

Lyttelton Reserves Committee MEETING MINUTES

Notice of Ordinary Meeting:

An Ordinary meeting of the Lyttelton Reserves Committee will be held on:

Date: 7 July 2025

Time: 7:00 pm

Venue: Community Boardroom, 25 Canterbury Street, Lyttelton

1. Meeting Opening with a karakia

Meeting opened at 7:00pm with a karakia from Kirsty.

2. Attendance

Joshua Merriam, Kirsty Brennan, Cliff Mason, Hamish Fairbairn,

CCC Staff: Paul Devlin (online)

Apologies

John Garrett, Daryl Warnock, Bianca Woyak

Not present

3. Declarations of Interest

Nil.

4. Public Forum

5. Confirmation of Minutes

Resolution: That the Minutes of the Reserve Committee meeting held on 9 June are confirmed.

Moved: Hamish; **Seconded:** Josh

6. Health and Safety

Fallen pine tree that has been moved off the track and partially removed still needs additional work to safely remove.

Action: CCC to investigate for removal

7. Matters Arising

Actions from previous minutes

CCC to action the installation of water storage and irrigation for Urumau. (CCC)	Complete Water tanks have been installed. Working through connections to water main. Hose to remain above ground for the time being.
Assess the feasibility of track development as per the Triennial Plan. Specifically loop track on LPC land. (Kirsty)	In progress Geotech experts will be assessing the rockfall risk this week
Assess the feasibility of track development as per the Triennial Plan. (CCC)	In progress
CCC to provide updated pdf imagery for Whakaraupō Reserve for reference (Paul)	In progress
CCC to provide feedback to the committee on the use of AT220 automatic traps being used within both the reserves (CCC)	In progress Hamish meeting with CCC to plan.
Warning sign for the reserve entrance - high wind hazard (Paul)	In progress Waiting for delivery of signs
Coordinate site prep, gear, H&S and registrations for upcoming planting days (Hamish)	Complete
Tūi Track signs missing the macrons- need to reprint 4 (Paul)	In progress
Investigate the status of the track between Reserve Tce and Foster Tce - the shingle needs topping up (CCC)	In progress
Old fencing wire along the sides of the “Urumau shared track” to be removed (Josh)	In progress
Report back to contractors about low risk of rockfall in the new planting areas (Hamish)	Completed

8. Correspondence

Nil.

9. Staff Financial and/or Operational Report

Short update from Paul, items placed under other categories.

10. Reserve schedule

The Lyttelton Reserves Committee accept the Reserve Schedule for Lyttelton Reserves Committee.

Moved: Josh

Seconded: Kirsty

Carried

11. General Business

11.1. Native Planting

22 June Community day went well. 30 people. 500 plants in the ground. 40 sausages devoured. Upcoming planting day this Sunday. All ready to go. 400 to go in, plus 100 for upcoming schools day.

Whakaraupō Reserve - Cliff is interested in researching and collating information to develop a restoration plan based on the principles of best practice ecological restoration and existing information. To help this and future committees with restoration of a reserve where the main approach is quite passive.

11.2. Pest Plants

None

11.3. Pest Animals

No report this month.

11.4. Track Development

None.

11.5. Track Maintenance & drainage

Resurfacing of Tūi track is holding up well, many community comments on how good it is.

Contractors undertaking resurfacing of the LPC track caused damage to drainage channel along the 4WD track. CCC to assess what is required and to liaise with LPC/contractor.

Action: Assess damage and actions required to reinstate drainage channel along 4WD track.

11.6. Fire prevention

As part of planting site prep for the schools' area, gorse removed and taken off site.

11.7. Erosion & Sediment Control

New tracks are draining well with no erosion noted.

11.8. Signage

None.

11.9. Pine & Eucalyptus Plantation

None.

11.10. Engagement

Cliff has written an article and submitted to the Bay Harbour News. If the article is not able to go in this week, we have requested it go in the "What's On" section. Cliff will send to CCC for comms.

All photos to be used for communications must have model release forms signed by each person in the photos.

Meeting ended at 7:50pm

Next Meeting 4 August