

Cass Bay Reserve Committee

MEETING MINUTES

Minutes Meeting held:

Date: 17/10/2024

Time: 8.00pm

Venue: Lyttelton Boardroom

Present

Jenny Healey (chair) Chris Nee (Dept Chair) Marjorie Russell (minutes Secretary) Warner Russell, Liz Hales, Jeremy Webb,

In Attendance

Council staff members: Paul Devlin.

Councillor, Community Board: Tyrone Fields

Meeting began with presentation, by, Kerry Pringle from FENZ.

Focus is on people protecting their own/private property

It takes five years to develop a fire-resistant planting, Needs to be maintained in early years.

In reserves. Natives are mostly fire resilient. We are planting low flammability on edges.

Maintenance of weeds, - removal of inflammable weeds. Care around people not to start fires.

Removal of Eucalyptus trees on Pony Point. Only removal of underlying inflammable material will be done.

Plan for group to view reserves planting areas with FENZ and advise on planting issues.

Action: for Kerry, Rodney?Paul, Intern and Jenny to visit Cass Bay reserves and assess any risks in November

Education of residents is an ongoing task

1. Apologies

Noraini Abbas, Tracy Littlejohn, Ine Schills, Hannah Murdock (City Council) Karen Banwell

2. Declarations of Interest

2.1 nothing reported

3. Public Forum

3.1 Nil

4. Confirmation of Minutes

4.1 Confirmation of previous Meetings minutes. Warner / Jenny

5. Matters Arising

5.1 Signage for reserves. Example presented by Jenny and Marjorie.

Proposed Chris. Seconded Warner. Committee voted unanimously to agree to wording of signs. Paul taking copy to Council staff to be made.

Track signs: More signs for direction are required. Paul said that it was underway.

5.2 Encroachment on reserves at 8 Cass Bay Place. Rodney Chambers has visited and advised the owner not to encroach and stop further work. It will be noted on their LIM report for future reference.

5.3 Pony Point Memorial access for wheelchairs and disabled. Nick Singleton and Jenny have found a suitable access plan. Raised platform with view of memorial. To be part of the Pony Point landscape project

5.3 Pony Point realignment of track. Funding available – active job currently

5.4 Steadfast drive-way/road pot hole and gutter maintenance – Rodney is sorting the contractor. Warner has sprayed the gutters.

5.6 Dangerous road crossing to Steadfast. Council transport staff looked at it a while ago and a report taken to the Community Board but nothing has been resolved. Manager of Operations for Transport is aware of it. Jenny has suggested a second convex Mirror between the driveways for pedestrian use to see around the blind corner.

5.7 Triannual plan now to go to Community Board in 10th March 2025.

5.8 Planting order complete. Next year planting areas have been planned.

6. Health and Safety

6.1 Bunker 10 is nearly complete – more rot was found. More time and money was required. Bunker 10 structure will be for storage only. Electricity will be restored.

6.3 The 'garage' at Steadfast will be fixed soon. A digger will clear the drainage/ drains from behind the buildings.

6.2 Briefing for those exposed to asbestos - Not addressed

7. Correspondence

None presented

9. Update from Working Groups

9.1 Volunteer hours :

50 hours. "The River Opawaho" church. 20 people releasing plants steadfast 6/10/2024

34 hours. Jenny

50 hours. Warner weed eating ,releasing natives and track clearance.

25 hours. Boneseed removal – 5 people 5 hours 20/9/2024. Lots removed.

Committee meeting- 9 hours

9.2 Work party plan. Weeds in Steadfast. Friday 25th October

Paul reports a work crew from Ngati Wheke, is available for a week in November to work in reserves in Cass Bay,

Releasing working bee in November

Is WSP work group available ? Ask Rodney. Paul to follow up.

Plants at Memorial site also require care which could be done by the Ngati Wheke group or contact Noraini's group.

10. General Business

10.1 Rubbish by the drive at Steadfast needs removing. Paul will check and arrange disposable

10.2 A pump to be installed to go from green tank to black tank. Matt will attend to this.

10.3 Jenny has investigated the possibility of a UC student doing an internship on the reserves as part of the PACE programme. One student studying environmental science and climate change is keen. Paul advises that it needs to conform to council policy and to run the project past him before proceeding.

10.4 Grass around the Drill Hall and other buildings should not be mowed because of the presence of asbestos. Paul is to have a contractor come in and spray these areas.

10.5 Dead and falling poplars near the Summit Road walking track will be cut down. Fences are to be put in front of bunkers

10.6 The Pou at Pony Point will be unveiled on the 15th of December. Paul will Liaise with Andrew Scott and Ngati Wheke who are organising the ceremony. Details to come.

10.7 Junior mountain bike track. Nick Singleton will begin working on this as soon as he is available after the Pony Point track is complete.

11. Next Meeting Cass Bay reserves committee

Date; **Wednesday, December 4th Board** meeting room **at 7.00**

Meeting finished 9.30