

WAIPU COVE RESERVE(S) BOARD

18th June 2018, 7pm.

Camp Waipu Cove all-weather room.

ALL WELCOME

AGENDA (E & OE)

PRESENT: J. Henderson, E. Cook, P. Baker, R. Pullan, B Hopkins (minutes secretary), A. Trist, L. Trist, K. Baker.

APOLOGIES: Roger King

MINUTES OF THE LAST MEETING:

MATTERS ARISING:

CORRESPONDENCE:

Inwards:

23/05/2018 – Stan & Winda Good – ASH site plan application

30/05/2018 – Victoria Randall, NRC – Location of tsunami warning sign

Outwards:

23/05/2018 – Stan & Winda Good – Re. ASH site plan application

REPORTS:

- **Management report**

Board may wish to consider updating the notice board. Anton suggested Paul Cowpland could manufacture something. John suggested getting the architect who is working on the front entrance signage to design something in keeping with the proposed new-look entrance. Anton to raise issue with architect when he is available. Congratulations to team on their 5th Trip Advisor certificate of excellence and being inducted into the Trip Advisor Hall of Fame. A great achievement! Multi-purpose court is now up and running and already proving popular. Area has been grassed around edges. Planting will continue in a few weeks. New website will be up and running in a few weeks. Anton will invite Marilyn Cox to report on the new developments and accomplishments.

- **Financial report**
- **WCSLSC Report (verbal)**

Carried E. Cook/P. Baker/All in favour

GENERAL BUSINESS

- **Resource consent for new cabins**

Final cabin plans not yet in to council. Plans are very well detailed, and all questions have been answered in detail. Peter has been in contact with architect and is impressed and confident that he is extremely competent and will do a good job. Peter has suggested a slight variation to cabin driveway to avoid grass getting ruined by vehicles coming in and out. Plans need to be submitted before October 4th. Anton to invite Trevor (architect) to attend next meeting. Current resource consent covers next cabin. An extension would cover a further cabin. Extension has been estimated at a cost of \$6000. A new consent may be a comparable cost. An extension would need to be applied for before 4th October. Anton to find out cost of extension.

The concept plans for the entrance way development were given to Trevor (architect) who explained that the cost could be considerably higher than anticipated but this can be discussed at next meeting if Trevor is able to attend. The development could be broken down into stages to distribute costs. The flooding at the front of the camp is an operational issue, not just aesthetic. It is currently roped off up to 5 months of every year. The area would potentially need to be raised to remove drainage issues. Suggested alternatives are to create a semi-permeable surface that can be parked on even when there is water on the surface or re-routing the driveway so that the parking is on the current driveway area. The worst issues arise when rain coincides with a king tide. Engineers reports would need to be carried out and any developments would need to work in with the council due to it being a public parking area and the pump station needing to be accessible.

Once new further cabins are completed, when proposed developments are carried out on entrance building (reception/office/managers accommodation), new permanent storage for additional cabin inventory needs to be included as with increased numbers of cabins, there will not be adequate storage space available. Existing old shed is too small and not suitable for renovation. The aesthetics of the entrance-way will be more beneficial to guests in the shoulder/off-peak seasons. With the estimated costs of re-cladding the reception

building being so high, Peter queried whether it would be better to consider completely re-building. There were no major issues found with the current building re. leaky homes. John pointed out that Trevor's estimate was based on previous plans drawn up by someone else. It would probably be advisable to get Trevor to provide his own options from scratch including alternatives to re-cladding the building. It was also suggested that if a re-build were preferable it may be best to have the managers accommodation separate from the other building(s). Peter pointed out that we need to be confident that no other part of the current building will need work in the future if we are to invest a large sum on re-cladding the front/side.

- **Dune reshaping continuation**

Anton met with Laura a few weeks ago. Dune restoration work will continue over next 80-100m leading on from previous work. Earthworks to be done by Hanson's Drainage under current consent. Cove café sponsoring earthworks. A planting day has been organised with Waipu Primary School. Evan queried whether any patching up needed to be done on previous work. Laura has plants put aside for this. Aim is to continue down to the end of the camp. The establishment of the plants over the last few years has been very successful.

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

Upcoming Surf Life Saving Events Waipu Cove SLSC

Future Meetings – 30th July 2018

Meeting Closed at 8.15pm

Managers' Report June 2018

June has been very quiet so far, even with Queens Birthday, which was a very wet weekend. There has not been a lot of action to report on, especially as there is a shorter than normal gap between meetings.

The tennis court is finally complete and ready for use. The fencing was completed on the 12th of June, and a lock installed for the gate. We are still awaiting the arrival of the basketball hoops. Next we will begin to landscape the surrounding area, so it will be looking smart come summer time. Tennis balls and racquets have been purchased, which will be available for hire by those using the tennis court.

We have made further progress with the new website. Currently, we are proofing the content and have already selected the photos we will be using. Evosuite have been working on the general design. They have nailed down how we want this to look, which is clean, modern and user-friendly. So far, it's looking very good. They will have the first mock up of the entire website available by the end of the month, which we will then review and make any necessary changes before it goes live.

Our solar is now fully operational, Solar Group have recently completed the work that was needed to switch our import/export meter to live.

Further dune works have been scheduled for July with the help of the Northern Regional Council. This work will be a continuation from the area previously completed. A further 100 metres will be planted. We also have pencilled in another planting day with Waipu Primary School on the 8th of August. The Cove Café have generously offered to pay for the digger work involved.

This month we have been inducted into the Trip Advisor Hall of Fame for receiving a Certificate of Excellence for the 5 consecutive years. We are thrilled about this, as only 5% of businesses on Trip Advisor will receive this award. It is only possible with a team effort, so we want to acknowledge our amazing staff who have worked together to achieve a consistently high standard of customer service.

In a couple of months our kitchen cabins 1 to 5 are being refurbished. All will have new vinyl planking laid on the floor, new kitchen and cupboards installed, and a coat of paint to refresh the inside.

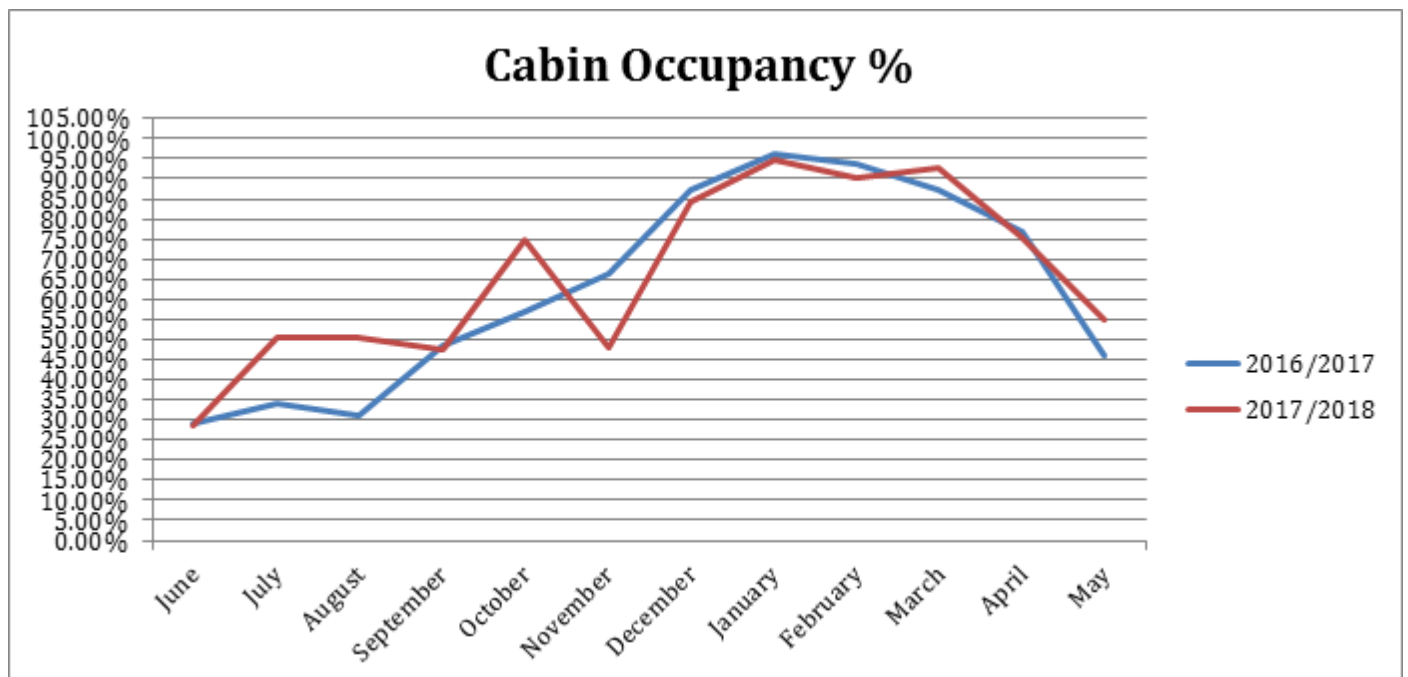
The final cabin plans are now in, and we are very happy with these. We asked Trevor Murray (Modello Architecture) to work with us on the camp entrance/ storeroom project (which we already have concept drawings for) as well as the new cabins, in a project management capacity. Once Trevor has returned from holiday we will have further details on this.

Kind regards

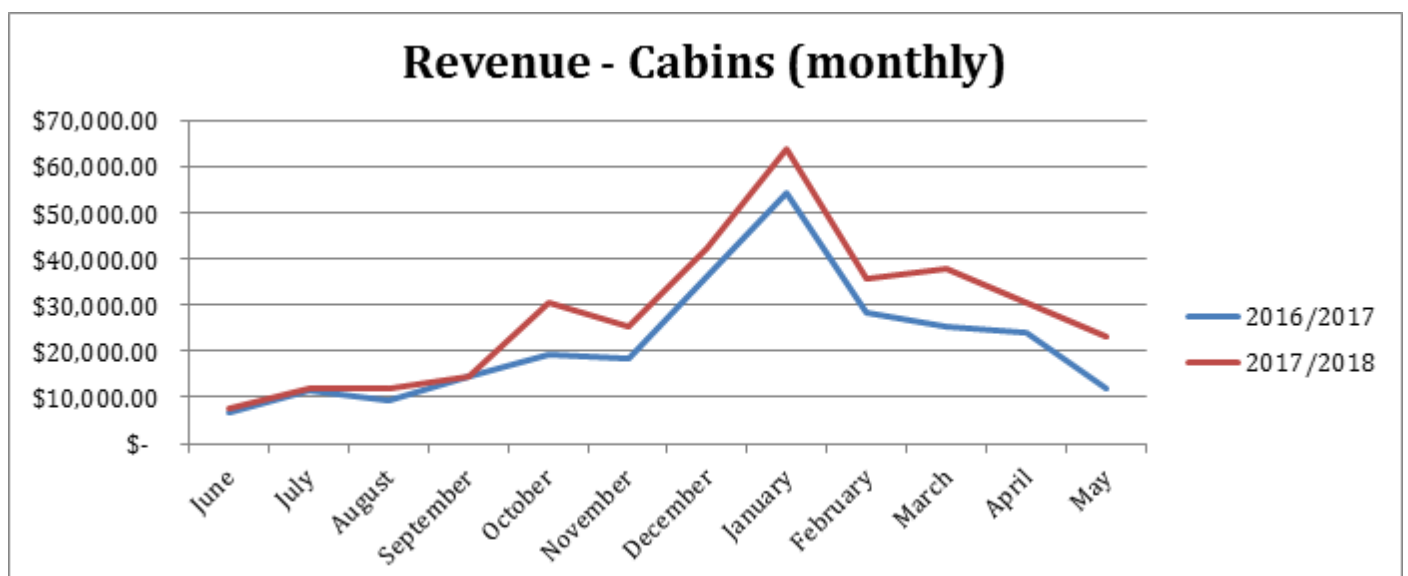
Anton & Lucy

Occupancy and Revenue – May 2018

Cabin Occupancy

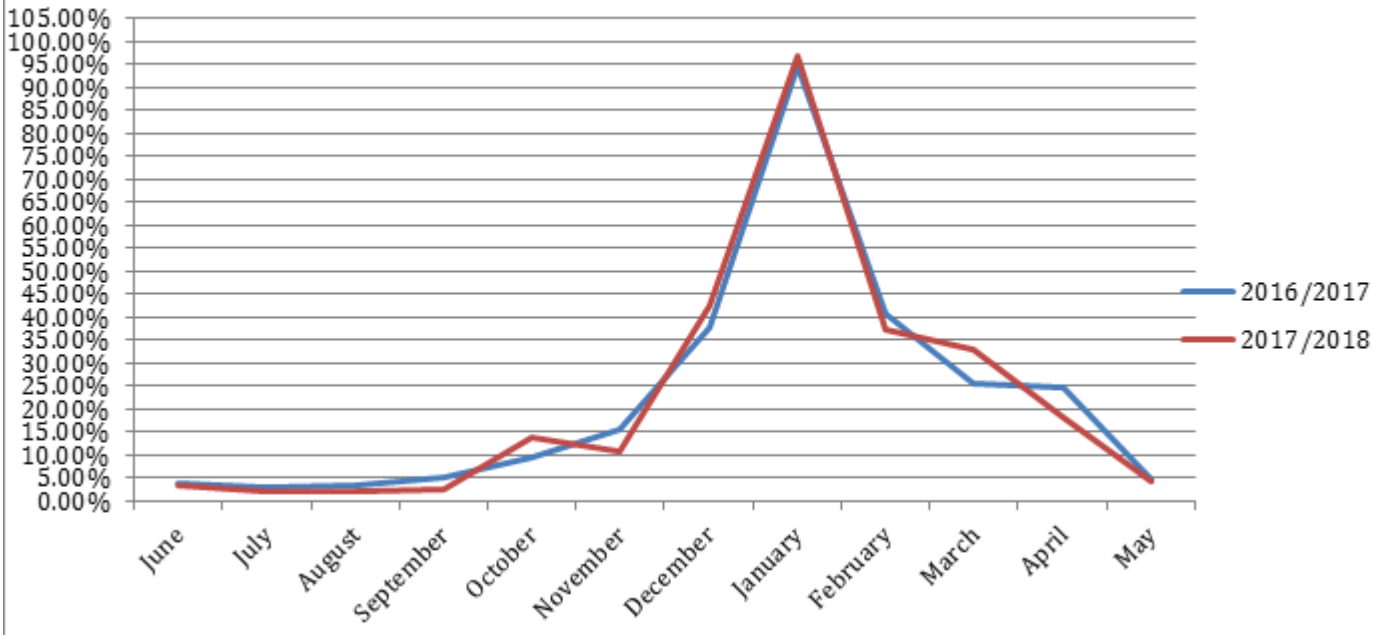


Cabin Revenue



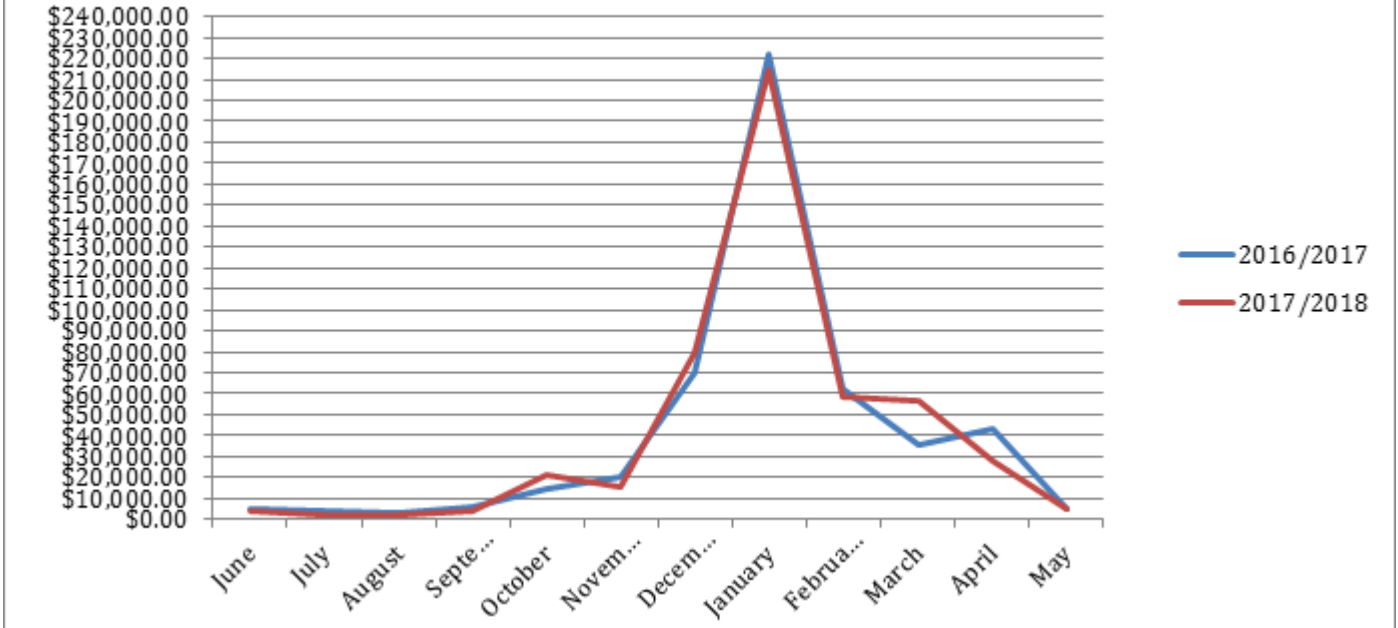
Site Occupancy

Site Occupancy %



Site Revenue

Revenue - Sites (monthly)



Cabin revenue and occupancy for May 2018 saw a significant increase when compared YOY with 2017. This is due to the 2 bedroom self-contained cabins. Revenue and occupancy levels sites were similar to the previous year.