

WAIPU COVE RESERVE(S) BOARD
Minutes Monday 15th February 7pm 2016
The All Weather Room Camp Waipu Cove
ALL WELCOME

AGENDA (E & OE)

PRESENT: P. Baker, R. Pullan, J. Henderson, E.Cook, R. King
E. Harrington, B.Hopkins (Minutes Secretary)

APOLOGIES: R.Stolwerk

ATTENDING: A.Trist, L.Trist, K.Baker, J.Melsop

MINUTES OF THE LAST MEETING:

P.Baker/R.Pullen **Carried**

MATTERS ARISING:

CORRESPONDENCE:

Inwards:

- **13/1/16 - Angus McCulloch** – Annual Site Application: Discussion around Chair’s decision to reject the proposal as being frivolous.
Motion to endorse Chair’s informal reply to the applicant. P.Baker/R.Pullen **Carried**
- **19/1/16 – Active Activities** – Free business listing
- **20/1/16 – Kate Mckenzie** – Wedding Ceremony
- **4/2/16 – Active Activities** – Free business listing
- **5/2/16 – Anton Trist** – New sign on the Reserve

Outwards:

- **13/1/16 - Angus McCulloch** – Annual Site Application
- **17/1/16 – Angus McCulloch** – Public Noticeboard
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MOVED Inwards correspondence received outwards approved

E.Cook/R.King **Carried**

REPORTS:

- **Management report** (attached) A report on the power usage over the peak period has been received from North Power and we are only at 50% so there is plenty of capacity to develop new cabins. Discussion around the quote received for new roading.
- **Financial report**
- **WCSLSC Report:** Apart from Bigfoot cancelling this week, we have had a great few weeks. The surf has been challenging and our patrol appreciated by all. The North Island IRB's were a great success with over 37 boats on the beach. Should the surf have been more consistent we would have asked that they move further up the beach to keep out of the way. The advantage of being so close to the public area is that a lot more people get to see the action. UPCOMING EVENT; Waipu Cove has been asked to host the Rookie Challenge on Sunday February 28th. This is a one day event involving approximately 60 – 75 U14 trainee lifeguards and their families. Once again thanks for your support and I will try and attend next months meeting. Cheers Rick

MOVED that all reports accepted

P.Baker/E.Cook **Carried**

GENERAL BUSINESS:

- **Replacement of camp tractor** – Management requested WCRB approval before obtaining quotes for new tractor/bobcat. Discussion around the best vehicle to purchase as a replacement. Finding a good quality second hand tractor 4wd, less than 10 years old, would be the best option. Anton to obtain some prices and circulate to the board.
- **Middle toilet block mural** – Qualmark has pointed out that it would be an improvement to the central block appearance, particularly the internal eating area. A mural similar to the toilet block on the reserve. The Board is supportive of going ahead based on a quote of \$10,700 from the same artist for 150 square meters to cover the exterior wall facing the All Weather Room + the eating area;
- Moved: a budget of \$10,700 is approved R.King/P.Baker **Carried**
- **ASH family Member List** – Discussion about how this benefit is currently working and how it could be managed to become more fair and easier to monitor. Currently site holders children &

their partners & their children (grandchildren) are included, as well as the site holders parents. Siblings are not included. Suggested that photo ID could be useful. Six at a time are able to stay but the list can contain up to twenty. There is a lot of variation between how many people are included on each ASH members list. Suggested having a set number of people regardless of relationship. More detail can be provided about the members on the list e.g. full name, relationship to ASH and date of birth. The Board seems to be in agreement to move away from the member list being restricted to 'family' members. Every guest is supposed to sign in on arrival, camp staff will become more strict on this policy and ID may be requested from guests. Guideline may be set at 8 people. The price of extra guests was reduced a couple of years ago by the board.

Moved that Anton & Lucy draft a change in clause 28 ~~on~~ in the ASH agreement to be considered by the Board. The ASH site guests list to possibly be changed to up to 8 people. Managers to first research what other camp grounds policies on ASH lists are. Once the changes are decided upon and implemented there will be a zero tolerance policy to members not adhering to these new guidelines.
P.Baker/J.Henderson **Carried**

IN COMMITTEE: 8:10pm

Exclusion of the public

That the public be excluded from the following part of the proceedings of this meeting on the following grounds – Agenda items: Correspondence

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows: General subject matter: Inwards correspondence Reason for resolution: Protect individuals Ground(s) under s 48 (1) for passing resolution: 48 (1) (d) and 48 (2)

This resolution is made in reliance on section 48 (1) (a) of the LGOIMA 1987 and the particular interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section (9) of the OIA 1982 as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

s.7.(2) (a) protect privacy of natural persons

Board came out of committee at 8:30pm

Motion: Based on documented evidence the Board has received of a serious breach of the ASH Agreement, the board has reluctantly decided not to offer the offending site holders an annual site agreement for the 2016-2017 season
J.Henderson/R.King **Carried (unanimous)**

Upcoming events on the reserve and local area

- **Waipu Saturday Market:** First Saturday of the Month in Presbyterian Church Hall 9-1pm
- **Waipu Boutique Sunday Market & Café:** 2nd Sunday of the Month, Waipu Coronation Hall 9-1pm
- **Waipu Street Market** - Saturdays of long weekends 9-1pm
- **Waipu Antiques and Collectables Fair** – Sunday of Long weekends 9-4pm
- **26th January 2016 - Waipu Easter Carnival & Waipu Street Market**

Upcoming Surf Life Saving Events Waipu Cove SLSC

20th & 21st February – Northern Region Champs at Omaha March;

3rd to 6th March Ocean's Under 14 Champs;

17th to 20th March SLSNZ National Champs – Ohope

Future Meetings – 21st March, 18th April

Meeting Closed at 8:35pm

Managers' Report February 2016.

As I write this month's managers' report, Waitangi Weekend has just come to a close. The poor weather was a real dampener for everyone - we started with 100% occupancy, but ended up with many cancellations. The patchy weather during January and so far in February has been in contrast to every other summer since we've been here, proving our cancellation policy is working well.

Auckland Anniversary weekend fortunately was at full occupancy with perfect weather and the red seaweed all but completely gone. Every week from now on until Easter, we will be busy hosting various school camps at Waipu Cove including Kristin School, Belmont Intermediate and De La Salle College, 7 schools in total will be staying. At this stage

we are fully booked already for Easter and are just keeping our fingers crossed that the weather is kinder to us than it has been this summer!

Despite the sometimes disappointing summer weather, we are still overall up on both occupancy and revenue in comparison to the previous summer. One reason for this is the extra cabin inventory. Also, the usual peak period was dragged out another week with Auckland Anniversary day falling a week later than it usually does.

We held a site meeting with Adam Welford from Maxar Architecture on the 9th of February to look at the new cabin cluster he will be designing. He is unable to start plans until May at the earliest which will mean construction for two new 2 bedroom self-contained cabins will not be able to begin until March/April 2017 at the earliest.

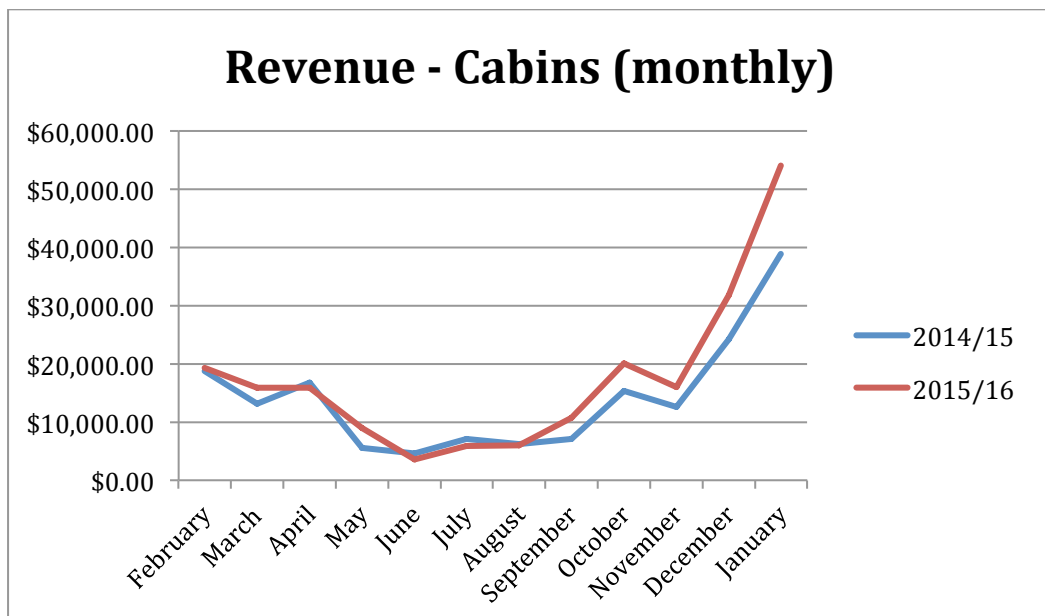
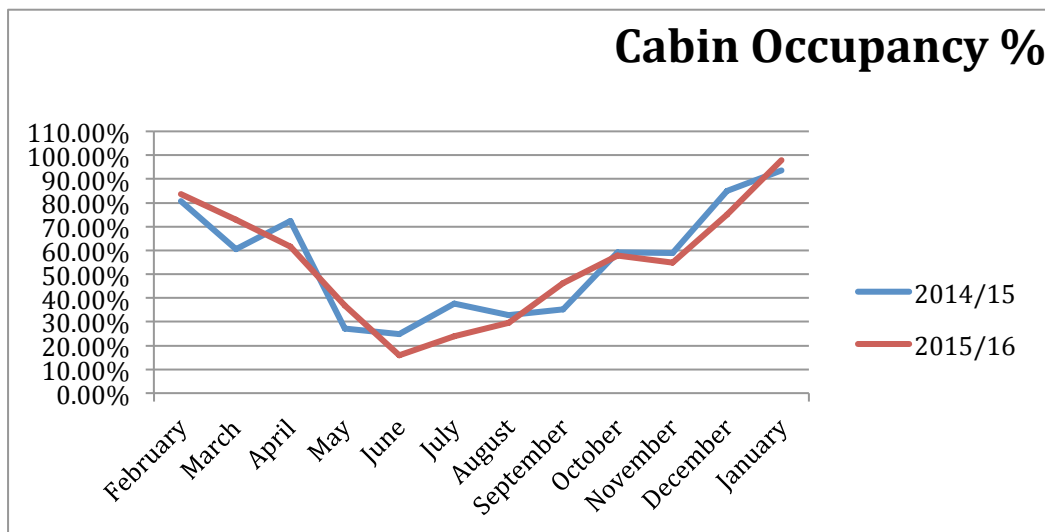
The "Employee of the Quarter" has just been decided for the months Oct/Nov/Dec 15 and was this quarter awarded to Belinda Browning. She does a fantastic job over the busy summer months and is excellent in dealing with customers.

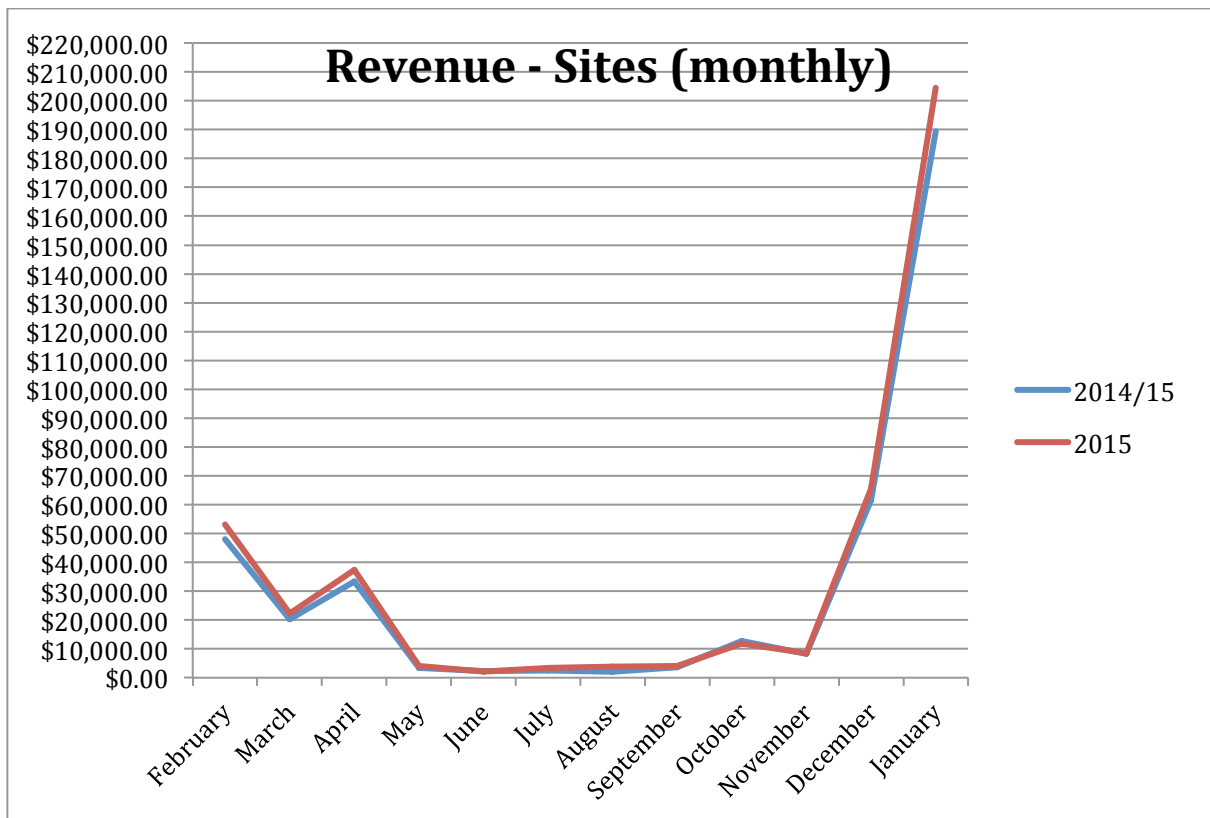
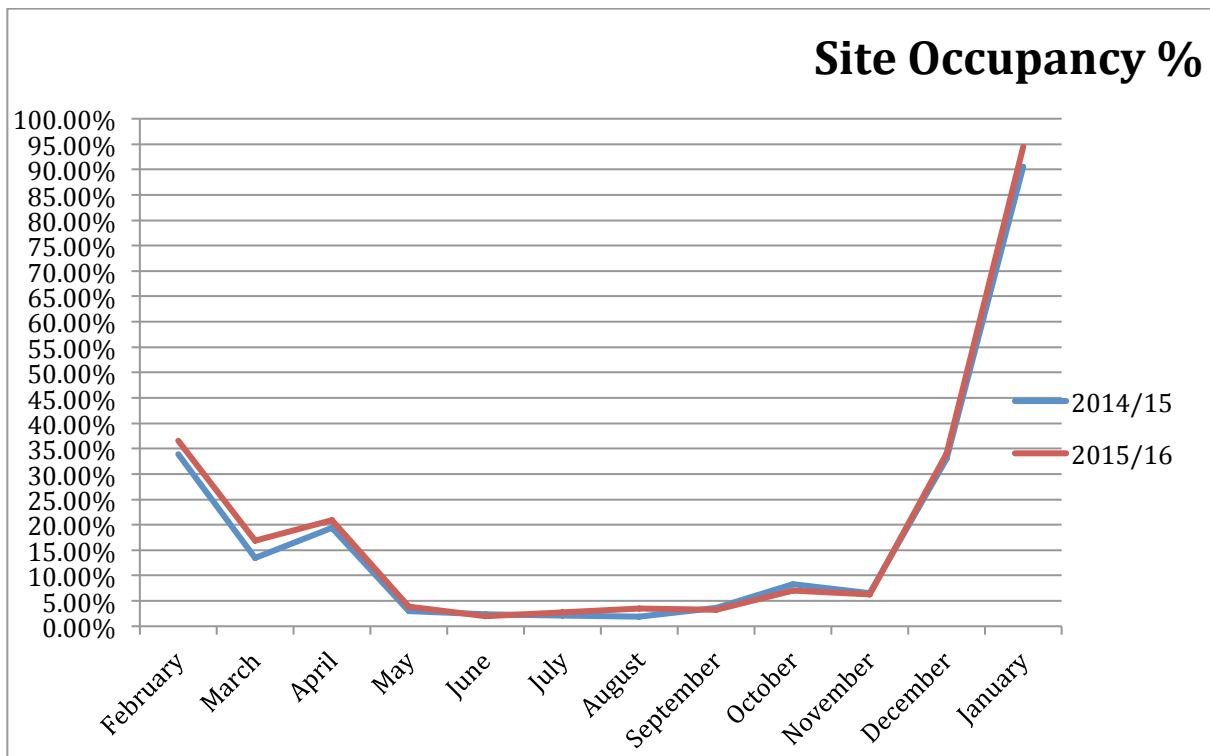
Currently we are in the process of obtaining quotes for the ongoing roading upgrade within the camp, we hope to complete this project by August of this year. Including in this will be the roading required for the new cabin cluster.

Regards

Anton and Lucy

Occupancy and Revenue for January 2016





	January 2016	January 2015	Comments
Revenue	\$ 217,392	\$ 197,632	Revenue up \$20K on LY
Payroll	\$ 41,655	\$ 35,895	Up \$5k on LY
Expenses	\$ 112,221	\$ 94,385	Up \$17,836 on LY
Surplus/deficit	\$ 105,475	\$ 103,957	\$2K increase on LY

Financial report January 2016

Current debtors: \$3,170 (this is made up of ASH and 3rd party website providers) we expect to receive all these funds within this financial year

Value of future bookings held in our system with expected revenue of \$338,581

Net profit up \$2k compared to last year

Revenue per ASH: \$309

Revenue per camp site: \$958

Revenue per cabin: \$3,303

Actual funds available in all bank accounts 16/02/2016 = \$485,932

Revenue:

Up \$20k on last year or 13%, pleasing to see self-contained cabin revenue up 128% or \$11,600 on last year with 100% occupancy for our 4 self-contained cabins in January. Casual site fee's up \$8,088 or 6.8% which is a good result considering the average weather of the holiday period.

Expenses month

Up 17,836 on LY mainly attributed to unavoidable expenses such as Foreshore renourishment (Red algae removal) \$10,870, depreciation up \$4,525 and wages up \$5k this is due to 4 payrolls processed in 2015 and 5 payrolls processed in 2016.