



TEKAPO COMMUNITY BOARD

Membership:

Murray Cox (Chairman)
Alan Hayman
Peter Munro
Peter Maxwell
Ian Radford

Notice is given of the meeting of the Tekapo Community Board to be held at the Community Hall, Lake Tekapo, on Monday 22 July 2013 at 7 pm

Business: *As per Agenda attached*

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

10 July 2013



TEKAPO COMMUNITY BOARD AGENDA
Monday 22 July 2013

I APOLOGIES:

II DECLARATIONS OF INTEREST

III MINUTES:

Confirm and adopt as the correct record the Minutes of the meeting held on Tuesday 4 June 2013.

MATTERS UNDER ACTION

IV GENERAL BUISNESS:

1. Watering Lakeside Drive (verbal update from The Chairman - email attached)
2. Tekapo Plantation (verbal report – Councillor Page)
3. Walkway and Cycleway Strategy (verbal report – Peter Munro)

IV REPORTS:

1. Financial Report May 2013 (report to be tabled)
2. Election Protocols (discussion)
3. Ward Member's Report
4. Reports from Members who Represent the Board on Other Committee

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE TEKAPO COMMUNITY BOARD HELD AT THE GODLEY RESORT HOTEL, LAKE TEKAPO, ON TUESDAY 4 JUNE 2013 AT 7:02PM

PRESENT:

Murray Cox (Chairman)
Alan Hayman
Peter Munro
Peter Maxwell

IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)
Paul Morris (Manager – Finance and Administration)
Bernie Haar (Asset Manager)
Garth Nixon (Community Facilities Manager)
Keri-Ann Little (Committee Clerk)
Ms Braun Elwert from 7:32pm
Ms Sweeney from 7:32pm
Michael Midgley
Nicola Hornsey

I APOLOGIES:

Resolved: that apologies be received from The Mayor and Ian Radford

Peter Maxwell/Alan Hayman

II DECLARATIONS OF INTEREST:

There were no Declarations of Interest.

III MINUTES:

Resolved that the minutes of the meeting of the Tekapo Community Board held on 22 April 2013 be confirmed and adopted as the correct record of the meeting.

Alan Hayman/Peter Maxwell

MATTERS UNDER ACTION:

1. **Civil Defence:**

The Asset Manager will speak with the Civil Defence Officer regarding a civil defence plan for Tekapo; the Civil Defence Officer will liaise with The Chairman.

2. **Review of Freedom Camping Bylaw and its Alignment with the Freedom Camping Act:**

The CEO will discuss with Mr Nixon, Community Facilities Manager and put a timeline in place with definite public consultation included.

3. **Community Hall:**

This matter under action is on tonight's agenda.

4. Car parking for Lake Tekapo Community Hall:

It was noted that this issue was on-going and will be included in the Hall upgrade.

7. Landscaping and Walkway – Church of the Good Shepherd:

The Asset Manager advised that the Manager –Roading had received a price of \$8,000 for the sealing of footpaths, and further prices were expected from Fulton Hogan. Mr Nixon, the Community Facilities Manager informed the Board at this stage other pricings had not been provided yet; therefore this was on-going.

8 The Mound by the Tennis Courts – to be grassed:

Tennis Court upgrade as part of the Community Hall upgrade.

9. Lighting Ordinances:

This matter under action was also an agenda item – see below:

- Several lights for Asset Manager to assess and asked to report back.
- There are some signs that don't apply now –Planning and Regulations Manager has written to business owners regarding signs. Mayor Barlow will follow up.
- The Chairman - a review of current lighting re outside lighting and signs.
- The Asset Manager will speak with Mr Alan Gilmour.

10. Car Parking for Community Hall:

It was noted that this issue was on-going and will be included in the hall upgrade.

11. Lochinvar Subdivision:

Town maintenance – maintenance of Lochinvar subdivision, work has been carried out to bring the subdivision back up to standard. Mr Nixon is proposing a programme sign off when work has been completed. Mr Nixon will compile a programme for the Board to sight.

12. Elections:

A reminder was circulated with the last rate demand circulation, in the form of the Mackenzie Messenger. A reminder needed/sole campaign/website. On-going.

IV GENERAL BUSINESS:

1. LAKE TEKAPO PLANTATION:

The Chairman welcomed Ms Braun Elwert and Ms Sweeney to the meeting and invited them to speak to the Board.

Ms Braun Elwert said that communication was the key and asked the Board what is next/plan and timeframe for replanting. Is there the opportunity for input into species of trees replanted. Ms Braun Elwert and Ms Sweeney said they are happy to help with the replanting and would be happy to sponsor trees and look after a small area.

The Chairman said there is still some cleaning up of section A. Section B discussion around whether they will leave as is or wind grow the area will require further discussion and evaluation. The priority at the moment is to have the track cleared and made safe so the tracks can be opened up. Later on we can look at the option of making another track if we wish.

Ms Braun Elwert asked the Board for the following 2 points to be investigated and answers supplied to the Community Board from the Forestry Board:

- That the Forestry Board gives the end total income of the harvesting figures to the Community Board.
- That the figures of the cost of managing the forest for the last 10 years also be supplied to the Community Board from the Forestry Board.

Ms Braun Elwert and Ms Sweeney thanked the Board for the reassurance and allowing Community input.

Peter Munro will speak with Kevin O'Neill, Forestry Manager to have a site meeting, Mr Munro will liaise a time.

2. WATERING LAKESIDE DRIVE:

A letter received from Pete Speedy regarding the mowing and maintaining the grass area in front of the Motel and backpackers lodge. Mr Speedy stated the main problem is that the area is not watered.

Mr Nixon said the camping ground needs to contribute whether that is maintenance of the area or a financial contribution.

The Chairman will speak with the new manager and see how he sees the area in his plans and ask him for feedback. This will be an agenda item on the next Community Board agenda allowing the Chairman to report back to the Board.

IV REPORTS:

1. FINANCIAL REPORT – APRIL 2013:

This report from the Finance and Administration Manager is to update the Board for the period to April 2013 on the financial performance of the Tekapo Community as a whole for that period.

Councillor Maxwell informed the Community Board that resolved at the last Finance Committee Meeting was that \$46,000, which is Tekapo's rated share of the carryover from the implementation of the long term plan amalgamated roading reserve, should be solely used by the respective town or rural sector for roading or roading activities within the next year. Councillor Maxwell continued onto say that the Community Board need to start drawing up projects before the next meeting so the fund can be used up within the year as instructed by Council.

Resolved that the report be received.

Alan Hayman/ Peter Maxwell.

2. TEKAPO COMMUNITY HALL FEES:

This report from the Community Facilities Manager is for the Community Board to consider revised fees and charges and other sundry requests in relation to the community hall.

The Community Facilities Manager, Mr Nixon thanked Michael and Wilma Midgley for looking after the hall and taking all the bookings for the last 15 years. The Midgley's stated that they no longer are in a position to manage the Hall bookings and would like to pass on these points for consideration to Mr Nixon:

- a. Person has to be Tekapo based.
- b. Something online would be appropriate but operation and booking still has to be done by someone in Tekapo.

Mr Nixon spoke to his report, discussion continued and it was decided that if locals are booking the Hall then that needs to be made a point of at booking, users are to be invoiced immediately after use or prepay.

The Community Board agreed that the fees agreed on are a good starting point and will be reviewed in a year's time. A copy of these fees are *Appendix A* of this record.

Resolved:

1. That the report be received.
2. That the Tekapo Community Board recommends to Council the revised fees and charges and review suitability prior to 1 July 2014.
3. That the Community Board recommends to Council that a position of Community Centre Manager be created and that that position be advertised.

Peter Munro/Alan Hayman

Mr Nixon updated the Board on the progress of The Hall, the carpet and vinyl will be completed today. Then the toilets will go in and the Kitchen early next week and then the clean-up and exterior will be completed.

3. TEKAPO COMMUNITY HALL FURNITURE:

Mr Nixon spoke to the report informing the Board of options for furniture to furnish the new Community Hall.

Resolved:

1. that the report be received.
2. to investigate blackout blinds for the Hall, proceed with these unless it's over \$3,200.00.
3. Happy with plastic tables and meeting room tables, option F on the committee chair and the bella chair for the Hall.

Peter Munro/ Alan Hayman.

4. STARLIGHT FESTIVAL SPONSORSHIP:

This report from the Chief Executive Officer is a late item regarding Aoraki Mackenzie International Dark Sky Reserve Board inviting the Council to contribute \$5,000.00 to the Starlight Festival being held in Tekapo from the 11th to the 13th of October 2013.

As the Community Board are supplying blackout blinds at a cost of \$800 the amount the Community Board will consider contributing is \$4,200.00

Resolved:

1. That The Community Board contributes \$1,000 towards the Starlight Festival as long as the Council contributes \$1,000 or more.

Peter Maxwell/ Alan Hayman

4. WARD MEMBER'S REPORT:

Councillor Maxwell informed the Board that he went to Council with the recommendation that Council approve the Tekapo budget recommendations.

5. REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES

The Chairman informed the Board that The Regional Park Dog Park has finished, there is new signage in the Regional Park and over the next couple of months they will be concentrating on tidying trees up and new plantings within the Regional Park.

THE CHAIRMAN DECLARED THE MEETING CLOSED AT 9:10PM

CHAIRMAN: _____

DATE: _____

Tekapo Community Hall Fees and Charges
Effective 4 June 2013 to 30 June 2014

Tekapo Community Hall	Local	Non Local Commercial
Community/Board room – morning or afternoon or evening	\$ 15.00 Per hour	\$ 30.00 Per hour
Main Hall – morning or afternoon or evening	\$ 15.00 Per hour	\$ 30.00 Per hour
Kitchen for cup of tea/coffee – per use, zip and mugs	Included in Board room hire	Included in Board room hire
Kitchen for catering use – includes ranges, crockery and cutlery	\$ 25.00 Per hour	\$ 50.00 Per hour
Use of whole complex (wedding/function/event , kitchen and board room included	\$ 300.00 Per day	\$ 600.00 Per day
Setting up/decorating/cleaning, day before and after	\$ 50.00 Per day	\$ 100.00 Per day

TEKAPO COMMUNITY BOARD MATTERS UNDER ACTION

CHAIRMAN

Civil Defence

The Asset Manager will speak with the CDO regarding a civil defence plan for Tekapo, the CDO will liaise with the Chairman.

Pete Speedy Improvements to Reserve Area on Lakeside Drive:

Pete Speedy has relinquished the lease of the Tekapo Motels and Motor Camp, The Chairman has met with the new Manager's; they are keen to clean up the Reserve area on Lakeside Drive. On-going.

Freedom Camping

The CEO will discuss with Mr Nixon, Community Facilities Manager and put a timeline in place with definite public consultation included.

COMMUNITY FACILITIES MANAGER

Community Centre:

The carpet and vinyl will be completed today. Then the toilets will go in and the kitchen early next week and then the clean-up and exterior will be completed.

Car Parking for Community Hall

It was noted that this issue was on-going and will be included in the hall upgrade.

ASSET MANAGER

Landscape and Walkway – Church of the Good Shepherd

The Asset Manager advised the Manager – Roading had received a price of \$8,000 for sealing of footpaths, and further prices were expected from Fulton Hogan. The Community Facilities Manager informed the board at this stage other pricings had not been provided yet; therefore this was on-going.

The Mound by the Tennis Courts – to be grassed

Tennis court upgrade as part of the community hall upgrade.

Lighting Ordinances

This matter under action was also an agenda item – see below:

1. *Several lights for the Asset Manager to assess and asked to report back.*
2. *There are some signs that don't apply now – Manager Planning and Regulations has written to business owners regarding signs. Mayor Barlow to follow up.*
3. *The Chairman – a review of current lighting re: outside lighting and signs.*
4. *The Asset Manager will speak with Mr Alan Gilmour.*

Elections

A reminder was circulated with the last rate demand circulation, in the form of the Mackenzie Messenger. A reminder needed/sole campaign/website. On-going.

Tekapo Holdings Ltd

**2 Lakeside Dr
Lake Tekapo
Ph: 03 606825
Fax: 03 6806824**

Mackenzie District Council
Po Box
Fairlie

2nd May 2013

Attention: Garth Nixon

CC: Murray Cox – Chairman Lake Tekapo Community Board

03 MAY 2013

Dear Garth

Re: Watering Lakeside Drive

I am referring to the grass area on the lake side of Lakeside Drive in front of our Motels & and Backpackers Lodge.

We have been mowing and maintaining this area for the past 10 years as it has been under Tekapo Holdings lease. This area is used extensively over summer as a popular picnicking spot and we have noticed a steady decline in the quality of the grass over years.

The main problem is that the area is not watered, cars drive over parched land, which cuts up the grass and as a result constant erosion occurs.

To alleviate this problem we propose the following:

1. The Council provide topsoil, repair and regrass the eroded areas
2. The council provide a series of water points along the extremity of the area to which Tekapo Holdings could attached irrigators and keep a constant flow of water on to the grass to help hold up the grass over the summer months.

By watering this area it will not only look and feel so much better for the visitors but will also stop a huge dust problem in the wind.

Look forward to hearing from you.

Regards


Pete Speedy