

Duvauchelle Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Monday 16 March 2026
Time: 5.30pm
Venue: Duvauchelle Community Centre

Present: **Chair** Fiona
Committee Ian Whenmouth, Bruce Watts

In Attendance: **CCC Representative** Nil
BPCB Representative Nil
Managers Tracy MacLeod
Visitors Hayden Kennedy

1. **Apologies** Colin Jacka, Geoff Carter, Merton Fraser
Motion: That the apologies be accepted.
Moved: Fiona Seconded: Bruce Carried

2. **Declarations of Interest** Nil

3. **Public Forum** Nil

4. **Confirmation of Minutes**

Motion: That the minutes of the ordinary meeting held on 16 February 2026 be confirmed.
Moved: Fiona Seconded: Ian Carried.

5. **Matters Arising**

Hayden introduced the MaintainX programme for maintenance, and gave more details of the Easter deals for Cantabrians:- Book 3 nights and get the fourth one free.
Special deals with Akaroa Dolphins, Stargazing and Black Cat.

6. **Health and Safety**

A tree by Cabin 4 fell down across the creek due to high winds. Colin has forwarded a request for removal to Waterways.

7. **Correspondence**

Inward: Nil

Outward: Tracey Lattimore - (site 93) request for dispensation for stay nights approved.
Kerry Bishop - request to cancel sale of caravan on site 18 – approved.

Motion: That the outward correspondence be approved.
Moved: Fiona Seconded: Ian Carried

8. **Staff Financial/Operational Report** Nil

9. **Update from Working Groups**

Manager's Report

The toilet in the bottom block has yet to be repaired due to Aaron the builder's workload, but he rang today to say he would be out on Thursday.

The road by the tennis court that was cracked has been dug out by Kylee and filled with road base and waterproofed around the edges.

Kylee has repaired the fence along the main road as best he can. Most of the posts are rotten. He's dug around the posts and compacted some road base around them.

Most Annual Site Holders have achieved their stay night targets, but one has been faced with a maelstrom of health issues.

We now have a larger washer and dryer in the pavilion to deal with camp laundry.

CCC Rep Report

Nil

10. General Business

The CCC still plans to move cabins 4,5,6 and 7 so they can complete their stream work, and this is planned to start in September and go through until February. However, this is unacceptable as it covers the busiest season of our year.

Meeting Closed: 5.54 pm

Next Meeting: 20 April 2026