
Lyttelton Reserves Committee

MEETING MINUTES

Notice of Ordinary Meeting:

An Ordinary meeting of the Lyttelton Reserves Committee will be held on:

Date: 11 November 2024
Time: 7:00 pm
Venue: Community Boardroom, 25 Canterbury Street,
Lyttelton

1. Meeting Opening

Meeting opened at 7pm with a Karakia from Hamish.

Present

Joshua Merriam, Helen Shaw (Chair), Bianca Woyak, Daryl Warnock, Cliff Mason, Hamish Fairbairn.

In Attendance

Paul Devlin (online).

2. Apologies

Kirsty Brennan, John Garrett, Rewi Couch

1. Declarations of Interest

None

2. Public Forum

No members of the public present.

3. Confirmation of Minutes

That the Minutes of the Reserve Committee meeting held on **14 October 2024** be confirmed.

Moved by: Cliff

Seconded by: Josh

4. Health and Safety

Slippery track noted after rain. Mitigation as previously discussed is to review at summer's end and discuss gravelling. Track is improving over time.

Electric motorbikes have been seen on reserve. CCC consulting on new Parks Bylaw to allow management via signage. Electric motorbikes will be classified as vehicles in the new bylaw. Note if riders are seen in reserve let them know they are not permitted.

5. Matters Arising

Actions:

CCC to investigate options and feasibility of water storage at the top of the 4WD track. (CCC)	In Progress Matt Rose (CCC) looking into this. Contractor engaged to do feasibility (WaterForce). Spare tank at Pages Rd CCC depot that could be used.
Whakatauki to be created for Triennial plan (Rewi)	In Progress
CCC to add log feature to asset list, and work with MTB club to investigate and develop a management plan (CCC)	In Progress. Josh to follow up with Nick S.
Communication plan - Helen to discuss approach to communication with CCC	In Progress
Assess the feasibility of track development as per the Triennial Plan. Specifically loop track on LPC land. (Helen)	In Progress. Helen to make contact with LPC re feasibility.
Assess the feasibility of track development as per the Triennial Plan. Specifically the Timeball walking track. (CCC)	In Progress. CCC progressing feasibility of timeball loop. Will add Gilmour track feasibility to list.
Discuss a suitable path for volunteer trappers for access through newly planted natives with concerned residents (Helen)	Complete. Helen to meet resident Tuesday 12/11 to discuss route options.
Request development of a map panel sign for suitable locations within the reserve for orientation of walkers and mountain bikers (CCC)	In progress

Members of the mountain bike club to communicate within their channels to be aware of walkers and locations where walkers have right of way (Josh)	Complete. Also on new signage.
Approve funding for a battery to allow for extended time undertaking weed management. (CCC)	In Progress.
Decide on suitable timing for another round of old man's beard management through the use of spray. The timing will need to include prior community communication. (Hamish)	Complete

1. Correspondence

A resident of Foster Terrace requested hose for adjacent CCC property to water plants on fire break. CCC to look into providing. Glenn has been thanked for his efforts to assist. (Action: Paul)

Correspondence received from Elise Doyer, thanking the committee/CCC for installing Gary Broker seat. Elise is very pleased with the seat, and thanks the committee for progressing the installation.



Photos: L-R; view from the seat; plaque, macrocarpa seat.

2. Staff Financial and/or Operational Report

Updates provided throughout meeting.

General Business

2.1. Native Planting

John has been weedeating around plants. Thank you.

Plants have been ordered for next year. Action: Hamish to follow up to confirm (1000 for 2025, 3000 for 2026). CCC will need to provide funding to include contractors for work if 3,000 plants are provided.

CCC have in-house skills and can assist with determining whether planting would be worthwhile in Whakaraupō. Debate on whether planting will be beneficial and/or whether focus should be on pest plants.

2.2. Pest Plants

Recent site visits (Hamish + CCC rangers) noted Old Man's Beard has returned in previously sprayed locations. Further spraying has been organised. Signs going up 12/11/24. Action Hamish to put up signs, and Liaise with CCC to undertake work as per protocols agreed last year.

Mystery 'sprayer' currently unknown (spraying mountain bike tracks). Action: Josh to make community post from mtb club reminding people that the reserves committee doesn't want people spraying tracks. Josh to draft and send to Helen and Paul.

Weed control in Whakaraupō being looked into by Di Carter (CCC). **Action:** workshop with CCC/reserves committee to discuss weeds and planting. **Action:** Hamish to invite Di to next meeting (9 December)

2.3. Pest Animals

Harbour total 2,200 WOPP trapped pest animals. CCC funding and WAIF funding received for WOPP staff and traps. Much appreciated.

2.4. Track Development

As discussed in actions, feasibility to be explored by CCC for Timeball track (walking), and Gilmour MTB downhill track. Just feasibility at this stage. Helen will contact LPC to query linking to loop track.

2.5. Track Maintenance & drainage

MTB club have done some new retaining. Donated pavers have been used on mtb tracks and beside Gary Broker seat.

Diagonal track (Tūi track) to be reviewed for gravel requirements in Autumn (March/April). Committee/CCC to discuss findings and recommendation before progressing.

2.6. Fire prevention

Gorse beneath eucalyptus in Urumau (adjacent to 4WD track) - query about fire hazard, but CCC's focus is currently on maintaining fire break and planting appropriate species in already designated areas. Could target this area for future native planting. CCC to review for future planting (**Action:** Paul)

Contractors have reviewed fire break and consider it adequate. Maintenance is ongoing, and includes gorse removal.

2.7. Erosion & Sediment Control

Refer H&S note about track in wet weather, and track note about gravelling. Whakaraupō reserve has been provided some E&SC funding from CCC, which is being used for point source control (ie at roadside).

2.8. Signage

MTB trail signs finished for Urumau. To be installed in the next couple of weeks (Action: CCC/Josh) CCC/MTB club to identify locations where signs warning of 'out of grade' features are present, and provide an easy alternative route if possible. Committee support the installation of these signs.

2.9. Pine & Eucalyptus Plantation

Christmas tree idea – 30-50 Juveniles on a trailer at market, with koha for donation to Lyttelton school. CCC happy for committee to use hand tools to remove trees. **Action:** Bianca to tag trees for cutting (diameter<100mm), CCC to check and confirm. Committee to liaise.

2.10. Engagement

Christmas tree engagement to be confirmed following site visit (**Action:** Bianca)

3. Other General business

Whakaraupō Triennial Plan - Workshop with CCC/LRC planned for December to discuss weed control versus planting, and to contribute to the development of the triennial plan.

Gary Broker seat - Cliff has written piece for community paper. Photo of reserves committee at seat Dec 9th meeting at 6pm at end of Foster Tce cul de sac (**Action** Hamish: Invite Jillian Frater and Tyrone Fields). **Action:** Cliff to contact reporter and extend invite.

Festival in Lyttelton – 'know your place' series of speakers at Naval Point on 24/11 talking about actions in the harbour. Weeding bee in Diamond Harbour 23/11, Naval Point cleanup 30/11.

Helen to resign from LRC due to relocation to Auckland; to advise governance team and put handover into place next month. **Action:** Helen

4. Next Meeting

Meeting closed with a Karakia at 8:30pm.