

# MINUTES OF ANNUAL GENERAL MEETING

**Date** Tuesday 8 November 2022  
**Venue** Papatoetoe Cosmopolitan Club  
 53 Rangitoto Road Papatoetoe  
 Auckland 2025  
**Time** 7.00 pm

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## 1. WELCOME

Chairman Albert Lim welcomed members and the required quorum was met to conduct the AGM meeting. A special welcome was extended to Otara Papatoetoe Local Board Member Topou Folau and Ross Robertson as guests.

**Motion 1:** Mr Jay Mistry is appointed interim Chairman to conduct the Annual General Meeting on behalf of the Papatoetoe Central Mainstreet Incorporated Society.  
 Moved: Jessica Lim  
 Seconded: Tony Li

MOTION CARRIED

## 2. PRESENT

(As recorded on the Attendance Register)

Rana Judge( Town Centre Manager), Albert Lim ((Property), Jayesh Mistry (Meeting Facilitator), Jessica Lim (Gas Kolmar), Kristle Tapatau (Visitor), Austin Tapatau (Visitor), Lan Tran Matt (lulu Fashion), Hassan Mohammed( South City Barber), Van Tac Tran(Kolmar Laundry), MA & Liu (Property Owner), Golden Sun(Business), Zhang &Wu (Property38/40 St George street )Carson & Savannah (Carson BBQ & Takeaway), Tony Li(Tony's Healing hands), Tenaz Dsouza, Keven Dsouza (Trendz Hair& Beauty), John Tran (New Star), Shu Deng Ye (Sweet Clothing) Yu Qing and Ye (Papatoetoe Roast), Sam & Nary (Hot Bread Bakery), Dean Lee (Property), Alex & Chan (Property), Lyingly(Bargain House) Brandon (Kolmar Laundry) Karnail Singh JP (NZCSA), Ross Robertson, Jeff Tukua (Kamatu), Amandeep Parmar(OBA), Clere McNeill & Sue Osburne (A1 Hearing), Le Hung Tran (Property).

## 3. APOLOGIES

Jag Singh, Kantilal, Stephen Graham

**Motion 2:** That the apologies be accepted.  
 Moved: Albert Lim  
 Seconded: Hassan Mohammad

MOTION CARRIED

#### 4. CONFIRMATION OF PREVIOUS ANNUAL GENERAL MEETING MINUTES HELD ON 17 JANUARY 2022

The previous minutes were distributed to members at the meeting.

**Motion 3:** That the minutes of the previous Annual General meeting be accepted as read.

Moved: Tony Li

Seconded: Tenaz

MOTION CARRIED

#### 5. MATTERS ARISING FROM THE PREVIOUS AGM

There are NO matters arising from the previous AGM.

#### 6. CHAIRMAN'S ANNUAL REPORT

Kia Ora, good evening, it is my pleasure to deliver my eighth annual report, as chairperson of the Papatoetoe Central Main Street Society.

Since our last meeting, our town has continued to be adversely affected by the ongoing COVID-19 pandemic. Although we have gained some economic certainty when the COVID-19 alert level and traffic light systems ended, minimum wage increases, rising interest rates, and inflation have lead towards a cost of living crisis.

There has been resistance and barriers towards revitalising Old Papatoetoe over the years, and detraction along with undue interference towards our Society from the Ōtara-Papatoetoe Local Board, those that seek to undermine our democratic mandate, and the Auckland Business Improvement District (BID) team.

From the ongoing false narrative of a divided township to the unfair treatment and defunding of our Society (compared to the neighbouring Hunters Corner BID), and unwillingness to cooperate with such simple initiatives as removing the St George St benches to discourage anti-social vagrant behaviour as requested by both the retailers and the Police.

Last July, we held our Matariki celebrations at the public Wallace Rd car park upon interference from the Local Board but faced an unwelcoming outburst from the New World Papatoetoe operator about our presence.

Then in December, while we were spreading Christmas cheer with Santa and his elves on a sleigh in tow with reindeer, the New World operator unduly demanded we not drive along the public Wallace Rd, nor drive into the public Wallace Rd car park. It is for this reason we were not able to hold a Matariki performance celebration this year.

In October 2019, the Auckland BID team, including Ms Natia Tucker, held a special BID workshop with unclear intentions. The handful of attendees comprised mostly of the detractors from the previously ousted executive committee such as the New World operator, who should have already been well informed of the BID policy.

Furthermore in this event which other BIDs were not required to have, Ms. Natia Tucker allowed the workshop to be used as a forum to attack and defame the Society and Town Centre Manager Rana Judge.

By also misrepresenting Society financial figures in a non-beneficial manner and making false conclusions about the state of our Society from the handful of hostile detractors without mention of the sample size nor their bias, the event held a hidden agenda against our Society.

More recently, the Ōtara-Papatoetoe Local Board earmarked a sum of \$50,000 towards our Town Centre's Revitalisation programme, but instead of us directly benefiting from the funds, it was given to Werkit's Ltd to conduct the Old Papatoetoe Town Centre Evaluation and Proposal survey for the Local Board. Werkit's team which conducted the survey and prepared the report that again included Ms. Natia Tucker. History has repeated itself with another vehicle intended to give justification towards removing our BID funding.

The survey was conducted during lockdown when retailers were facing huge uncertainty and foot traffic had dropped significantly, all factors which the entire country if not the world faced. Without any right of reply to address the criticisms, and an inherent bias against the Society by the surveyors, it appears the objective of the report was to show the Society in a poor light and tarnish its image.

But for what purpose you may ask? Hearsay from around the town have recently indicated that the Ōtara-Papatoetoe Local Board has continued their interference in our Societal affairs by conspiring with the detractors of the previously ousted executive committee to form a competing business association to usurp our Society's position and receive the Old Papatoetoe BID funding.

We've faced deliberate obstructions to the prosperity of our businesses, on a bustling Saturday May 28th 2022, St. George Street was closed for over 31 hours for the Pacific Fusion Fashion Show event, despite numerous attempts to oppose it. This event was funded by the Ōtara-Papatoetoe Local Board and did not benefit the Town Centre at all. Our retailers were deprived of the normal course of business. The retailers and Society were not consulted about this event made to "literally stop traffic", and it was instead enforced upon without proper notification and consultation with the affected stakeholders. Losses of sale were substantial and detrimental for our retailers that rely on the busy Saturday income.

On October 19th, Executive Committee Member Jessica met with Minister of Police Chris Hipkins on community safety to put forth our town's issues.

Anti-social behaviour from the likes of vagrants have been an issue along the main street, we are working closely with Police to resolve these issues but require further support from other agencies, our retailers, and the public.

We encourage the use of the available resources such as the newly placed alcohol ban signage around our Town Centre, which aids in reporting and enforcement. Our Town Centre ambassador helps alleviate the issue during his operating hours, but no one person can resolve this.

Let's look out for each other and report anti-social behaviour to the Police and/or council. This is a social issue that requires all of us to do the mahi.

Despite all these distractions, we continued to organise and run our successful promotions which encourage increased patronage for our retailers.

As COVID-19 public health and safety considerations became a social choice rather than a requirement. And to contribute towards a safer town, we encouraged vaccinations and continued contactless Shop and Win promotions.

In February, we had a Chinese New Year Shop & Win promotion that ran for six weeks, as well as a Chinese Lion Dance throughout the whole Town Centre spreading festive and diverse joy, which is an achievement in since the lions are normally limited in their travelling distance. The thrilled public also enjoyed the lolly and fortune cookies handed out to them.

During Easter, a contactless Shop and Win ran for four weeks. Easter bunnies frolicked the Town Centre for two days to engage with the public, handing out Easter eggs and giving photo opportunities.

Late April, we laid wreaths and attended ceremonies to pay our respects during the 2022 ANZAC commemorations.

For Mother's Day, lollies were given out to the shops and well as directly to the public around the Town Centre.

In June, a lack of a welcomed venue for Matariki meant that performances could not be held, but instead the most was made with a four-week Shop and Win promotion, and a lolly handout to the shops and public.

In July, we held a Market day with cultural dance, promotions, etc. It's location was limited to the area in front of the town hall due to no other available venue. Cultural performances included Scottish pipe and drums, a Chinese Lion Dance throughout the whole Town Centre, etc. The shops were decorated with balloon, and both young and old enjoyed free lollies and face painting.

Sweets and lollies were delivered to the shops and public to celebrate Diwali.

Looking forward to the immediate future, after spending a lot of time and effort, we are incredibly excited to bring back the Papatoetoe Santa parade, subject to traffic management approval.

We want Old Papatoetoe to be a safe and welcoming place. Through our strategic plan, promotions, and events, we aim to generate traffic and cultivate positive attitudes to encourage our community to support our businesses.

I would like to take this opportunity to thank the Executive Committee and Town Centre Manager Rana Judge for their support and efforts over the past year.

A special thank you to Executive Committee Member Jessica Lim for her continued hard work, time, and contributions towards coordination of promotions and events.

I wish you all well, be safe, stay healthy, and thank you. Let's continue to support one another and work together for a better Old Papatoetoe! Kia Kaha!

Albert Lim  
Chairperson

**Motion 4:** That the Chairman's Annual Report be accepted.  
Moved: Hassan Mohammed  
Seconded: Tony Li

MOTION CARRIED

## 7. MANAGER'S ANNUAL REPORT

### Acknowledgments

I would like to acknowledge the Papatoetoe Central Main Street Society board members, council officers, retailers, local community and local police officers.

### Covid-19 Lockdown

We are in recovery phase since COVID-19 pandemic. Although our budget is very tight, we are still trying our best with limited resources we have at our disposal. We have been using website, social media, weekly posts, and monthly newsletters for advertising and branding.

We have been providing the following support to our retailers -

- Small business guidance
- Monthly newsletter
- Social media
- Blogs

### Website & Social Media

We have increased our exposure on social media platforms such as Facebook & Instagram to improve our relationship with our stakeholders. We provide weekly updates to our retailers on government news & policies to ensure they get maximum benefits from the schemes. We encouraged retailers to embrace social media and establish their presence online.

### Promotions

Diwali and Santa Parade celebrations were cancelled last year due to the COVID19 restrictions but we managed to celebrate following events -

- Easter promotion
- Market day
- Matariki
- Xmas promotion
- Chinese New Year
- Shop & Win promotion

We are also looking to beautify the Town Centre to invite visitors to our shopping centre. We want Old Papatoetoe to be a safe and welcoming place. We aim to generate traffic and cultivate positive attitudes to encourage our community to support our businesses through our strategic plan, promotions, and events.

We are committed to working closely with all retailers and community groups to ensure Papatoetoe Town Centre is a safe place for everyone to come and enjoy. We monitor offenders such as window washers, bikers, and antisocial behaviour daily.

We also collect data of the offenders and pass it on to Police, providing enough evidence to get them out of the Town Centre either by arrest or trespass orders in severe cases. We have spent a lot of time collecting CCTV evidence against offenders, and as a result, our arrest rate is around 95%.

### **Business Support**

To make Old Papatoetoe a shopping destination, we are looking at opportunities through

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- Promotions
- Digitalisation
- Beautification
- Business Sustainability
- Market view
- Strategic planning

We will continue to find meaningful, realistic and achievable goals to gain positive outcomes for our Stakeholders and Community.

For the year 2022/2023, the Papatoetoe Business Association will continue to see growth in business, reduction in crime and truancy and an increase in Family orientated events.

The sustainability of Papatoetoe Business Association is paramount to the Town Centre's success, so we must work on funding opportunities and profitable ventures.

Before I finish, we would like to give a vote of thanks to our Chairperson and Executive for their hard work and support throughout the year.

I am confident that all these efforts will provide an ambitious and forward-looking future providing a framework for economic growth in these very challenging times. The Papatoetoe Business Association will continue to provide a stable and quality service for our Town Centre. Finally, I would like to thank everyone for supporting us with their endless support.

Best wishes,

**Rana Judge** (Manager)

**Motion 5:** That the Managers Annual Written and Verbal report be accepted.

Moved: Tony Li

Seconded: Albert Lim

MOTION CARRIED

## **8. TREASURER REPORT**

Thank you for the opportunity to update you on the financial situation of the Papatoetoe Central Main Street Society.

The auditor's report has been completed by BVO Chartered Accountants and a copy is available on our website.

We have received a clean audit.

Our revenue comprises of targeted rate grant of \$100,692. \$8,400 was received through Government schemes over this period. Interest on deposits of \$1,616 was received for the year.

Our expenses mainly comprised of \$42,887 in employee-related costs along with \$18,000 in CCTV Monitoring expenses, \$13,061 towards Chinese New Year, Easter, Christmas, Matariki, and Santa Parade events, \$8,200 towards marketing expenses, \$7,035 in legal fees and \$10,296 towards promotional expenses. We spend \$22,644 in day-to-day running costs. Our Audit fees & depreciation comprised total of \$6,128.

We made a net loss of \$16,143 for 2021/22 year which was met through our cash reserves.

All bills are received, checked & verified and presented for payment. Once the nature of the bills are verified, the payment is approved by 2 separate committee members.

We use the XERO accounting system, and all transactions are coded and reconciled every month. At the end of the financial year, our accountants prepare our financial statements and get the Auditors to check and verify our financial statements to ensure we meet in accordance with Public Benefit Simple Format Reporting – Accrual standards of compliance.

Thank you

**Motion 6:** That the treasurer report to be accepted.  
 Moved: Albert Lim  
 Seconded: Hassan Mohammed

Motion Carried

## 9. AUDITED FINANCIAL REPORTS

The Audited Financial Statements were distributed to Members at the meeting.

- a. Approve Audited Financial Accounts to year ending June 30th 2022
- b. Approve Proposed budget for 2022/2023
- c. Move to Approve the following financial year **2023/2024** draft budget which includes a BID targeted rate grant amount of **\$100,692**, including a **0%** increase to the BID targeted rate grant for 2023-2024 financial year. Further ask the **Otara Papatoetoe** Local Board recommend to the Governing Body the amount of \$100,692 be included in the Auckland Council draft **2023-2024** annual budget consultation process.

**Motion 7:** That the Audited Financial Statements be accepted.  
 Moved: Albert Lim  
 Seconded: Hassan Mohammed

Motion Carried

**Motion 8:** That the proposed budget for 2022/2023 and indicative budget for 2023/2024 financial year which includes target rate 0% over 2023/2024 budget be accepted.

Moved: Hassan Mohammed  
 Seconded: Albert Lim

Motion Carried

## 10. SPECIAL RESOLUTION

a. That the Papatoetoe Central Main Street Society existing constitution (rules) document (dated 2016) be replaced with the proposed new constitution (rules) dated 2022 presented at the Annual General Meeting of the Papatoetoe Central Main Street Society on November 1st 2022 and that such alterations be effected by replacing the existing constitution document (dated 2016) with the proposed Papatoetoe Central Main Street Society constitution (dated 2022). A copy of the proposed new constitution (dated 2022) can be viewed at [www.papatoetoecentral.co.nz](http://www.papatoetoecentral.co.nz)

Reason: Amendments of the current constitution (rules) of the Papatoetoe Central Main Street Society are required to ensure those rules pertaining to the BID programme and BID targeted rate grant are not inconsistent with the Auckland Council Business Improvement District (BID) Policy.

**Motion 9:** That the Papatoetoe Central Main Street Society approve accepted the new constitution (rules) date 2022.

Moved: Albert Lim  
 Seconded: Steven Walker

MOTION CARRIED

## 11. BUSINESS PLAN

**Motion 10:** That the Papatoetoe Central Main Street Society approve the Business plan for year 2023-2024.

Moved: Tony Li  
 Seconded: Hassan Mohammed

MOTION CARRIED

## 12. APPOINTMENT OF AUDITOR

David Knightly (Blackmore Virtue & Owens) for the year ending 2023.

**Motion 11:** That David Knightly (Blackmore Virtue & Owens) be appointed as Auditor for the Society.

Moved: Hassan Mohammed  
 Seconded: Tony Li

MOTION CARRIED



### 13. ELECTION OF EXECUTIVE COMMITTEE

- a) **Number of Full Members who applied for the Executive Committee:** 11 members
- b) **Successful Candidates:** in no particular order

Albert Lim	26 Kolmar road Property owner
Jessica Lim	Gas Kolmar road.
Mohammed Hassan	South City Barber
Kantilal Vallabh	73 St George street Property owner
Tony Li	Ji Sheng tang Health Centre ltd
Sam Nang im	Hot Bread Bakery
Stephen Graham	Papatoetoe Funeral Cottage
Shu Deng Ye	Sweet Clothing
Jagdeep Singh	Bhalla Fresh Bake house
Van Tac Tran	2/30 Kolmar rd. Property
Karnail Singh	WCSA

**Motion 12:** That the 11 Members listed above have been elected as the Executive Committee for the 2022/2023 year.

Moved: Michael Lee

Seconded: Tenaz

MOTION CARRIED

### 14. ELECTION OF OFFICERS:

- a) The positions of Chairperson, Secretary and Treasurer for the 2022/2023 year will be elected by the Executive Committee at their first meeting. Accordingly, an election will not be held for these positions at the Annual General Meeting.

### 15. CLOSE MEETING: 7.50pm