

## **Lyttelton Reserves Committee**

### **MEETING MINUTES UNCONFIRMED**

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#### **Notice of Ordinary Meeting:**

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

**Date: 6 October 2025**

**Time: 7:00 pm**

**Venue: Community Boardroom, 25 Canterbury Street, Lyttelton**

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#### **1. Meeting Opening with a karakia**

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

#### **2. Attendance**

Joshua Merriam, Cliff Mason, John Garrett, Kirsty Brennan,

#### **Apologies**

Bianca Woyak, Hamish Fairbairn, Daryl Warnock

CCC Staff: Paul Devlin

#### **Not present**

#### **1. Declarations of Interest**

N/A

#### **2. Public Forum**

N/A

### 3. Confirmation of Minutes

Resolution: That the Minutes of the Reserve Committee meeting held on 1 September are confirmed.

**Moved:** Cliff ; **Seconded:** John

### 4. Health and Safety

Following the rain, the committee recommend a walkover to see if any issues need attending to and report back on any issues that need addressing.

### 5. Matters Arising

#### Actions from previous minutes

|                                                                                                                                                                     |                                                                                                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Assess the feasibility of track development as per the Triennial Plan. Specifically loop track on LPC land. <b>(Kirsty)</b>                                         | In progress                                                                                                                           |
| Assess the feasibility of track development as per the Triennial Plan. <b>(CCC)</b>                                                                                 | No update                                                                                                                             |
| CCC to provide updated pdf imagery for Whakaraupō Reserve for reference <b>(Paul)</b>                                                                               | No update                                                                                                                             |
| Tūi Track signs missing the macrons- need to reprint 4 <b>(Paul)</b> .                                                                                              | No update                                                                                                                             |
| Investigate the status of the track between Reserve Tce and Foster Tce - the shingle needs topping up <b>(CCC)</b>                                                  | No update                                                                                                                             |
| Look into removal of fallen pine tree above track near Sumner Rd - Josh to send location <b>(CCC)</b>                                                               | Completed                                                                                                                             |
| Hamish and Di to look at the Old Man's Beard and Wattle tree by 78 Reserve Terrace. <b>(Hamish)</b>                                                                 | In progress.<br>Weed issue has been assessed. Wattle tree has now been removed. OMB is on neighbouring property. Liaison is underway. |
| 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. <b>(CCC)</b> | Completed.                                                                                                                            |
| Whakaraupō restoration plan <b>(Cliff)</b> - report on ways we could best approach restoration within Whakaraupō                                                    | Discussed below                                                                                                                       |
| Arrange re-planting of the tall tree species along Reserve Terrace entry to Urumau Reserve where they will impose on power line set back zone <b>(John/Hamish)</b>  | Some have been removed. More to be moved on.                                                                                          |
| Manage the large weed species behind houses on Gilmour Tce <b>(CCC)</b>                                                                                             | In progress                                                                                                                           |

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|--------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| Confirm 2026 plant numbers and species ( <b>Hamish</b> )                                                                             | Completed.                                                      |
| Investigate any changes to track grading and signage changes needed ( <b>CCC</b> )                                                   | Just one track (2 signs) need changing. CCC aware.              |
| Liaison between local parents of school kids and CCC to discuss potential opportunities for large tree removal ( <b>Bianca/CCC</b> ) | In progress. Paul has been in discussion with the school group. |

## 6. Correspondence

6.1 Discuss new triennium process as outlined by CCC regarding dates for discharge of reserve committee and deadline for advising of re-election date (10 December)

From CCC:

During the time between the Committees discharge (10 December 2025) and when the Board approves the Committees new membership, only informal meetings can be held. This means no decisions can be made during these meetings.

**Action:** committee to discuss and decide on proposed date for election and any project proposals at the November meeting.

6.2 A message from a community member was received regarding the additional trees recently planted that still need to be removed posing a risk to power lines.

**Action** remains on list to address.

A query from Lyttelton Community Association: what is the status of the unofficial community adjacent to the Major Hornbrook track (DOC's Lyttelton Scenic reserve) at 3 Somes Rd? Can this be zoned for community use and council managed?

**Action:** CCC to investigate questions and provide a response to the committee for passing on.

## 7. Staff Financial and/or Operational Report

No update

## 8. Special items

Ecological restoration relating to Whakaraupō Reserve

Cliff has started to draft an approach for ecological management of Whakaraupō Reserve.

A statement for this approach was discussed and drafted for further review.

*While maintaining and improving recreational access and enjoyment for the community, we commit, where practicable, to follow the principles and best practices of restoration ecology in the ecological management of Whakaraupo Reserve.*

Focus for discussion in Nov - Whakaraupo reserve urgent action items. What are reference conditions or target goals for what we want to achieve. Take a holistic approach to management.

## 9. General Business

### 9.1. Native Planting

## **9.2. Pest Plants**

OMB at the Reserve Tce entrance is in progress as is the woody weeds above Gilmour Tce.

## **9.3. Pest Animals**

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## **9.4. Track Development**

## **9.5. Track Maintenance & drainage**

Drainage. From recent rain, debris and sediment build up has occurred in the channel along the 4WD track.

**Action:** clear the channel

## **9.6. Fire resilience**

## **9.7. Erosion & Sediment Control**

## **9.8. Signage**

## **9.9. Pine & Eucalyptus Plantation**

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## **9.10. Engagement**

Meeting ended at 7:58 pm

Next Meeting Nov 3rd 2025