

Lyttelton Reserves Committee MEETING MINUTES

Notice of Ordinary Meeting:

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

Date: 8 April 2024
Time: 7pm
Venue: Community Boardroom, 25 Canterbury Street,
Lyttelton

1. Meeting Opening and mana whenua learning

Meeting opened at 7:08pm.

Present

Joshua Merriam, Helen Shaw (Chair), John Garrett, Daryl Warnock, Kirsty Brennan. Cliff Mason

In Attendance

No staff present

2. Apologies

Hamish Fairbairn, Bianka Woyak

3. Declarations of Interest

Nil.

4. Public Forum

N/a

5. Community representative place

Cliff Mason introduced himself to the committee as candidate for vacant community representative place on the committee.

Action: The LRC accepts Cliff as a representative for community representative position on the committee

6. Confirmation of Minutes

Resolution: That the Minutes of the Reserve Committee meeting held on 4 March 2024 be confirmed.

Moved: Kirsty Seconded: Josh. **Carried**

7. Health and Safety

In previous correspondence, an unsafe structure was communicated to the committee by a member of the public. This structure has been assessed and determined that adequate signage is required.

8. Matters Arising

Actions from previous minutes

December minutes to be finalised (Helen)	In progress
Gary Broker Seat – Contact Elise Doyer (Helen)	Family member interested in proceeding with a seat in the reserve in memory of Gary Broker. Action: Committee to propose location and plaque wording for feedback from family
Cliff Mason to be invited to next meeting (Helen)	Complete
MOU with MTB club to be circulated to committee (John)	Complete
Predators: Map of trap locations to be provided (Hamish)	Complete
Quote to be sought regarding zig zag track regrade (Josh)	In progress (Josh)
CCC to assess the need for removal of standing dead eucalyptus trees (CCC)	In progress (CCC)

CCC to investigate options and feasibility of water storage at the top of the 4WD track. (CCC)	In progress (CCC)
Whakatauki to be created for Triennial plan (Rewi)	In progress (Rewi)
CCC to send the list of low flammability plants suitable for Urumau in order to source plants (from eco-sourced nurseries). 1000 plants to be ordered. (CCC)	In progress (CCC)

9. Correspondence

Nil.

10. Staff Financial and/or Operational Report

Nothing received

11. General Business / Actions

11.1. Diagonal track upgrade progress and alternative route

Alternative walking route was investigated by members of the committee but determined to be unsuitable. During diagonal track development, access for the public will be along the bench track and 4WD track.

11.2. Long Term Plan submission

The committee discussed putting together a submission to the CCC LTP in support of reserve committee resourcing and wider support programmes such as Whaka Ora.

Resolution: The LRC will put forward a submission and a set of priorities for the Lyttelton reserves and the DRAFT Triennial Operational Plan.

Moved: Kirsty Seconded: Helen. **Carried**

Action: Helen to prepare a submission with input from the committee for the LTP

11.3. Triennial / Operational Plan – Urumau

The committee completed the DRAFT Triennial Operational Plan for Urumau Reserve.

Action: Helen to send DRAFT Triennial Operational Plan to the Community Board for consideration and set a date to present.

11.4. Weed removal – Urumau

Following a site visit with CCC, additional old mans beard spraying has been proposed in discrete locations within the reserve. Hamish has prepared a communications plan for the spraying including signage and letterdrop to adjacent houses. .

Resolution: The committee approved the OMB spraying plan and communication plan.

Moved Kirsty Seconded: Helen. **Carried**

12. General business

A bridge has been identified in a critical drainage pathway in the reserve. Someone has constructed a bridge with pipes between the 4WD track and the downhill track above the diagonal track. It is not likely to provide adequate drainage for the catchment.

Action: Kirsty to remove the structure and reinstate drainage channel before forecast rain later in the week.

13. Next Meeting - 6 May 7pm

Meeting closed with a karakia at 8:35pm.