



Lyttelton Recreation Management Committee

Meeting Minutes

Minutes of the ordinary meeting held:

Date: Monday 19th May 2025

Time: 6pm

Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

Present:

Clinton Norris (Chair), Caroline Norris, Linda Preddy (Secretary),
Jodie Goodmanson (Lyttelton Rugby),
Sabrina Sanders (Lyttelton Netball),
Caine Tauwhare (Whakaraupo Carving Centre Trust).

In Attendance:

Cathy Lum-Webb (Banks Peninsula Community Board Representative)
John Furlong (Sports Activation Advisor – Outdoors)
Kristine Bouw (Development Project Manager)

1. Apologies:

2. Declarations of Interest:

3. Public Forum:

No Public representation present.

4. Confirmation of Minutes:

Monday 17th February 2025

Jodie Goodmanson/ Clinton Norris

5. Matter Arising:

6. Health & Safety:

No Health & Safety recorded.

7. Correspondence:

Ren (Ferrymead Bay Football) Preseason enquire re facilities

Linda Burkes Confirmation received Minutes

Kristine Bouw Pavilion look through

John Furlong Field marked out

Kristine Bouw Site visit update

John Furlong Rugby grounds condition

Jodie Goodmanson Rugby grounds signage approval

Jodie Goodmanson Rugby field markings 2025

John Furlong Locked gates

John Furlong Scout regatta easter weekend

Linda Burkes Annual plan 25/26 reserve committee

John Furlong Gobs bay road race

Clinton Norris/ Jodie Goodmanson

8. Staff Financial/Operations Report:

None to record

9. Update from working groups:

No update

10. Current Ground Bookings:

Lyttelton Rugby Ground bookings for 2025 season February to September Tuesday, Wednesday, Thursday & Saturdays.

Senior rugby Seniors first game Saturday 5th April last game 26th July

Teenage Rugby starts 10th May till 23rd August

Junior rugby starts 17th May till 30th August

Club day 21st June

Titahi Bay game TBC

Golden oldies games Sundays 2pm 25th May, 22nd June, 6th July

Govs Bay to Lyttelton Road race 7:30-12:00 16th August

Soccer February – September Saturdays

Whakaraupo Sunday soccer league May – September 1:30-4:30

11. General Business:

- Clinton had concerns regarding the Gov Bay race day on the grounds with the Lyttelton sports clubs not being unable to play on the fields. Sabrina has offered them the use of the yacht club grounds instead of the fields; John is going to investigate to see if the road plan can be changed.
- Clinton mentioned that the pavilion facilities have been opened to the Lyttelton Rugby club & everyone is happy with the new facilities.
- Key regarding bollards as may need to get an emergency vehicle onto the grounds. Kristine is looking into this.
- Kristine & Caine discussed the plaque for the front of the netball courts in Flo honor, was discussed this should be a separate unveiling to the grounds, possible end of the year.
- Discussion regarding plaque on the old pavilion, the committee have decided it needs to be on the landscape area to recognize that we have an old pavilion & a new pavilion.
- Committee discussed demolition of the old pavilion date should be sent out into the community, as then whoever wants to attend is able to.
- Question was asked regarding the hub building, update is going to the community board.
- John informed us regarding the allocation of the turf & booking system. No bookings will be made first in first served.

- John also informed us of the new booking system that will be up & running in a few weeks.

- Question was asked who has access to the pavilion & what is allowed up on the walls,

John confirmed posters are allowed but anything permanent will need to have a request sent through, as in painting etc.

- Strip of grass will be staying as a walkway up to the pavilion now to protect the growing grass.

- Drainage along the tree line will be redone.

- Storage shed foundation was poured 19th May should be completed by 10th July.

- Cleaning of the facilities will be to individual use, the council will service the outside public toilets only.

- Defibrillator will be attached to the side of the building.

- shelves inside the pavilion storage rooms are still being sorted.

- Cathy is concerned regarding the dog by laws hours on the grounds, Jo from the council is still looking into the area that we have suggested as a dog park.

12. Next Meeting:

Monday 18th August 2025 at 6pm at the Lyttelton/Mt Herbert Community Boardrooms, 25 Canterbury Street,

Meeting Closed 7:10pm