



Notice is given of a Kimbell Rural Water Supply Ratepayers Annual General Meeting to be held on:

Date: Thursday, 23 May 2019

Time: 8.30am

Location: Council Chambers Fairlie

AGENDA

Kimbell Rural Water Supply Ratepayers Annual General Meeting

23 May 2019

**Suzette van Aswegen
Chief Executive Officer**

Kimbell Rural Water Supply Ratepayers Committee Membership:

Richard Davis (Chair)

All Users of the Kimbell Rural Water Supply

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- 1 OPENING**
- 2 APOLOGIES**
- 3 PUBLIC FORUM**
- 4 DECLARATIONS OF INTEREST**



5 REPORTS

5.1 CONFIRMATION OF MINUTES OF THE MEETING ON 28 MARCH 2018

File Reference: NA

Author: Charlotte Borrell, Committee Administrator

Authoriser: Stuart Grant, Acting Group Manager Projects & Admin

Attachments: 1. Minutes of the meeting on March 28, 2018  

STAFF RECOMMENDATIONS

1. That the minutes of the Annual General Meeting of the Kimbell Rural Water Supply Ratepayers Committee, held on Thursday, March 28, 2018, be confirmed and adopted as a correct record of the meeting.

SUZETTE VAN ASWEGEN
CHIEF EXECUTIVE OFFICER



MINUTES

Kimbell Rural Water Supply Ratepayers Annual General Meeting

28 March 2018

**MINUTES OF MACKENZIE DISTRICT COUNCIL
KIMBELL RURAL WATER SUPPLY RATEPAYERS ANNUAL GENERAL MEETING
HELD AT THE COUNCIL CHAMBERS, FAIRLIE
ON WEDNESDAY, 28 MARCH 2018 AT 8.30AM**

PRESENT: Richard Davis (Chair), Brian Beattie, Charles Waters, Mark Sheehan, Maree Davis.

IN ATTENDANCE: Paul Morris (Group Manager Finance), Geoff Horler (Utilities Manager), Arlene Goss, (Committee Administrator).

1 OPENING

2 APOLOGIES

COMMITTEE RESOLUTION KIM/2018/1

Moved: Richard Davis (Chair)

Seconded: Charles Waters

That an apology be received from Suzette van Aswegan, chief executive.

CARRIED

3 REPORTS

4.1 CONFIRMATION OF MINUTES OF THE MEETING ON TUESDAY, MAY 2, 2017

COMMITTEE RESOLUTION KIM/2018/2

Moved: Richard Davis (Chair)

Seconded: Maree Davis

That the minutes of the Annual General Meeting of the Kimbell Rural Water Supply Ratepayers Committee, held on Tuesday, May 2, 2017, be confirmed and adopted as a correct record of the meeting.

CARRIED

4.2 CHAIRMAN'S REPORT

Mr Davis reported "another year with no problems. Long may it continue."

COMMITTEE RESOLUTION KIM/2018/3

Moved: Richard Davis (Chair)

Seconded: Charles Waters

That the report be received and Mr Davis thanked for his work as chairman over the previous year.

CARRIED

7.3 FINANCIAL REPORT AND BUDGET

The committee members reviewed the financial report for the year ended 30 June, 2017, and determined the budget for the 2018/2019 year.

Financial Officer Paul Morris outlined the financial results. The capital reserve balance is \$18,500. Income is to be collected within the next 2-3 weeks. Forecast for the end of year is in line with what was budgeted for. He proposed there be no increase in the charge from last year.

He suggested bringing forward the timing of the annual general meeting to allow input into the council planning process. He suggested moving the AGM forward to October. The committee felt that autumn worked better with the farming calendar and agreed to continue to meet between March and May each year.

Charles Waters said he has not received an account this year. Paul Morris said he would follow up on this.

COMMITTEE RESOLUTION KIM/2018/4

Moved: Richard Davis (Chair)

Seconded: Maree Davis

1. That the report be received.
2. That the financial report for the year ended 30 June 2017 be adopted.
3. That the budget for 2018/2019 be adopted as presented.
4. That the Water Supply resolves to collect \$1,100 (GST exclusive) from users prior to 30 June 2019.

CARRIED

7.4 ELECTION OF CHAIRPERSON AND ELECTION OF COMMITTEE

The chairman stepped down and Paul Morris called for nominations for the role of chairman. Mr Davis was nominated by Charles Waters, seconded by Brian Beattie, and there were no other nominations.

COMMITTEE RESOLUTION KIM/2018/5

Moved: Charles Waters

Seconded: Brian Beattie

That Richard Davis be elected chairperson of the Kimbell Rural Water Supply Ratepayers Committee for 2018/19.

CARRIED

COMMITTEE RESOLUTION KIM/2018/6

Moved: Richard Davis (Chair)

Seconded: Maree Davis

That all consumers of the Kimbell Rural Water Supply remain as the committee for the supply for 2018/19.

CARRIED

7.5 GENERAL BUSINESS

There was no general business

The Meeting closed at 8.49am.

The minutes of this meeting were confirmed at the Kimbell Rural Water Supply Ratepayers Annual General Meeting held in 2019.

.....
CHAIRPERSON

5.2 CHAIRMAN'S REPORT**File Reference:** NA**Author:** Charlotte Borrell, Committee Administrator**Authoriser:** Stuart Grant, Acting Group Manager Projects & Admin**Attachments:** Nil**STAFF RECOMMENDATIONS**

That the report be received and Mr Davis thanked for his work as chairman over the previous year.

BACKGROUND

The chairman, Richard Davis, will provide a verbal report at the meeting.

SUZETTE VAN ASWEGEN
CHIEF EXECUTIVE OFFICER

5.3 FINANCIAL REPORT AND BUDGET

File Reference: FIN 1/3/4

Author: Paul Morris, Group Manager Finance

Authoriser: Suzette van Aswegen, Chief Executive Officer

Attachments: 1. Financial Report for Kimbell Water Supply 2019  

PURPOSE OF REPORT

This report has been prepared for the committee members to review the financial report for the year ended 30 June 2018 and determine the budget for the 2019/2020 year.

STAFF RECOMMENDATIONS

1. That the report be received.
2. That the financial report for the year ended 30 June 2018 be adopted.
3. That the budget for 2019/2020 be adopted as presented.
4. That the Water Supply resolves to collect \$1,100 (GST exclusive) from users prior to 30 June 2020.

INTRODUCTION:

The financial statement attached as Appendix 1 has 5 sets of figures, designed to provide comparative data covering 2 consecutive years. Moving left to right:

- The first column represents revenue and expenditure for last year, the 12 months to 30 June 2018.
- The second and third columns present information on the current year - for the six months from July 2018 to December 2018.
- The fourth column details the full year's budget.
- The final column on the far right hand side of the page represents the draft budget for next year.

FINANCIAL PERFORMANCE:

2017/2018 year:

For the year ended 30 June 2018, the Water Supply recorded a cash surplus (after adding back the \$1,178 in Depreciation) of \$1,312, as opposed to the budgeted cash surplus. The main variances were:

- Interest earned on the Capital Reserve was \$47 lower than the budget of \$279,
- Insurance was \$258 less than planned. The budget was \$331, and
- Depreciation was on budget at \$1,178.

2018/2019 year:

For the current year, it is forecast that the Water Supply will record a cash surplus (after adding back the \$1,178 in Depreciation) of \$1,048

RESERVE BALANCES:

The Water Supply began the year with a Capital Reserve Balance of \$19,893. The forecast cash surplus of \$1,048 means that the Reserve is forecast to increase to \$20,941 by year end. This will earn interest at a rate set at 0.25% less than the Official Cash Rate (OCR). Council is forecasting interest to be earned of \$279.

BUDGET FOR 2019/2020:

There are no significant changes to the costs included in budget from that of the last few years. There is a slight decrease in total expenditure budgeted due to revised insurance costs planned for next year.

The Supply has funded \$1,100 as a contribution to the operations, which is in excess of its current requirement of \$100.

The committee needs to balance the likely costs of future expenditure for such things as resource consent, with current contribution levels.

It is still considered that the resource consent renewal required in 2032 should be straight forward and inexpensive.

Therefore it is recommended that the water supply contributions remain at \$1,100 plus GST.

SUZETTE VAN ASWEGEN

CHIEF EXECUTIVE OFFICER

KIMBELL WATER SUPPLY
FINANCIAL REPORT

30/6/2018 Year to Date Actual		31/12/2018 Year to Date Actual Budget		30/6/2019 Full Year Forecast Budget		30/6/2020 Draft Full Year Budget
	REVENUE					
1,100	Recoverable Services	(113)	552	1,100	1,100	1,100
275	Capital Reserve Interest	147	138	279	279	324
1,375	Total Revenue	34	690	1,379	1,379	1,424
	DIRECT EXPENSES					
0	Valuation	0	0	0	0	0
63	Insurance	37	168	331	331	100
0	Rates	0	0	0	0	0
0	Consent & Quality Monitoring	0	0	0	0	0
0	Contractors	0	0	0	0	0
1,178	Depreciation	588	588	1,178	1,178	1,178
0	Support Activity Charges	0	0	0	0	0
1,241	Total Direct Expenses	625	756	1,509	1,509	1,278
134	Operating Surplus (Deficit)	(591)	(66)	(130)	(130)	146
	CAPITAL RESERVE					
18,581	Opening Balance	19,893	19,893	19,893	19,893	20,941
134	Operating Surplus (Deficit)	(591)	(66)	(130)	(130)	146
1,178	Add Back Depreciation	588	588	1,178	1,178	1,178
19,893	Closing Balance	19,890	20,415	20,941	20,941	22,265

5.4 ELECTION OF CHAIRPERSON AND ELECTION OF COMMITTEE**File Reference:** NA**Author:** Paul Morris, Group Manager Finance**Authoriser:** Suzette van Aswegen, Chief Executive Officer**Attachments:** Nil**STAFF RECOMMENDATIONS**

1. That (name) be elected chairperson of the Kimbell Rural Water Supply Ratepayers Committee for 2019/20.
2. That all users of the Kimbell Rural Water Supply remain as the committee for the supply for 2019/20.

BACKGROUND

An election to fill the roles of chairperson and committee is held once each year at the Annual General Meeting.

SUZETTE VAN ASWEGEN
CHIEF EXECUTIVE OFFICER

5.5 GENERAL BUSINESS

File Reference: NA

Author: Charlotte Borrell, Committee Administrator

Authoriser: Stuart Grant, Acting Group Manager Projects & Admin

Attachments: Nil

STAFF RECOMMENDATIONS

That the information be noted.

BACKGROUND

Any issues or matters for action can be raised under General Business.

SUZETTE VAN ASWEGEN

CHIEF EXECUTIVE OFFICER