

Lyttelton Reserves Committee MEETING MINUTES

Notice of Ordinary Meeting:

An Ordinary meeting of the Lyttelton Reserves Committee was held on:

Date: 14 October 2024
Time: 7:15 pm
Venue: Community Boardroom, 25 Canterbury Street,
Lyttelton

1. Meeting Opening

Meeting opened at 7:15pm.

Present

Joshua Merriam, Helen Shaw (Chair), Bianca Woyak (online), John Garrett, Daryl Warnock, Rewi Couch, Cliff Mason, Kirsty Brennan.

In Attendance

Paul Devlin (online).

2. Apologies

Hamish Fairbairn.

3. Declarations of Interest

Nil.

4. Public Forum

Luke Hollister in attendance.

5. Confirmation of Minutes

Resolution: That the Minutes of the Reserve Committee meeting held on 10 June 2024 be confirmed.

Moved: Bianca Seconded: Josh. **Carried**

6. Health and Safety

Nothing to report

7. Matters Arising

Actions from previous minutes

Gary Broker Seat CCC to work with the committee to implement installation of the seat. (CCC)	COMPLETE The seat is ready for installation within the next month
CCC to investigate options and feasibility of water storage at the top of the 4WD track. (CCC)	In Progress
Whakatauki to be created for Triennial plan (Rewi)	In progress (Rewi)
CCC to add log feature to asset list, and work with MTB club to investigate and develop a management plan (CCC)	In progress
Josh to work with Nick Singleton on signage plan with the intent to commence implementation	COMPLETE Signs at the printers
Communication plan - Helen to discuss approach to communication with CCC	In progress
The committee to work on developing a Triennial Plan for Whakaraupo Reserve based on the Whakaraupo Botanical Survey Report by Dr Melissa Hutchison. (Kirsty)	In progress. Draft for committee review
Assess the feasibility of track development as per the Triennial Plan. Specifically MTB track to Gilmour Tce. (CCC)	In progress
Assess the feasibility of track development as per the Triennial Plan. Specifically the Timeball walking track. (CCC)	In progress

8. Correspondence

- Community Board forwarded correspondence from a concerned resident about the trapline marked through a newly planted area that is not a formalised track and may suggest there is access
 - ACTION - flagging tape visible to general walkers to be removed - completed by Helen.
 - ACTION - Helen to work with local residents on a suitable access track for volunteers that clear the traps and potential future track per development plan
- A resident is concerned about the safety of walkers in the reserve with regards to interaction with mountain bikers and getting lost. Signage due to be implemented soon should help with navigation through the reserve. The committee agreed that a trail map sign would be beneficial.
 - ACTION - CCC to request a map panel sign for suitable locations within the reserve for orientation of walkers and mountain bikers.
 - ACTION - Members of the mountain bike club to communicate within their channels to be aware of walkers and locations where walkers have right of way
 - ACTION (already an action) - the committee to progress on developing a walking only track as per the Development Plan.

9. Staff Financial and/or Operational Report

- Input as items within the agenda relating to signs, seat and tracks.

10. General Business

10.1. Native Planting

Some releasing and weed eating of newly planted areas has been undertaken. More work is needed. The committee have requested a battery for the weed eater.

ACTION - CCC to approve funding for a battery to allow for extended time undertaking weed management.

10.2. Pest Plants

ACTION - CCC to discuss suitable timing for another round of old man's beard management through the use of spray. The timing will need to include prior community communication.

10.3. Pest Animals

Traps are in place in Urumau under the Whaka-Ora Pest Project. Ten volunteers trained. The reserve now has 26 trapinators, 22 rat tunnels and 22 DOC 200.

10.4. Track Development

The committee would like to progress with feasibility of two new tracks as per the Development Plan and the Triennial Plan.

ACTION: Request that CCC assess the feasibility of the Timeball connection track. The committee agreed that this track would be a walking only track.

ACTION: The committee to ask LPC about the feasibility of developing a track that creates a loop from existing tracks within Urumau Reserve (Helen)

10.5. Track Maintenance & drainage

The diagonal track is bedding in well. Additional surfacing will be reviewed after the summer period.

10.6. Fire prevention

CCC have undertaken maintenance of the bench track and fire break.

10.7. Erosion & Sediment Control

No update.

10.8. Signage

Signage for tracks in the reserve has been approved and sent to the printers. Rangers will install when ready.

ACTION - additional signage request for a trail map overview

10.9. Pine & Eucalyptus Plantation

Prepare a plan for the juvenile pine tree removal in Urumau Reserve - discuss at next meeting

10.10. Engagement

ACTION: Helen to meet with CCC Community Development Advisor to discuss a plan for communication about Reserve items.

12. General business

Meeting frequency changed back to monthly.

A draft Triennial Plan for Whakaraupō Reserve has been developed. This will be discussed at the next meeting.

Next Meeting - 11 November 7pm

Meeting closed with a karakia at 8:20pm.