

Okains Bay Reserve Committee

Meeting Minutes

Minutes of the Ordinary Meeting held:

Date: Wednesday 20 August 2025

Time: 5 pm

Venue: Okains Bay Campground Office, Okains Bay

Dane Moir opened the meeting at 5.07 pm with karakia.

Present: Wayne Kay (Chairperson), Sharon Henderson (Secretary), Graeme Page, Richard Boleyn, Lester Fletcher and Nick Thacker.

In Attendance

Amour-Jane Ryan, Colin Jacka and Dane Moir (via video link).

1. Apologies

Judy Thacker, Asif Hussain, Kelly Governor, Whitney Hocking and Arpo Deer.

2. Declarations of Interest Nil

3. Public Forum Nil

4. Confirmation of Minutes

Moved Graeme/Lester that the Okains Bay Reserve Committee meeting minutes on 16 April 2025 be confirmed. Carried.

5. Matters Arising

5.1 Okains Bay Reserves Triennial Goals and Operational Plan 2023-26

- Addition of a new fence along front of marae and new entrance needs to be completed before Waitangi Day 2026. Colin and Graeme to work on a plan for fencing.
- Feedback from Board members re: Goals and Priorities to be emailed to Wayne Kay in the next two weeks.

5.2 Cabin update: Painting inside and outside has been completed and a new deck, glass doors and potable water is being sorted. Toilets will be upgraded and pricing assessed. Furniture will be purchased and toaster and kettle provided. This will be completed by Show weekend, so cabins are ready for their trial use.

5.3 Community Hall has been closed until further notice as deterioration of front of building has caused damage and made entry to the hall unsafe.

5.4 Sefton's Park Lease. The lease contract has been resolved.

5.5 Concern at the financial reporting being hard to understand was raised and will be discussed at the next CCC meeting.

5.6 Koukourarata Runanga will send an email with their Values Statement included.

6. Health and Safety Nil.

7. Correspondence

Inward

7.1 Jun 15 email from Wayne Kay re: apology for upcoming meeting and request for Nick Thacker to Chair the meeting. Agenda to include community hall maintenance and Reserve Goals.

7.2 Jun 17 Apologies from Lester, Richard Boleyn, Kelly Governor and Whitney Cocking.

7.3 Jul 17 email from Heather Spreckley re: BPCB Information Session Agenda for Monday 21 July 2025.

7.4 Aug 6 email from Jane Walders re: BPCB Agenda for meeting on 11 August 2025.

7.5 Aug 13 email from Wayne Kay re: meeting reminder for 20 August 2025.

7.6 Aug 15 email from Asif Hussain re: apology for upcoming meeting.

7.7 Aug 18 email from Judy Thacker, Kelly Governor and Whitney Cocking re: apologies for upcoming meeting.

7.8 Aug 19 email from Jane Walders re: BPCB Agenda for meeting on 25 August 2025.

Outward

7.1 Jun 17 email sent to all Board members re: June 18 meeting cancelled.

7.2 Aug 4 email to all Board members with new email for Game Page.

7.3 Aug 4 email to Graeme with previous minutes and Reserve Goals.

7.4 Aug 11 email to Okains Bay School re: Okains Bay Cemetery public meeting.

7.5 Aug 11 email to Amour re: request to use campground office for cemetery meeting if not fine.

7.6 Aug 18 email to all Board members to confirm the upcoming meeting is on the 20th..

8. Staff Financial/Operational Report

Discussion re: accounts and upcoming changes to staff responsibilities, reporting and support. A new position will be advertised for someone to work between Duvauchelle and Okains Bay Campgrounds.

9. Update from Working Groups Nil

10. General Business

10.1 Planting at the campground will be carried out at Show weekend with another big planting planned in April. DoC nursery will supply appropriate seedlings for the beach area. These will be acclimatised here then planted out when ready. A plan will be documented for work that needs to be completed throughout the year.

10.2 Poplar trees on the fenceline boundary, under the powerlines will be chopped down and the trunks poisoned to prevent regrowth.

Moved Richard/Nick that the Poplar trees along the boundary fenceline be chopped down and the stumps poisoned. Graeme abstained.

10.3 The Board were told that this is the first year that all caravans have been removed from the campground.

10.4 Discussion re: Management Plan has been waiting for a Values Statement from Koukourarata Runanga and this will be actioned accordingly.

10.5 Fencing and signage to be erected at the cave and around the surrounding area of marram grass to keep vehicles off.

10.6 Roof of riverside ablution block needs painting and will be assessed by staff.

11. Next Meeting

The next Okains Bay Reserve Committee meeting will be on Wednesday 15 October 2025 at 5 pm in the Okains Bay Campground Office, Okains Bay.

The meeting closed at 6.20 pm.