

**Minutes from the Meeting of the PRRA  
held on 14 February 2022 at 7.00 pm The Fishing Club**

**Present:**

(Committee of 12, Quorum of 4)

Richard Glover (Chair), Joanne Coupe (Treasurer), Leanne Armstrong (Acting Secretary), Kim Buchan, Neil Carter, Moira McCallum, Kirsty Garrett, Stu Mallasch, Linda Mitchell, Esther Kirk, Carole Forrester

(Councillors)

John Scrimgeour, Grant Dally

**1. Apologies:**

Kevin Marsh (Councilor) Conrad Nagle

**2. Approval of January 2022 Minutes:**

The minutes of the 24 January 2022 meeting, having been distributed and read prior to the meeting, were moved, seconded and carried to be a true and accurate record.

**Moved:** Richard Glover

**Seconded:** Kim Buchan

**Carried**

**3. Treasurer's Report:**

The Treasurer's report was distributed before the meeting. The following outbound payments were moved, seconded and carried to be paid:

Tarnix Security - Monthly Broadband Charge for Camera	
Stem Accounting Xero sub	\$ 34.50
BOPRC 2 x invoices Monitoring Dune	\$ 300.00

Incoming:

Membership payments

**Moved:** Joanne Coupe

**Seconded:** Richard Glover

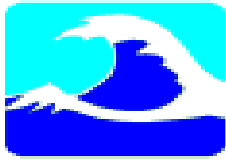
**Carried**

Statements/invoices sent out asking for those not paying subs to let the Treasurer know if they are no longer at Pukehina.

**4. Action Point Updates from January Meeting:**

**i. Report Back on Bike Racks:**

Kim Buchan had received the bike racks and is checking the locations are approved by WBOPDC prior to installation. Discussion was held where it was noted that the bus stopped many times along the parade but clarification was given that there is no stop prior to The Store or after The Hippie Pippi location and for those children they cycle or scooter to those locations and would appreciate a lock up structure.



ii. **Welcome Pack Update:**

Member to be designated Welcome Pack ambassador - TBA

iii. **Report Back on Local Walk/Cycle-Way:**

Esther commented on the great work carried out on mowing the top of the stop banks giving access towards Cutwater Road, Neil Carter, Thank You. We are working with BOPRC and WBOPDC to access funding for the stop banks. At low tide you can walk/cycle from the car park at Oruroa Reserve east along the marginal strip to the end of the grass then along the low tide mark towards the new stairs and onto the stop bank. Carry on south/east towards the Cutwater Road area. Work in progress

iv. **CPNZ update and Speed on the Parade:**

CPNZ – During January Tak sent details to local Policeman Rameka Poihipi and MIF regarding 2 x helmetless mini quad bike riders on the footpath who almost ran into 2 residents. Their address was given. More volunteers are welcome and can contact Tak TeTamaki to see if they qualify to join. Tak can be contacted by email [tetamaki@windowslive.com](mailto:tetamaki@windowslive.com)

**Contact number for reports of any suspicious activity in our area is (0800 926 732)**

v. **Hall Update:**

Remedial work is in progress. Locks are being changed. A builder has been engaged to start on the gib ceiling to the mezzanine area and then the front access way to accommodate wheel chair usage etc. Stairway access will be priced up as well as the Fire Regulation installer providing a quote to finish. Kim Buchan advised that the Structural Engineer engaged to sign off the steel has let us down and given another contact who is not able to attend for 5 weeks. We will get this done!

vi. **CCTV-** Still not installed, follow up required to Council

vii. **Website Update:**

The Website for the Kuaotunu Ratepayers Association was viewed and the web builder was contacted to give prices and suggestions to upgrade Pukehina's website. <https://www.kuaotunu.nz>. The current Email and Google Drive can be retained.

\$50+gst to transfer data. A good investment for our community so we can easily add information, make payments etc. Kim moved we go ahead and get a price to rebuild the Website

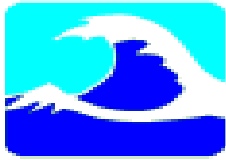
**Moved:** Kim Buchan

**Seconded:** Esther Kirk

**Carried**

ix **Sand Dune Update:**

Richard Glover and Esther Kirk brought us up to date with Coast Care reshaping and push up works, and the cyclone that came through on the weekend of 15th January. Planning and people had been organised to begin pushup work on the 15th Jan so it was with regret following advice from Regional Council about the potential impacts of the cyclone that we had to postpone these works. In terms of the cyclone, despite the large swell, the period between the waves was long so we dodged the scouring out of beach that would occur with a shorter period swell. Photos taken along the beach showed that the reshape works were



unaffected and in most areas of the beach sand has accreted so this is good news, and also means that we now have a very narrow high tide beach in place. We are now in a waiting space as we wish to continue with the planned push-up in front of the reshaped areas but we need to wait until we have an adequate width of high tide beach.

Correspondence from Jim Dahm, Coastal Engineer that we contract for these works:

"Great to see that the reshape work and associated planting that we did last year is performing well. We do want to do a push-up if conditions allow, as we still have an elevated risk of an erosion event. However, as per previous advice, we cannot do anything until we have an adequate width of high tide dry beach – as otherwise it will simply wash away. With the present high tides, we really need at least 4-5m width of high tide dry beach to make a push-up practicable and viable. The last event was postponed because the large swell event/cyclone removed the high tide beach width when we were ready to go. Recent photos indicate there is still not enough high tide dry beach to begin the notification process. Once there is adequate high tide dry beach width, we will give 10 days' notice to key parties with descriptions of the proposed work and photos to show it is practicable and sensible.

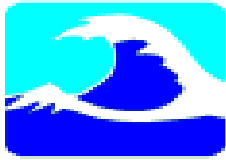
During summer, we normally get good high tide dry beach widths, but this summer there has been too many wave events and much of the beach sediment is still offshore. It is important people understand that the high tide dry beach width is critical and we cannot do anything useful without that."

Thanks to everyone for their patience, and it's great to see the plants and reshape areas taking off. We will continue to let people know the process and timing for works.

**In the meantime we look ahead to the planting season so if you need help with weeding and removal of weeds please contact Chris Ward from Coast Care.** You can place plant orders with Chris and he's happy to do site visits to check out beachfront areas. There has been amazing weeding and planting progress in the last few years so let's keep it up.

x. **State Highway 2, Cnr Pukehina Beach Road Update:**

Email sent to John Holyoake CEO regarding State Highway 2 and Pukehina Beach Road Layby. Reply received that this is being handled by the Deputy CEO and a copy of the reply from Gwen Helu Waka Kotahi. Painting of lines at SH2 and Pukehina Beach Road are scheduled along with the main highway end of March/April.



## **5. General Business:**

### **Covid Protocols for PRRA:**

After lengthy discussions regarding the current Red Light setting we as a committee acknowledged the environment is tough for everyone and we should be able to hold space and show respect for everyone.

For Community Space general record keeping and sign in is required. Face covering not mandatory with 1m distance and 25 or less with no vaccination pass required.

As this is forever evolving, if you feel unwell or have symptoms stay home and show respect to others.

**Moved:** Richard Glover

**Seconded:** Moira McCallum

**Carried**

### **Election of Offices:**

Any further nominations or resignations for 2022 –

Neil Carter nominated Kim Buchan as Chairman – Kim accepted the nomination  
Kim has since declined the nomination

**Secretary – Still to be found** – Expressions of interest if you have great communication and computer skills – Training will be provided

Richard Glover spoke of his wish to remain as chair as due to the Covid situation his plans for travelling this year with wife Dawn has been put on hold so he can continue to focus on the Communities needs and support the committee members in their endeavours.

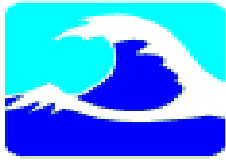
Mike Piper declined the nomination in light of Richard wanting to restand.

### **AGM Preparations:**

Due to the Red Light restrictions the committee unanimously voted to have a Zoom meeting for the AGM Saturday 5 March 2022 from 3 -4.30pm. As we would need to have all members be vaccinated to attend the Pongakawa Hall, consensus is to be all inclusive and it is suggested for those who don't have access to a computer let our Committee know so we may be able to help with a venue. Logistically having a Face to Face and Zoom at the same time is not possible as we don't have experience or the technical knowledge.

**Please register in advance for this Zoom which is located on the attached flyer**

If you don't have internet access touch base with a friend or neighbour who does.  
Reach out!



**Boat Ramp Clean Up:**

Scott Parker from WBOPDC has advised that the contractors are still to come and clean up but as it still hasn't been done a letter from the Secretary has been sent to Scott with photos from the latest storm and activities over the holiday period showing further erosion.

**Sponsorship Officer:**

If there is any member who has had dealings with applying for sponsorship or applying for Council funding we would appreciate your assistance. It is an important role so that as a community we can add facilities to bring our community together. Apply to [Pukehina.bra@gmail.com](mailto:Pukehina.bra@gmail.com)

**Condition of Road:**

Email sent to CEO to ask to follow up on road conditions on Pukehina Parade along with Rubbish collection and upgrade of bins for recycle glass or more collections. Email received back from CEO WBOPDC that this has been passed on to the appropriate people. **Secretary to follow up again with email this month.**

**Total Fire Ban:**

Neil advised that the sign isn't ready but is following it up and will put it up under the Welcome to Pukehina sign. **TOTAL FIRE BAN EVERYONE**

**Antenno App:**

This app is provided by all councils and is a MUST HAVE on your phones. You can report any issues you see on the Parade or anywhere else for that matter which requires Council attention e.g. illegal dumping of rubbish on public areas, roaming dogs, clean up required, beach access requiring attention, vandalism etc. Don't just talk about it, do something positive.

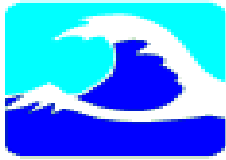
**Delivery of AGM Material:**

A mail box drop will be carried out to all properties with letter boxes including the format for the up and coming AGM and set out. This information will also be on our Website, sandwich board, email to those members and Facebook.

**Meeting closed:**

There being no further business, the meeting closed at 8.40pm.

The next meeting of the PRRA Committee will be on Monday 14 March 2022 at 7pm. The Fishing Club



**ACTION POINTS:**

❖ **Esther Kirk:**

- Finalise the AGM details and liase with Secretary for email out and Stu Mallasch who has offered to Print a Flyer and deliver to boxes with the help of Kirsty and others on the Parade

❖ **Kim Buchan:**

- To organize the bike-rack install. Notify Secretary once installed so letters can be sent to schools to notify students so they can lock their bikes and scooters before catching the bus.
- Website updated, layout etc as discussed at the meeting

❖ **Kirsty Garrett:**

- To continue to liase work to be carried out with contractors and to have Structural Engineer to sign off

❖ **Neil Carter:**

- To install the Total Fire Ban sign once it is ready below the Welcome to Pukehina sign

❖ **Secretary:**

- **Email CEO asking for update on roading issues both on the Parade**
- **Email Sue Hammond for update of light and CCTV at Midway Park**
- **Email CEO with invitation to attend Zoom for AGM and speak to the audience**