Duvauchelle Reserve Committee
MEETING MINUTES

Minutes of the Ordinary Meeting held:
Date: **Monday 19 October 2026**
Time: **5.30pm**
Venue: **Duvauchelle Community Centre**

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

1. Apologies Merton Fraser, 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 ordinary meeting held on 21 September 2026 be accepted.
Moved: Geoff Seconded: Fiona Carried.

5. Matters Arising **Nil**

6. Health and Safety **Nil**

7. Correspondence

Inward: CCC - Decision on annual campsites at Duvauchelle and Pigeon Bay 12 2026
Colin Jacka - Changes to annual campsites at Duvauchelle and Pigeon Bay 12 Oct 2026
Linda Burkes - Meeting Schedules and New Legislation 22 September 2026
Hayden Kennedy - DHP Cabins Evaluations 9 October 2026

Outward: **Nil**

Motion: That the Inward Correspondence be accepted
Moved: Bruce Seconded: Ian Carried

8. Staff Financial/Operational Report **Nil**

9. Update from Working Groups **Nil**

Manager's Report
Labour Weekend is looking good. More than ¾ full.
New night rates for Annual Site Holders were applied on 1 October:- $44.10 for 2 adults, $30.60 for 1 adult, $ 7.20 for a child. The boat compound rate also increased to $ 305.10 for an Annual Site Holder and $ 460.00 for a casual.
Manager has been working with Newbook on how annuals can book their annual site online. Will send out an email explaining how to do this.
Aaron the builder will fix the fence on the weekend of 30th & 31st October and the 1st November.

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CCC Rep Report

Hayden

- Advised that the Boat Wash has been separated from the Pipers Stream and Power Site projects.
- Reported that he had met with Pest Free Banks Peninsula re: the setting of traps for rats and stoats.
- Spoke to the occupancy of the cabins and confirmed the key elements we are wanting for the new ones. Fiona reported that it appears **Transbuild** are no longer in business.

BPCB Rep Report

Jason: Noted that the work on Pipers Stream and the wastewater projects will take precedence. The planned Akaroa roadworks will be deferred until after Christmas. He also advised that Parking Wardens will present a higher profile this busy season.

10. General Business

Geoff

Again expressed concern that people are not aware that the Duvauchelle Public Reserve contains a children's playground, sports field and Holiday Park.

The current signage only highlights the Holiday Park/Camping Ground aspect. Should this not be changed to more accurately describe the facility?

C**olin**

Reported that there is discontent among some Annual Site Holders about the recent changes that have been implemented in order to comply with the Reserves Act.

Ian

Presented the proposed meeting dates for 2027, which were unanimously confirmed.

Fiona

Had revised the Rules and Policies document (19 October 2026) and presented these for approval. They were accepted with the understanding that there may need to be further adjustments following council advice.

Meeting Closed : 6.41 pm

Next Meeting: Monday 16 November 2026, 5.30pm at the Duvauchelle Community Centre

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