

Le Bons Bay Reserve Committee MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: 22nd February 2026

Time: 5.10pm

Venue: Le Bons Bay Hall

Present: Michelle Rodgers, Richard Hall, Bruce Nicholl, Tara Hohaia, Ian Armstrong, Garry Brittenden, Donna Hamilton.

Public In Attendance: Nil

1. **Apologies:** Dane Moir, John Larson, Carol Osgood, Ciaran Murray. Moved: Michelle Rodgers, Seconder: Richard Hall.
2. **Confirmation of previous minutes:** Moved: Bruce Nicholl, Seconder Richard Hall.
3. **Matters Arising:** Nil
4. **Health and Safety:** The faulty BBQ trolley has been repaired and signage (two person move) has been added to the BBQ and also on the wall in the storage room. New vacuum cleaner purchased. Rodent Control – Garry will take over the role of checking the bait boxes.
5. **Correspondence:** Email acceptance of new members from Linda Burkes CCC. Environment Canterbury Inspection for Boneseed, 22 plants found and controlled.
6. **Treasurers Report:** Richard presented his report and noted the increase in revenue. This is, in part, due to a wedding held and also our new process of invoicing hires to ensure payment is received before the time of the hire. Please see attached report. Moved: Richard Hall, Seconded Garry Brittenden.
7. **General Business**
 - a) Thank you to Jo Rolley for her 20 plus years of service to the Reserve Committee. A gift was purchased for Jo and she asked me to pass on her thanks.
 - b) Election of Officers. Chairperson – vacant. (Michelle Rodgers will act as Chairperson until this vacancy is filled) Secretary – Michelle Rodgers, Treasurer – Richard Hall.

- c) Dane Moir of CCC is currently working on a lease and activation agreement for the Hall. Richard has been following this up. (The current Reserve Management agreement does not allow us to hold a bank account. Once the committee have this, they will be able to make an informed decision on whether we become a charitable trust, incorporated society or the running of the hall is handed back to CCC, which none of the committee or community want to see. We have to have a decision by the 7th of April. There was a lot for the committee to take in, particularly with so many new members. Richard will contact Jo and organise a coffee and questions catch up for those on the committee that would like to gain a better understanding as Jo is extremely knowledgeable in this area. The committee agreed that we must take the option that best suits the community going forward, and once a decision is made, we can hold a community meeting to seek feedback if necessary. If we are to become a charitable trust there is financial input require for setting this up. Michelle will follow up to find out if this can be funded by the CCC.
- d) The committee agreed that the best way forward for the hall is to enter into a volunteer's agreement. We can trail this for three years and if we decide it is not working for us, we are able to go back to operating as a Reserve Committee. Michelle will get in touch with Hannah to enquire about this.
- e) Landscaping – Brad has finished his part of clearing along the other end of the tennis courts. The arborists will remove the rest of the trees and the council will then do the replanting of the area. We will ask that the trees be mulched/chipped to cover this area to provide weed suppression and water retention. The committee will be responsible for maintaining this area and the council will provide us with any tools need. The biggest challenge will be keeping the water up to the young plants and also ensuring there is adequate protection from pests. Ian is going to look into options for the watering and will present these at the next meeting, in the meantime Michelle will enquire with Hannah about funding for this. Michelle will approach Hannah for two more BBQ tables to go in front of the specimen trees (Pohutukawa or Southern Rata) being planted in front of the new native area. It was agreed to add the second part of the landscaping, the removal of the poplars and replanting of native species along to the back of the hall to the Long term plan.
- f) Hannah has come back with an estimate to have the driveway sealed \$37,400. It was agreed to add this to the Long term plan.
- g) Linda Burke has offered to provide an induction meeting for the committee. This covers roles, purpose and delegation. Reserve committee goals, Governance responsibilities, Annual/LTP etc. All agreed that this would be a most valuable meeting and Michelle will speak with Linda about dates for this.
- h) Rangehoods for the kitchen. Michelle will contact Trevor Martin and also follow up on the toilet plans and when the works is expected to begin.
- i) Blinds. Michelle has obtained quotes from three companies for block out/thermal blinds. The committee has agreed to go ahead and purchase. The total cost will be less than \$600.00. Bruce has asked if we can get blinds for the high windows as well. Michelle will make enquiries.
- j) Emergency management -community response plan and Civil defence Hub. The committee has not heard any more on when the books will be available to the community or when the supplies etc will be available at the hall. An email to be sent to Brad McNamara.
- k) Working Bee – This was a great success. After all of the wonderful fun community events held over the Christmas holiday period a request for helpers to give our hall a clean was put on the local Facebook page. The response was amazing and the whole place was gleaming inside and out in just over an hour.
- l) Contents of meeting. The committee must ensure that we are only discussing RMC business in our meetings. There have been times in the past that there has been some cross over into other

committees' business, being a small community, this may happen from time to time, but we must try to be mindful of this.

- m) All committee members would like to continue to receive the Friday Community Notices from the council. Michelle has asked that if an email is sent out asking for feedback, even if you have no opinion or interest please reply with noted so we know you have received and read.

11. Next Meeting: To be advised

The meeting closed at 6.21pm