

## WAIPU COVE RESERVE(S) BOARD

30<sup>th</sup> October 2018, 7pm

Camp Waipu Cove all-weather room.

**ALL WELCOME**

### AGENDA (E & OE)

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

**APOLOGIES:** B. Strang

**MINUTES OF THE LAST MEETING:**

**MATTERS ARISING:** None

**CORRESPONDENCE:**

**Inwards:**

27/09/2018 – Barry Ashbridge - consent for the 2018/19 occupation of ASH sites

05/10/2018 – Trevor Murray – Tender documents

10/10/2018 – Scope Building Surveyors Ltd – Building report

**Outwards:**

27/09/2018 – Barry Ashbridge – Confirmation of receipt

**CARRIED P. Baker/E. Cook/All in favour**

### REPORTS:

- **Management report**

The camp has now been sprayed for Onehunga prickly weed. Shower adjustment is working at Rum Row toilets. Sign has been moved from Brynderwyns to Cove Road. John feels if it's important to have a sign up there we should source a new location. No other camps advertise in that area but it is worth monitoring. This year grass transplanting was carried out just after Easter and will be done again next year.

- **Financial report**

- **WCSLSC Report (verbal)**

The 90<sup>th</sup> anniversary celebrations were very successful. Rick thanked those that attended and the Board for their support. Rick brought a copy of the commemorative book with camp advertising on the back. The first carnival is on 9<sup>th</sup> November. This weekend the club is fully booked. Patrols have not started yet. Club day will be on January 3<sup>rd</sup> (not a public holiday). The surf club have asked Trevor Murray to draw up plans for bottom of surf club and bunk house renovations.

### GENERAL BUSINESS

- **7.30pm – Peter Hunt, Waipu Kiwis**

Waipu Kiwis is part of the Kiwi Coast parent group protecting kiwi and other native species from predators. The Board are happy to support this worthwhile cause. In the 1920s there were approx. 10,000,000 kiwi throughout NZ, by the 50's it was 1,000,000. It's currently 60-70,000. In the local area there is a very active group working to protect & translocate kiwi into the area. 43 kiwis were introduced in 2013-2015 and they are now breeding. The group carry out extensive trapping of mustelids; possums & stoats. Stoats can't be poisoned and are the biggest threat to kiwi chicks. Numbers of possums & stoats being trapped are decreasing which is hopefully an indication of the efforts working as stoat numbers decrease. Waipu Kiwi are using the deep freeze at the camp for storing bait. Also equipment storage and use of our meeting room.

Waipu Kiwi are helping with weed control whilst carrying out trapping. Piroa-Brynderwyn Landcare is the over-arching group. Of the 20,000 introduced plants, about 5,000 have become a problem. Wild ginger, climbing asparagus, moth plant etc. are some of the worst weeds. The impressive results speak for themselves to the effectiveness of the work these groups are doing.

Dogs are the biggest killers of adult kiwi. The group are working towards getting more signage up to stop people taking dogs in prohibited areas. Through the beach ambassadors, the camp are hoping to help with educating people about the danger that dogs present to kiwis.

The Board and camp managers are keen to help in any way possible and will continue to liaise with Peter. John will share the Kiwi Coast newsletter with the camp managers to share on their social media accounts. Next Tuesday there will be a Land Care meeting in the camp all-weather room.

- **Update on tender process and entrance development from Trevor Murray**

Tenders have been requested with tender period extended by 2 weeks to 30<sup>th</sup> November. Notice to tender will also ask for expected work start date. Consideration will need to be made for fluctuating costs before start date. With Boards approval, Trevor will issue tender notice tomorrow. The building report for the current office/managers accommodation has been circulated. Trevor is trying to get hold of timber treatment samples. Trevor will re-take samples himself if necessary. Maintenance issues have been isolated on the exterior (as expected with building of its age) which could be tidied up as maintenance program. Invasive testing on ranch sliders on upper floor show elevated moisture levels. Some structural elements in the concrete floor but these are not major issues. A fire engineer advised that building would not comply if alterations were made. If ground floor is all used for commercial use there will need to be fire separation between commercial area and accommodation area. Building Act states that any upgrades must accommodate for people with disabilities and fire safety. Floor of any additions would need to be higher than the current floor. At the last meeting Trevor presented 2 options for add-ons to the building. The other option is to demolish the building and build again. Trevor doesn't feel at this stage that it would be worth demolishing the building. An alternative option would be to move the accommodation out of the building completely and use it for solely commercial purposes. This would avoid issues with floor level as the footprint of the building would not be changed. Some improvements would still need to be made to fire linings to support commercial usage. Trevor feels that raising the floor level would not be feasible or cost effective. All options will require fire upgrades.

- **Bank Authority**

MOTION: In recognition of John Draper's current health circumstances the Board authorises to remove John Draper as an authorised person for the Camp's ANZ accounts. The bank will be notified, and the mandate will be changed accordingly.

**CARRIED All in favour.**

John Henderson will write to bank to advise.

There will be enough signatories available for the summer/Christmas period to authorise transactions.

Camp managers will assist with Honorariums.

#### **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
- **Beach Volleyball** – November 17<sup>th</sup>, Waipu Cove

#### **Upcoming Surf Life Saving Events Waipu Cove SLSC**

**Next meeting Monday 26<sup>th</sup> November 2018**

Meeting Closed at 8:40

## Managers' Report October 2018

As we write this report the school holidays are in full swing, with the fantastic spring weather resulting in a steady stream of campers. The surf club has been booked for a school holiday horse riding camp during the second week, with loads of kids around the camp having a great time. Now we are gearing up for the upcoming Labour Weekend and hoping that the fine weather hangs around for this!

We have now been live on Newbook (our new reservations system) since mid-September, which has kept us very busy. It is a big undertaking learning a new system from scratch, plus checking that all the data from the previous system has imported correctly with our forward bookings. We've had to do some tweaking of the default setups, which is something that only arises as you start to use the system. Anton and Victoria will be attending a two day intensive training at the Newbook seminar in Auckland later this month to further their knowledge of the system.

The Department of Conservation have requested a meeting with them to discuss the reserve board management plan as well as to discuss annual site contracts. We and the board will be meeting with DOC on the 11<sup>th</sup> of October.

We've been busy gearing up for labour weekend with spring cleaning, mowing, and ordering stock. We've also booked in security guards for the evenings.

Several staff have taken annual leave this month, as there is still time to take a break before things get too busy. Jette, Victoria and Tania have all been away on leave.

The annual pest control spraying of the camp ablution blocks and office/reception will take place in the next couple of weeks. Spraying for the Onehunga (prickle) weed will also happen around the same time.

We have had to remove our big Camp Waipu Cove sign from its SH1 location due to the current landowner asking for it to be removed. At the time when the sign was originally erected, the land was owned by someone else who was happy to have the sign on their property. We have now repositioned the sign at the north end car park.

This month we unfortunately can't provide our usual revenue and occupancy graphs this month as due to the cutover of Newbook halfway through September we aren't able to collate the data. Next month we will be able to provide these comparisons again.

Regards

Anton and Lucy