

Pigeon Bay Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting Held:

Date: Monday 3 March 2025

Time: 1.30pm

Venue: Pigeon Bay Settlers Hall, Pigeon Bay

Present: Murray Walls (Chair), Heather Walls, Charles Stewart-Robinson, Brenda Graham, Peter Barron

In attendance: Colin Jacka, Dane Moir

1. Apologies: Helen van Workum, Vince Luisetti, Chris Figg, Asif Hussain

2. Declarations of Interest: Nil

3. Public Forum: Nil

4. Confirmation of Minutes: Minutes from the meeting held on 24 January 2025 as circulated.

Brenda/Charles
Carried

5. Matters Arising:

- Sites to be added to the booking system - done.
- Edging for path – covered in caretakers report
- AP20 for track – covered in caretakers report
- Holding tank – Caretaker to progress
- Submission document to be circulated – done.
- Timeline for submissions – potentially 6 weeks time
- Mower storage – Council to organise container to be put within Pigeon Bay reserve(preferably).

Peter/Charles
Carried

6. Health and Safety: Nil

7. Correspondence

Inwards

- P. Richardson –apology to Chair, confirmation of meeting time/date for circulation to community.
- Banks Peninsula Governance Team – Thanks for Minutes.
- H Walls – reply to draft minutes, reply re Robsons query, reply to redraft submission document.
- M Walls, D Moir, C Figg – reply to draft submission
- C Figg – forward email from casual camper, monthly stats, Robsons account query and reply, caretakers report.
- A Hussain – funding opportunities, apology for meeting.

Outwards

- M Walls – acceptance of P Richardsons apology.
- Banks Peninsula Governance team – Minutes.
- Pam Richardson – confirmation of time/date for March meeting.
- A Hussain – reply to apology.
- Committee – Minutes, draft, redraft and third draft submission document, monthly stats, caretakers report

Correspondence accepted

Brenda/Charles

Carried

8. Finance/Operational Report: Colin reported bookings were light over holiday period due to the inclement weather but have picked up in January.

9. Caretakers Report: As circulated.

Heather/Brenda

Carried

Email to Chris thanking him for his work.

10. General Business:

1. Submission – Robust discussion of draft submission document. Workshop to be held to fine tune.
2. Annual Plan – Nothing to add. Ensure previous requests remain.
3. Conflict of Interest - Dane to research.
4. Community Consultation – timeframe unknown.
5. Review of casual charges – Moved that Casual camp fees remain the same.

Brenda/Charles
Carried

11. Update from Working Groups:

- **Management Structure/Strategic Plan** – Murray, Helen v W, Helen F
Dane was unable to give a timeline on when submissions to Community Board will take place.
- **Waste Water Overflow** – Peter, Chris.
This needs to be progressed. The waste disposal fees continue to rise.
- **Shelter** – Peter, Heather.
- **Inundation** – Charles.
- **Ongoing Plant Maintenance** –

12. Next Meeting:

Date: Tuesday 15 April 2025

Time: 1.30pm

Venue: Pigeon Bay Settlers Hall, Wharf Road, Pigeon Bay

Meeting Closed : 3.50pm