

Duvauchelle Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Monday 18 August 2025
Time: 5.30pm
Venue: Duvauchelle Community Centre

Present: **Chair** Fiona Barnes
Committee Geoff Carter, Jacque McAndrew, Bruce Watts, Ian Whenmouth

In Attendance: **CCC Representative** Colin Jacka
BPCB Representative Nil
Managers Tracy MacLeod
Visitors Nil

1. **Apologies** Nil
2. **Declarations of Interest** Nil
3. **Public Forum** Nil
4. **Confirmation of Minutes**
Motion: That the minutes of the previous meeting held on 21 July 2025 be confirmed.
Moved: Fiona Seconded: Jacque Carried.
5. **Matters Arising**
Treetech have done a reasonable job of trimming the trees and the tidying up the road frontage.
6. **Health and Safety** Nil
7. **Correspondence**
Inward Nil
Outward: Site 18 re-allocation declined
Motion: That Outward Correspondence be approved.
Moved: Ian Seconded: Bruce Carried
8. **Staff Financial/Operational Report**
No report presented at this meeting.
9. **Update from Working Groups** Nil

Manager's Report

Tod started installing the cables for the camera and Wi-Fi systems today.
The painting of some of the cabins is underway.
Significant dry rot has been found on the house side of the pavilion. Tracy will get a quote for repair.
The main house needs replacement carpet, as does the flooring in the bathroom, kitchen and office.
GSL has been booked in to do the spraying next month.

CCC Rep Report

Cabin fees have been adjusted slightly in preparation for the coming busy season.

Colin has been working with the Engagement Team to establish the process for consultation about Annual Site Holders.

The establishment of the new Managers' Team Leader role is now confirmed, with an appointment expected soon.

10. General Business

Fiona raised the matter of Holiday Park users cleaning fish on the foreshore and not disposing of the frames out in deep water. (Is more educational signage required?)

The Committee proposed the following amendment to Rule 14.

Motion: That rule 14 be amended to read "Cleaning of fish or fishing nets is prohibited in the area of the Holiday Park, including the foreshore"

Moved: Fiona Seconded: Bruce Carried

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Meeting closed at 6.10 pm

11. Next Meeting: Duvauchelle Community Centre at 5.30pm on Monday 15 September 2025