

**Allandale Reserve Management Committee Meeting
Thursday 13th September 2023 in Otoromiro Hotel at 7p.m.**

Present:

Graham Barrell (Chair), Kate Bould, Martyn Stanley, Jan Millar (Minutes), Grania Ormond and Denis Aldridge

Apologies: Janette Stanley and Karen Banwell **Moved KB Seconded DA Carried**

List of actions:

20/09/2022 – a summary of points raised at the informal meeting at the Hall was collated by Andrea Wilde (thanks to her) and placed on the record.

27/10/2022 – notes from Jeanette Stanley (JS) placed on record as an accurate summary of the meeting with Paul McKeefry (CCC, Community Facilities Specialist) about high fungal spore counts in the Hall and the need to warn (and limit) Hall use.

25/01/2023 – the Committee was alerted about the unsafe condition of the floor by JS. It was decided that the Hall should not be available to the general public and its use restricted. A report on the state of the Hall flooring was received from Swinnard Wooden Floors (who are thanked) and placed on the record.

14/03/2023 – the role and duties of the Community Coordinator were drawn up and advertised.

20/03/2023 – correspondence received from Tyrone Fields (Chair, Banks Peninsula Community Board) reporting that he had conveyed concerns about the hall to Paul McKeefry.

The current state of Allandale Hall was discussed at the Community Board however we do not have a record of that discussion. GB to request minutes of the meeting so that they can be filed and archived to complete the record.

15/06/2023 – onsite meeting with Matthew Pratt (CCC, Community Facilities and Activation Manager) took place. Andrea Wilde summarised this (thanks again) and this document is now on the record.

10/07/2023 – An unsatisfactory level of *E. coli* was detected in the water supply for Allandale Hall. As a consequence, the water has been turned off, the tank drained, and the Hall closed until further notice. There has been no communication since then.

23/07/2023 – communication received from resident David Bundy expressing very positive feedback and history of the Hall from his perspective. Placed on the record.

14/08/2023 – An Induction meeting for reserve management committee members was held in Lyttelton and was attended by KAB and GB. At this it was recommended that activities of committees should be more formal and they should maintain better record keeping. There needs to be an Annual Plan drawn up. To assist with this there is a template on the CCC website. The last plan recorded for Allandale was approximately 20 years ago.

There are a number of unnamed reserves around Governors Bay and CCC is receiving submissions on 3 of these regarding their name. (As a matter of interest Allandale Reserve used to be called Governors Bay Reserve.) It may be appropriate that future oversight of these reserves is allocated to the Allandale committee to expand its governance roles in this region.

Any other business:

Governors Bay Fete (15/10/2023) – no water on site. GB to follow up with CCC

Meeting closed at 7.45 p.m.