period 1 July 2025 to 30 June 2026. That the Association note that the Executive Committee has authority under the Rules of the Association to make changes to the Business Plan as necessary through the period

**Moved:** Steve Simms

**Second:** Dominique Tuck

**Carried**

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## 5 -ELECTION OF MEMBERS TO EXECUTIVE COMMITTEE

### a) Committee Nominations

The candidates nominated for the executive committee of BVA were received in line with the constitutional rule 15.

Twelve nominations having been received for the ten vacancies including Chair.

In accordance with constitutional rule 6 and 15.5 a poll was held.

Adrian Tyler with the aid of Danielle Grant both of the Kaipatiki Local Board acted as scrutineers.

Poll resulted in ExecutiveBoard members confirmed as:

- Adrienne Leslie - The Hive Accounting
- Bruce Yarnton - Yarntons
- Chris Ott - OTT Patisserie
- Conrad Young - Life Pharmacy
- Dominique Tuck - Kidzstuff Online
- Jude Turner - Crave Home
- Pete Taylor - Barfoot & Thompson
- Steve Simms - BBC
- Suzanne Harper - Auto Super Shoppes
- Tony Cradwick - Highbury Eye

### b) Chair, Secretary and Treasurer Nominations

#### Chair

One nomination for Chair received in accordance with rule 15.

Recommendation: The nomination for 2024/2025 Chair is Jude Turner.

#### Treasurer

The appointment of Treasurer shall be carried out in accordance with rule 17.1 at next Board meeting:

Nominee

- Adrienne Leslie - The Hive Accounting

#### Secretary

The appointment of the Secretary shall be carried out in accordance with rule 16.2 at next Board meeting:

No Nominee

Current secretary Cheryl Posthouwer is not continuing.

**Resolution 9:** that BVA approves and appoints Jude Turner as chair for 2024/2025

**Moved:** Andy Winter

**Second:** Tony Cradwick

**Carried**

## 6 -APPOINTMENT OF AUDITOR

### Recommendation:

To reappoint current Auditors Hart & Co North Shore as Auditor for 2024/2025

**Resolution 10:** that BVA appoint Hart & Co as Auditor for the 2024/2025 financial year

**Moved:** Jude Turner

**Second:** Adrienne Leslie

**Carried**

## 7 - GENERAL BUSINESS

### a) Lighting

**Birkenhead Lighting Upgrade** Ben Cullen AT

**Stage 1 Birkenhead Avenue**

Globe Lights

3000 K soft white in new Globe lights

2700 K warm white being sourced by AT

2200 K candlelight - is the equivalent of the existing bulbs still in Mokoia Road and Hinemoa Globes

This bulb is proving difficult to source.

Feedback as to preference in regards to colour and brightness (Kelvin) will be requested from our members when 2700K bulb is sourced and installed and a comparison can be made.

### Pedestrian Crossing Lights

Upgraded to new Standards 10 metre black column down light 4000 K.

### b) Secretary

Jude presented Cheryl Posthouwer with flowers and a gift voucher in appreciation for her work over the last 4 years.

Meeting Closed at 7:20pm