



**PITCAIRN ISLAND COUNCIL**  
**Minutes of Meeting held in The Square - Public Hall**  
**Commencing at 10.30am on Wednesday July 22nd 2015**  
**Regular**

**FILE COPY**

**Present:**

Mayor Shawn Christian, Deputy Mayor Brenda Lupton-Christian, Cr David Brown,  
 Cr Charlene Warren-Peu, Cr Darralyn Griffiths, Cr Michele Christian, Administrator Alan Richmond  
 Island Temp. Secretary – Heather Menzies

**Apologies:** Cr Leslie Jaques

**Gallery:** None

**Opening Prayer:** Cr Charlene Warren- Peu

**Welcome:** Mayor Shawn Christian

**Minutes of July 15<sup>th</sup> 2015:** Closed Meeting Minutes circulated electronically. File copy pending signature.

<b>Matters Arising:</b>	<b>None</b>
<b>Item</b>	<b>Discussion</b>
St Andrew's Initiative	<p>Council's response to the memo from the DM Natural Resources was discussed and a letter of response from Council to Jacqui Christian, who had submitted the St Andrew's Initiative proposal on behalf of St Andrew's, was approved.</p> <p>It was noted that as a body Council can establish an MOU with St Andrew's with reporting lines, relevant to environmental NGOs, being managed by the DM Natural Resources in-line with the island's existing operational structures.</p> <p><b>ACTION:</b> The DM Natural Resources will liaise with St Andrew's so as to assess the possibility of entering into an MOU.</p> <p><b>ACTION:</b> The Mayor will deliver Council's letter of response to Ms Christian</p>
Visa Applications	<p><b>Motion:</b> Cr Brenda Christian,</p> <p>That Council recommends that the Deputy Governor undertake further inquiries regarding Mr Mekat's Settlement application.          All in favour: Carried.</p> <p><b>Motion:</b> Cr Brenda Christian          That Council approve Mr Ulrich Krieg's Long Term Visitor visa application.          All in favour: Carried.</p>
Policy Approvals from Workshop	<p>In order to assist document control it was agreed that reviewed and new on-island policies will reflect a new "Pitcairn Islands Council Policy" header and format so as to differentiate them from broader GPI Policies. All other relevant procedures will be identified specifically as "GPI Operational Procedures".</p> <p>The Isec will manage hard and electronic policy document controls and</p>

ensure revised and new policies are posted to the government website as approved.

The Mayor will finalise and circulate the list of policy under review for Council's reference.

Open Air Fire Policy

Motion: Mayor Christian:

That Council will approve the Open Air Fire Policy:

All in favour : Carried

Minute Taking policy:

The Minute Taking Policy will be withdrawn and replaced as a revised GPI Operational Procedure document to be held and available from the Isec/Council Office. All in agreement.

Education Policy:

The Education Policy will be withdrawn and replaced with a GPI Procedural Guideline, which will be filed with the DM Services and the Education Officer. It will also held and available from the Isec/Council Office.

All in agreement.

Post Office Operational Policy:

The intention is for the Post Office Operational Policy to be withdrawn and replaced with GPI Operational Procedure document.

The Postmaster will be requested to assist with the review, however it was agreed that legal advice should be sought first, given the Post Office deals with stamps as legal tender.

Action: Cr's M Christian and C Warren will seek legal advice before Council proceeds with the review.

The Mayor noted that Council is steadily progressing through the list of policies for review, some of which will be withdrawn and replaced with operational procedures and guidelines.

It was also noted that a list of public holidays and significant dates will be compiled and posted to the Government website.

**Next Regular Council Meeting:** 12<sup>th</sup> Aug 10.30am

**Meeting Closed 11.30am**

Mayor Shawn Christian.....

Date.....28...../.....7...../.....2015.....