

Cass Bay Reserve Committee

Notice of Ordinary Meeting:

An Ordinary meeting of the Cass Bay Reserve Committee was held on:

Date: Wednesday 12th August

Time: 7.30 pm

Venue: Banks Peninsula Community Boardroom.

1. Apologies – Paul Devlin. Jeremy Webb. Cathy Lum. Dave Tayler. Jamie Small. Norani Abbas. Chris Nee. Rodney Chambers

In Attendance- Jenny Healey. Warner Russell. Ine Schils. Karen Banwell. Peter Hattaway. Hannah Murdoch

2. Declarations of Interest

Members are reminded of the need to declare a conflict when considering any item where they may have a private/personal interest. NONE.

3. Public Forum

Members of the public who would like to speak to the Committee about matters arising with the reserve.

4. Confirmation of Minutes

That the Minutes of the Reserve Committee meeting held on 3rd June to be confirmed. Proposed - D Karen Seconded- Warner.

Passed unanimously

5. Matters Arising

- 1st Aid course-follow up- Hannah to follow up. She is also going to provide a 1st Aid kit
- Poplars are regenerating on the Summit Road track.- Jenny to follow up with Rodney.
- Environmental Partnership funding application-\$97,855.73 applied for which increased to \$121743.78 with contractor's maintenance over 2 extra years. The Residents Association Committee has passed a resolution to ask if the extra funds could be added to the application. All present agreed that 2 years follow up maintenance was standard practice and necessary for good success rates.

6. Health and Safety

- Jenny attended a Health and Safety meeting with Hannah (community parks) and Rodney (regional parks). During this meeting some suggestions were made to improve the reserves H&S plan. Hannah sent Jenny info on First Aid and H&S checklists that can be used for the reserves H&S plan.
- Hannah noted that there are differences in Health & Safety requirements between regional parks and community parks. Regional parks are generally larger and more naturalised. Community parks are generally smaller neighbourhood, playground and sports parks, with higher levels of public use. As a result, different H&S requirements apply. Corsair Bay through to the playground and Cass Bay Place Reserve is a community park. The upper part of Pony Point Jenny follow up with Rodney Steadfast are regional parks. The use of chainsaws and the removal of trees is not permitted by volunteers in community parks.

7. Correspondence

That any inward correspondence be received and outward correspondence endorsed.

8. Staff Financial and/or Operational Report

Staff will report on any financial or operational matters, as appropriate.

Health and Safety

- Dangerous dead trees on Pony Point track at the bottom near the steps (Regional Parks). Hannah suggests to call council for fast handling of dangerous trees. The best number is 9418999
- Suggestion was made that section of Pony Point with Eucalyptus trees should be closed off in high winds, due to the high risk of falling branches. There was discussion about what would be practical and achievable. Jenny to ask Regional Parks on what the best course of action is to prevent this risk.
- Steps coming down from Cass Bay Place need some maintenance: Hannah to follow-up.

Reserve encroachment

- ■ Cass Bay Pl. has been sold. Hannah has been in contact with the owners about the infringement and have come to an agreement. The owners are willing to cooperate. It was made clear that no parking or storage is allowed on reserve land. Regional parks will organise planting to naturalise the area and removal of recently planted hybrids.

Signage and track updates

- Jenny thanked Hannah for the planting day signs that were used this season.
- Steadfast Reserve: The signs at the top and bottom have been improved. Signage leading to start of the track is requested as trampers are getting lost on Steadfast and the rockfall hazard track is being used regularly. Suggestion for simple track marking (orange posts) from the bottom of Steadfast to the start of the track and a new rockfall warning sign on the upper track. Jenny to ask Nick Singleton about this. Hannah suggests adding a QRcode with link to the walking maps on future maps.
- Other signs requested:
 - Cholmondeley Children's Centre project.
 - Water as You Wander.
 - Penguin information sign. Penguins are nesting again in the Bay. Hannah offered to look into a permanent penguin information sign. Jenny suggested the sign on the Sumner Esplanade as a good example to follow.
 - Loop track name. A few names for the loop track have been suggested. The suggested name Ōtūherekio–Memorial Loop Track is preferred and will be referred to the Community Board, with the final name to be decided by them, in consultation with Ngāti Wheke.
 - Steadfast Reserve: a new name for Steadfast Reserve is requested. Ngāti Wheke has been asked to suggest a new name for the reserve. Rodney has been working on an information map.

Pony Point landscape and restoration plan

- The Reserves Committee needs a landscape plan for Pony Point to guide the transition to a native forest and future planting. The Committee has been requesting a plan for many years. Hannah mentions there is currently no funding available to develop a plan. Jenny said some funding to develop a plan has been included in the Environmental Partnerships Fund application.

9. Update from Working groups .

- Planting days and planting preparation working parties have all been very successful. Most planting days had 30-40 people attending. International volunteers from CVNZ and Corrections have been a great help this season.
- Warner suggests that when contractors are used for planting, there needs to be better follow-up to make sure the contract requirements are met. This was not the case in the most recent contractor planting where around 20 trees were left on site unplanted, a number of plants did not have plant protectors, the late-October release did not happen until after Christmas. As a result of the delayed releasing, some plants were lost in the long grass. The releasing was also not up to our usual standard

10. Planting days

2 more planting days:

- Playground (100 plants) (14/08 if not finished 28/08)
- Cholmondeley Children's planting.

11. Working Bee

- Ongoing work includes releasing plants, mulching, general maintenance and weed control. The community survey showed that many residents are interested in getting involved in environmental work. It was suggested and approved that Regular working bees will be held on the first Friday of each month from now on.

Upcoming working bees for 2026:

- August – Mulching: Warner will ask PD for Steadfast. Hannah will arrange delivery of mulch for the playground area.
- 4 September – Boneseed removal.
- November – Releasing plants.
- 2 December – Pony Point: Working bee with Christ's College students at Pony Point.

12. General Business

- UC student project supervised by Jeremy, Darren and Jenny. Five University of Canterbury GEOG309 students are working on a project looking at erosion and the impacts of climate change in Cass Bay. The project is due to be completed in September.
- Volunteer hours:
 - 70 Warner,
 - 87 Jenny.
 - Still awaiting others to report.

13. Next Meeting

The next Committee meeting will be held on Wednesday 14th October at 7.30 at Lyttelton Community Boardroom.