

## Okains Bay Reserve Committee Meeting Minutes

**Minutes of the Ordinary Meeting held:**

**Date:** Wednesday 13 December 2023

**Time:** 5pm

**Venue:** Okains Bay Campground Office, Okains Bay

Present: Nick Thacker (Deputy Chairperson), Graeme Page, Sharon Henderson, Judy Thacker, Lester Fletcher, Richard Boleyn, Richie O'Malley.

Stacey opened the meeting with a karakia.

### **In Attendance**

Colin Jacka, Amour-Jane Ryan.

Via Online Teams: Denise Tully, Delia Walker and Stacey Te Pohue Rose.

### **1. Apologies**

Wayne Kay, Michelle Wallis-Hartley and Asif Hussain.

### **2. Declarations of Interest Nil**

### **3. Public Forum Nil**

### **4. Confirmation of Minutes**

*Moved Graeme/Richard that the Okains Bay RC meeting minutes on 18th October 2023 be confirmed. Carried.*

### **5. Matters Arising**

5.1 WWII plaque and request from Okains Bay Museum to loan the Okains Bay Oddfellows Association Membership panel from the Okains Bay hall.

*Moved Richard/Judy that the Okains Bay Reserve Committee supports the loan of both the Okains Bay WWII plaque and the Okains Bay Oddfellows Association Membership panel to the Okains Bay Museum. Carried.*

Delia will follow up with Wendy from the Museum tomorrow.

5.2 Cabins have arrived at Okains Bay Campground and will be ready for next season. External connections to be done for electrical, plumbing and drainage. Discussion re: fit-out, furnishing and decking options. Cabins are ex offices from Harewood Council Nursery.

5.3 Boundary fence and Poplar trees. Fulton Hogan have removed trees that posed a risk of falling and remaining stumps to be poisoned. Boundary fence is ongoing.

## **6. Health and Safety**

6.1 Rabbits are back and Amour will speak to pest control about the next option.

6.2 Question asked Who is responsible for Health and Safety if there is an incident in the campground and the Board were assured liability is held by Council and staff, not the Committee members. Graeme requested a written report at meetings. Amour pointed out since cell phone coverage is available in the Bay, people deal with emergencies themselves.

## **7. Correspondence**

### **Inward**

7.1 Oct 19 email from Banks Peninsula re: Okains Bay RC meeting minutes received..

7.2 Oct 26 email from BP re: Okains Bay RC December meeting change of date.

7.3 Oct 26 email from BP re: confirmation the Okains Bay RC minutes are on the agenda of BPCB December meeting.

7.4 Oct 26 email from Linda Burkes re: agenda for BPCB meeting on 30 October 2023.

7.5 Nov 1 email from Linda Burkes re: agenda for BPCB meeting on 6 November 2023. FTA.

7.6 Nov 7 email from Asif Hussain re: notification of Biodiversity Fund availability. FTA.

7.7 Nov 9 email from Okains Bay Campground re: Biodiversity Fund.

7.8 Nov 22 email from BP re: agenda for BPCB meeting on 27 November 2023.

7.9 Dec 6 email from BP re: agenda for BPCB meeting on 11 December 2023. FTA.

7.10 Dec 7 email from Wayne Kay re: agenda for meeting on 13 December with apology.

7.11 Dec 11 email from Delia Walker re: WWII plaque and Okains Bay Oddfellows panel loan and zoom meeting attendance. Delia advised Okains Bay Museum to wait till after the

Reserve Board meeting for advice on next steps.

## Outward

7.1 Oct 19 email sent to All members and BP re: minutes of the Okains Bay RC meeting on 18 October 2023.

7.2 Oct 19 email sent to BP notifying change of meeting date in December 2023.

7.3 Dec 8 email to all members re: agenda for OBRC meeting on 13 December 2023.

*Moved Judy/Lester that the Inward correspondence be received and the Outward correspondence be endorsed. Carried.*

## 8. Staff Financial/Operational Report

8.1 Colin talked through the report as 2 pages were accidently missing from printout.

8.2 Graeme requested a balance sheet, profit and loss statement, with income and expenditure and a depreciation schedule, be included in future financial reports.

## 9. Update from Working Groups Nil.

## 10. General Business

10.1 Potholes by cattlestop have been fixed.

10.2 Maintenance repairs to hall spouting and soffit road side. Council have been advised the hall should not be left to fall into disrepair and will be made weatherproof.

10.3 Discussion re: hours worked over off season to keep campground going over Winter and maintenance and projects needed when weather related problems arise.

10.4 Sefton's Park lease. Delia to follow up..

10.5 Richard suggested opening the drain from between cattlestop to Poplars.

10.6 Te Runanga o Ngai Tahu have appointed two new representatives to the Okains Bay Reserve Committee with one being Aparini Deer and the other Stacey Te Pohue Rose.

## 11. Next MeetingMeeting

The next Okains Bay Reserve Committee meeting will be on Wednesday 21 February 2024 at 5 pm in the Okains Bay Campground Office, Okains Bay.

Stacey closed the meeting with a karakia.

**The meeting closed at 6.10 pm.**