

Pigeon Bay Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting Held:

Date: Monday 13 May 2024

Time: 2.00 pm

Venue: Pigeon Bay Settlers Hall, Pigeon Bay

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

In attendance: Colin Jacka, Chris Figg

- 1. Apologies:** Sandra Innes, Asif Hussain, Vincent Luisetti, Jane Harrison

Brenda/Peter

- 2. Declarations of Interest:** Brenda Graham, Helen van Workum – Annual Site Holders

- 3. Public Forum:** N/A

- 4. Confirmation of Minutes:** Minutes held on 20 March 2024 as circulated are confirmed.

Brenda/Helen

5. Matters Arising:

- Additional Holding Tank – Chris and Colin to do a cost/benefit analysis on a 3000 – 5000 overflow tank.
- Annual Site Holder planting as approved at last meeting – completed.
- Annual Site Holders Fees – Murray to send contact list to Colin in readiness for accounts to be sent by CCC.
- Generic Management Plan update – Colin to send committee an update on progress and to ask Delia attend our next meeting to talk us through the document.
- Options for Annual Sites – Colin to bring forward the report with options on the way forward to align with the community consultation.
- Colin to check if Hydra-Vac has a contract with CCC – to be done.

Heather/Charles

6. Health and Safety: Nothing to report.

Correspondence:

Inwards

- Pam Richardson – request to advertise meeting

Out

7. Finance/Operational Report:

- As circulated

8. Caretakers Report:

- As Circulated

9. General Business:

- Jane Harrison community consultation – email recieved just prior to meeting saying this is not ready yet. Murray to follow up.
- Community Board extension – the community board gave an extension until October 2024 to report back but with the extremely slow progress that we have made it is unlikely that we will meet this deadline.
- Playground rings – Colin to check with the parks team on where the pull-up rings are and when they will be replaced.
- Mowing – Heather moved that we enquire re the hiring of the communtiy mower to use in the reserve.
Heather/Helen
- Hall Hire Fee – Heather moved that \$200 be paid annually as a donation to the Pigeon Bay Settlers Hall for the use of the supper room.
Heather/Helen

10. Update from Working Groups:

- **Management Structure/Strategic Plan** – Murray, Sandra, Helen
Jane will circulate a draft of the Community Consultation Document as soon as it has been approved and then get the committees feedback.
- **Waste Water Overflow** – Peter, Chris
As per matters arising

- **Rainwater Tank** – This has been installed and thanks went to Chris and Ross.
To be taken off the working groups
- **Shelter** – Peter, Heather – On hold awaiting council decision.
- **Inundation** – Charles. Nothing to update
- **Planting Plan** – Murray. Still to update.
- **Ongoing Plant Maintenance** – Plants are doing well, a few losses, some guards have been removed to allow growth. Peter and Brenda to count losses and report to Paul and potentially get replacements.

Meeting Closed: 3.25 pm

11. Next Meeting:

Date: Tuesday 25 June 2024

Time: 2.00 pm

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