

Duvauchelle Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Monday 15 July 2024
Time: 5.30pm
Venue: Duvauchelle Community Centre

Present: **Chair** Fiona Barnes
Committee Geoff Carter, Jacque McAndrew, Ian Whenmouth
In Attendance: **CCC Representative** Colin Jacka
BPCB Representative Nil
Managers Tracy MacLeod
Visitors Nil

1. **Apologies** Bruce Watts Moved: Fiona Seconded: Ian Carried.
2. **Declarations of Interest** Nil
3. **Public Forum** Nil
4. **Confirmation of Minutes**
Motion: That the minutes of the previous meeting held on 17 June 2024 be confirmed.
Moved: Jacque Seconded: Ian Carried.
5. **Matters Arising**
Finalisation of the letters to 1) Annual Site Holders (Tracy to send out)
2) Corina Richmond (Ian to send out)
6. **Health and Safety**
Kylee wrenched his knee but is recovering well.
7. **Correspondence** Nil
8. **Staff Financial/Operational Report**
Motion: That the Financial Report for June 2024 as presented be accepted.
Moved: Fiona Seconded: Ian Carried.
9. **Update from Working Groups**
Manager's Report
The steps down to the bottom tennis court have been stabilised.
Yearly invoices have been sent out to Annual Site Holders. All achieved the minimum Stay Night target.
Hopefully, we (Tracy and Kylee) will be on leave for the next meeting.
CCC Rep Report
No news yet from Parks about the tennis courts.
DRC needs to start identifying key goals for the triennial plan. It would be good if these items could be presented to the BPCB meeting in Little River in November so Committee members could attend.
Tranz Build is now a preferred supplier and the contract process has now started.
10. **General Business**
Geoff: Head of The Bays had a meeting in the Hall and want to organise a working bee to have a tidy-up and check if any work needs to be done on the building.
Jacque: The car park at the Hall does not drain well and needs attention.

Meeting closed at 6.10 pm
11. **Next Meeting: Duvauchelle Community Centre at 5.30pm on Monday 19 August 2024**