

Minutes
Meeting of the Le Bons Bay Reserve Management Committee
2pm, Sunday 25th May, 2025 at the Domain Hall

Present: Jo Rolley (Chair), Bruce and Jenny Nicholl, Richard Hall (Treasurer), Charlotte Bleasdale (Secretary), Carol Osgood and Ciaran Murray, Michelle Rodgers.

Apologies:

Minutes: Minutes of 8th April 2025 meeting, having been circulated, were accepted as a true and correct record. **(Richard/Bruce. Carried)**

Correspondence:

Treasurer's report: Richard spoke to his report – copy attached. There is currently a balance of \$5,005.26 in the account (at 22nd May 2025) meaning expenditure has exceeded income for the year by \$518. Richard produced a graph showing RMC finances from FY23 to FY25, illustrating how the RMC's cash reserves have dwindled due to expenditure on big-ticket items such as stoves/BBQ and lack of income from bookings. Richard moved his report. **(Richard/Jenny. Carried)**

Matters Arising:

1. **Formal adoption of landscape concept plan. (Bruce/Carol. Carried)**
2. **Formal acknowledgement of Jenny Nicholl's resignation.** Jenny was thanked for her many years of service on the committee and presented with a small gift. Michelle will take over from Jenny as booking rep for the Hall, alongside Carol.
3. **Block-out blinds for hall.** Carol had priced these at \$140 per unit with five units required. It was agreed to put this plan on hold for the time being.
4. **Sports gear and cricket gear in the side room.** Garry Brittenden will sort this issue out in the Spring, ahead of the Sports Day at New Year.
5. **Reserve Management Plan.** Jo confirmed that Le Bons Bay fits into the generic plan for the whole of Banks Peninsula, but there has been no progress on this by CCC.
6. **Building wash down - water contamination.** Jo reported that this had resulted in contamination of the tank because the City Care workers had failed to disconnect storm water pipes. This was only discovered two weeks after the event. The tank has been emptied but hasn't yet been tested. The plumber looked at the leaking tap in the ladies while he was at the Hall and advised all taps need replacing in both male and female toilets. It was agreed to wait to see what work CCC intend to carry out in the Hall toilets before pursuing this.
7. **Board members' availability.** Jo said it would be advantageous if the RMC could sometimes meet on weekdays to facilitate attendance by Community Board members and CCC staff. It was agreed that Mondays after 2pm would suit most RMC members.
8. **Emergency Management Plan and community allocated funding for resilience strengthening in case of a natural disaster.** Jo has asked Tony Hall to write a report on what priority equipment is needed at the Hall to strengthen resilience; it was agreed to wait for this report before lodging an itemised application for funding with CCC. Various suggestions had been made for equipment such as radios (there is one in the fire engine and Anita has one), and a

phone charger; Tony has said that he thinks the 2.2kw generator suggested by Dane is too small. There is a resilience group in the Bay, and we will need to liaise with them when we have Tony's report. It was agreed that communication is the biggest issue.

9. **Phone tree for permanent and semi-permanent residents of Le Bons and neighbouring bays.** Carol has almost finished compiling this. Michelle to obtain Bach Owners' list for Carol.
10. **Invoicing of accounts.** It was agreed that people booking the Hall should be sent an invoice at the time of booking.
11. **Peace Memorial Library picket fence etc.** Thanks were recorded to Richard for clearing around the Peace Memorial Library, cleaning out gutters and assisting with painting the picket fence and priming one wall ready to be repainted in the Spring. It was noted that the floor needs to be replaced because of borer. Funding may be available as it is a listed building.
12. **Installation of lock box.** Richard has installed a lock box for the key to the Hall inside the meter box.
13. **Outdoor tables.** Richard has looked at these and thinks they do not need replacing. Take off agenda.
14. **Fire and Emergency signage.** Michelle has completed this.
15. **Microwave from Harvey Norman.** These are on sale for King's Birthday Weekend so Michelle will purchase one, using the \$250 voucher we received from Harvey Norman for purchasing the two stoves for the Hall kitchen.
16. **CCC facilities works update.** Michelle has received an email from Trevor Martin at CCC confirming that he is scoping and estimating potential future works at LBB Hall as the facility has been included in CCC's next tranche of prioritised community facilities assets. Works identified for consideration include: dishwasher, rangehoods, lighting upgrade, switchboard upgrade, heat pump, acoustic treatment to Hall, bathroom ventilation, hot water cylinder for bathrooms, replace urinal, concrete pad for BBQ. Michelle has asked Trevor to price gas hot water for the Hall instead of a separate cylinder for the bathrooms and replacing the current kitchen hot water system.
17. **Pest Control - rabbits.** Dave Hunter has been to the Bay, but did not think there was a significant problem. The rabbit population has declined significantly since the heavy rains.
18. **Defibrillator checks and training.** Michelle will arrange for Bob Palmer to do some training sessions in the Spring.
19. **Website update.** Michelle has updated the CCC website, and the FB page is now live. She asked that FB users share the link to help promote the Domain.
20. **Committee engagement.** Do we need more people on the RMC?
21. **Bach owners' contribution.** Michelle has had a good response from the Bach owners who will donate \$500 – to be reviewed annually. They have also encouraged those who wish to do so to donate individually. Ben Stock has already offered to do so; Richard will contact him. The Bach owners would like more information about what is happening at the Domain. Charlotte will forward the minutes.
22. **Suggested fundraiser.** Michelle reported that Noel and Nicky Dewe are keen to do a fundraiser for the Reserve and have suggested raising money for coin operated BBQs. RMC wondered whether these would be used.
23. **Recognition of Boys' High under 18-year-old rugby team's voluntary work in Domain.** The boys removed lupins and put the first coats of stain on the gates and fence pickets at the Domain. They also put on the first coats of paint and stain at the library and cemetery. Charlotte to write to Boys High Headmaster thanking them and their coach Willi Heinz.
24. **\$100 voucher for the people who made the video of the Domain. (Jo/Richard. Carried)** Carol will buy a Pressie Card and Richard will reimburse her.

25. **Recognition of Elke's donation of paintings.** Charlotte to write thanking Elke.
26. **Wasp numbers at the Domain and beach settlement area. Should we have a couple of epi pens in our medical supplies? (They are free now).** Epi pens to be sourced in the Spring by Charlotte. The medical kit also needs supplies of plasters. Tony Hall to check kit.
27. **Nomination of Donna Hamilton to join RMC. (Jo/Bruce. Carried)**
28. **Notification of intention to resign at AGM.** Charlotte will resign at AGM in November, after the local body elections, because she is no longer living in the Bay. Michelle has indicated she will be happy to take on the role of Secretary.
29. **Revised hire rates.** The power bill has gone up from \$800 to \$1,440 a year. Carol will research whether there is a cheaper option. After much discussion about whether to allow local groups to use the Hall for free vs the need to increase income, it was agreed that: Local tangis, Midwinter Dinner will remain free. There will be a \$20/hour charge for non-profits, local and youth groups using the Hall; this will be reviewed in a year's time to see whether or not it has discouraged usage. **(Ciaran/Bruce. Carried)** Non-locals, for-profits, seminars etc will be charged \$30 an hour. Election use will be \$350 flat fee for the day. Weddings will be \$800 for the three-day weekend (maximum 80 people), plus \$500 bond which will be 50% non-refundable if cancelled within 14 days of the event.
30. **Plates and cutlery.** Michelle has found the cheapest available at the Warehouse. Hold over to next meeting.
31. **It was agreed any remaining lights should be swapped to LED.**

The meeting closed at 3.35pm.

Next meeting date: TBA