

Duvauchelle Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Monday 21 July 2025
Time: 5.30pm
Venue: Duvauchelle Community Centre

Present: **Chair** Fiona Barnes
Committee Geoff Carter, Jacque McAndrew, Bruce Watts, Ian Whenmouth
In Attendance: **CCC Representative** Colin Jacka
BPCB Representative Nil
Managers Nil
Visitors Nil

1. **Apologies** Tracy MacLeod
Motion: That the apologies be accepted.
Moved: Fiona Seconded: Bruce Carried
2. **Declarations of Interest** Nil
3. **Public Forum** Nil
4. **Confirmation of Minutes**
Motion: That the minutes of the previous meeting held on 16 June 2025 be confirmed.
Moved: Ian Seconded: Bruce Carried
5. **Matters Arising** Nil
6. **Health and Safety** Nil
7. **Correspondence**
Inward: Kerry & Pauline Bishop - possible transfer of site 18 to son-in-law (Ian to respond)
Outward: Jay Esker - resending of March 27 letter about site 11
Motion: That the Inward correspondence be accepted and the Outward approved.
Moved: Ian Seconded: Jacque Carried
8. **Staff Financial/Operational Report**
Colin presented the financial report. Everything is looking sound with no concerns going forward. However, we cannot expect growth to continue as previously.
9. **Update from Working Groups**

Manager's Report

All invoices have been sent out for site fees and stay nights. Thirty-three annual site holders owe for stay nights.

There has been no progress on site 11.

GSL and Treotech came out to quote for the trimming of the trees in the campground, those up by the water tanks, and the hedge that runs down the side of the stream as well as tidying the road frontage. Treotech are booked for 5 August for this work. GSL will be spraying the weeds round the boat ramp when they spray for broadleaf in September.

Piers (from IKS Internet Services), with our electrician and builder, has started the installation of the new Wi-fi and camera system, aiming to complete the infrastructure by early September. The rest of the system will be installed after this.

We are working through our list of maintenance jobs.

CCC Rep Report

Camp Managers will be reporting to a “Team Leader, Banks Peninsula Campgrounds”. The appointed person will hopefully start in early October.

The stream remediation will now not take place this summer but has been put off until the following year.

There will soon be consultation about Annual Site Holders and the Reserves Act.

Colin reported that he will soon have more time to put into the development of the plans for our new cabins.

10. General Business

Nil

Meeting closed at 6.30 pm

11. Next Meeting: Duvauchelle Community Centre at 5.30pm on Monday 18 August 2025