

MINUTES FROM A MEETING OF THE PIGEON BAY RESERVE COMMITTEE HELD ON FRIDAY 18 AUGUST 2023, 1.00 PM AT PIGEON BAY HALL, PIGEON BAY

Meeting Opened: 1pm

Present: *Murray Walls (Chair), Sandra Innes (Vice), Brenda Graham (Secretary), Heather Walls (Treasurer), Chris Figg, Helen van Workum, Pam Richardson, Peter Barron, Colin Jacka, Philipa Hay, Paul Devlin*

Apologies: *Charles Stewart-Robinson*

Brenda/Murray

Minutes of the previous meeting dated 24 May 2023, as circulated were confirmed.

Pam/Helen

Matters arising from the minutes of the previous meeting:

1. Signage – The new signs were given to the caretaker to install.
2. Camp Rules – Brenda moved that the draft rules as circulated be finalised and sent to the annual site holders. Brenda/Sandra
3. Volunteer Firebrigade response – The head volunteer fireman has agreed to assist with any fire related problems within the reserve.
4. Management Plan – the previous draft Management Plan is our current document until a replacement is finalised. This may take up to 3 years.

Correspondence in:

1. Sarah Spencer Smith – netball hoop.
2. Emily Jolie – application to go on waiting list
3. Paul Devlin - planting

Correspondence out:

1. Sarah Spencer Smith – response to her request.
2. Emily Jolie – response to her request.
3. Paul Devlin

Approved the correspondence.

Brenda/Pam

Matters Arising:

1. The netball hoop to be moved to the regulation height.
2. Emily Jolie to be added to the waiting list for an annual site. Pam/Heather
3. Paul explained a little about the planting. New date set for 23/24 September and community to be invited to participate.

Finance:

As circulated.

Moved that the financial report as tabled be accepted.

Heather/Brenda

Caretakers Report: As circulated.

Chris/Pam

General Business:

1. Philipa Hay – spoke about the steps required to becoming a separate entity, reporting to the community board and where to from here.
2. Combined Incorporated Society – Pam spoke about the Pigeon Bay Settlers Hall forming an Incorporated Society as an umbrella organisation for any other groups in the Pigeon Bay community.
3. Little Akaloa camp closure – Colin explained the reasons for Little Akaloa camp closing.
4. Murray thanked Philipa, Colin and Paul for their input.
5. Philipa thanked the committee for inviting her to the meeting.

Working Group Reports:

- **Management Structure/Strategic Plan** – Murray/Sandra/Pam/Helen Ongoing discussion required after Philipas' information. Progress report to be sent to the BP Community Board.
- **Wastewater Overflow** – Matt/Peter Nothing to report
- **Site Plan** – Murray/Brenda Some work done but not completed.
- **Rainwater Tank** – Chris/Matt No progress.
- **Shelter** – Heather/Peter ideas have been floated, size and location to be dicussed in the reserve after the meeting.
- **Inundation** – Charles/Chris No progress.
- **Planting Plan** – Murray No progress.
- **Signage** –Murray – Completed.

Next Meeting: Thursday 28 September 2023 @ Pigeon Bay Settlers Hall, Wharf Road, Pigeon Bay

Meeting Closed: 3.20pm