

NEWMARKET BUSINESS ASSOCIATION AGM, 5:30 PM, WED 22ND OCTOBER 2025

Industry Training Auckland, Level 2/178 Broadway

DRAFT MINUTES

1. Introduction & Welcome - Mark Hill-Rennie.

Mark Hill-Rennie (Chair) opened the meeting at 5:30 pm, welcoming attendees to the Annual General Meeting. He explained the set structure of the AGM in accordance with Council regulations and confirmed that there would be time for Q&A at the end of the meeting.

2. Attendance and Apologies – Mark Knoff-Thomas.

Mark Knoff-Thomas (CEO) confirmed that quorum had been achieved; Official apologies were tabled for: Sue O'Connor (Just Group), Deputy Mayor Desley Simpson, Ashley Collins (Collins & Associates), Vicki Collins (Collins & Associates), Lizzy Hyndman (Elle & Riley) and Deputy Prime Minister David Seymour.

NAME	COMPANY
Mark Knoff-Thomas	Newmarket Business Association
Kelly Fulford	Newmarket Business Association
Francesca Ritchie	Newmarket Business Association
Maia Usherwood	Newmarket Business Association
Lana Su	Newmarket Business Association
CURRENT COMMITTEE	
Mark Hill-Rennie	MH Consulting (Chair)
Carl Sowter	Marley Loft
Kalpana Reddy	Chow:Hill
Nicole Lawson	Scentre Group
Christina Yu	Chinese Herald
Winidu Kannangara	BNZ
MEMBERS	
Bruce Waller	4 Angels Bakery (Landlord)
Matt Hayward	New World Newmarket
John Baatjes	ArtSelect Gallery
Ngaire Stone	ArtSelect Gallery
Esther Zeng	Oxyenergy Nutrition Limited
Lauren de France	Bared Footwear
Vaishali Talpade	Moore Markhams Auckland
David Marsh	Industry Training Auckland
Eric You	25 Broadway Newmarket
Rod Gabb (Associate Member)	GCo Fuels /Epsom Community Patrol
OTHERS	
Bhuvan Chander	Total Plan Cleaning Services/Epsom Community Patrol

3. Confirmation of Minutes of the previous AGM held on the 23rd October 2024

Mark Hill-Rennie confirmed that all attendees had received a draft copy of the minutes from the 2024 AGM and asked if someone would move that they are approved as a true and correct record of the business transacted.

Approval moved by **Matt Hayward**

Seconded by **Ngaire Stone** – CARRIED

4. Presentation of Chairman's Report – Mark Hill-Rennie.

Mark Hill-Rennie presented his first Chairman's report, highlighting:

- A challenging year for both the Association and Auckland businesses, with recovery slower than in other parts of New Zealand.
- Interest rates have begun to drop, bringing cautious optimism for the months ahead.
- The Association's finances remain in a strong position, with solid reserves and well-managed costs focused on promoting the precinct.
- Leasing activity is picking up, with several new tenancies under fit-out and signs of renewed vibrancy on Broadway.
- New residential and professional developments are emerging
- The Newmarket Security team continues to play a vital role in maintaining a safe and vibrant environment.

Mark expressed gratitude to the board for their teamwork and dedication. He acknowledged the valuable contribution of outgoing member Matt Harray and noted Genevieve Sage's support over the past year. He praised Mark Knoff-Thomas and the NBA team for their outstanding efforts in promoting Newmarket and closed his remarks by thanking members for their continued support and commitment to the precinct.

5. Chief Executive's Report 2024/2025 – Mark Knoff-Thomas.

Mark Knoff-Thomas presented the 2024/2025 Chief Executive's Report. Key points included:

- Challenging year for businesses, particularly retail and hospitality, with ongoing cash-flow pressure but a growing wave of confidence returning to Newmarket.
- Recovery now underway, with major new fit-outs on Broadway and strong leasing activity at both the northern and southern ends, plus exciting redevelopment plans for Rialto.
- Continued success of NEWMARKET. magazine (60,000 copies nationwide), major event partnerships, and strong engagement through social media, EDMs, and website channels.
- Security operations expanded to six full-time officers, including patrols through Broadway Park, new Axon body cameras, and AI-enabled CCTV supporting police collaboration.
- Advocacy and stakeholder engagement maintained across Māori, Chinese, rainbow, and youth communities, with recent initiatives addressing youth safety and knife crime concerns.
- Ongoing focus on marketing, precinct safety, and member support to ensure Newmarket remains a thriving, positive, and successful town centre.

Mark Knoff-Thomas concluded by acknowledging the invaluable support of the Board and commending the NBA team for their professionalism and commitment. He reaffirmed that the collective efforts of all involved remain focused on ensuring the continued success and vitality of the Newmarket precinct.

6. Treasurer's Report (1 July 2024 to 30 June 2025) – Carl Sowter.

Carl Sowter presented the 2024–2025 Treasurer's Report and Performance Report, which was prepared under the Tier 3 reporting format as required by the Incorporated Societies Act. Key points included:

- Income: The Association's primary funding continues to come from the Business Improvement District (BID) levy collected by Auckland Council. A full income breakdown is provided in Note 1 of the performance report.
- Expenses: Note 2 (page 14) outlines the detailed expenditure breakdown. While groupings were previously summarised in meetings, all line items are now presented in full for transparency.
- Financial Position: The Statement of Financial Position (page 16) includes:
 - Prepayments – covering rates, prepaid Microsoft licenses, and the deposit on the new Christmas tree.
 - Accrued Expenses – primarily the audit fee accrual.
 - Income in Advance – made up of associate memberships, funding for the art project, and the Association's first instalment of the Proceeds of Crime Fund.
- Capital Expenditure: \$15,000 was incurred during the year, comprising \$4,000 for office furniture and equipment, \$4,000 for IT equipment, and \$4,500 for building security at NBA's leased premises.
- Loan: The loan shown in the accounts reflects the balance remaining on CCTV equipment purchased in prior years.
- Proceeds of Crime Fund: Mark Knoff-Thomas confirmed successful lobbying resulted in all six central Auckland business associations (Newmarket, Uptown, Heart of the City, K Road, Parnell, and Ponsonby) receiving three years of funding. Newmarket receives \$109,000 annually, which is allocated toward security technology upgrades and CCTV expansion.
- Variance and Festival Impact: Page 27 of the report presents a high-level comparison of actual vs budgeted performance. The significant \$135,000 deficit was primarily due to the Italian Festival, which ran approximately \$120,000 over budget. As a result, the event will not be continued.

Mark Hill-Rennie asked if someone would please move that the Financial Statements be approved as a true and correct record.

Approval moved by **Matt Hayward**

Seconded by **Bruce Waller** – CARRIED

Mark Hill-Rennie recommended JSA Audit as the auditor for the upcoming financial year and called for a motion to confirm the appointment.

Approval moved by **Carl Sowter**

Seconded by **Ngaire Stone** – CARRIED

7. Presentation of Indicative Budget 2026/2027 – Mark Knoff-Thomas.

Mark Knoff-Thomas presented the proposed budget:

\$2,149,744 targeted rate grant (3.5% increase of \$72,697 from 2026), enabling continued delivery of core initiatives, expansion of nationwide magazine distribution from 60,000 to 80,000 copies per season, and broader reach via a fully shoppable digital edition and growing national subscription base.

RESOLUTION 1: Move to approve the 2026-2027 budget which includes a BID targeted rate grant amount of \$2,149,744, including a 3.5% increase [or \$72,697] to the BID targeted rate grant for 2026-2027 financial year. Further ask the Waitemata Local Board recommend to the governing body the amount of \$2,149,744 be included in the Auckland Council draft 2026 annual budget consultation process.

All those in favour

Approved by a show of hands: *11 in favour.*

CARRIED

8. Business Plan 2026/2027 – Mark Hill-Rennie.

Mark Hill-Rennie introduced Resolution Two regarding the 2026/27 Business Plan and proposed activities of the Association (covering the period from 1 July 2026 to 30 June 2027).

RESOLUTION 2: Move to approve the 2026-2027 Business Plan and the proposed activities of the Association for the period July 2026 to June 2027.

All those in favour

Approved by a show of hands: *11 in favour.*

CARRIED

9. Constitutional Amendments and Administrative Updates – Mark Hill-Rennie

Mark Hill-Rennie noted that due to ongoing legislative and administrative changes, several constitutional amendments had been required at recent AGMs. He acknowledged that although some of the changes were minor, the current constitutional structure necessitated approval by members. He then asked members to approve the resolution by a show of hands.

RESOLUTION 3: Move to approve an amendment to the Constitution (August 2024) incorporating changes as required by the Incorporated Societies Act 2022 regarding insurance. (see Appendix A, Resolution 2)

All those in favour

Approved by a show of hands: *12 in favour.*

CARRIED

Mark Knoff-Thomas noted that for the past three years, constitutional amendments had to be brought to the AGM due to the current Constitution wording. He explained that while some changes - such as dates or Act name updates - are minor and administrative in nature, they still required member approval. The proposed resolution would allow the Board to approve such minor updates without needing to bring them to the AGM, as they do not involve changes to finances, strategy, or the business plan. He then asked members to approve the resolution by a show of hands.

RESOLUTION 4: That the Executive Committee be authorised to make any minor drafting changes to the Constitution (August 2024), especially in the event that such changes are required by the Registrar of Incorporated Societies.

All those in favour

Approved by a show of hands: *13 in favour.*

CARRIED

10. Board Nominations – Mark Knoff-Thomas

6 Nominations from current committee members were received as follows:

- Christina Yu (Chinese Herald)
- Nicole Lawson – Scentre Group
- Kalpana Reddy (Chow: Hill)
- Carl Sowter (Marley Loft)
- Mark Hill-Rennie (MH Consulting)
- Winidu Kannangara (BNZ)

A new nomination Lizzy Hyndman (Elle & Riley) was also confirmed. Mark Knoff-Thomas thanked all for volunteering. He announced that seven board nominations had been received, which is below the threshold of ten requiring an election. As a result, no election is necessary, and all seven nominees were accepted as part of the standard nomination process.

Mark Hill-Rennie noted that a Secretary needed to be appointed and proposed the nomination of Mark Knoff-Thomas, who currently sits on the Board. He explained that the role includes responsibility for ensuring compliance with relevant filing requirements and asked if anyone would move the nomination.

Approval moved by **Matt Hayward**

Seconded by **Winidu Kannangara** – CARRIED

11. General matters of business (Q&A)

- Mark Hill-Rennie noted that there had been no matters of general business raised before the meeting, but invited questions from the floor.
- Questions were raised by members about new CCTV camera installations and AI facial recognition integration. Mark Knoff Thomas said some delays are due to Auckland Transport's encroachment policy, with new cameras now being installed at key sites.
- Art project funding redirected toward a memorial project honouring David Haigh, pending Council approval.
- Members asked about new openings on Broadway. Due to commercial sensitivity brands could not be named.
- Questions were raised about night patrols. Mark Knoff-Thomas confirmed no plans to introduce them due to safety and staffing constraints, with daytime patrols deemed sufficient. Members were encouraged to continue reporting incidents to Police or NBA.

Meeting closed: 6:42 pm