

Allandale Reserves Committee MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Tuesday 14th April 2026

Time: 7pm

Venue: Ōtoromiro Hotel, 52 Main Road Governors Bay

Present

Kerry Turner (KT, Chair). Graham Barrell (GB), Grania Ormond (GO, minutes), Jan Millar (JM) and Karen Banwell (KB) Nigel Millar (NM) (Community Board)

1. Apologies

Denis Aldridge and Reg Matthews

Motion – that the apologies be accepted. Moved GB, seconded JM – carried.

2. Declarations of Interest

None declared

3. Public Forum

No presentations

4. Confirmation of Minutes

Previous Minutes were confirmed – moved GB, seconded JM - all in favour.

5. Matters Arising

Flood Damage and future solutions:

- KT sent a “snap, send, solve” to council and requested that the drain be deepened on the Living Springs side of the road, but has not heard back. KT will give the enquiry number to NM to follow this up.
- Septic tank has been sorted but there is still silt to be removed. KT will waterblast it.

Current Hall Bookings & Activity:

- Not many bookings at present – 6 bonds have been paid for future bookings
- Sharron Ballantyne has donated 40 champagne flutes
- A rectangular table is to be returned from the Governors Bay Community Hall for use in the kitchen

Safety:

- JM gave the safety folder to Sue MacEwan who checked it, made minor recommendations and returned it.
- JM to check if the fire extinguisher is up to date and required. It may just be the blanket.
- At the next working bee, we all need to walk through the hall and be aware of fire protocol and escapes

Administration of Bookings, phone, bank account, supplies, etc.:

- Gen Bannock is going to manage the bookings for the Governors Bay Community Hall and KB will ask her if she would like to take over the Allandale Hall bookings too
- GO to be trained by JM regarding phone and website and to take over while JM and NM are away.
- There are sufficient supplies.
- KT has not heard back from the bank re. signatures on the account. It is expected to take a few weeks. JM will follow up on Thursday

New Dish Washer:

- This has been installed by Stu Weaver. It has 1 and 2 minute cycles. Stu has written up the instructions, which he will laminate and place on the wall.
- Stu also improved the bench space.
- A second dishwasher basket is needed - GB has a spare one, which he will donate to the hall.

Deck area:

- There is little space for planting, but KB and GO will plant some Rengarenga from their gardens to soften the overall look.
- The deck needs re-staining. NM has c.10ltrs of deck stain spare, which he will drop off, KT will apply it.

Shade Sails:

- A quote was received from Shade Plus for \$4320 plus GST
- It was felt we should wait until after Winter, but shade was required due to strong sunlight within the hall. To be reviewed in the Spring.
- KT to ask Andrea Wild where and how to apply for funding for this.

Funding application for possible new projects for the year:

- KT to draft a Funding Application, which is for the 2027-2030 period. It will look at a long-term planting plan, with the popular wedding photo area to be considered, plus the removal of the container. This will be discussed at our next meeting.

6. Correspondence – email from Linda Burke re. funding applications**7. Staff Financial/Operational Report**

Nil to report

8. Update from Working Groups

- Working bee to be planned for fence wire removal (which GB will take to scrap metal dealer) and to clean out the container

9. General Business

- We charge \$500 for weekend hire, paid two weeks in advance - plus \$300 bond on booking, this is refunded if hall is clean and all equipment is there. All happy with these amounts.
- JM to record the volunteer hours

10. Next Meeting

Tuesday 5th May 2026 at 7pm at Ōtoromiro Hotel.

Meeting closed at 8.06pm.

Actions

Give enquiry number of the Snap, Send, Solve re. flooding and follow up	KT & NM
Waterblast silt	KT
Take rectangular table from GBCH to Allandale Hall	KT
Check fire extinguishers and/or blanket	JM
Discuss booking administration with Gen Bannock	KB
Booking administration training	JM & GO
Follow up on Bank Account signatures	JM
Ensure dishwasher instructions are up on the wall	JM
Extra dishwasher basket to hall	GB
Planting around deck	KB & GO
Delivery of stain and staining of deck	NM & KT
Apply for funding for shade cloth	KT
Draw up daft long-term planting plan/container removal funding application for discussion at next meeting	KT
Organise a working bee date, to include fire protocol walk through of the hall	KT
Keep account of volunteer hours	JM & KT