

Duvauchelle Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Monday 17 June 2024
Time: 5.30pm
Venue: Duvauchelle Community Centre

Present: **Chair** Fiona Barns
Committee Bruce Watts, Jacque McAndrew, Ian Whenmouth
In Attendance: **CCC Representative** Colin Jacka
BPCB Representative Nil
Managers
Visitors

1. **Apologies** Geoff Carter, Tracy and Kylee MacLeod
Moved: Fiona Seconded: Bruce Carried.
2. **Declarations of Interest** Nil
3. **Public Forum** Nil
4. **Confirmation of Minutes**
Motion: That the minutes of the previous meeting held on 20 May 2024 be confirmed.
Moved: Jacque Seconded: Ian Carried.
5. **Matters Arising**
Although the water leak on Haywards lane has been fixed there is still water running, presumably from a spring.
The old bank account has been closed and no signatures were required. Colin will check to see that the Duvauchelle Holiday Park has been credited with the interest gained.
6. **Health and Safety**
There are some cracks in the surface of the tennis courts that need attention.
The steps to the bottom tennis court are becoming unstable.
7. **Correspondence**
Inward: Pro Floor - quotes for the kitchen floor and men's shower room floor
Corina Richmond - request for dispensation for stay nights. (Ian to circulate a response to committee members)
Tranz Build - updated quote for the new cabin (presented at the meeting)
Outward: Jill & Maurice Field - response re: removal of caravan tow bar

Motion: That the Inward correspondence be accepted and the Outward be approved.
Moved: Ian Seconded: Bruce Carried.
8. **Staff Financial/Operational Report**
Motion: That the Financial Report for May 2024 as presented be accepted.
Moved: Fiona Seconded: Bruce Carried.
9. **Update from Working Groups**
Manager's Report
Carl Tinker has removed his caravan from site 19, and this is now a casual site.

On installation it was found that the spare oven was not operational. The thermostats on the little griller have been fixed so it is now usable.

The touch-up painting in all the cabins is now complete.

The decking at the bottom ablution block has been re-stained, removing the mess caused by nesting seagulls.

The Tourist Flat decking has been stained.

Various potholes around the camp have been filled in.

The gateway and path to the water tanks will be cleared soon and the bushes cleared also.

Oskar from On Plumbing has not yet installed the last water tank which will be bridled with the others at the top of the bank. He will be in touch within a few days.

CCC Rep Report

The updated quote from TranzBuild looks to be good value.

Colin will present a template of the Reserve Committee Triennial Plan for discussion at the next meeting.

10. General Business

: Jacque: Expressed concern that the roots of the bushes by the gate to the water tanks may cause problems with water pipes to the pump shed.

The top tennis court is very green. (Kylee to water blast and spray this area)

Fiona: The top tennis court also needs a new net.

Bruce: An annual site holder is willing to form a group to present to the Community Board at a date to be set. Colin will present first and then ASH group can have input.

There is an unsightly couch on the deck of site 77 by the main gate that needs to go.

Site 78 has a "Boat For Sale" sign in the caravan window which should be removed.

:

Meeting closed at 6.47 pm

11. Next Meeting: Duvauchelle Community Centre at 5.30pm on Monday 15 July 2024