

WAIPU COVE RESERVE(S) BOARD

24th May 2019, 7pm

Camp Waipu Cove all-weather room.

ALL WELCOME

AGENDA (E & OE)

PRESENT: B. Hopkins (Minutes secretary), M. Bell, J. Henderson, L. Trist, A. Trist, R. Pullan, P. Baker, K. Baker, R. Stolwerk

APOLOGIES: E. Cook, R. King

MINUTES OF THE LAST MEETING: Approved

MATTERS ARISING:

CORRESPONDENCE:

Inwards:

23/04/2019 – A. McCulloch – Public discussion around annual site holdings

26/04/2019 – A. McCulloch – A matter of public record

01/05/2019 – M. Bell – Follow up questions & request for meeting minutes

02/05/2019 – P. Murray – Request for agenda

08/05/2019 – B&G Fisher – Sale of caravan

08/05/2019 – Y. Mattson on behalf of most (not all) ASH – DoC Policy Change (further correspondence on 09/05/2019)

Outwards:

22/04/2019 – Y. Mattson on behalf of ASH – Response to questions

03/05/2019 – P. Murray – April Agenda/Minutes sent

03/05/2019 – M. Bell – April meeting minutes

07/05/2019 – M. Bell – Answers to questions

08/05/2019 – B&G Fisher – Sale of caravan

09/05/2019 – Y. Mattson on behalf of most (not all) ASH – DoC Policy Change (further correspondence on 09/05/2019)

CARRIED P. Baker/R. Pullan

REPORTS:

- **Management report**

Anton reiterated that the rubbish truck is developing more issues when going for a COF. The camp has owned it for over 6 years and are having to spend more and more money on it (\$2000 recently). Some rust is now starting to come through from underneath. The mangers can continue to get it repaired but it may be time to look at replacing it. This has been budgeted for in the 2019/2020 budget (including trading in the current truck). Anton has looked at molluscs that go underground as an alternative option, but Northland waste can't collect as often as necessary without huge additional costs. The current way of dealing with waste is probably best as Uretiti tip can handle two loads a day from the camp over the peak period. The current truck could potentially go for another 4-6 years but will cost an increasing amount in repairs. A compacting truck would require special licenses for staff. A larger truck could reduce the need to 1 tip per day but needs to be under a certain size so as not to require a HGV license for those driving it. The current truck was customised to take larger capacity by raising the sides, but this can make it a difficult job to load. A side lifter may need to be considered. COF is due October. Managers will keep an eye out for replacements and will also take it to Rowsell's for assessment.

A behaviour bond has minimised any problems with school camps.

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

Rick feels longevity of the school camping period could be increased if there was somewhere fully weather-proof for them to eat. There is the option to buy a marquee and rent it out or alternatively provide a permanent structure within the cap. Rick asked what income the schools bring to camp. Managers estimate approx. \$6-10,000 per week (minus what surf club take). Anton has approached the owner of Bigfoot Adventures and asked what it would take for the camp to get more and/or bigger groups. He is waiting on a response. In colder weather there are less life-saving activities, but the camps still come to the area for other activities (including other water based activities). The surf club are very keen to have more groups off-

season. They now have a good relationship with the caterers who are happy to keep coming back. Anton feels there would be benefit to the camp to having a structure for group use (including possibly for weddings). John feels a permanent structure would be best to avoid having to put up/down a marquee (not staffed for that so would have to outsource). Rick mentioned the Marsden Cove structure that has been up for about 15 years without deteriorating. Peter queried where it would be/what would be sacrificed to make a place for it. It could also be used for fishing competitions etc. The managers will look at some options.

The Surf club needs the income from the school camps and now budgets on this money. The Surf club is looking very healthy financially, partially due to income from camp.

The front lawn at Surf Club Bunkhouse is being tidied up and the bunk rooms have been improved which has reduced complaints. There are a few more improvements yet to be made.

CARRIED R. Pullan/P. Baker

GENERAL BUSINES

- **Budget Approval**

The managers provided their 2019/2020 budget for approval. Operating expenses for August are higher because ACC comes in that month. The budget is conservative as expenses/income can be weather dependant. The camp is in a very positive position to be able to fund the ambitions cap-ex projects. The barrier arms may not need replacing immediately but are nearing the end of their life. A service was carried out on them prior to the previous summer. The barrier entrance to camp would not change with the front entrance development project and any improvements now could be moved if necessary. The Board are keen to have reassurance that there will be funds for larger planned projects. This is included in the long-range budget. There are still compliance issues that need to be addressed for this large project, but it would probably be started in 3-4 years. The cabins need to be completed first in the next 2-3 years. It may be more economical to not build in the next year and then complete all remaining cabins in one go the following year. Trevor is working on the front entrance development and is also working separately on the cabins. The cabins will be completed first as they will generate revenue. Anton recommends doing all 3 cabins at once by the end of 2021 (complete cluster). The Board agrees. Trevor would handle the tender process as he did with the current cabin build. The current, under-construction cabin will be finished in about 8-10 weeks. John feels expenditure for truck and barrier arms should be kept in the budget. The long-range budget is indicative only.

2019/2020 BUDGET APPROVED P. Baker/R. Pullan/All in favour

- **Resource consent drawings for 3 one-bedroom self-contained cabins**

The Board have walked around the site with Trevor and viewed plans. They are very happy with how Trevor is managing the project. They discussed a few changes to make the area more serviceable.

- **Informal discussion with Maureen Bell**

John asked Maureen what the current feeling was amongst ASH in regard to the recent DoC decision to discontinue ASH sites in the future. Maureen feels the ASH should be working with Board regarding the ongoing issues. She wonders why the Board haven't yet had their Management Plan returned by DoC. She explained that some ASH are accepting of the decision, others aren't. There are mixed feelings and many feel hurt. She feels as a community we should be working together and would like to do that. She thanked the Board for having a meeting on a Friday.

John said the Board could look at doing a Friday meeting again if there is desire. The Board don't expect everyone to be happy and are trying to manage the situation as best as possible. They have been answering questions when they are asked.

Peter asked Maureen whether she felt it was fair that some ASH are blaming the Board. Maureen feels it was possibly because the initial discussion happened last October, but ASH didn't hear about it until March. She feels DoC, not the Board, have handled the situation badly. She also explained that many ASH are unhappy that the plan to reduce ASH via natural attrition wasn't stuck with. She feels the Board are doing a good job.

Maureen mentioned that Ruakaka camp has seasonal site holders who will also be affected along with other camps around the country when the DoC decision is brought into action.

Rowan provided an update on the management plan. DoC have responded and suggested changes for final plan. These changes have been made and it has now been sent back to DoC for final approval.

John explained that the delay in informing ASH of DoC's decision was because DoC said they needed until Feb to get ministerial sign off and get consistency throughout country.

Maureen feels the camp will still generate income without ASH but it won't look the same beautiful site I currently is – It will be very empty for the majority of the year.

John would like to think that a good number of ASH will buy movable vehicles and that they can then book sites as casual campers throughout the year however Maureen disagrees. She thinks that if they have purchased campervans, they will spend their money elsewhere.

There is some sentiment that one individual may have influenced DoC's decision however Rick, as an NRC Councillor, explained that of the 180,000 people in Northland, 1% are the serial complainers. Sometimes they submit 10 times a day. Yes, as a governing body you must listen to them, but the governing body still has to follow certain rules and legislation. He does not believe that 1 individual can influence a decision of this magnitude. Some present disagreed.

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

Next meeting Monday 1st July

Meeting Closed at 8.00pm

Managers' Report May 2019

The past month has been surprisingly busy. We have been lucky enough to have fantastic warm weather until just recently – it is only just starting to feel like autumn has come in the last week or so. Easter and the recent school holidays saw higher than usual occupancy levels, most likely due to aforementioned weather.

Albany Junior High School have spent the last two weeks here on school camp. It is their first time camping here, and as it has been organised by Bigfoot Adventures, things have run smoothly - as it usually does where they are involved. We are hoping this may become a yearly booking, and so far, the feedback has been positive. The school bought up four separate groups over the two weeks, using the surf club for catering. The weather has been a bit of a mixed bag this week but hasn't seemed to deter the kids from having fun. School camp season seems to be getting longer and longer every year which is great for us.

We have forwarded the 2019/20 budget to the board and are now just awaiting approval. Also, we have produced a 6-year budget forecast showing what the camps financial position will look like when all ASH have gone after 2025

The ASH power meters have all been read and bills issued for payment. All new ASH contracts are ready to be emailed/posted in late May for the next year's ASH contract. So far, we have confirmation of site 186 and 245 will not be renewing. 178 already moved offsite in March.

The rubbish truck condition has deteriorated, in fact we have had to have a lot of work done on it recently, as it failed it's latest COF. We will need to look at a replacement in the next 12 months, as the truck will continue to cost us more and more money to maintain to a compliant standard.

Now that we are moving into our off season, we will be undertaking some staff training. Swas and Lucy sat their First Aid certificates this month, with three other staff booked in for a first aid refresher in June. This month Lucy attended

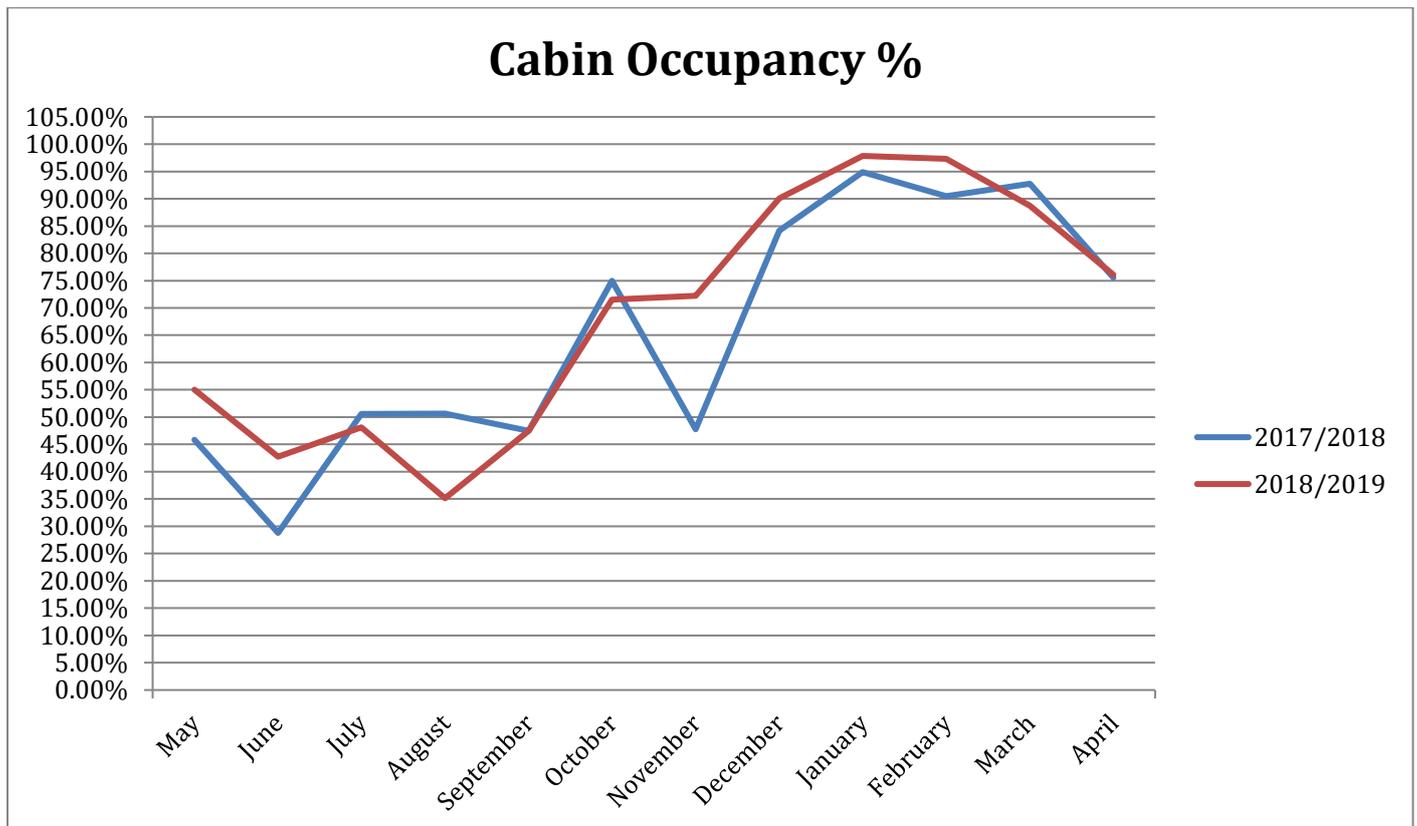
an EMA course in Auckland. We also had the defibrillator out the front of reception accessed last week due to a medical emergency, thankfully it was not required but they were very thankful for us having this available to the local community.

Construction of the new one-bedroom self-contained cabin commenced at the start of May, with good progress being made so far. The proposed BBQ area for this cabin cluster will also commence construction later this month. Resource consent for the remaining three cabins will be applied for after the board has decided on the layout i.e location of disability cabin, location of parking. We will be having a walk around with the board and going over options prior to our meeting this month.

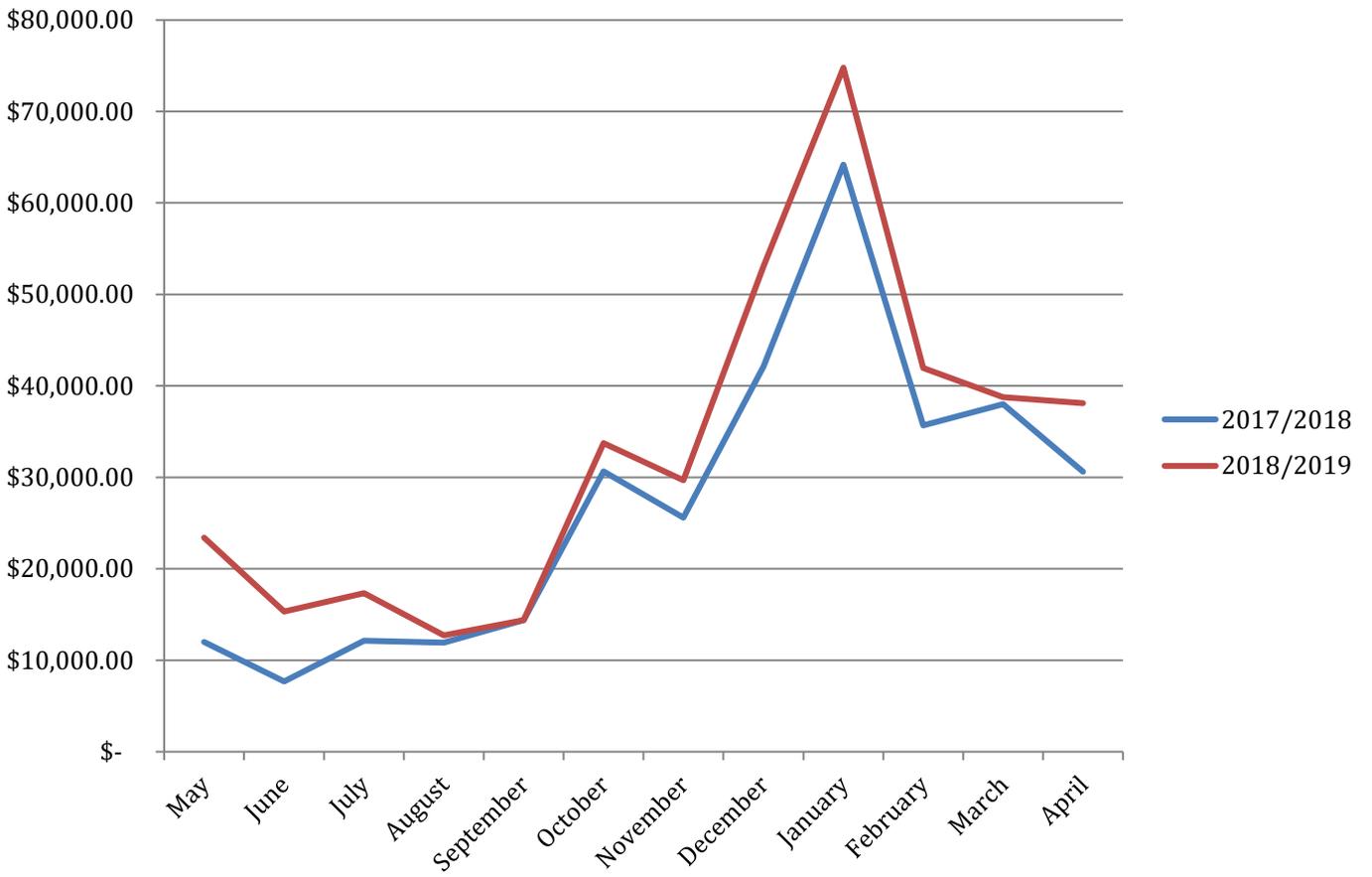
Regards

Anton and Lucy Trist

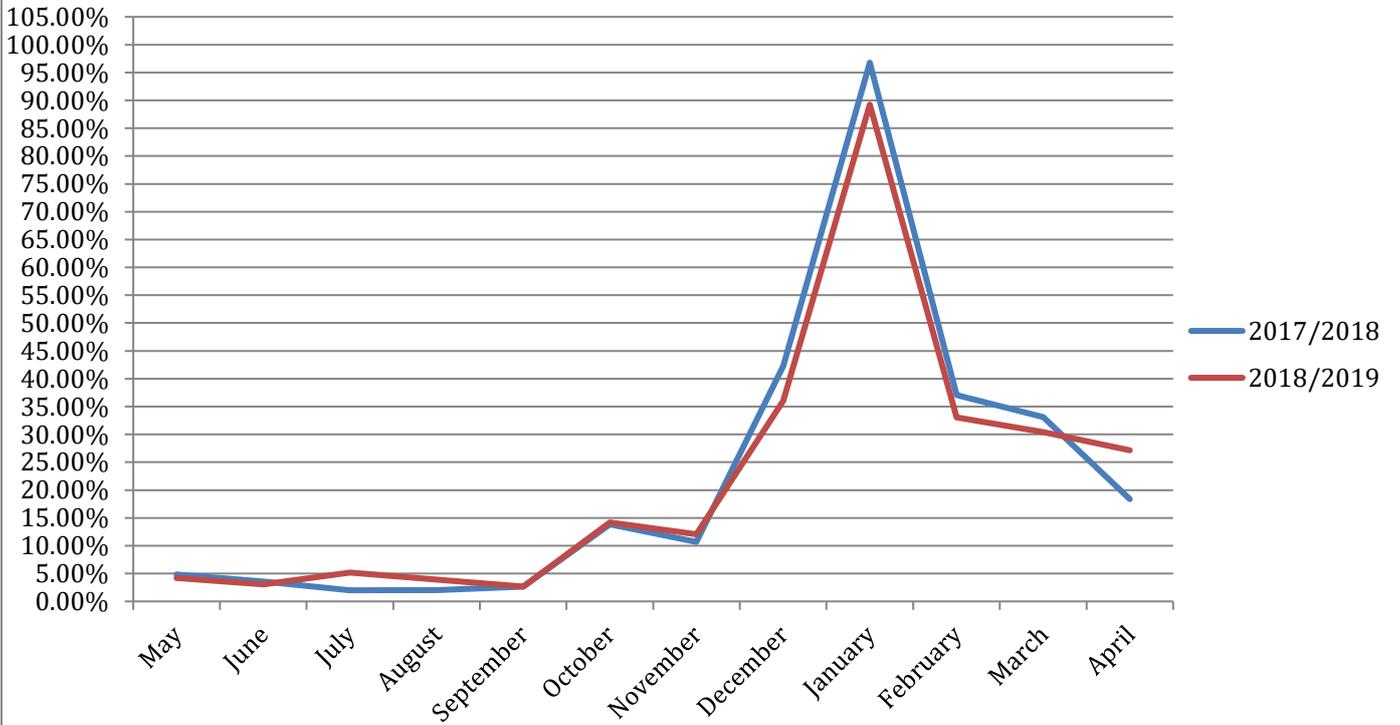
Occupancy and Revenue – April 2019



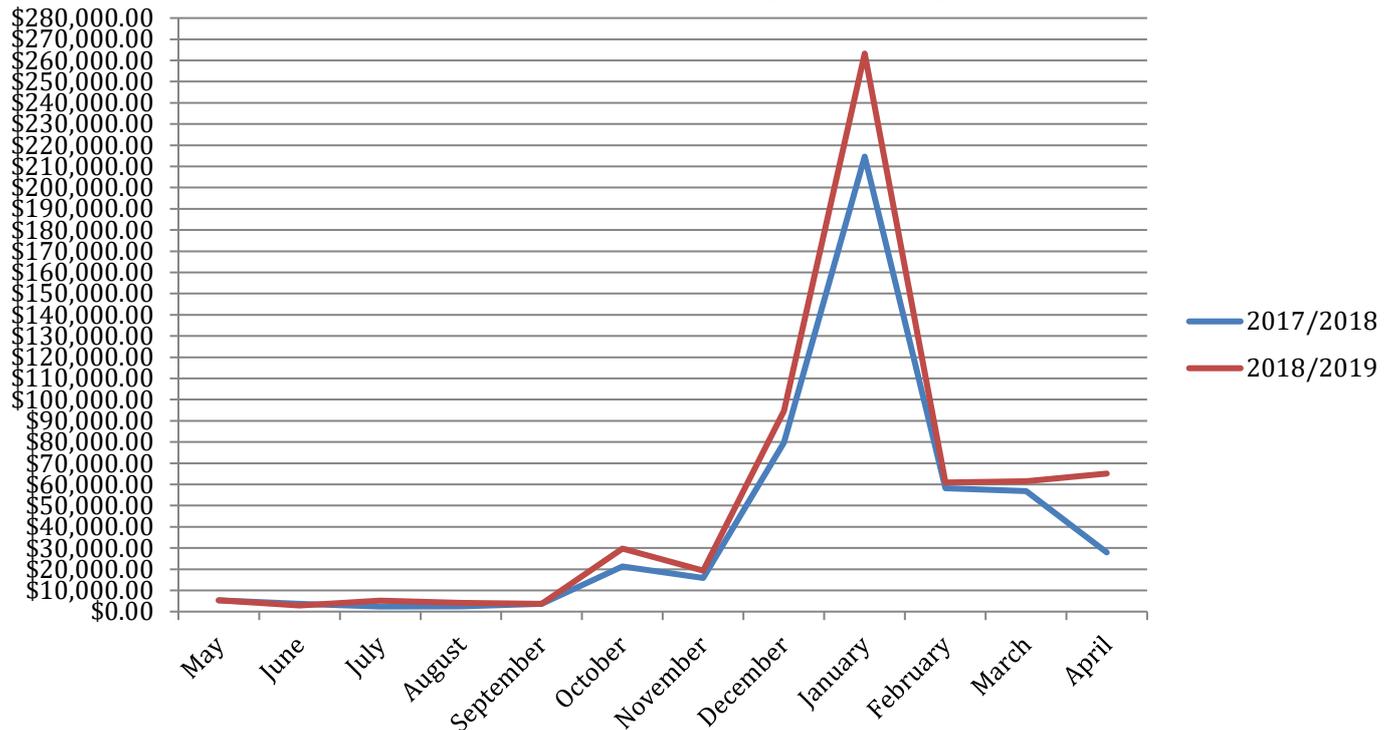
Revenue - Cabins (monthly)



Site Occupancy %



Revenue - Sites (monthly)



Occupancy and revenue's up due to Easter falling in April this year and more favourable weather conditions in particular the weekends. Cabin Occupancy 76.32% and site occupancy 29.53%.

April 2019 financials

	April 2019	April 2018	Comments
Revenue	\$ 78,700	\$ 58,906	Up \$20k
Payroll	\$ 32,965	\$ 46,221	Down \$13k
Expenses	\$ 64,923	\$ 71,800	Down \$7k
Surplus/deficit	\$ (2,825)	\$ (34,606)	Up \$32k

Financial report April 2019

Revenue per ASH: \$0
 Revenue per camp site: \$323
 Revenue per cabin: \$1991

Actual funds available in all bank accounts 22/05/2019 = \$692,577 which includes \$277,700k on term deposit @ varying interest rates and terms.

Revenue:

Really good month, revenue up \$20k on LY which is made up of Easter revenue which was mainly in March LY, also helped by better weekend weather received compared to last year. Year to date revenue is up 5% or \$58,944 with all main revenue streams up YOY. Our net surplus YTD is a healthy \$550,998 before depreciation and up \$64,168 on LY. Occupancy for April in our cabins was 76.34% and camping sites 29.53%.

Expenses

Well controlled and down on LY by \$6,877 which is good considering revenue was up \$20k for the month. Our new solar has saved us \$10,530 YTD. YTD our expenses are exactly the same as LY \$753,204 however we have taken \$58,944 additional revenue so again we are pretty happy with this.