

Lyttelton Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: 4 March 2024

Time: 7:00pm

Venue: Lyttelton Community Board meeting room

Present

Joshua Merriam, Helen Shaw (Chair), John Garrett, Bianca Woyak, Rewi Couch, Kirsty Brennan.

In Attendance

Paul Devlic (CCC)

1. Apologies

Hamish Fairbairn, Daryl Warnock.

Moved: Joshua Merriam/ Seconded: Kirsty Brennan

2. Declarations of Interest

Nil.

3. Public Forum

Nil.

4. Confirmation of Minutes

That the minutes of the previous meeting held on 5 February 2024 be confirmed.

Moved: Bianca Woyak/ Seconded: John Garrett

5. Health and Safety

- 5.1 The committee discussed the standing dead eucalypt trees between the 4WD and bench tracks as they are perceived as being a fire hazard. Paul advised that those particular trees are not necessarily a fire hazard, and that approval from Council is required before removing any large trees.

Action: CCC to assess the need for removal of standing dead eucalyptus trees.

6. Matters Arising

6.1 Table of actions from previous meeting

December minutes to be corrected and recirculated (Josh)	In Progress: New copy has been circulated. Still some updates to be done.
Gary Broker Seat – Get contact details for family (Helen, Kirsty)	In Progress: Elise Doyer to be contacted.
Interested resident to provide information to committee chair (Bianca)	In Progress: Biography received from Cliff Mason. To be invited to the next meeting, then committee will make recommendation to community board.
MOU with MTB club to be checked (Paul)	In Progress: To be circulated to committee and put on agenda for next meeting with suggestion to support.
Predators: Map of trap locations to be provided (Hamish)	In Progress.
Quote to be sought regarding zig zag track regrade (CCC)	In Progress.
Request assistance from CCC communications team in communicating the new committee's goals (Helen to invite)	Completed. A number of communication avenues were discussed.
Discuss removal of eucalypts at the bottom of the 4WD track (Hamish)	Completed. CCC recommended that no live trees be removed, but will assess the need to remove dead eucalypts in the area
Fire report provided to previous committee to be circulated (Josh) and read (All)	Completed. Agreed that there was relevant information in the report to be used in ongoing communications.

7. Correspondence

7.1 Nil.

8. Staff Financial/Operational Report

8.1 Date has been set for works on diagonal track.

8.2 CCC have been working with a landowner on Foster Terrace to investigate a drainage issue originating from Urumau Reserve. Will continue to work with them on possible solutions.

9. General Business

- 9.1 Weeding update: two successful weeding days completed with two more scheduled. CCC and committee members discussed contractors to undertake Old Mans Beard hand removal.
- 9.2 The committee have requested water storage in the lower part of Urumau Reserve for the purpose of maintaining new planting.

Action: CCC to investigate options and feasibility of water storage at the top of the 4WD track.

- 9.3 Planting effort for the reserve was discussed. The committee will aim to increase planting effort this year. One focus area for low flammability plants is the area below bench track behind houses. Paul thought that 1000 plants could be sourced via CCC. There is the option of using CCC contractors to assist in some way, perhaps by preparing the site for community to then do planting.

Action: CCC to send the list of low flammability plants suitable for Urumau in order to source plants (from eco-sourced nurseries).

- 9.4 The committee worked on completing two of the triennial goals in the Triennial Operational Plan. Rewi to create a Whakatauki to be created for the plan.

10. List of Actions

December minutes to be finalised (Helen)
Gary Broker Seat – Contact Elise Doyer (Helen)
Cliff Mason to be invited to next meeting (Helen)
MOU with MTB club to be circulated to committee (John)
Predators: Map of trap locations to be provided (Hamish)
Quote to be sought regarding zig zag track regrade (Josh)
CCC to assess the need for removal of standing dead eucalyptus trees (CCC)
CCC to investigate options and feasibility of water storage at the top of the 4WD track. (CCC)
Whakatauki to be created for Triennial plan (Rewi)
CCC to send the list of low flammability plants suitable for Urumau in order to source plants (from eco-sourced nurseries). 1000 plants to be ordered. (CCC)

11. Next Meeting

Next meeting scheduled 7:00pm Monday 8 April.

The meeting closed at 8:37 pm.