

LYTTELTON RESERVES COMMITTEE

COMMITTEE MEETING

7 August 2023 at 7:00pm. Community Boardroom, Lyttelton

Confirmed Minutes

Members present:

Andrew Turner (Chair)
Kirsty Brennan
Joshua Merriam
Hamish Fairbairn
Helen Shaw
Daryl Warnock
John Garrett

Public attendance:

Philipa Hay

1. Opening Karakia

Andrew opens: 7:05

2. Apologies

Apologies have been received from ...

Paul Devlin, Flo McGregor

Absent:

Rewi Couch

3. Presentations from the public

None presented

4. Health & Safety.

-complaint about signage received in email from rangers

action: to discuss a signage plan for the reserve in Tracks agenda for September

5. Minutes of the previous meeting

Minutes of the previous are attached to this agenda.

- adjusted in meeting, confirmed, to be re-communicated to board along with these draft minutes

6. Triennial Plan and budgets

Paul can confirm though that he has been working with Hamish on planting preparation and site confirmation. Rangers will have a job sheet ready soon for the diagonal track renewal.

7. Regular matters

Summary of Actions for 7 August 2023

Action: Status of Whakaraupō Reserve biodiversity report

Awaiting information from Project Lyttelton on the status, availability and scope of work for the Whakaraupō Reserve biodiversity report.

update: n/a

For next meeting: Andrew to determine whether report is under way, whether funds have been transferred to project Lyttelton, when the report is expected to be ready, and where this is intended to be reported to. We expect it to go to the LRC and the BPCB.

Action: Gary Broker Seat

Committee members to seek information about whether there is still interest in the Gary Broker Memorial Seat

Action: Contact details for Gary's family to be provided to Andrew, who will make contact and report back.

Action: Committee funds whereabouts

Philipa to ask staff about next steps regarding previous committee's funds. The funds are in a private bank account set up by the previous committee.

update: Note that council will communicate with previous committee members and request any residual funds to be transferred to council.

Council Staff to provide an update at Sept meeting.

Action: Track priority and alignment

Paul to seek information about whether the proposed track requires a resource consent

update: as we understand it, does not require consent.

Action: Andrew is happy to be quoted, possible news article or council press release communication.

- Request an update on the timeline for the construction from Paul.

Action: Track names

Flo to comment on naming of tracks and input from Te Hapū o Ngāti Wheke

update: awaiting update from Flo

Action: Plants for this year

Hamish to source approximately 300 plants for this year

update: from 3 eco sources, going to plant above diagonal track this year. Lots of old-mans-beard to cleared.

Action: Community planting day

Hamish to set dates for committee/CCC prep day and community planting day

update: Planting day: Saturday 2 September. Prep the week before. BBQ afterward.

Action: Appointments to the committee from the community.

Andrew to contact Lyttelton community member to ascertain interest in being appointed to the committee. Communication to the wider community regarding the planting and biodiversity appointments.

Update:

Lyttelton Community appointment: 1 person, but they declined

Planting group appointment: none presenting themselves

Biodiversity appointment: 1 person expressed interest – Bianca Woyack

Motion to co-opt Bianca Woyack to the committee as a person with particular interest in biodiversity. And to leave the 2 remaining positions vacant at this time.

Move: Kirsty. Second, John. - Carried.

Action: Andrew will contact Bianca.

We will be able to co-opt on new members (with board approval) when a suitable person presents themselves with a genuine interest in participating.

Strategic plan:

We must put together a Triennium plan. "What do we want to achieve in these 3 years?"

Priority actions for the development plan. Discussion for September.

Action: Josh to circulate list for prioritization.

MOU with MTB club

To be ratified at September meeting

Action: discuss with Club

Neighbor relations – Assign date at Sept meeting for working bee.

8. Date of next meetings

Monday. 4 September 2023, 7pm Lyttelton Boardroom.

Tentative: Monday 2 October – to confirm next month.

9. Closing Karakia

Closed at 8:53.