

MANUREWA BUSINESS ASSOCIATION INC. NOTICE OF ANNUAL GENERAL MEETING

6pm Monday 3rd November 2025

Held at Southmall Shopping Centre Conference Room
(upstairs), 185 Great South Road, Manurewa

Agenda

1. **Welcome**
2. **Apologies**
3. **Register of Interest**
4. **Confirmation of Minutes** of previous AGM held Monday 30th September 2024 and any matters arising
5. **Chairman's Report**
6. **Town Centre Manager's Report**
7. **Financials**
 - A. Approval of Audited Performance Report for the Year ending 30 June 2025.
 - B. Treasurer's Report.
 - C. That Manurewa Business Association receive and approve the 2026-27 budget which includes a BID targeted rate grant amount of \$420,217.88, noting there will be an increase of 5% (\$20,010.38) to the BID targeted rate grant for the 2026-27 financial year.
 - D. Ask the Manurewa Local Board to recommend to the Governing Body the amount of \$420,217.88 be included in the Auckland Council draft 2026-27 annual budget consultation process.
8. **Confirmation of the MBA draft business plan 2026-27**
9. **Introduction of Nominees**
10. **Voting of New Committee**
11. **Confirmation of 2025-26 Committee Members**
12. **Appointment of Auditor - BVO Audit**
13. **Update on Strategic Plan**
14. **General Business**
15. **Refreshments**

Please RSVP by Friday 24th October 2025 to manager@manurewabusiness.co.nz

MANUREWA BUSINESS ASSOCIATION INCORPORATED – CONSTITUTION AND RULES

Notes

1. **Membership:** A person must be a Full Member of the Association to vote and stand for election to the Executive Committee. Please refer to the constitution for qualifications for a Full Member.
2. **Executive Committee:** The Executive Committee shall consist of an uneven number of members and no less than five voting members and no more than nine voting members.
3. **Election of members to the Executive Committee:** The procedure for nominations is as follows:
 - A. Nomination of candidates for election as members of the Executive Committee:
 - Shall be made in writing, signed by two Full Members of the Association and accompanied by the written consent of the candidate.
 - Shall be delivered to the Secretary of the Association not less than seven days before the date fixed for the holding of the Annual General Meeting. **(by 5 pm on Monday 27th October 2025)**
 - B. Nominations can be sent or delivered to Manurewa Business Association, 4 Station Rd, Manurewa or emailed to manager@manurewabusiness.co.nz **(by 5 pm on Monday 27th October 2025)**.

The Business Improvement District (BID) Area Map and the MBA Constitution can be requested from the Manurewa Business Association or can be found on our website - www.manurewabusiness.co.nz.

Please RSVP by Friday 31st October 2025 to manager@manurewabusiness.co.nz

THE MANUREWA BUSINESS ASSOCIATION COMMITTEE AND STAFF INVITE YOU:

- To:** The 2025 Annual General Meeting
- When:** Monday 3rd November 2025
5.45 pm for a 6pm start
- Where:** Southmall Shopping Centre Conference Room
Level 1, 185 Great South Road,
Manurewa
- RSVP:** by Friday 31st October 2025
- Email:** admin@manurewabusiness.co.nz
- Phone:** 09 269 5252

I will / will not be attending (please circle)

Names of People attending:

As refreshments will be provided, please note any dietary requirements.
We look forward to seeing you at the meeting.

Yours faithfully,



Neil Punja

Town Centre Manager



Nomination Form

Monday 3 November 2025



MANUREWA BUSINESS ASSOCIATION

FOR NOMINATION TO STAND FOR ELECTION TO THE EXECUTIVE COMMITTEE OF THE MANUREWA BUSINESS ASSOCIATION INC. AT THE ANNUAL GENERAL MEETING TO BE HELD ON MONDAY 3RD NOVEMBER 2025 AT 185 GREAT SOUTH ROAD, MANUREWA.

I (*insert your full name*) _____

Wish to stand for election to the Manurewa Business Association's Executive Committee

Signature: _____

Member Business: _____

Address: _____

Contact Phone: _____ Email: _____

1st Nomination:

By (*member name*) _____

Signature: _____

Member business name: _____

Address: _____

Contact Phone: _____ Email: _____

2nd Nomination:

By (*member name*) _____

Signature: _____

Member business name: _____

Address: _____

Contact Phone: _____ Email: _____

Please note: Nominations must be delivered to the Secretary of the Association no later than 5:00 pm on Monday 27th October 2025.

Please email the completed form to admin@manurewabusiness.co.nz or post it to Manurewa Business Association at PO Box 75-586, Auckland 2243. Alternatively, completed forms can be delivered to the Association's office at 4 Station Road, Manurewa.