

Duvauchelle Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Monday 20 November 2023
Time: 5.00pm
Venue: Duvauchelle Holiday Park

Present : Chair Fiona Barnes
Committee Jacque McAndrew, Bruce Watts, Geoff Carter, Ian Whenmouth
In Attendance: CCC Representative Colin Jacka
BPCB Representative Nil
Managers Dale Hayes
Visitors Nil

1. Apologies Nil

2. Declarations of Interest Nil

3. Public Forum Nil

4. Confirmation of Minutes

Motion: That the minutes of the previous meeting held on 16 October 2023 be confirmed

Moved: Jacque Seconded: Bruce Carried

5. Matters Arising

5.1 The timing for the ladies showers has been extended. No further comments received.

6. Health and Safety

Reminders have been needed for both children and adults to wear bike helmets.

7. Correspondence

Inward: [REDACTED] - unable to pay for unachieved stay nights
[REDACTED] - preparation for potential sale of caravans on sites 97 and 98
[REDACTED] - wanting to add granddaughter as site holder to site 33

Outward: Nil

Motion: That the Inward correspondence be accepted

Moved: Ian Seconded: Bruce Carried

8. Staff Financial/Operational Report

Motion: That the Financial Statements for October 2023 as presented be received.

Moved: Fiona Seconded: Jacque Carried

9. Update from Working Groups Nil

Manager's Report

A group of campers were drinking in the kitchen until the early hours and left a mess. (Colin to investigate rules pertaining to the closing of amenities)

Oskar the plumber is in the process of helping us get three new water tanks fitted to increase supply.

Stefan [REDACTED] will be building the retaining wall for both the big and small tanks. He will commence work the week of 20 November 2023.

Roger [REDACTED] has completed the concrete ramp outside the kitchen.

We are waiting for quotes for connection of services for both new cabins from Paul [REDACTED] (drain-laying and stormwater) and Tod [REDACTED] for electrical. Routing the stormwater to Pipers Stream would need building consent.

There is a new washing machine in the laundry.

Can we engage Tod [REDACTED] (ProFloor 2000) to terraflake the rest of the kitchen. (Yes)

Can we buy a handheld MIG welder for camp use? (This may not be necessary, hold off for now).

What is our current Covid-19 procedure? (Mandates have ceased. It is still recommended to self-isolate for 5 days should you have symptoms or test positive)

CCC Rep Report

Just a reminder that the Cabin Report will be presented to BPCB on Monday 11 December.

10. General Business

Following the camp walk around today, Tracy will put out a newsletter to Annual Site Holders with a reminder to carry out maintenance on their caravan, that more water tanks are going in and some of the picnic tables will be replaced.

Geoff:

The Head of The Bays event has been postponed until May 2024, but the beach clean-up will still be done before Christmas.

Jacque:

Asked who cleans the port-a-loos. They will be removed now Show Weekend has passed, but be replaced for Christmas.

Asked if City Care Water check in to the office on arrival. (Yes they do).

Fiona:

Complemented the team the tidiness of the road frontage, but stressed that this needs to be done regularly.

Meeting closed at 6.50pm

11. Next Meeting: Duvauchelle Community Centre at 5.30pm on Monday 18 December 2023