



## AUCKLAND JUSTICES OF THE PEACE ASSOCIATION INC

### MINUTES ANNUAL GENERAL MEETING 2017

Minutes of the 95<sup>th</sup> Annual General Meeting of the Auckland Justices of the Peace Association held at the Alexandra Park Function Centre, Auckland on Sunday 17 September 2017.

#### 1 OPENING

The meeting was chaired by the Association's President Mr Selwyn HAWORTH JP. The Chair declared the meeting open at 9.00 am and welcomed all in attendance including in particular Life Member Mr Ken GRAHAM QSM JP.

Other Life members of the Association were recognised as Colin BELCHER JP, Philip HARKNESS JP and Alice WYLIE QSM JP(Retired)

The Chair noted that there was a lot of business to get through and that the meeting would be conducted according to the Rules.

Janet THOMPSON, Registrar, was introduced to the meeting.

As there is an election and other voting to take place during the meeting, there is a need to appoint four scrutineers and one timekeeper.

Motion that Chris CAMERON, Ken GRAHAM, Dawn JONES and Susan WALKER be appointed scrutineers and that Roger BROOKES be appointed timekeeper.

**Moved:** Selwyn HAWORTH      **Seconded** Neil JONES      **CARRIED**

**Attendance:** The following people registered their attendance at the meeting:  
Uddhav ADHIKARY, Mahasivam AMPALAM, Vince ANAKI, Ross ANDERSON, Margaret ASPINALL, Tony ASTON, Pradip BAISYET, Indu BAJWA, Bev BARNES, Peter BASS, Michaela BAXTER, Hazel BEDOGNI, Neil BINNIE, Adrian BLASER, John BOYD, Brian BRACEY, Arthur BRADLY, Roger BROOKES, Ward BUCKINGHAM, Louise BULKELEY, Tui BURGESS, Pene BURRIDGE, John BUSTARD, Linda BUTLER, Chris CAMERON, Sally CARGILL, Ric CARLYON, Rupen CHAND, Rex CHANDLER, Spencer CHEUNG, Mani CHHIMA, Frank CLARIDGE, Kenny CLARKE, Andrew CODLING, Terry CORNELIUS, Gill COURT, Jim COWARD, Graham CREAHAN, Sylvia CRITTENDEN, Aida CROMBACH, Lois CUNEEN, Colin DALE, Sushila DAS, Colin DAVIS, Ada DE CAMASCA, Ana DE VOS SANCHEZ, Brian D'SILVA, Wendell DUNN III, Maureen EARDLEY-WILMOT, Eddie EELES, Sam ELWELA, Susan EVANS, Jocelyn FAUSETT, Alan FOY, Ian GARDINER, Mary GARVIE, Sat (Paul) GHAI, David GILLAM, Michael GLADMAN, Anthony GOLLIN, Stan GOUDGE, Ken GRAHAM, Pam GREEN, David GROVE, Margaret HARRIS, Richard HARWARD, Yvonne HAWKINS, Selwyn HAWORTH, Chris HEBDEN, Paula HIBBERT-WARBURTON, Jim HOLMES, Ken HOLMES, Peter HOSKIN, Tamati HOWARD, Jenny HUNT, Peter JOHNS, Barbara JOHNSON, Davina JOHNSTON, Neil JONES, Dawn JONES, Lorraine KIDD, Francis KWAN, Clytie LAWRENCE, Richard LEIGH, Ling Ling LIANG, Trish LOCKIE, Cazna LOWEN, Marie LU, Grace LUONG, Melinda MA, Neville MADDEN, Joan MARKS, Ian MARSHALL, Peter MARTIN, Barrie MASON, Fay MASON, Joseph MATHEW, Brian MATTHEWS, Brent McCONACHY, Ian MCHARDY, Ken MCKAY, Tony McLEOD, Ron MEREDITH, Antony MEREDITH, Toni MILLAR, Sue MOOY, Aston MOSS, Shiva MUDALIAR, Kevin MYERS, Gary NICHOLLS, Melva NICHOLSON, Jim NIVEN, Charmain O'CONNOR, Elizabeth O'LOUGHLIN, Wendy OVERY, Nick PACEY, Pawan PATHELA, Carole (Anne) PRIEST, Ginny RADFORD, Gordon RAGG, remela RANCHHOD-PATEL, Michael RILEY, Molly ROBERTS, Wally ROBINS, John RUSSELL, Lyn RYAN, Patrick SAMSON, Linda SCHREY, Jessica SEO, Hari

SHANKAR, Marlene SHRUBSHALL, Tarapi SIMONA, Mark SINCLAIR, Balvant SINGH, Geoff SLACK, Grahame SMITH, Catherine SMITH, Les SMITH, Murray SMITH, Jim SMITH, Britt STEPHEN-SMITH, Peter STEWART, Brian STOCKING, Tanya SUN, Allan TAYLOR, Ruth TEMPLE, Janet THOMPSON, Linda TISC, Brian TONG, Elaine UTTING, Jim VARNEY, Leonie WALKER, Susan WALKER, Wallis WALKER, Elizabeth WALL, Lesley WILLIAMS, Sherryl WILSON, Steven WONG, Toh Sing WONG, Ken WOOD, Fran WOODS, Gilly WRIGHT, Linda YAN, Seye YOOSUF, Andrea YOUNG,

## 2 APOLOGIES

Apologies were received from the following members: Des ADAMS, Christine ALGIE, Cathy ALLEN, Michael BANCROFT, Donna BARRATT, Sandra BEER, Ian BISHOP, David BOTTING, Gavin BROUGH, Ron CAVE, Virginia CHONG, Estelle COOPER, Linda COOPER, Tom COTTER (JP retired), Greg CRAWFORD, Peter CREIGHTON, Joy FISHER, Janet FITZGERALD, Fay FREEMAN, Barbara GAULD, Ian GIBSON, Douglas GODFREY, Owen GOODWIN, Peter GORDON, Mary GREIG-CLAYTON, Denise GROVES, Adriana GUNDER, Gerald HARBINSON, Brian HENAGHAN, Owen HOSKIN, Terry HOSKIN, Lois HUDSON, Savita JADERAM, Anna JONES, Ineke KNUVERS, Sheila LAL, Charon LESSING, Doug LILLY, Trish LOCKIE, Alan MARTIN, Ava MCGREGOR, Morganan MORGAN, Bev MUNDAY, Kamiesh NIADU, ram NAND, Henry NORCROSS, Greg OGG, Vivian POLLOCK, Polly PONG, Marlena QUINTON, Frank RANDS, Gillian REEVE, Gerald ROWAN, Janice SCOTT, Penelope SHADBOLT, Isabelle SHERRARD, Peter SLOAN, Elizabeth SMITH, Ana SOLIA, Allan SPENCE, Cherie ST JOHN, James STEPHENS, Sheila SUMMERS, Barry TWYDLE, Mae WEIR, Warren WHYTE, Henry WOLK

Motion that the apologies be accepted

**Moved:** Selwyn HAWORTH      **Seconded** Barry MASON      **CARRIED**

## 3 MINUTES OF THE PREVIOUS ANNUAL GENERAL MEETING HELD 28<sup>th</sup> August 2016

### 3.1 Confirmation of the Minutes

Motion that the minutes of the previous Annual General Meeting held on Sunday 28<sup>th</sup> August 2016 be taken as read and confirmed as a true and correct record.

**Moved:** Selwyn HAWORTH      **Seconded** Wallis WALKER      **CARRIED** (as amended below)

The following members were present and need to be recorded as attending the 2016 AGM: Rupen CHAND, Cazna LOWEN, Remela RANCHHOD-PATEL, Catherine SMITH, Leonie WALKER, Elizabeth WALL, Lesley WILLIAMS, Toh WONG

### 3.2 Matters Arising from the Previous Minutes

The President noted that in respect to clause 14 on the last page – the Council had made enquiries to see if we could link AJPA website to RF website and found we couldn't at this time.

## 4 PRESIDENT'S ANNUAL REPORT 2017

The President noted that he had neglected to acknowledge the generous grants of \$52,860 (GST included) from Joyce Fisher Trust and \$80,500 (GST included) from Lotteries. All those grants are specifically targeted for certain projects such as laptops, newsletters and a website upgrade.

The President also thanked and called up the Council members to acknowledge the work that they had carried out on behalf of the Association. This was met with acclamation.

The President made special mention of the extraordinary service provided by Colin DAVIS, Dawn JONES, and Les SMITH who were leaving the Council.

A question from the floor by Ken MCKAY regarding how a complaint/employment issue had been dealt with was answered by advising that the Council had dealt with the matter in committee.

Motion that the Presidents Report for 2017 be received.

**Moved:** Selwyn HAWORTH      **Seconded** Colin DAVIS      **CARRIED**

## 5 FINANCIAL REPORT AND ANNUAL FINANCIAL STATEMENTS

The President noted that there was an apology from Geoff POWNALL, Treasurer. The accounts had been circulated and he drew members attention to the following points:

- We moved from accrual accounting to cash accounting last year as required by law
- Most of the healthy surplus of \$65,438 related to unspent grant money that has to be used for the specific approved purposes
- Council have maintained tight control over expenditure which has resulted in a profit of \$357 for the year to 30 June 20176 (a small loss had been budgeted)

Motion that the Financial Accounts to 30 June 2017 be accepted.

**Moved:** Selwyn HAWORTH      **Seconded** Wallis WALKER      **CARRIED**

## 6 BUDGET 2016 – 2017 AND SETTING OF SUBSCRIPTION

The President advised that the budget to 30 June 2018 has been on the website. Very modest profit of \$2,396 on the basis of maintaining our subs at \$55 (GST inclusive)

Motion that the 2017-18 membership subscriptions remain at \$55 (GST Inclusive) and that JP (Retired) Subscriptions remain at \$18 (GST Inclusive).

**Moved:** Selwyn HAWORTH      **Seconded** Tui BURGESS      **CARRIED**

## 7 NOTICES OF MOTION - There were four notices of motion received. The President advised that to ensure we conduct the meeting within a reasonable time frame, rules have been set for each motion. These rules are:

- Motions will be taken as read. They have been on our website and hard copies distributed today
- Voting will be by show of hands
- The Mover has 3 minutes to speak to the motion.
- The Chair will allow up to 3 speakers FOR and up to 3 speakers AGAINST (each with 1 minute)
- The Mover has a 1 minute right of reply.

### 7.1 Motion One: Make changes to Rule 4.1.3

(a) The Registrar shall give members at least fourteen (14) days' written notice of the Meeting. The notice shall provide details of the time and location of the Meeting and details of the business to be considered

(b) All proposed remits and accompanying information must meet the Remit Policy. Those meeting this policy will be screened by the Remit Screening Committee and following approval will move forward to the Annual General Meeting for consideration by the membership

(c) Remits may be sponsored by Support Groups or proposed by individual Members. In the case of an individual there must be a seconder.

(d) The Remit Screening Committee shall consist of two members of Council (appointed at a full Council Meeting) and the Registrar

(e) The Remit Screening Policy

(i) Remits must be relevant to the membership as a whole

(ii) Remits should be of a major policy nature (constitutional and substantive policy)

(iii) Remits will be assessed to determine whether the matter raised can be actioned by alternative, and equally valid means to achieve the desired outcome

(iv) Remits that deal with issues or matters currently being actioned by the Council may also be declined but only on the grounds that they are 'in-hand'. This does not include remits that deal with the same issue but from a different perspective. The Council must document the specific 'in-hand' circumstances to the proposers for any Remit declined.

(f) Remits will be accepted from the floor

**Moved:** Jim NIVEN      **Seconded** Michael REILLY

- Jim NIVEN advised that he had nothing to add

- Colin DAVIS asked for the opportunity to clarify the rules. He advised that as worded, the notice had serious flaws and that he thought that it mixed up too many things. He thought that it should be kept alive and therefore proposed an amendment that read: "That the Notice of Motion be referred to the incoming Council with a recommendation that a working party be established to include Jim NIVEN, to work through the issues and to prepare a procedurally correct Notice of Motion to amend the Associations rules for consideration at a General Meeting of the Association."
- Jim NIVEN then advised that while he can see the value in what Colin DAVIS has advised, he wanted members to be sure as it will be another 12 months before the issue is dealt with
- Colin DAVIS raised a point of order and clarified that he had said "at a General Meeting" which did not mean it had to wait for 12 months.

The amended motion was put to the meeting: That the Notice of Motion be referred to the incoming Council with a recommendation that a working party be established to include Jim NIVEN, to work through the issues and to prepare a procedurally correct Notice of Motion to amend the Associations rules for consideration at a General Meeting of the Association.

**CARRIED**

At this stage, the President welcomed Denise Hutchins, Rachael O'Grady and Tony Pugh from Royal Federation to the meeting.

#### 7.2 Motion Two: Council's responsibility for delivering services to Members

That Council places priority on meeting the needs of membership who are actively carrying out their JP responsibilities.

Training delivery is to be reviewed and emphasis is to be placed on effective learning to be delivered through Support Groups. Hub Meetings are to be disestablished.

The Training Team is to identify suitable Trainers at Support Group level and undertake an annual Trainer review. All Support Group training by approved Trainers will qualify attendees for Accreditation.

Where practical, education at Support Groups will be result based and the delivery will focus on individual participation using questionnaires or quizzes. This will be followed by a group discussion on the answers.

The Training Team will identify issues resulting from poor JP delivery, will quantify these and risk assess. Only then will a proposal for education be recommended. Solutions will be specific to the issue.

Members of the Association must have an up-to-date web site and ready access to templates and guides.

**Moved:** Jim NIVEN      **Seconded**      Michael REILLY

- Jim NIVEN spoke to the motion.
- Sally CARGILL spoke AGAINST the motion and in particular was against the disestablishment of the Hub Meetings. Her support group were unanimous in their view that the Hub meetings were very valuable.
- Michael REILLY spoke FOR the motion and he believes that as a member he learns more from the support group meetings than the Hub meetings. However, he noted that disestablishment of the hub meetings is a secondary issue – the main issue is the effectiveness of the training. He thought that the bit about disestablishing Hubs could be removed from the motion.
- Toni MILLAR was NEUTRAL – she thought there was a place for both – Support Group meetings and Hub Training meetings.
- Garry NICHOLLS spoke AGAINST the motion as it is framed at the moment. Agreement that the website is not useful and we have just been successful in securing grant money to look at upgrading the website. The refresher training that used to happen at the District Court was not useful as the venue was poor and members had difficulty with travel and parking. We are required to provide training to members as part of our SLA and the level of attendance at Hub training showed that it was the right way to go.
- Ric CARLYON spoke AGAINST the motion and in particular took umbrage at the opening statement that suggested that Council spends time on members that are not active. He reassured the meeting that this was not the case and very strongly wanted it noted that all Council time is spent supporting active members.

- Jim NIVEN in his RIGHT OF REPLY stated that he is quite happy to take the bit out about disestablishing the Hub sessions but he said that there was a lot of repetition in the Hub training (why are we doing disestablishment of marriage again for example) and too much time on one subject.
- Michael REILLY asked if he could amend the motion to keep the Hub Meetings
- Colin DAVIS raised a POINT OF ORDER and advised that the seconder cannot put an amended notice of motion.

The motion was put to the meeting:

**LOST**

7.3 Motion Three: Membership Accountability and Responsibilities  
All members are required to return an annual log summary to the Association

1. Total Clients serviced
2. Total Certified Copies
3. Total Affidavits, Statutory Declarations, Witness Documents and 'other documents

A nil return is accepted provided the JP confirms that they are still available to the public for all JP work.

JP's will have 3-months to file their return. All JP's will be advised that they may be 'mystery shopped' and any JP failing to provide a log return will be first contacted for an explanation and then 'mystery shopped'.

Failure to be available without an acceptable reason (long term illness, living overseas, out of their home residence for extended time) will result in loss of membership. Some members will qualify as JP Retired and we can reasonably accept them as members of our Association.

**Moved:** Jim NIVEN **Seconded** Michael REILLY

- Jim NIVEN spoke to the motion.
- Ric CARLYON spoke AGAINST the motion and advised that the Royal Federation and Ministry does not have the capability to remove an inactive JP but the Association can remove local membership.
- Michael REILLY spoke FOR the motion and he said that the pyramid chart says it all. He thinks that Ministry think that there are more active JPs than there actually are, and that 2/3s of JPs are being supported by 1/3 active JPs.
- Sally CARGILL spoke AGAINST the motion. She said that we are forever talking about statistics but who is going to administer the proposal
- Susan WALKER spoke AGAINST the motion and noted that the background says that inactive members draw attention from active members. In fact, inactive members are subsidising the active members. If we remove membership from inactive members, there active members will still be overworked.
- Balvant SINGH spoke AGAINST the motion and noted that the motion turned service minded voluntary people into a more corporate type environment. He believed that dealing with inactive JPs needs a solution at a higher level.
- Brian MATTHEWS noted that the motion meant that people like him who were on long term sick leave could not be members
- Jim NIVEN in his RIGHT OF REPLY stated that JPs like Brian would not be removed under his motion. It covered people who could not for various reasons be active at a particular time. He did not feel it was an onerous task to put forward a log as we all keep registers in any case. He felt it would send a message to Royal Federation and the Ministry

The motion was put to the meeting:

**LOST**

7.4 Motion Four: Assisting JP's with on-going costs of stamp replacement and maintenance.

All JP's returning an annual log summary with Clients in excess of the following:

A total of 50 (Affidavits, Statutory Declarations, Witness Documents) plus 200 Certified Copies

will receive an annual credit on their subscription as a contribution to their actual costs - the amount to be reviewed annually

those without a date stamp will be issued with one at no cost

where new text is required, the JP will be reimbursed the cost of a replacement rubber and fitting (this will vary depending on the size of the stamp).

**Moved:** Jim NIVEN      **Seconded** Michael REILLY

- Jim NIVEN spoke to the motion.
- Ric CARLYON spoke AGAINST the motion. He said that every interest/pastime has out of pocket expenses and gave examples of other community organisations where members meet their own out of pocket expenses. He said that the cost would be prohibitive and the infrastructure would be overwhelming. He noted that some stamps were going to be provided to service desks.
- Michael REILLY spoke FOR the motion and said that while it was not an issue for him personally, he did not think that the inability to pay for stamps should not be a problem for those that wanted to serve.
- Jim NIVEN in his RIGHT OF REPLY stated that commercial and financial organisations benefit from our service and we should ask them for money for stamps. It should not be a big deal

The motion was put to the meeting:

**LOST**

## **8 APPOINTMENTS OF PATRON AND VICE PATRONS**

### **8.1 Appointment of Patron**

Motion that Senior High Court Justice Hon Justice Paul HEATH QC be appointed the Associations Patron for 2017-2018 term

**Moved:** Selwyn HAWORTH      **Seconded** Wallis WALKER      **CARRIED**

### **8.2 Appointment of Vice Patrons**

Motion that Executive Judges Anne KIERNAN and Ida MALOSI and Liaison Judges Phillip RECORDON and Philippa CUNNINGHAM be appointed the Associations four Vice-Patrons for 2017-2018 term

**Moved:** Selwyn HAWORTH      **Seconded** Les SMITH      **CARRIED**

## **9 ELECTIONS**

The President vacated the Chair and Vice-President Garry NICHOLLS chaired the meeting for the election of the Auckland Representative to Royal Federation

### **9.1 Appointment of Auckland Representative to Royal Federation**

There are two nominations for the one position of Auckland Representative to Royal Federation. Both candidates addressed the meeting for up to two minutes each. The order was decided on a prior coin toss and Selwyn HAWORTH spoke first and Pat SAMSON spoke second.

The scrutineers received the votes and the outcome will be declared later in the meeting

### **9.2 President 2017 - 2018**

There being only one nomination for the role then Garry NICHOLLS was elected with acclamation

### **9.3 Vice President 2017 - 2018**

There being only one nomination for the role then Sherryl WILSON was elected with acclamation.

### **9.4 Election of Council Members 2017 -2018**

As there are five nominations for the six vacancies on the Council then Hazel BEDOGNI, Ric CARLYON, Owen GOODWIN, Tamati HOWARD and Neville MADDEN were elected with acclamation. Selwyn welcomed the newest members, Hazel BEDOGNI and Owen GOODWIN.

## **10 APPOINTMENT OF REVIEWER 2017-2018**

Motion that William Buck Christmas Gouwland be appointed the Associations Honorary reviewer for 2017-2018 term

**Moved:** Selwyn HAWORTH **Seconded:** Wallis WALKER **CARRIED**

#### 11 APPOINTMENT OF LEGAL REPRESENTATIVE 2016-2017

Motion that Bell Gully be appointed the Associations Honorary Legal Representative for 2017-2018 term

**Moved:** Selwyn HAWORTH **Seconded:** Colin DAVIS **CARRIED**

#### 12 LIFE MEMBERSHIP

There were three recommendations from the Council for life memberships.

Garry NICHOLLS read the citation in respect to Rex CHANDLER being recommended for life membership

Motion that Rex CHANDLER be appointed as a life member

**Moved:** Garry NICHOLLS **Seconded:** Jim HOLMES **CARRIED with acclamation**

Wallis WALKER read the citation in respect to Allan SPENCE being recommended for life membership

Motion that Allan SPENCE be appointed as a life member

**Moved:** Wallis WALKER **Seconded:** Maureen EARDLEY-WILMOT **CARRIED with acclamation**

Wallis WALKER read the citation in respect to Britt STEPHEN-SMITH being recommended for life membership

Motion that Britt STEPHEN-SMITH be appointed as a life member

**Moved:** Wallis WALKER **Seconded:** Les SMITH **CARRIED with acclamation**

#### 13 HONORARY MEMBERSHIP

There were no recommendations from the Council for this position.

#### 14 GENERAL BUSINESS

There were no items of General Business

#### 15 VOTE FOR ROYAL FEDERATION REPRESENTATIVE 2017 -2018

Garry NICHOLLS returned to the chair. The vote count was returned by the scrutineers – Selwyn HAWORTH received 71 votes and Pat SAMSON received 85 votes. Garry NICHOLLS declared that Pat Samson is the elected Regional Representative to the Royal Federation.

Motion that the voting papers be destroyed after 48 hours from now.

**Moved:** Garry NICHOLLS **Seconded:** Barry MASON **CARRIED**

#### 16 CLOSE

The President thanked everyone for their attendance and participation and declared the meeting closed at 10.35 am

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