

Stanley Park Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Friday 15 May 2026

Time: 10am

Venue: Akaroa Community Boardroom & via Teams

Present

Charles de Lambert (Chairperson), Elizabeth Haylock (Vice Chairperson), Suky Thompson, Barry Brunton, Pam Whyte, Dave Whyte, and Sarah Ott

In Attendance

N/A

1. Apologies

Dave Janet and Angeline van Zuilen

Moved: Dave / Elizabeth

2. Declarations of Interest

Nil

3. Public Forum

Nil

Charles welcomed everyone to the meeting.

4. Confirmation of Minutes

That the minutes of the previous meetings held on 11 February at the Christchurch City Council Akaroa Boardroom be confirmed.

Moved: Elizabeth / Pam

5. Matters Arising

5.1 The committee discussed ongoing challenges with securing grazing arrangements for park maintenance. Charles reported continued difficulties in getting responses from Lloyd. To carry forward: Charles to continue to work to get hold of Lloyd.

5.2 Charles thanked all who attended the working bee. He noted that the cutting and pasting of the false broom and track tidy up was an excellent effort. Mario track spraying has taken effect and the track is again in good condition.

5.3 A consent notice on the Barker property title has been altered, lifting the one-dwelling restriction and the tree density restriction allowing for the removal of trees with geotechnical oversight. The committee considered it likely first step towards subdivision. The track easement itself remains in place, but concern was raised that if the Barker property is subdivided, the easement could be removed or the track's character significantly altered. A draft letter to the council has been prepared, noting the track as a well-used public entry point to the park.

The council's licence renewal with the Nicholls has not been completed and remains outstanding. The Nicholls property licence is also considered vulnerable, particularly if it is sold.

It was agreed that Charles would contact Angeline and Paul Devlin and request a meeting regarding both the Barker and Nicholls property issues.

5.4 To carry forward - QR code can be added to the sign at the main entrance. To be completed with Three Year Plan signage works.

6. Triennial Plan

6.1 Charles reported that he and Suky received a good hearing at the Community Board meeting and the Community Board's Annual Plan submission stated *"The Board supports the funding requests made by the Stanley Park Reserve Committee for the third year of its Triennium Plan projects, to the value of \$55,470. The Board considers these projects to be important for the ongoing development, accessibility, and usability of local reserves, and requests that Council consider these projects for inclusion and prioritisation through the Council's Long Term Plan development."*

The CCC Approved Triennial Plan was tabled. There was a discussion around the inclusion of fire prevention measures. An amendment was made to require boundaries alongside neighbouring properties to be kept clear of long grass and debris to a width of 10 metres. The plan was approved. Secretary will forward the plan to Linda Burkes on Monday 18 May.

Moved: Charles / Suky

7. Track Works

7.1 Frustration was expressed regarding delays to contracted track work due to consultation requirements with Ōnuku. Wood Ltd, the contractor, was scheduled to begin work today on the Bercusson track and Watson Street entrance but was unable to due to unresolved archaeological observation protocols. It was agreed that Suky would contact Chad Dix the project manager and check on progress and if necessary offer to contact Debbie Tikao at Ōnuku directly. It was noted the priority should be the current track works then to discuss a blanket observation protocol for the remainder of the park to avoid this type of delay during further phases of the Triennial plan.

8. Reserve Management Plan

8.1 The committee acknowledged the need to review their current reserve management plan, which was adopted in 2013. Discussion revealed confusion about the council's broader plans for a peninsula-wide reserve management plan. It was noted that the current plan requires continuous review under the Reserves Act 1977. The committee agreed to attach the current management plan to the next meeting agenda for member review.

9. Health & Safety

9.1 The deteriorating condition of the Watson Street entrance and Bercusson track was highlighted as an ongoing safety risk. The committee noted that the slippery nature of the track, rolling gravel, and steep gradient create hazardous conditions for users. (photos attached)

Charles has received a number of complaints about the dangerous conditions. Barry reported recently falling on the track himself. The committee expressed disappointment that contracted repairs have been delayed due to consultation requirements impacting on the safety of the track.

10. Correspondence

10.1 Email from Charles to Blair Hemmingway, Hannah Murdoch and Linda Burkes (11 February) submitting Three Year Plan for Parks review.

10.2 Email from Linda Burkes (12 February) advising the Annual Plan submission needs to be reviewed by Parks Team and can not be presented at 2 March Community Board meeting. Invited to use public forum to speak on 2 March meeting and for Triennial Plan to be submitted for Board approval at 8 June meeting

10.3 Email from Sarah to Linda Burkes (12 February) submitting Annual Plan Bid and attaching Three Year Plan. Advising that Charles and Suky would attend 2 March Community Board meeting.

10.4 Email from Sarah to Linda Burkes, Steffi Brightell and Hannah Murdoch (12 February) submitting 11 February meeting minutes.

10.5 Email from Charles to Blair Hemmingway, Hannah Murdoch and Linda Burkes (13 February) requesting confirmation of receipt of Three Year Plan and requesting input into maintenance costs

10.6 Emails to and from Linda Burkes (13 February) in relation to Public Forum attendance. Confirmation a Powerpoint presentation can be made.

10.7 Email from Linda Burkes (17 February) confirming 11 February meeting minutes will be prepared to 2 March Community Board meeting

10.8 Email received from Hannah Murdoch (17 February) advising the 2026-2027 track work can be funded from the Banks Peninsula Reserve Committees Development Fund and that Hannah has stepped up as Team Leader and has handed over support for Stanley Park Reserve Committee to Ange van Zuilen.

10.9 Emails sent from Charles to Linda Burkes re 2 March Community Board meeting. (18 February)

10.10 Email sent from Charles to Hannah Murdoch (18 February) thanks Hannah for update and good news on funding, requesting safety plan template and Cut and Paste for working bee.

10.11 Email from Linda Burkes (19 February) confirming public forum attendance at 2 March meeting and providing details on public forum rules and presentations.

10.12 Email from Steffi Brightwell (24 February) in relation to draft Community Plan feedback.

10.13 Email to Jane Walders and Linda Burkes (26 February) attaching Community Board presentation.

10.14 Email from Charles to Blair Hemmingsen and Hannah Murdoch (27 February) requesting feedback on Three Year Plan maintenance cost implications.

10.15 Email from Blair Hemmingsen (27 February) stating the Parks team undertake park maintenance activities on an outcome-based rather than frequency-based model. They will continue to deliver maintenance services in line with the approach previously undertaken in partnership and it is also difficult to accurately comment on cost implications of any track changes or upgrades as the maintenance work is completed inhouse and any additional maintenance requirements would need to be managed within existing operational resources and prioritised alongside other community parks.

10.16 Email from Charles to Angeline van Zuilen (1 March) copying her in on Blairs email of 27 February) and advising her that at the next committee meeting that she will likely be asked what Blair's response actually means in to our project costs.

10.17 Email from Charles to Blair Hemmingsen (2 March) requesting confirmation that Blair's response means that there will be no additional costs to be attributed to the project and that the committee can request maintenance if required and that the Parks Team has the funds to complete such works. Advising the Three Year Plan had been presented at the Community Board meeting and based on his email of 27 February the budget figures had not been adjusted. Advised of timing of working bee and intended works.

10.18 Email from Linda Burkes (3 March) confirming membership of Stanley Park Reserve Committee approval.

10.19 Email from Asif Hussain (6 March) advising submission for Community Board Plan extended one week to 15 March 2026.

10.20 Email from Charles to Hannah Murdoch and Angeline van Zuilen (11 March) requesting first stage of track improvements be completed as soon as possible while ground conditions

are still good, proposal to engage Steffan Kraberger and request for a purchase order to be sent.

10.21 Email from Hannah Murdoch (11 March) saying that she is in communication with Steffan and awaiting detailed scope.

10.22 Email from Charles to Hannah Murdoch and Angeline van Zuilen (12 March) thanking her for the email and requesting that the committee be consulted and informed in relation to project. Also advising detail re working bee, H&S plan being prepared.

10.23 Email from Hannah Murdoch (14 March) advising committee will be kept informed, requesting H&S plan asap and details re cut and paste and other working bee supplies.

10.24 Email from Charles to Hannah Murdoch and Angeline van Zuilen (17 March) re working bee supplies.

10.25 Email from Charles to Hannah Murdoch and Angeline van Zuilen (20 March) submitting H&S plan for working bee.

10.26 Email to Angeline van Zuilen and Hannah Murdoch (20 March) re working bee supplies / receipt of plan.

10.27 Email from Charles to Mario Ranallo (20 March) sending copy of the 3 year plan and detailing plans for working bee tasks and maintenance issues.

10.28 Email to Charles from Mario Ranallo, Hannah Murdoch and Angeline van Zuilen following working bee (29 March)

10.29 Email from Mario Ranallo (31 March) thanking committee for hard work at working bee. Mario to look at false broom down the bank.

10.30 Email from Charles to Linda Burkes (7 April) re status of plan submission to Community Board.

10.31 Email from Linda Burkes (7 April) confirming board supported funding in it annual plan submission noting fund for third year of its triennial plan to value of \$55,470.

10.32 Email from Linda Burkes (8 April) detailing Community Board submission.

10.33 Email from Charles to Hannah Murdoch (15 April) re any update with track works project.

10.34 Email from Hannah Murdoch (15 April) confirming works are being progressed and PO will be raised. Noting Angeline will update when works are to begin.

10.35 Email from Charles to Hannah Murdoch (19 April) advising Stefan advised he had received go ahead and requested PO from Chad Dix – requested Hannah follow up with Chad.

10.36 Email from Hannah Murdoch to Charles (21 April) confirm Chad is creating PO and asking to direct queries to Angeline.

10.37 Email from Angeline van Zuilen (4 May) asking if we need any help with the triennial plan submission – it needs to go to the Community Board mid-May

10.38 Email from Charles to Angeline van Zuilen (4 May) requesting template for the triennial plan.

10.39 Email from Charles to Angeline van Zuilen (6 May) confirming triennial plan is completed in draft will be reviewed at 15 May meeting and reminding her of meeting in person or on Teams. Sarah followed up with Teams invitation.

10.40 Email from Duty Planner (11 May) in relation to variation to consent notice for 11 Rue Noyer.

10.41 Email from Sarah to Linda Burkes, Steffi Brightell, Angeline van Zuilen and Hannah Murdoch (11 May) meeting reminder, copy of agenda and draft plan attached.

10.42 Email from Angeline van Zuilen (12 May) advising she was checking over plan and that meeting minutes and triennial plan needs to be submitted to Linda by Monday.

10.43 Email from Charles to Angeline van Zuilen and Hannah Murdoch (12 May) asking for Hannah to provide an update on outstanding action points at Friday's meeting.

10.44 Email from Angeline van Zuilen (12 May) advising she won't be at meeting.

10.45 Email from Charles to Angeline van Zuilen and Hannah Murdoch (12 May) asking if another person can attend as Angeline's delegate, suggesting Hannah, and noting we only meet 4 times a year and it's important that the council are present and can answer relevant questions, take away action points and get back to us and have knowledge of concerns and safety issues that we face.

10.46 Email from Angeline van Zuilen stating Hannah (13 May) can not attend either, provided update on action items and copy of amended triennial plan.

10.47 Email from Charles to Angeline van Zuilen and Hannah Murdoch (13 May) thanking her for her responses and advising the committee will review and approve the plan and get it back to Linda by Monday.

11. General Business

11.1 Meeting Times

It was agreed that future meetings will be held at 9am.

11.2 Liz Haylock suggested that another grazer may be interested in putting sheep in the park.

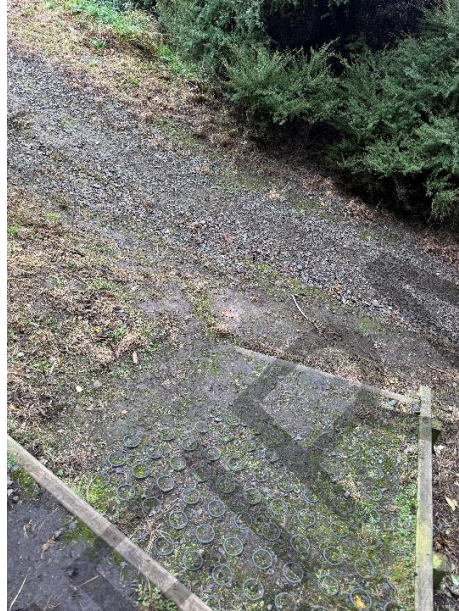
Charles to approach Angeline to determine the process for obtaining a grazing permit.

Lloyd will also need to be advised if other sheep are present.

12. Next Meeting

Friday 21 August 2026, 9am at Akaroa Boardroom.

Meeting closed at 11.34 am.



Photos of Watson Street Entrance