

Lyttelton Reserves Committee

MEETING MINUTES UNCONFIRMED

Notice of Ordinary Meeting:

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

Date: 1 September 2025

Time: 7:00 pm

Venue: Community Boardroom, 25 Canterbury Street, Lyttelton

1. Meeting Opening with a Karakia

Meeting opened at 7:05 pm with a karakia from Kirsty.

Thanks to Bianca for creating a list of karakia for the RC to use.

2. Attendance

Joshua Merriam, Cliff Mason, Hamish Fairbairn, John Garrett, Bianca Woyak, Kirsty Brennan, Daryl Warnock

CCC Staff: Paul Devlin

Apologies

N/A

Not present

N/A

3. Declarations of Interest

Bianca- Working with Lyttelton school to run an education programme relating to Urumau reserve and biodiversity.

4. Public Forum

A member of the public was in attendance.

5. Confirmation of Minutes

Resolution: That the Minutes of the Reserve Committee meeting held on 4 August are confirmed.

Moved: Hamish ; **Seconded:** Josh

6. Health and Safety

A standing dead tree by the swing and in the area below the track still needs removing

7. Matters Arising

Actions from previous minutes

Assess the feasibility of track development as per the Triennial Plan. Specifically loop track on LPC land. (Kirsty)	In progress Awaiting geotech report.
Assess the feasibility of track development as per the Triennial Plan. (CCC)	In progress
CCC to provide updated pdf imagery for Whakaraupō and Urumau Reserve for reference- the latest aerial photo. (Paul)	In progress
CCC to provide feedback to the committee on the use of AT220 automatic traps being used within both the reserves. (CCC)	Complete There are 2 set up in hard to reach places.
Warning sign for the reserve entrance - high wind hazard (Paul) .	Complete
Tūi Track signs missing the macrons- need to reprint 4 (Paul) .	In progress Paul has been informed and will reprint when printing more signs.
Investigate the status of the track between Reserve Tce and Foster Tce - the shingle needs topping up. (CCC)	In progress
Old fencing wire along the sides of the “Urumau shared track” to be removed. (Josh)	Complete A substantial amount has been removed.
Look into removal of fallen pine tree above track near Sumner Rd - Josh to send location (CCC)	In progress
Hamish and Di to look at the Old Man's Beard and Wattle tree by 78 Reserve Terrace. Hamish to show Di extra sites that need attention (Hamish) .	In progress

Committee to undertake plant maintenance behind foster Tce houses. They are swamped by long grass and some of the guards have collapsed on the plants. (Paul/ CCC)	In progress
Whakaraupō planting plan - species list and number of trees budgeted. (CCC/ Hamish)	Complete. Notes below
Whakaraupō restoration plan (Cliff) - report on ways we could best approach restoration within Whakaraupō.	In progress

8. Correspondence

CCC received emails from two community members concerned about some recent planting under power lines along Reserve Terrace.

Action: Hamish and John to arrange re-planting of the tall tree species along Reserve Terrace entry to Urumau Reserve where they are at risk of imposing on power line set back zone.

Community members on Gilmour Terrace are concerned about the tall weed species behind their property and would like the Reserve Committee to action management.

Action: CCC to remove large weeds behind Gilmour Terrace.

9. Staff Financial and/or Operational Report

Incorporated into the items below

10. Special items

10.1 Land parcel for sale adjacent to Whakaraupō Reserve

The section 8A Harmans Rd (2800m²) is for sale privately and directly adjoins Whakaraupō Reserve. It has many features and positives to adding this land to the reserve including:

- The public are already using this land for recreation including walking and mountain biking- there are several tracks already in play.
- The contour and steep nature mean that the area is not the most suitable for building.
- There are endemic species like Copper Butterfly and Red and Yellow Admiral butterfly using the space.
- Jewelled Geckos have been sighted.

Listing on TradeMe: <https://www.trademe.co.nz/a/property/residential/sections-for-sale/canterbury/banks-peninsula/lyttelton/listing/5428347843>

We have received a land management and lizard management plan from the owner, and he is happy to discuss further.

Picture of boundary lines below:



The RC recommend the council considering purchasing this section to add to Whakaraupō Reserve for biodiversity and recreational reasons.

11. General Business

11.1. Native Planting

Whakaraupō Reserve:

Bianca has identified a site with good access and currently dominated with weeds. This area would suit approximately 500 plants. Ensure plants are eco-sourced. Hamish to look at species list with Di and Nick. This reserve will also be focused on weed management.

Ururau Reserve

Continuation of the area recently been planted. 1000 plants ordered.

Action: Hamish to confirm orders and plant species with CCC and the nursery.

Next meeting let's look at how to get the community involved in weeding and maintenance.

11.2. Pest Plants

As above - weed species behind Gilmore Tce to be removed.

11.3. Pest Animals

Trapping going well across the reserves.

11.4. Track Development

11.5. Track Maintenance & drainage

Drainage is working well. Channel drains have been well cleared and drainage working well following recent rain.

11.6. Fire resilience

11.7. Erosion & Sediment Control

11.8. Signage

More triple X signage is on its way.

Additional track signage options have been discussed with CCC. New track grading standards mean some signs might need to be updated.

Action: CCC to investigate any changes required to track signage.

11.9. Pine & Eucalyptus Plantation

11.10. Engagement

School project update:

The project is in full swing. Bianca has received the grant funding received from LPC for the project. 1 lesson on site at Urumau and 1 in class lesson has been completed. Next 2 lessons will be next term.

There is interest from local parents with expertise to provide additional education opportunities using some of the large pine/Spanish fir trees. They are proposing to work with students on creating a variety of things from the felled wood. The committee requests that the parents get in touch with CCC to discuss potential opportunities.

Action: Bianca to arrange liaison with CCC about this project before any work is undertaken.

Meeting ended at 7:56 pm

Next Meeting 6 October 2025