



# AGENDA

Ordinary Meeting of the  
**Creative Communities  
Subcommittee**

**Commencing at 2:30PM**  
Monday 28 July 2025

*To be held at the*  
Clocktower Chambers  
Palmerston Street  
Westport

# Creative Communities Subcommittee

**Reports to:** Risk and Audit Committee

**Chairperson:** [to be elected by the subcommittee]

**Meeting Frequency:** As required

**Quorum:** A majority of members (including vacancies)

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**Purpose:**

The Creative Communities Subcommittee is the assessment committee for assessing applications and allocating funding provided to Council by Creative New Zealand through the Creative Communities Scheme.

**Terms of Reference:**

The Creative Communities Subcommittee considers local community arts applications to the Creative Communities Scheme and make grants in terms of the criteria specified by the scheme's funders, Creative New Zealand.

**The Subcommittee is delegated the following powers:**

The Creative New Zealand Community Funding Sub-Committee has full delegated authority to make distributions from the funding received annually from Creative New Zealand.

**The Committee is delegated the following recommendatory powers:**

- The Subcommittee may make recommendations to the Risk and Audit Committee on local priorities for arts participation.

**Special Notes:**

- The Subcommittee may not delegate any of their responsibilities, duties or powers to a committee, subcommittee, or person.
- Verbal updates may be requested to be provided to Risk and Audit Committee meetings from the Group Manager Community Services from time to time.

**Chairperson**

The Subcommittee must have a chairperson who shall be elected by Subcommittee members at the first meeting of the Subcommittee.

The chairperson is responsible for:

1. The efficient functioning of the Subcommittee.
2. Setting the agenda for Subcommittee meetings.
3. Ensuring that all members of the Subcommittee receive sufficient timely information to enable them to be effective Subcommittee members.
4. Attending Risk and Audit Committee meetings as required to represent the interests of the Subcommittee.
5. Being the link between the Subcommittee and Council staff.

**Contacts with media and outside agencies**

The Mayor acts as the official spokesperson for the Council with the media and may provide approval to elected members to act as an official spokesperson.

Subcommittee members, including the chairperson, do not have delegated authority to speak to the media and/or outside agencies on behalf of the Council.

The Council, after consultation with the Subcommittee Chair, will manage the formal communications between the Subcommittee and the community in the exercise of its business.

Correspondence with central government, other local government agencies or other official agencies will only take place through Council staff.

**Frequency of meetings**

The Subcommittee shall hold formal meetings as required for funding rounds.

**Conduct of affairs**

The Subcommittee shall conduct its affairs in accordance with the *Local Government Act 2002*, the *Local Government Official Information and Meetings Act 1987*, the *Local Authorities (Members' Interests) Act 1968*, and Council's Standing Orders and Code of Conduct.

**Quorum**

The quorum at a meeting of the Subcommittee shall consist of:

1. Half of the members if the number of members (including vacancies) is even; or
2. A majority of members if the number of members (including vacancies) is odd.

**Remuneration**

No honorarium or meeting allowance will be payable to Subcommittee members.

**Other delegations and responsibilities**

None

# Creative Communities Subcommittee

VENUE: Clocktower Chambers, Palmerston Street, Westport

28 July 2025 02:30 PM



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## **CREATIVE COMMUNITIES SUBCOMMITTEE**

**28 JULY 2025**

**AGENDA ITEM: 1**

**Prepared by** Nicola Woodward  
Manger Community Engagement

### **APOLOGIES**

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1. **REPORT SUMMARY**

That the Creative Communities Subcommittee receive any apologies or requests for leave of absence from elected members.

2. **DRAFT RECOMMENDATION**

**That there are no apologies to be received and no requests for leave of absence.**

**OR**

**That the Creative Communities Subcommittee receive apologies from (insert subcommittee member's name) and accepts (insert name) request for leave of absence.**

## CREATIVE COMMUNITIES SUBCOMMITTEE

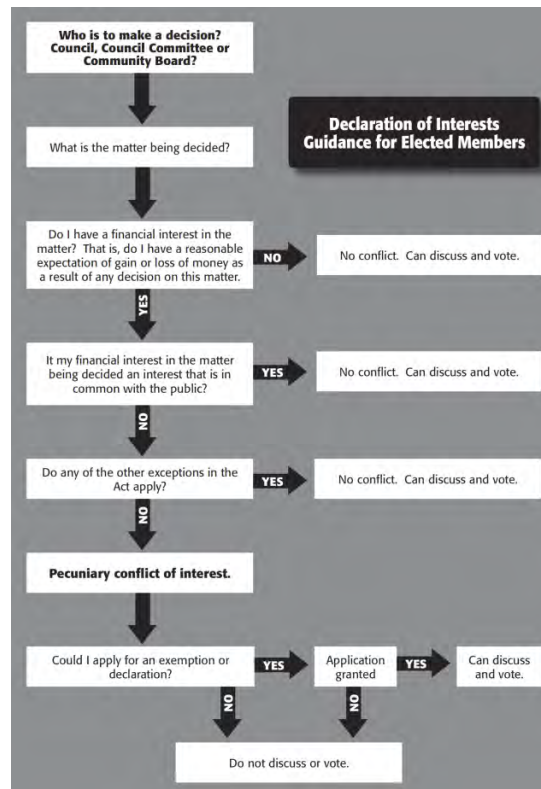
28 JULY 2025

### AGENDA ITEM: 2

**Prepared by** Nicola Woodward  
Manager Community Engagement

#### MEMBERS INTEREST

1. Members of the Creative NZ Community Funding Subcommittee are encouraged to consider the items on the agenda and disclose whether they believe they have a financial or non-financial interest in any of the items in terms of Council's Code of Conduct and the Creative Communities Scheme Assessors Guide.
2. Councillors are encouraged to advise the Governance Secretary, of any changes required to their declared Members Interest Register.
3. The attached flowchart may assist members in making that determination.



#### 4. DRAFT RECOMMENDATION:

**That Members of the Creative Communities Subcommittee disclose any financial or non-financial interest in any of the agenda items.**

**CREATIVE COMMUNITIES SUBCOMMITTEE**

**28 JULY 2025**

**AGENDA ITEM: 3**

**Prepared by** Nicola Woodward  
Manager Community Engagement

**Attachments** 1. Creative Communities Subcommittee Meeting Minutes 7 April 2025

**CONFIRMATION OF MINUTES**

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1. **DRAFT RECOMMENDATION**

**That the Creative Communities Subcommittee receive and confirm minutes from the meeting of 7 April 2025.**



**MEETING OF THE CREATIVE NEW ZEALAND SUBCOMMITTEE COMMENCING AT 2.30PM ON 7 APRIL 2025 AT THE CLOCKTOWER CHAMBERS, PALMERSTON STREET, WESTPORT.**

**PRESENT:** M McGill (Chair), Cr A Pfahlert, S Newbury, V Raconteur, C de Treend

**PRESENT VIA ELECTRONIC LINK:** D Sawyers

**APOLOGIES:** N Tauwhare (Iwi Representative), Cr R Sampson

**IN ATTENDANCE:** N Woodward (Manager Communications and Engagement), C Borrell (Governance Assistant), J Hill (Subcommittee Liaison)

**IN ATTENDANCE VIA ELECTRONIC LINK:** C McDonald (Governance Secretary)

**PUBLIC FORUM:**

Jodie Nakat: Spoke to her application and answered questions regarding her application.

**MEETING DECLARED OPEN AT: 2.38 pm**

**1. APOLOGIES (Page 5)**

**Discussion:**

N Tauwhare (Iwi Representative), Cr R Sampson

**RESOLVED**

That the Creative Communities Subcommittee receive apologies from N Tauwhare (Iwi Representative) and Cr R Sampson.

**M McGill/Cr A Pfahlert  
6/0**

**CARRIED UNANIMOUSLY**

**2. MEMBERS INTEREST (Page 6)**

**Discussion:**

M McGill has an interest in number 2 (Buller Community Arts Council) and will leave the room when it is discussed.

C de Treend has an interest in number 4 (Granity Night Market Festival) and will leave the room when it is discussed.

**RESOLVED** That Members of the Creative Communities Subcommittee disclose any financial or non-financial interest in any of the agenda items.

**Cr A Pfahlert/V Raconteur**



6/0  
**CARRIED UNANIMOUSLY**

**3. CONFIRMATION OF MINUTES (Page 7)**

**Discussion:**

Cr A Pfahlert is named twice as an attendee. *Noted and amended.*

**RESOLVED** That the Creative Communities Subcommittee receive and confirm minutes from the meeting of 9 December 2024.

**M McGill/Cr A Pfahlert**  
6/0  
**CARRIED UNANIMOUSLY**

**4. GENERAL BUSINESS (Page 13)**

**Discussion:**

The Chair reiterated that all discussion must go through the chair.

The process the committee will follow for this funding round was agreed by the committee noting that this is an evolving process.

**RESOLVED** That the Creative Communities Subcommittee receive the General Business report for information.

**M McGill/C de Treend**  
6/0  
**CARRIED UNANIMOUSLY**

**5. PROJECT COMPLETION REPORTS (Page 14)**

**Discussion:**

Nil

**RESOLVED** That the Creative Communities Subcommittee receive the completion reports for information.

**M McGill/C de Treend**  
6/0  
**CARRIED UNANIMOUSLY**

**6. PUBLIC EXCLUDED (Page 52)**

**Discussion:**

Nil

**RESOLVED** That the public be excluded from the following parts of the proceedings of this meeting:



Item No.	Minutes/Report of:	General Subject	Reason For Passing Resolution Section 7 LGOIMA 1987
PE1	Nicola Woodward – Manager Community Engagement	Application Report Creative Communities Grant	(s 7(2)(f)(i)) - Maintain the effective conduct of public affairs through the protection of such members, officers, employees, and persons from improper pressure or harassment

M McGill/Cr A Pfahlert

6/0

CARRIED UNANIMOUSLY

PUBLIC EXCLUDED

**PE1. APPLICATION REPORT CREATIVE COMMUNITIES GRANT (Page 5)****Discussion:**

It was noted that the amount of funded Granity Night Market Festival was incorrect. *Noted and amended.*

M McGill left the meeting at 3.35PM

Number 2 was addressed.

M McGill returned to the meeting at 3.38pm

C de Treend left the meeting at 3.40PM

Number 4 was addressed.

C de Treend returned to the meeting at 3.44pm

C de Treend left the meeting at 4.12PM

Number 4 was addressed.

C de Treend returned to the meeting at 4.16pm

Number	Name of Applicant	Accountability Received?	Funds Requested	Rank of Assessors Guide	Funds Allocated
1	Aaron Cross	N/A	\$1,400.00		\$400.00
2	Buller Community Arts Council	Yes	\$480.00		\$480.00
3	Buller High School	N/A	\$2,006.59		\$1980.60
4	Granity Night Market Festival	Yes	\$2,390.00		\$1800.00
5	Jodie Nakat	N/A	\$3,433.04		\$0.00
6	Kawatiri Kapa Haka Waiata Group	Yes	\$4,490.00		\$3490.00



7	<b>Kawatiri Performing Arts Initiative (KaPAI)</b>	Yes	<b>\$1,950.00</b>		\$1371.32
8	<b>Mauricio Vaisset Benega</b>	N/A	<b>\$2,760.50</b>		\$0.00
9	<b>The Endorphins</b>	N/A	<b>\$646.52</b>		\$350.00
				<b>TOTAL</b>	<b>\$9,871.92</b>

**RESOLVED** That the Creative Communities Subcommittee advise of its decision.

**M McGill/V Raconteur**  
6/0

**CARRIED UNANIMOUSLY**

- 
- There being no further business the meeting concluded at 4.29PM
  - **Next meeting:** 2:30pm, 7 July 2025, Clocktower Chambers, Palmerston Street, Westport

**Confirmed:** ..... **Date:** .....

## **CREATIVE COMMUNITIES SUBCOMMITTEE**

**28 JULY 2025**

**AGENDA ITEM: 4**

**Prepared by:** Nicola Woodward  
Manager Community Engagement

### **RESIGNATION OF SUBCOMMITTEE MEMBER**

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1. **REPORT SUMMARY**

Creative Communities Subcommittee Member Carlos de Treend resigned from the subcommittee on 17<sup>th</sup> May 2025.

2. The Subcommittee needs to formalise his resignation so that this information can be reported to the Risk and Audit Committee.

3. **DRAFT RECOMMENDATION**

1. **That the Creative Communities Subcommittee receive and accept the resignation of Carlos de Treend.**
2. **The Creative Communities Subcommittee thanks Mr. de Treend for his service and contribution.**



## **CREATIVE COMMUNITIES SUBCOMMITTEE**

**28 JULY 2025**

**AGENDA ITEM: 5**

**Prepared by:** Nicola Woodward  
Manager Community Engagement

### **GENERAL BUSINESS**

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1. **REPORT SUMMARY**

That discussion be held surrounding general business including:

- Continuation of Subcommittees in the new Triennium.
- Status of Committee Members in the new Triennium.
- Frequency of meetings in the new Triennium.

2. **DRAFT RECOMMENDATION**

**That the Creative Communities Subcommittee receive the General Business report for information.**

## CREATIVE COMMUNITIES SUBCOMMITTEE

28 JULY 2025

AGENDA ITEM: 6

**Prepared by** Nicola Woodward  
Manager Community Engagement

### PROJECT COMPLETION REPORTS

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1. **PROJECT COMPLETION REPORTS RECEIVED**

The following reports were received.

#	Project Completion Reports Received
1	Aaron Cross
2	Buller Community Arts Council
3	Kawatiri Kapa Haka Group
4	Northern West Coast Art and Craft Trail

2. **DRAFT RECOMMENDATION**

**That the Creative Communities Subcommittee receive the completion reports for information.**

# PROJECT COMPLETION REPORT

***This Project Completion Report form must be submitted within two months after your project has been completed.***

*Please note that if you don't complete and return a satisfactory report you or your group will not be eligible for future Creative Communities Scheme funding.*

**Name of applicant:**

Aaron Cross

**Project name:**

Escape 2025

**Start date:**

14 june 2025

**Finish date:**

**Number of people who *actively* participated in your project?**

5

**Number of people who came to see a performance or showing of your project?**

20 incl the above5

**1. Give a brief description of the highlights of your project:**

What worked well? What didn't work? What might you do differently next time? Are there any future plans for this project? If you require more space please attach additional pages.

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Thank you for the opportunity to undertake this work! It took quite a bit of focus and rehearsal to pull this together and I thoroughly believe it was worth it. On the plus side, the venue (Little Wanganui hall) was great, the soundsystem worked perfectly, the DJ's supporting my set played amazing music and everyone had a great time. We borrowed some new lights recently donated to the school and it made it look fabulous. I set up 2 drum machines and 8 hardware synthesizers and a mic. I played one hour of original electronic music and my supporting DJ's played 1.5 hours each. As a first gig using this format I was quite nervous about the unexpected but it came together as good as I had hoped for. We met new people and enjoyed the company of old friends also. There was no bad behaviour, no alcohol issues (or even alcohol present as far as I could see), and the transport and prep side of things went fine. On the downside, one of the DJ's had a flat battery in her car and the other had a crazy bug with her Mac computer that flatly refused her password. I am a part time PC tech and googled up how to enable safe mode which somehow bypassed the bug and Emilie then was able to play her set smoothly, with her Mac in safe mode the whole time. Other minor downsides were that the hire of hall and PA was more expensive than planned.

I think a good time was had by all and we were able to set up, pack down and leave the hall in perfect condition, there was no equipment breakages or audience misbehaviour. A really good night enjoyed by a modest but supportive audience.

One shortcoming I made was that I omitted the BDC logo from advertising. This was a mistake on my part and I regret not including it. I noticed this requirement upon reviewing documentation requirements for this reporting process. If successful in any future applications I will most certainly be mindful of this.

People are a bit sensitive about council spending these days so it might not have been such a bad thing. Rules are rules however, and I will get this right next time. Apologies!

2. **How did your project deliver to the criteria that you selected: Participation and access, diversity or young people?** If you require more information about these criteria please refer to the CCS Application Guide.

My primary role was to platform my own original live performance music and also support local DJ's. One DJ I had in mind couldn't make it but the rest of us were really happy with the night. It's quite a task setting up at this scale and having everything go right. It's all very well being prepared but the clock ticks and when the time comes to begin playing, you just have to figure it out then and there. I went on to play at the Granity Night Market the following weekend, also live, and I felt so much more confident having undertaken this first performance first. Thank you!

**3. Financial report:** Please give details of how the money was spent.

I received \$400

\$230 was paid for the PA hire (I had negotiated \$200 but disappointingly I was invoiced an additional \$30 from the Karamea Community Incorporated group- for GST. I paid the difference myself- I was happy to be able to access the equipment and support the fund for future repairs and upgrades but the invoice didn't come until after the show and it didn't seem fair to ask the other DJ's for money back from door sales, so this was regrettable. )

The hall hire cost \$100 which again, was more than I had been previously advised. I had been told by other community members it was \$50, but I guess the "commercial" nature of what I was doing

affected this price. Again, an opportunity to support my community, so I don't mind.

\$40 was spent in the local newsletter the Karamaea Chronicle for a half page colour advert of the poster. An additional \$10.50 was spent on physical printing of adverts we put on notice boards around the village and as far south as Granity.

\$50 was spent on MTA petrol vouchers which I gave \$20 each to the supporting DJ's and \$10 I kept for our own transport costs. We used 2 vehicles for the return journey (20 km each way) transporting equipment and there was an unplanned 20km journey to secure the school lights also.

It all very quickly adds up, and wouldn't have been possible without your support!

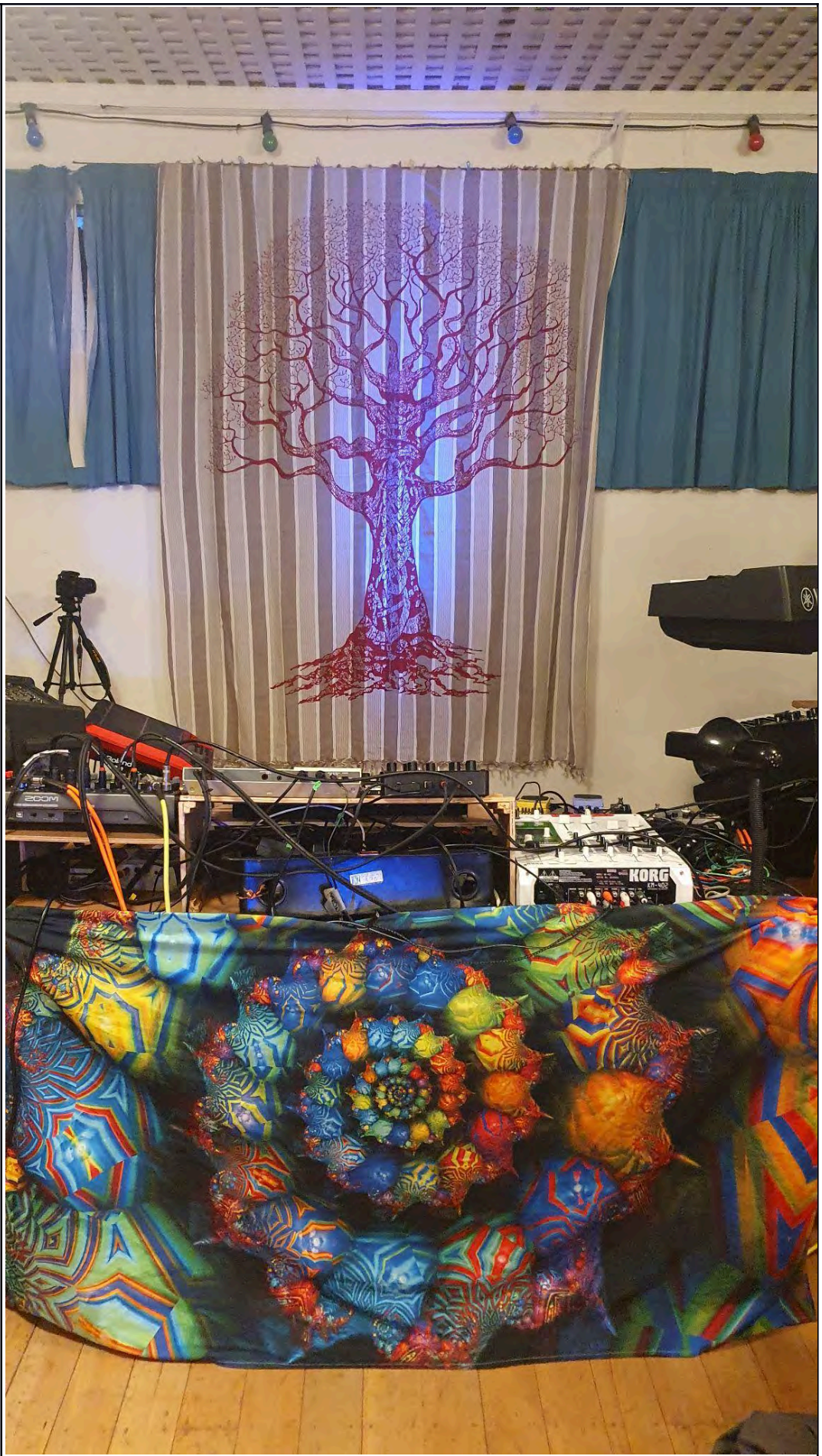
<b>Project costs</b> Write down all of your project costs. Include all items from the budget in your application.			
<b>Item</b> <i>eg. Venue hire</i>	<b>Budgeted cost (from application)</b> <i>eg \$600</i>	<b>Actual cost</b> <i>eg \$400</i>	<b>Reason for difference in amounts (if any)</b> <i>eg Project moved to cheaper venue</i>
Venue Hire	50	100	The "word of mouth" price versus actual invoice
PA Hire	200	230	GST added on to agreed price rather than included
Advertising	50	50.50	50c extra – was an approx estimate
Transport	50	50	
Door Stamp Purchase		36.4	Unanticipated cost but an asset we can reuse
<b>Total costs</b>	<b>\$350</b>	<b>\$490.9</b>	
<b>Project Income</b> Write down all of your project income. Include all items from your application budget. Include your Creative Communities Scheme grant.			
<b>Item</b> <i>eg Ticket sales</i>	<b>Budgeted income (from application)</b> <i>eg \$1600</i>	<b>Actual cost</b> <i>eg \$1700</i>	<b>Reason for difference in amounts (if any)</b> <i>eg Extra tickets sold</i>
<b>Creative Communities Scheme Grant</b>	\$400	\$400	(please note my application was for \$1400, for 4 gigs, but as grant was \$400 – enough for one gig- I am calculating all costs and shortcomings for 1 gig estimated at \$400)
Door Take	0	130-130	Excluded from Application, and we didn't charge the 3 kids that came



<b>Total income</b>	<b>400</b>		
<b>Costs less income</b>	90.9		Unnotified GST From KCI, , Inflated venue hire, Door Stamp Cost, 50c extra printing
<i>You may be required to provide receipts for this project. Please keep your receipts in a safe place for seven years.</i>			
<b>4. Other material. Please attach copies of any of the following :</b>			
<input type="checkbox"/> A summary of participant or audience survey results	There was myself, my partner in support, 2 DJ's and a volunteer who helped with the physical labour of setup and packdown of equipment. DJ's played for 1.5 hours each, My partner and the DJ's greeted guests at the door and took entry fee and provided change, our volunteer helped with packing down.		
<input type="checkbox"/> Newspaper articles or reviews	Sorry nothing of this nature occurred		
<input type="checkbox"/> Responses from other people involved in the project	Great feedback- Both DJ's keen to support again.		
<input type="checkbox"/> Responses to the project from other funding bodies or	I think even being able to hire the venue and equipment signals support. Music events haven't always been viewed in a positive light, some people think that if something isn't "essential" to society, then it doesn't need to exist. "Essential" is relative..		

partners/supporters	
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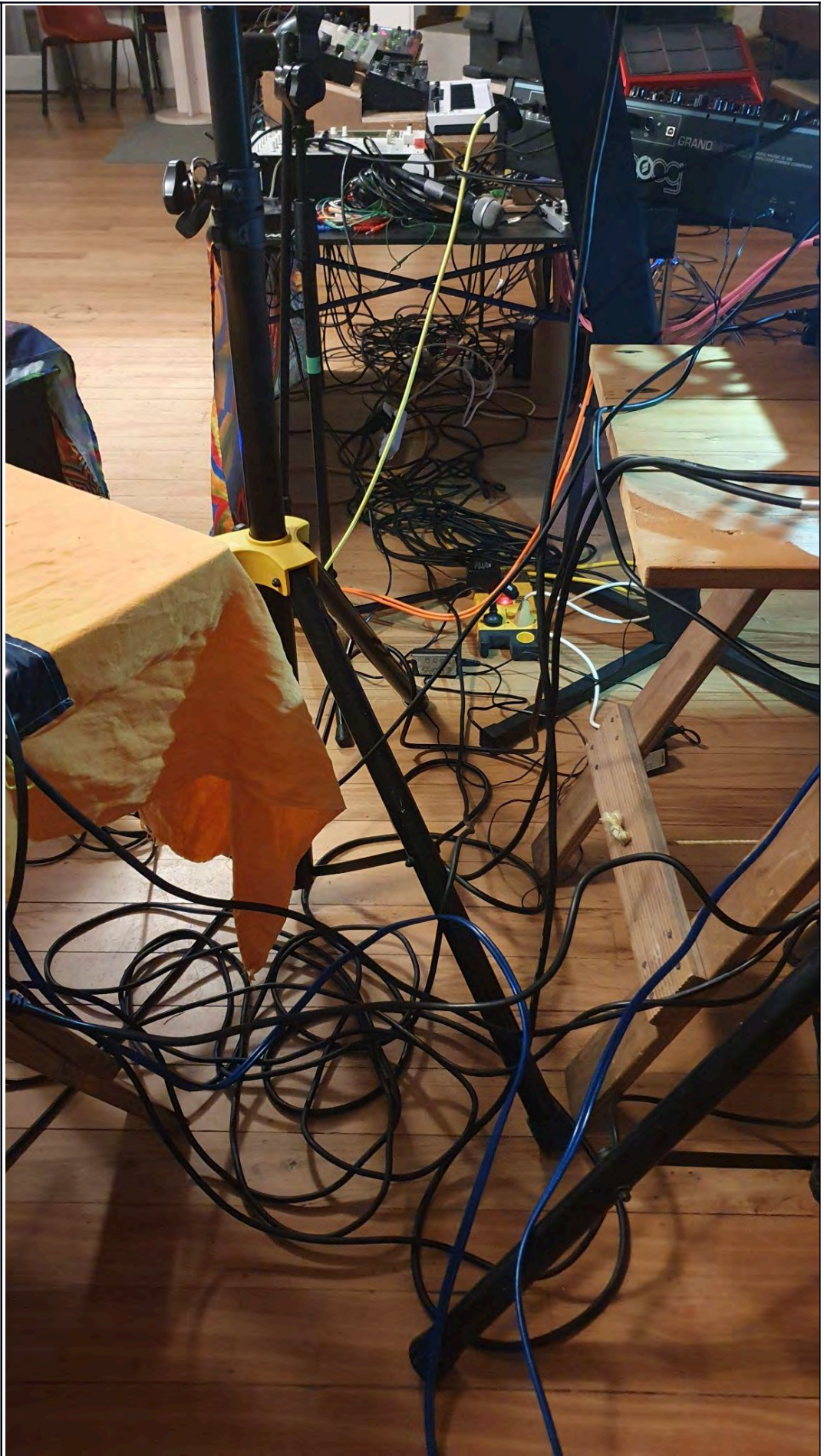
□ Photos of the project and/or artwork















Do we have permission to use these photos to promote the Creative Communities Scheme? YES	Yes		
<b>Please return your Project Completion Report to:</b>			
<b>Buller District Council PO Box 21 Westport 7866 Email: <a href="mailto:grants@bdc.govt.nz">grants@bdc.govt.nz</a></b>			

KATIPO RECORDINGS PRESENTS: ATTACHMENT 1

# ESCAPE

INTO THE NIGHT

COME DANCE WITH YOUR DJS ♥ LOSE YOURSELF IN THE DARK

ELECTRONICA  
TECHNO

DRUM N BASS  
DUB

J'EM  
RASPONSABLE  
LIVE SET BY  
TARGOS



With support from  
  
ARTS COUNCIL OF NEW ZEALAND TOI AOTEAROA

14/06 LITTLE WANGANUI HALL  
DOORS OPEN 7PM

**\$10**



# Project Report

Please note that if you don't complete and return a satisfactory report you or your group will not be eligible for future Creative Communities Scheme funding.

Name of applicant: Buller Community Arts Council

Project name: Annual Community Arts Exhibition 2025

Start date: March 2025

Finish date: May 11/2025

Number of people who actively participated in your project? 60 Artists + 6 volunteer door keepers

Number of people who came to see a performance or showing of your Exhibition visitors approx 600

1. Give a brief description of the highlights of your project:

What worked well? What didn't work? What might you do differently next time? Are there any future plans for this project? If you require more space please attach additional pages.

The exhibition had been planned to show in Clocktower & Art Hotel as extension. The Clocktower was cancelled at short notice and so the exhibition became "one piece each artist" at the Art Hotel.

We had an excellent quality Exhibition and it looked really good in the freshly painted and repaired Art Hotel Gallery. The drawback was the lack of foot traffic that is ~~drawn~~ attracted to the Clocktower Building when the doors are open. We increased our social media advertising and were pleased that at least 600 people visited the exhibition. 11 pieces sold for a combined value of \$2,520.

We had a number of artists new to the district who enjoyed the chance to meet other artists. Pleasing to welcome some younger artists to the established group.

2. **How did your project deliver to the criteria that you selected: Participation and access, diversity or young people?** If you require more information about these criteria please refer to the CCS Application Guide.

It provided an opportunity to show a wide range of artistic work produced in The Buller.

It was not selected so very accessible to adult artists who make original work

It was diverse and multi cultural

Disabilities were no barrier to participation

It did not cost the artists any money so no-one was excluded for financial reasons

3. **Financial report:** Please give details of how the money was spent.

next page please



**Project costs**

Write down all of your project costs. Include all items from the budget in your application.

Item <i>eg. Venue hire</i>	Budgeted cost (from application) <i>eg \$600</i>	Actual cost <i>eg \$400</i>	Reason for difference in amounts (if any) <i>eg Project moved to cheaper venue</i>
Venue - Art Hotel	\$700	\$700	
admin	\$300	\$200	reduced to fit money available
co-ordinator	\$1,000	\$303.24	not enough money to pay \$1,000
assist co-ord	\$200	\$200	
petrol vouchers	\$250		no money. ∴ no vouchers
petty cash	\$50		no money. ∴ no petty cash
power	\$100	\$100	
Ads - News	\$300	\$90.76	
Food for opening	\$150	-	no available money - artists brought
misc. ink paper etc	\$50	\$9.40 + \$	17 bluetac labels paper a plate
posters - wustreef	donated	-	
digital advertising	time donated	-	
white paint		\$154.10	unexpected but necessary
		\$1771.50	
<b>Total costs</b>	<b>\$3,100</b>	<b>\$</b>	

**Project Income**

Write down all of your project income. Include all items from your application budget. Include your Creative Communities Scheme grant.

Item <i>eg Ticket sales</i>	Budgeted income (from application) <i>eg \$1600</i>	Actual cost <i>eg \$1700</i>	Reason for difference in amounts (if any) <i>eg Extra tickets sold</i>
Creative Communities Scheme Grant	\$2,650	\$1,200	got less than we requested
Donations	\$300	\$355.90	
Commission on sales	\$150	\$216.50	
<b>Total income</b>			
<b>Costs less income</b>		<b>1792.40</b>	

You may be required to provide receipts for this project. Please keep your receipts in a safe place for seven years.

**4. Other material. Please attach copies of any of the following :**

- A summary of participant or audience survey results
- Newspaper articles or reviews





# PROJECT COMPLETION REPORT

***This Project Completion Report form must be submitted within two months after your project has been completed.***  
*Please note that if you don't complete and return a satisfactory report you or your group will not be eligible for future Creative Communities Scheme funding.*

<b>Name of applicant:</b>	Kawatiri Kapa Haka Ropu		
<b>Project name:</b>	Matariki cELEBRATION		
<b>Start date:</b>	20 June	<b>Finish date:</b>	20 June
<b>Number of people who <i>actively</i> participated in your project?</b>	30-40		
<b>Number of people who came to see a performance or showing of your project?</b>	200-300		

**1. Give a brief description of the highlights of your project:**

What worked well? What didn't work? What might you do differently next time? Are there any future plans for this project? If you require more space please attach additional pages.

We were able to organise and deliver a wonderful whānau centered day of celebrations for Matariki. We made and practised poi, demonstrated and played tī rākau, remembered our dead with names attached to a large waka on the wall painted by a local artist, displayed an installation around the three baskets of knowledge, were privileged to have traditional tattoo in view, and everyone enjoyed a hangi as well as the performance by our group. There were a few outside stalls, although the weather did discourage some from coming and we provided tea and sandwiches throughout the day.

**2. How did your project deliver to the criteria that you selected: Participation and access, diversity or young people?** If you require more information about these criteria please refer to the CCS Application Guide.

We ticked every available box, there was wide cross community engagement from tamariki to kaumatua. Our youth voice were engaged and delivered a scavenger hunt for the younger ones. Whole families arrived and viewed our displays and had fun with the activities including some unscheduled bean bag surfing from the reading nook and cups of tea had in gentle camaraderie. There was no entry charge and although a few people insisted on giving a koha there was no charge for anything at all and no expectation of one. This ensured that no one who wished to be with us was left behind.

**3. Financial report:** Please give details of how the money was spent.

<b>Project costs</b> Write down all of your project costs. Include all items from the budget in your application.			
Item <i>eg. Venue hire</i>	Budgeted cost (from application) <i>eg \$600</i>	Actual cost <i>eg \$400</i>	Reason for difference in amounts (if any) <i>eg Project moved to cheaper venue</i>
Food supplied	2000	1535.06	Careful buying Hangi Food
Kaitera Hangi Services	1000	1000	Agreed
Petrol cash, muslin/sheets	0	277.50	Hangi materials
Posters	50	0	Thanks to Homebuilders
Materials poi te rakau etc	380	404.68	Costs are what they are
Prep and performance day hire	200	N/c	Donated carter's Beach Hall
Rehearsal hall hire	520	0	Covered by bdc grant
Workshop hall hire	120	0	N/a
Advertising newspapers	320	57.04	All other ads in community pages
Food truck	0	253.	Did not budget for it.
Stationary	0	83.40	Kids pens, invoice books
Further payment to Kai teara hangi services for huge job		1000	

<b>Total costs</b>	<b>\$4490</b>	<b>\$4610.68</b>	

<b>Project Income</b>			
Write down all of your project income. Include all items from your application budget. Include your Creative Communities Scheme grant.			
<b>Item</b> <i>eg Ticket sales</i>	<b>Budgeted income (from application)</b> <i>eg \$1600</i>	<b>Actual cost</b> <i>eg \$1700</i>	<b>Reason for difference in amounts (if any)</b> <i>eg Extra tickets sold</i>
<b>Creative Communities Scheme Grant</b>	\$3490	\$3610.68	Grant received all spent
Donation NBS		500	
Donation Buller Reap		500	
Donation Southpeak		250	
<b>Total income</b>	<b>3490</b>	<b>4610.68</b>	
<b>Costs less income</b>			

You may be required to provide receipts for this project. Please keep your receipts in a safe place for seven years.

**4. Other material. Please attach copies of any of the following :**

- A summary of participant or audience survey results
- Newspaper articles or reviews
- Responses from other people involved in the project
- Responses to the project from other funding bodies or partners/supporters
- Photos of the project and/or artwork

Do we have permission to use these photos to promote the Creative Communities Scheme? Yes ☒ No ☐

**Please return your Project Completion Report to:**

***Buller District Council***  
***PO Box 21***









# PROJECT COMPLETION REPORT

***This Project Completion Report form must be submitted within two months after your project has been completed.***  
*Please note that if you don't complete and return a satisfactory report you or your group will not be eligible for future Creative Communities Scheme funding.*

<b>Name of applicant:</b>	Northern West Coast Art and Craft Trail		
<b>Project name:</b>	Northern West Coast Art and Craft Trail		
<b>Start date:</b>	1 Feb 2025	<b>Finish date:</b>	3 Feb 2025
<b>Number of people who <i>actively</i> participated in your project?</b>	87 Artists over 18 venues		
<b>Number of people who came to see a performance or showing of your project?</b>	Av 126 visitors per venue		

**1. Give a brief description of the highlights of your project:**

What worked well? What didn't work? What might you do differently next time? Are there any future plans for this project? If you require more space please attach additional pages.

**What Worked Well**

3 Days was perfect span of time.

Time of year was suitable.

Numbers attending were good.

Flags were eye-catching and worked well on the bamboo poles.

Brochure was perfect it looked professionally done.

Team Group and Organising worked out really well, team helped out where they could.

Historical Halls were visited by people who were interested in the history.

Capturing the beauty and lifestyle of the Northern Buller, encouraging people to look at relocating to the area.

People from Westport exploring the area – for example the Ngakawau pool.

Advertising seemed to get out there and provoked interest and attendance. News, Messenger, Buller Bay Bulletin and Facebook Page, Posters.

Workshops to make the flags was a amazing team building exercise.

**What Didn't Work**

Artists didn't always get a chance to get out and see the other exhibitions.

Bad lighting at the halls.

Mobility Impaired access not always possible at private studios.

Some artist participants from out of the area didn't commit to staying with their displays and packing up promptly.

**What we would do differently**

Invite O'Connor Home, Wheelchair Bus, and taxi service to help older people or mobility Impaired folks to attend next year.

Venues to display number in the brochure.

Clearer arrows/wayfinding signs along the route (we will have workshops to make these next year)

Possibly a Starting Point at the Waimangaroa Hall where each participating artist has a piece of their work on display with detailed map for directions.

More demonstrations, promoting discussions.

Guideline for exhibitors to adhere to – to set parameters for expectations.

Clearer signs for access to Galleries/Studios in some cases.

Involving food and drink stalls where needed could provide fundraiser for clubs.

Friday Night – a Get Together of some kind.

Target more advertising to Nelson/Tasman because they share the anniversary weekend.

**Future Plans**

Let us make this an annual event, Buller Anniversary Weekend every year from now on.

Flags will be re-used – more can be made.

This annual event would secure the viability of being an artist in the Buller, giving the artist a sense of belonging and security.

Planning more workshops for Art and Craft.

**2. How did your project deliver to the criteria that you selected: Participation and access, diversity or young people?** If you require more information about these criteria please refer to the CCS Application Guide.

**Our Criteria was: Participation and access.**

Access to the arts and crafts was successful

Participation was taken up by those who came to view the trail, for example ceramics, flax weaving, painting fish at Mohikiniui.

Artists participated in the arts and crafts while creating the exhibitions.

Creatives met and exchanged skills, ideas and expertise.

Future workshops were planned and signed up for.

Demonstrations and tools of the trade were displayed and discussed.

**3. Financial report:** Please give details of how the money was spent.

<b>Project costs</b>			
Write down all of your project costs. Include all items from the budget in your application.			
Item <i>eg. Venue hire</i>	Budgeted cost (from application) <i>eg \$600</i>	Actual cost <i>eg \$400</i>	Reason for difference in amounts (if any) <i>eg Project moved to cheaper venue</i>
Ngakawau hall x \$50 per day	\$300	\$150	Reduced price for community event
Friends of the Hill Museum x \$100 per day	\$300	\$300	
Millerton Hall x \$100 per day	\$300	\$300	
Mokihiniui Hall X\$100 per day	\$300	\$300	
Lyric Hall Hire	\$300	\$360	Extra costs came to light
Waimangaroa Hall	\$300	\$300	
Fund holder fee (CAN-B)		\$45	Fundholder fee overlooked in application
<b>This funding totals</b>	<b>\$1800</b>	<b>\$1755</b>	
OTHER FUNDING:			
Printing Costs Brochure	\$281.99	\$293.99	Inflation-covered by CAN-B
Advertising	\$116.00	\$116.00	
Screen Printing Equipment to Make Flags	\$296.00	\$296.00	
<b>Total costs</b>	<b>\$2,538.99</b>	<b>\$2,460.99</b>	
<b>Project Income</b>			
Write down all of your project income. Include all items from your application budget. Include your Creative Communities Scheme grant.			

Item <i>eg Ticket sales</i>	Budgeted income (from application) <i>eg \$1600</i>	Actual cost <i>eg \$1700</i>	Reason for difference in amounts (if any) <i>eg Extra tickets sold</i>
Creative Communities Scheme Grant	\$1,800.00	\$1,800	Price changes on hall hire.
<b>TOTALS FOR THIS FUNDING:</b>	<b>\$1800</b>	<b>\$1800</b>	
OTHER FUNDING:			
Screen Printing Equipment Sponsored by The Scullery , Waimangaroa, and Moya G.	\$296.00	\$296.00	N/A
Printing Costs Brochure Funded by CAN-B.	\$281.99	\$293.99	inflation
Advertising in the BBB funded by CAN-B	\$116.00	\$116.00	N/A
<b>Total income</b>	<b>\$2,493.99</b>	<b>\$2,505.99</b>	
<b>Costs less income</b>	<b>\$45</b>	<b>\$-45.00</b>	\$45 to be returned to creative communities by CAN-B

*You may be required to provide receipts for this project. Please keep your receipts in a safe place for seven years.*

**4. Other material. Please attach copies of any of the following :**

- A summary of participant or audience survey results
- Newspaper articles or reviews
- Responses from other people involved in the project
- Responses to the project from other funding bodies or partners/supporters
- Photos of the project and/or artwork

Do we have permission to use these photos to promote the Creative Communities Scheme? Yes ☒ No ☐

**Please return your Project Completion Report to:**

**Buller District Council**  
**PO Box 21**  
**Westport 7866**  
**Email: [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

2025 northern west coast art & craft trail  
Recorded artists and audience.

1 Woody's sculpture	1	1	
2 Waimangaroa Hall	5	2	
3 Conns creek clayart	1	3	=158
4 Friends of the hill	5	4	=118
5 Clayways-Granity	2	5	50, 70, 40 =160
6 Torea Gallery	27	6	28, 52, 40= 120
7 The Lyric Theatre	5	7	
8 Liberty stained glass	6	8	45, 60, 60 =165
9 Art Surfing	1	9	35, 32, 37 =104
10 Millerton Hall	8	10	33, 49, 38=120
11 Driftwood cottage	1	11	=60+
12 Ngakawau hall	7	12	85, 74, 56=215
13 Janine Prowse	1	13	
14 Outstanding creations	4	14	24, 52, 17 = 93
15 Marcella's Gallery	1	15	72, 72, ?= 144+
16 Faze art & Adrift	2	16	
17 Mohikinui Hall	2	17	Best weekend of the year
18 Cowshed cafe	8	18	60





**10 MILLERTON HALL**  
Art and craft from various artists. Paintings, haka weaving, photography, leather work and more. Head into the hills from Granity, 407 Calliope St, Millerton



**11 DRIFTWOOD COTTAGE**  
Moya G. Where waves meet land, tides of fortune sit beneath me  
168 Toreia St, Granity



**12 NGAKAU HALL**  
Heather Holland quilts. Rowan Scott paintings. Kate Wall paintings. Art and craft from various local artists  
30 Main Rd, Ngakau



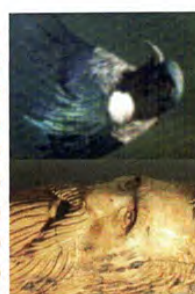
**13 JANINE PROWSE**  
Paintings and gallery  
11 River Rd, Hector



**14 OUTSTANDING CREATIONS**  
Fibre Arts and more by Marie Standing. Carvings and sculpture by Craig Thin  
Curtis St, Hector



**15 MARCELLAS GALLERY**  
Marcella Southon  
Paintings and gallery  
624 Nikau Rd



**16 FAZE ART & ADRIPT**  
Faye & Micky Spillane  
Mixed media resin painting & carving  
22 Lewis Street, Mokihinui



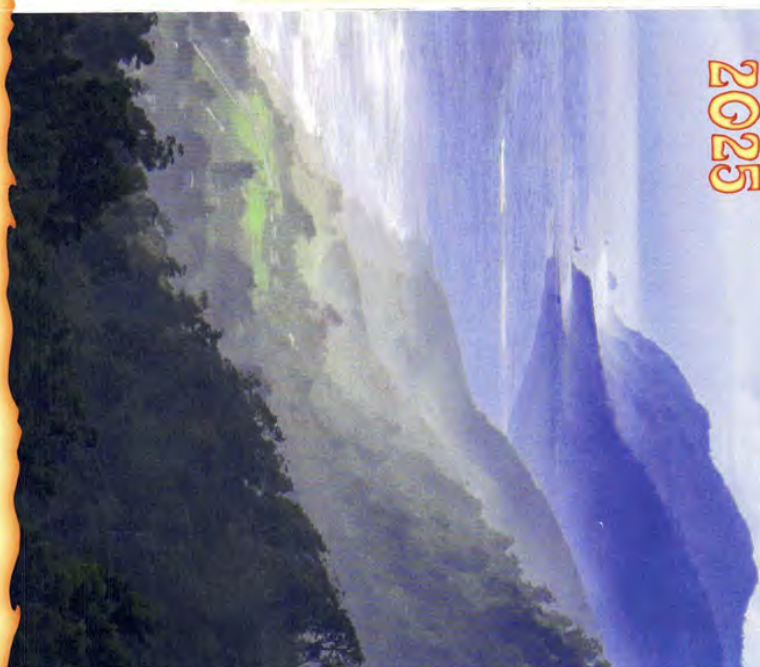
**17 MOKIHINUI HALL**  
Fibre art & more. In a plastic world, natural materials to sustain and feed the soul. Mandy Coleman, Ariel Coleman and more artists. Mokihinui Campground



**18 COWSHED CAFE**  
Cafe Open. Kids playground. Art and craft from various artists. Books of all sorts.  
Gentle Annie Campground, 298 DeWalmanches Rd, Mokihinui



Northern West Coast  
Art & Craft  
Trail  
1-3 Feb  
2025







Welcome to the NORTHERN WEST COAST ARTS TRAIL...

Enjoy a voyage of imagination and discovery of the many talented artists of the beautiful Northern West Coast. Visit historic halls and engage with artists at their galleries.

Displays will be open from 10AM to 4PM, February 1-3. Eftpos will not usually be available, so cash is recommended. Every effort has been made to ensure all information in this brochure was correct at the time of printing. Please note that visitors who enter properties do so at their own responsibility. Look out for the flags to help find locations.

Cover image by Paul Williams  
Facebook: Northern West Coast Art and Craft Trail  
Email: [nwcaact@gmail.com](mailto:nwcaact@gmail.com)

Proudly supported by:



The Scullery,  
Waimangaroa



**1 WOODYS SCULPTURE GARDEN & THE SCULLERY**  
Cafe, carvings, jewelry, sculpture, musical instruments  
Banbury St, Waimangaroa  
(Access through The Scullery Cafe)



**2 WAIMANGAROA HALL**  
Multi-media artist Mary McGill, sculptor Andrew Craig, Claudia Recorean paintings & more local artists  
Hall St, Waimangaroa



**3 CONNS CREEK CLAYART**  
Lynn Brooks  
Pottery, sculpture, cups and bowls  
12 Conns Creek Rd, Waimangaroa



**4 FRIENDS OF THE HILL**  
Museum on the historic Denniston Plateau hosted by Sylvia and Gary James. Quilting exhibition by Kirsty Williams and textiles by Sylvia. Whareatea Mine Rd.



**5 LIBERTY STAINED GLASS**  
If I'm open, I'm open. If I'm not, I'm not  
Central Gravity



**6 CLAYWAYZ GRANITY**  
Annie Mackenzie & Davey Marshall  
Pottery & Weavery, clayz & wayz  
4 Torea St, Granity



**7 TOREA GALLERY**  
Local arts and crafts co-op.  
Textiles, soaps, rocks, printmaking, leatherwork, pottery, mobiles, woodturning and much more.  
97B Torea St, Granity



**8 THE LYRIC THEATRE**  
Wearable Arts on display in historic theatre. Cafe will be open for coffee, tea, sweets and refreshments  
Central Gravity



**9 ART SURFING**  
Gae Wilson  
Art, surfing, and etching workshops  
107 Torea St, Granity





Wednesday, January 22, 2025

The West Coast Messenger

3

# Buller artists to open studio doors

by Lisa Gregory  
in Westport

Some artists in Northern Buller are opening their studio doors to the public over Buller Anniversary weekend.

The Northern Buller Arts and Craft Trail is a chance to meet and talk to artists in their own space.

The trail covers the area from Waimangaroa to Gentle Annie Campground in Mokihinui.

There is a large variety of paintings, leatherwork, flax creations, multi-media works, pottery, wood carvings, acrylic art, weaving, and fabric art to be discovered.

More than 18 artists, including some well-known names such as Marcella Southon, are inviting visitors into their studios, as well as newer artists and studios. Some have never been open before.

Along the trail and at the Ngakawau Hall and Denniston Museum, visitors will be able to get hands on and have a go at creating.

Volunteer and artist Lynn Brooks encourages people to visit the historic halls while they are in the area.

"They will be open for viewing. Including Millerton Hall which may possibly have the best view from any community hall in the whole country."

"Denniston Museum has amazing history to explore as well as art and craft works on display."

"And Waimangaroa Hall is ready to show off its retro finish while exhibiting works as well." Pulling the initiative together has been a voluntary community project with many



PICTURE: Supplied

people involved with the wide range of tasks required.

Three workshops were held to screenprint and sew wayfinding flags.

"These were well supported by people of all different skills who were keen to get behind the project. They look great and will help people identify locations of interest."

The project was one of several ideas floated at a planning hui hosted last year by

Community Action Northern Buller (CANB)

After the hui, volunteer Gae Wilson gauged interest in the community and she discovered there was solid support from artists.

A working group formed, and a plan came together through a series of meetings.

Funding for hall hire was received from the Creative Communities scheme and local businesses have provided support with costs and materials.

CANB has helped with printing the map which showcases artists' works and locations of interest. West Reef printed advertising material.

Trail maps can be collected at the Waimangaroa coffee cart, Westport's visitor information centre, and at the halls.

The event runs from February 1 - 3, 10am - 4pm, free entry to artist studios, all welcome rain or shine.

SCULPTURES of all descriptions will soon be added along the trail.

Along the trail...



# Around the arts in Northern Buller



Belinda Girl fibre artist.

PICTURES: Lisa Greedy

"If I am waiting for the potatoes to boil, I'll work on one that I have on the kitchen table. It's my life, I love it."

At Millerton Hall, Tarn Hammond exhibited leather work and flax woven creations.

Ms Hammond is one of many volunteers who organised the trail and she is delighted so many locals came forward to offer their skills.

"It was a good group to work with and between us we covered what needed to be done to make it happen."





Fibre artist Belinda Girl forages natural materials to use to dye wool which she hand-spins and turns into one-off pieces.

"There are so many things in nature that can be used. My items here today have been dyed using a wide range of materials, including onion skins, mombretia flowers which are blooming now, flax flowers, and broom from the top of Hope Saddle."

Heather Holland's quilts are bright and colourful. She usually has 10 on the go and seizes every possible moment to work on them.

artists was gratitude at having an opportunity to exhibit their works.

Denyse McLaughlin from Seddonville was impressed with the quality of works.

"It's phenomenal to see how many talented people we have in this area."

Ms Brooks enjoyed a steady flow of people through her studio in Waimangaroa.

"I have had such a fun couple of days. I have been talking clay, pots, and glaze with neat visitors. It's been super fun."

After reviewing feedback, organisers will consider staging the event every year.



Heather Holland quilter.



Lyric Theatre in Gravity exhibited wearable art.



Lynn Brooks clay artist.





OPPO A17 · ©Kate Wall  
2025/01/31 15:39





OPPO A17 · ©Kate Wall  
2025/01/31 15:40





OPPO A17 • ©Kate Wall  
2025/01/31 15:43











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2025/02/01 14:47





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2025/02/01 14:24





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2025/02/01 14:48





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2025/02/01 14:25





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2025/02/01 14:28























# Buller Bays Bulletin

Proudly produced by Northern Buller Communities Society Inc.



MARCH  
2025

## Buller Bays Information & Resource Centre 30a Main Road, Ngakawau Phone 782 8276

[nberc@actrix.co.nz](mailto:nberc@actrix.co.nz)



### NORTHERN WEST COAST ARTS AND CRAFTS TRAIL DRAWS IN THE CROWDS

*(Contributed)*

What an excellent long weekend held in our district with the Northern West Coast Arts and Crafts Trail. With a mixture of arts and crafts available, visitors had nothing but praise and admiration for the event and its organisation.

Coming from all parts of the West Coast and as far away as Nelson and Christchurch, we averaged 120 for most halls and an outstanding 215 at the Ngakawau Hall. Individual studios also recorded wonderful numbers including 158 at the Conns Creek pottery and 93 at the Standings in Curtis St. Many studio owners said most of the time, they didn't have time to sit :)

The wearable arts at the Lyric Theatre were both dramatic and successful. Visitors from far and wide were also intrigued with the history aspect of the trail, especially the Denniston and Millerton Halls. The whitebait sandwiches were a big hit at Waimangaroa, and JK's shop was very busy with ice creams. Mokihinui was bustling with not only the Trail, but also the fishing competition and the painting of fish for the camp grounds. The Folk at Gentle Annie also reported their numbers increased due to being at the end of the trail where a well deserved coffee and cake was in order. Our visitor numbers are still coming in, but we now have a target to better next time. The organising group will now sit back, reflect and then gather momentum for the next trail. A big thank you goes out to the Creative Communities Scheme for funding, the supporters, the Halls, the artists, the visitors that attended and the wonderful volunteers that helped with every aspect of the Trail. A meeting will be held soon to get the momentum up and running. Everybody is welcome to attend, even if you are not arty or crafty!!





## CREATIVE COMMUNITIES SUBCOMMITTEE

28 JULY 2025

AGENDA ITEM: 7

**Prepared by** Nicola Woodward  
Manager Community Engagement

### **PUBLIC EXCLUDED REPORT**

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1. **REPORT SUMMARY**

Subject to the Local Government Official Information and Meetings Act 1987 S48(1) right of Local Authority to exclude public from proceedings of any meeting on the grounds that:

2. **DRAFT RECOMMENDATION**

**That the public be excluded from the following parts of the proceedings of this meeting:**

<b>Item No.</b>	<b>Minutes/Report of:</b>	<b>General Subject</b>	<b>Reason For Passing Resolution Section 7 LGOIMA 1987</b>
<b>PE1</b>	Nicola Woodward – Manager Community Engagement	Application Report Creative Communities Grant	<b>(s 7(2)(f)(i))</b> - Maintain the effective conduct of public affairs through the protection of such members, officers, employees, and persons from improper pressure or harassment