

## 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: 3 November 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, Bianca Woyak, Cliff Mason, John Garrett, Hamish Fairbairn, Kirsty Brennan

#### Apologies

Daryl Warnock

CCC Staff: Paul Devlin

#### 3. Declarations of Interest

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

Kirsty - works at Lyttelton Port Company and is involved in the work programme for the Port Saddle, adjacent to Urumanu Reserve.

#### 4. Public Forum

#### 5. Confirmation of Minutes

Resolution: That the Minutes of the Reserve Committee meeting held on 6 October are confirmed.

**Moved:** John ; **Seconded:** Josh

#### 6. Health and Safety

With the major wind event the reserves held up well.

Thanks to CCC for providing a small hand saw for reserve committee members to use in managing the woody weeds.

**Action:** Develop a SOP and risk assessment (Hamish).

Hamish was informed by walkers in Urumau that they saw some people camping in Urumau. No further information.

#### 7. 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> | Close out.<br>LPC have considered development of a track and have engaged geotech engineers to evaluate the proposed track. The risk of rockfall is too high to proceed in developing a track. LPC are continuing with investigation about specific mitigation and will focus on planting and pest control. |
| 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                                                                                                                                                                                                                                                                                                   |
| Hamish and Di to look at the Old Man's Beard and Wattle tree by 78 Reserve Terrace. <b>(Hamish)</b>                         | In progress<br>Signs have been placed for weed control next week.                                                                                                                                                                                                                                           |

|                                                                                                                                                                        |                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| 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> ). | In progress<br>Hamish to check the trees when he is up there next.  |
| Manage the large weed species behind houses on Gilmour Tce ( <b>CCC</b> )                                                                                              | In progress<br>Hamish working with CCC on this                      |
| Investigate any changes to track grading and signage changes needed ( <b>CCC</b> ) Just one track (2 signs) need changing. CCC aware.                                  | No update                                                           |
| Liaison between local parents of school kids and CCC to discuss potential opportunities for large tree removal ( <b>Bianca/CCC</b> )                                   | Complete<br>Discussions are underway between school parents and CCC |
| Discuss and decide on the proposed date for election and any project proposals at the November meeting.                                                                | Complete<br>See below                                               |
| Investigate the section of land at 3 Sommes Rd and whether there is an opportunity for zoning as Council Reserve ( <b>CCC/Cliff</b> )                                  | No update                                                           |
| Clear drainage channel next to 4WD track                                                                                                                               | Completed                                                           |

## **8. Correspondence**

N/A

## **9. Staff Financial and/or Operational Report**

No update

## **10. Special items**

Discuss new triennium process as outlined by CCC

Important priorities not already underway for discussion at the next meeting:

- Weed management for Whakaraupō Reserve according to botanical survey - Hamish to progress
- Additional track development - Josh to progress
- Land purchase adjacent to Whakaraupō Reserve - CCC to provide input
- Land purchase adjacent to Major Hornbrook (Community Orchard) - CCC to provide input

The Lyttelton Reserve Committee have agreed on the 16 February as the date for election of the new committee.

## **11. General Business**

There is a wahi tapu area within Whakaraupō Reserve. Before planning planting and weed management, the Reserve Committee should check with Ngāti Wheke.

**Action:** Ask Ngāti Wheke about Whakaraupō plans for planting and weed management (Hamish)

### **11.1. Native Planting**

CVNZ volunteers will be undertaking plant maintenance next Tuesday and Saturday the 29th November.

Orders are in with the council and finalised for next year's planting.

We need to check on usage for the water tank with CCC (check at next meeting with Paul).

### **11.2. Pest Plants**

The RC thank CCC for providing battery tools for weed management.

Hamish has proposed to put up notices at the front of the reserves to get community help pulling out specific weeds.

### **11.3. Pest Animals**

Trapping is still occurring in both reserves via Whaka Ora Pest Project.

### **11.4. Track Development**

LPC loop track has been considered as too high risk for development due to rockfall.

### **11.5. Track Maintenance & drainage**

Drainage is being maintained and tracks are dry.

Is it possible to put a picnic table up on Urumau Reserve (Josh to check with Paul)?

### **11.6. Fire resilience**

### **11.7. Erosion & Sediment Control**

### **11.8. Signage**

### **11.9. Pine & Eucalyptus Plantation**

Christmas tree collection and pine management

Kirsty and Bianca found a good medium sized stand of pines at a good access point. Community Christmas Trees at Urumau Sat 29th of Nov, 10am. Can make a voluntary donation to the school.

**Action:** Bianca to organise promo and talk to Lyttelton school

**Action:** Organise cut and paste, handsaws, gloves from CCC and H&S plan - Kirsty to organise

### **11.10. Engagement**

Meeting ended at 8 pm

Next Meeting 1st of December 2025