

MINUTES (in Review)



COMMITTEE MEETING - 2ND SEPTEMBER 2025

Name:	Waipu Cove Reserve Board
Date:	Tuesday, 2 September 2025
Time:	7:00 pm to 7:55 pm (NZST)
Location:	Default Location, 869 Cove Road, Waipu, New Zealand
Board Members:	Rowan Pullan (Chair), Evan Cook, Patrick Hilton, Paula Alexander, Peter Baker, Rick Stolwerk
Attendees:	Anton & Lucy Trist, Grace Mclean
Apologies:	Hollie Kereopa, Lisa Minhinnick, Cameron Bartlett

1. Opening Karakia

2. Opening Meeting

2.1 Confirm Minutes



July 2025 Minutes approved

The minutes of the July 2025 WCRB committee meeting are approved as true and correct.

Decision Date:	2 Sept 2025
Mover:	Rick Stolwerk
Seconder:	Evan Cook
Outcome:	Approved

2.2 Interest Register

3. Correspondence

3.1 Inwards & Outwards Correspondence



September 2025 correspondence report approved

The September 2025 correspondence report was approved as received.

Decision Date:	2 Sept 2025
Mover:	Rick Stolwerk
Seconder:	Patrick Hilton
Outcome:	Approved

4. Reports

4.1 Management report

Reports were not tabled as this meeting as all information was shared at the AGM.

4.2 Financial report

Reports were not tabled as this meeting as all information was shared at the AGM.

5. Actions from Previous Meetings

5.1 Action List

6. Break for Kai & end of public meeting.

7. IN COMMITTEE

7.1 Exclusion of the public

7.2 Board Roles

Item postponed as Hollie was unable to attend.

7.3 Reserve Erosion

The Board discussed the increased erosion of the reserve after recent storms and unusually high tides. Laura Shaft from NRC visited and met with the Board to discuss. Monitoring estuary/boat ramp dunes for now. Inviting Jim Dahm to visit and offer ideas.

7.4 Front entrance re-development

The Board discussed the Front entrance re-development. The managers have met with Maxar and are close to Building consent plans being lodged.



Community Newsletter

Draft community newsletter to be circulated to the Board for review and then distributed to the Waipu Cove residents.

Due Date: 12 Nov 2025

Owner: Rowan Pullan

7.5 North-end boundary fencing

The Board discussed the adjustment and replacement of a north-end boundary fence that borders neighbouring properties. The Board and managers are in discussions with the affected neighbours to finalise the details and begin construction.

7.6 Community Liaison Committee update

Two board members and 2 community representatives to meet bi-annually. The committee will only make recommendations which will then be bought to the Board for discussion and decision making.

Board discussion of the three recommendations:

1. Paula Alexander and Rick Stolwerk to represent the WCRB.
2. Select 2 candidates from the Expressions of Interest received.

3. Appoint an independent chair of the committee who is not on the board or a direct neighbour.



Motion to accept recommendations re. Neighbour Liaison Committee

Motion to accept the recommendations. Public representatives to be appointed to the committee are Lloyd Rooney & Marie Ackland. Steve Jones to be appointed as the independent Chairperson.

Decision Date: 2 Sept 2025
Mover: Rick Stolwerk
Seconded: Rowan Pullan
Outcome: Approved



Establish Neighbour Liaison Committee

Establishment of neighbour liaison committee:

- Inform successful applicants
- Inform unsuccessful applicants
- Schedule first meeting

Due Date: 18 Nov 2025
Owners: Paula Alexander, Rick Stolwerk

7.7 BoardPro

Belinda gave the Board a tutorial on using Board Pro. She will follow up with further assistance where needed.



Board Pro transition

Finalise transition to BoardPro and provide support to Board members.

Due Date: 18 Nov 2025
Owner: Belinda Hopkins

8. Policy Review

9. Close Meeting

9.1 Closing Karakia

9.2 Close the meeting

Next meeting: WCRB Committee Meeting - 18th November 2025 - 18 Nov 2025, 7:00 pm

New Actions raised in this meeting

Item	Action Title	Owner(s)
7.4	Community Newsletter Due Date: 12 Nov 2025	Rowan Pullan
7.6	Establish Neighbour Liaison Committee Due Date: 18 Nov 2025	Paula Alexander, Rick Stolwerk

Item	Action Title	Owner(s)
7.7	Board Pro transition Due Date: 18 Nov 2025	Belinda Hopkins

Signature:_____

Date:_____