

**Minutes from *the Meeting of the PRRA*
held on Monday 10 August 2020 at 7.00 p.m in the Community Hall**

Present: Richard Glover, Leanne Armstrong, Trudi Ballantyne, Neil Carter, Kirsty Garrett, Judie McEnallay, John McEnallay, , Les Roa, Richard Walters, Councillors Kevin Marsh, John Scrimgeour

Absent without Apology: Conrad Nagel

Guests: Vonny Schoemans and Janet Andrew – Hall Committee
Stu Brickland

Nalani Wilson-Hokowhita (189) and Laura Bellamy (178) – Residents requesting the PRRA to invoke Resource Consent 68165-AP

Apologies: Esther Kirk, Carole Forrester

Richard welcomed Janet and Vonny from the Hall Committee and Pukehina Parade residents Nalani and Laura to the meeting.

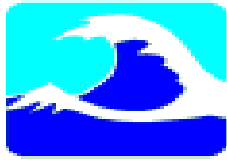
Hall Committee

Vonny advised the meeting that the Hall Committee was not in a position to merge with the PRRA until they have received notification from the Council as to what their options will be regarding the hall's water-tightness issues. Janet noted that our Minutes from the last PRRA Meeting reported '*that the Hall Committee were very receptive to becoming part of the PRRA*' but this was not the case and she advised that at their recent meeting a vote was taken on whether members wished to join with the PRRA and the result was 7:2 against primarily due to the Committee's inability to make any decisions until they have further information.

John Scrimgeour asked who at Council they had written to and Janet advised the letter had been sent to both Blaise Williams and himself but had only recently been sent so perhaps he had not yet received the letter. John advised Vonny and Janet that they needed to get actual costs from Blaise Williams about the costs involved in repairing the Hall and mentioned his concern over the Hall Committee seeking direction from an Auckland lawyer in regards dissolution of the Trust. He suggested speaking to the CEO at WBOP District Council, Miriam Tarris to get some direction on how to proceed. Kevin Marsh noted that he had already spoken to Gary Allis who said dissolving the Trust was a simple thing to fix. Vonny noted that their principal concern was the disbursement of the funds within the Trust.

Vonny assured the Committee that they would be in contact once they had heard back from Council and were in a position to move forward with the decision around the future of the Community Hall.

Richard Glover thanked Vonny and Janet for their attendance and update to the meeting.



Local Residents Presentation regarding possible 'Push Up'

Richard welcomed Nalani and Laura to the meeting and asked if they had been in contact with any of their neighbours. Nalani responded by thanking Richard and the Committee for the invitation to present their case and noted that she had recently volunteered with Coast Care and had been working closely with Tania to establish plantings in front of her property at 189 on the Parade. It is partly due to Tania's recommendation that she is approaching us for help. Following the storm event of July 5th the public access opposite 178 where Laura lives, has been eroded to the point that the steps are hanging and would need to be used like a ladder which is not practical with children. This same storm event caused significant damage to the beachfront dunes. Nalani has spoken to some other residents including Gavin Wallace at 193 and Karen Parson at 127 where some of the recent Coast Care planting occurred. They had discussed the possibility of carrying on from the last pushup, which was between 205 and 229 Pukehina Parade, down the beach as far as Maramarua Park which is just past 127. The residents would like repairs made to the beach accessway and ideally a further pushup to protect the current properties at risk.

Richard noted that in order for a further pushup to proceed there are several conditions required to be fulfilled before the Resource Consent can be activated including engaging the services of Jim Dahm, a coastal expert (CE) consultant who prepared the initial report for the last pushup. All the property owners will have to be contacted and provide written permission to allow any pushup process to proceed and they also need to be advised of exactly what will happen in front of their properties. Richard also advised the conditions of the consent require notice of the proposed works to be circulated to District and Regional Councils, DOC and Iwi. Richard noted that once all the permissions are in place, it will be necessary to engage contractors to perform the work and it has to be done at a suitable low tide and when nesting birds and the tuatua beds won't be affected by the works. It will also be necessary for members of the affected properties to man both ends of the proposed push-up area to ensure OSH requirements are met keeping people away from the area of heavy machinery.

Regarding the damaged accessway opposite 178, the Committee advised Laura and Nalani to report this to Western Bay District Council via the Antenno app and include a photo of the damage. WBOPDC is responsible for the maintenance of all the accessways. Les noted that he had logged the damage to beach accessway 7 as well as this particular accessway and spoke to the contractor who fixed No 7 but he was unable to repair this accessway until notified by WBOPDC.

Richard recommended to Nalani that she begin contacting the affected residents as soon as possible to obtain their written permission

Richard moved that the Committee contact Jim Dahm to assess the current 'at risk' area.

Addendum from Item 4. Estuary Update:

Richard moved that the Committee also ask Jim Dahm to assess the erosion issues on the estuary marginal strip.

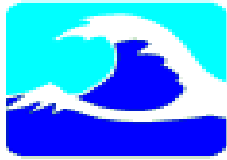
Moved

Richard Glover

Seconded

Leanne Armstrong

Carried



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Nalani and Laura thanked the Committee for their help and left the meeting at 7.45pm.

ACTION: Judie

1. Approval of July Minutes

The minutes of the July 2020 meeting had been distributed and read prior to meeting. It was moved that those minutes are a true and accurate record.

Moved Richard Glover **Seconded** Leanne Armstrong **Carried**

2. Treasurer's Report

Trudi advised there was a \$15 donation this month from an advertiser who overpaid for his website ad. She also advised that the registration of the CPNZ Patrol car was overdue and she paid it out of her personal funds and then reimbursed her account for this amount. There is \$2,500 in the bank and \$18,181 on term deposit which keeps rolling over every 3 months. Bills for this month are:

Tarnix Security	\$129.00
Reimbursement to Judie for printer ink	\$223.00
Stem Rural (BRG) printing costs	\$ 72.17

A total of \$424.17.

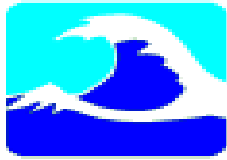
Trudi moved that the accounts be approved for payment and the financial report for July be accepted.

Moved Trudi Ballantyne **Seconded** Richard Glover **Carried**

Addendum to Item 4 – Estuary Update. Trudi noted that the term deposit matures on 9 September and moved to reduce the term deposit by an amount of \$5,000 to be paid into the cheque account with the remaining balance kept on deposit for a further 3 months.

Moved Trudi Ballantyne **Seconded** Neil Carter **Carried**

ACTION: Trudi



3. Action Point Updates from July Minutes

- *Judie prepare draft letter to Transit NZ*

Judie advised this letter isn't completed but she has taken photos and will email the letter to the committee for approval in the next week.

ACTION: Judie

- *Email committee re non-attendance at Meetings*

Richard noted that at the last meeting there was only 4 committee members in attendance and though most had put in their apologies several members did not nor had they attended several previous meetings. It was noted that the Committee rules had not been discussed at our first meeting with the new committee in February. Judie noted that she had brought a copy of the rules to this meeting for agreement and signing. Leanne noted that it was important to let the Chairman or Secretary know at least the evening before our meetings if possible if you are unable to attend. If sufficient notice is given of your inability to attend, it may be possible to reschedule for another date. Last month the meeting included a presentation by the Surf Club and members of the Hall Committee and as our meetings require a quorum of 4 to proceed, it would have been necessary to abandon the meeting if the quorum hadn't been met.

- *John – Vision Lab web hosting*

John advised that he had decided not to pursue the change in the web hosting to a local supplier as Vision Lab are able to maintain the website if John is not available after this year. Although there are much cheaper plans available, it would then be up to the Committee to update and maintain the website.

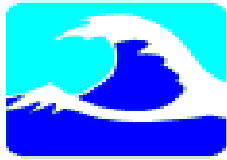
Leanne asked that John record the process around the web hosting so it is on record for future PRRA Committees.

ACTION: John

- *Neil – measure Welcome sign*

Neil advised that he has the measurements but hasn't passed it on to Esther as yet.

ACTION: Neil



4. GENERAL BUSINESS

- *Update from CPNZ*

Leanne advised that patrols have started again but there are only 5 current members including 1 who has recently sold her home and will be moving. Leanne noted they are actively recruiting for more people and she has spoken to some non-permanent residents who would like to be a part of the patrols. The plan is to have a roster of people who have been vetted and approved and when a shift requires staffing, an email can be sent out to everyone for volunteers. It is hoped that this will encourage people to volunteer who may previously not have done so due to the time constraints required of an established roster. John suggested putting up a page on the website similar to the bike registration for CPNZ volunteers. Judie offered to put a post on the Facebook page and Trudi will add to the noticeboard asking for volunteers.

ACTION: **Judie/John/Trudi**

Neighbourhood Support update – Richard Glover

Richard advised that he has been in touch with Kate Blakeborough again who is still undecided about continuing in the role as Pukehina Beach Coordinator but she will accompany him to the Neighbourhood Support AGM at the Mount on August 25.

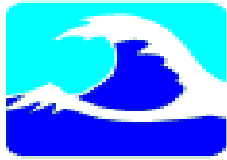
- *Estuary update*

Leanne advised that she and Esther sent out an email to Russell Knutson BOPRC, Geoff Canham, Consultant, Sue Hammond at WBOPDC and Emma Woods from DOC and proceeded to read the content to the Committee. The email addressed the severe erosion issues on our estuary and identified the timeline of actions that have occurred up to this point. The PRRA are seeking a joint funding approach to address the erosion issues along the estuary marginal strip and sought advice from the recipients as to what the next steps should be and how to action the project so it can move forward in a timely manner.

Leanne and Esther sought approval from the Committee to access \$5,000 from our term deposit, to put towards this project and have received a response from Russell Knutson of BOPRC that they would like to be involved and offered an amount between \$5,000 - \$10,000. An exact amount would be determined once they know the exact nature of the works but would not include planting labour. Leanne noted that she has asked Geoff Canham for a schedule of works but as yet as not received a reply. BOPRC have also offered would to fund half a day's work by a coastal engineer. John Scrimgeour noted that he had spoken with Pim De Monchy last week who confirmed that Regional Council was prepared to put some money towards an assessment similar to the beach push-up report by Jim Dahm.

Leanne noted that the email also contained action points and clarifications including a request to Sue Hammond to clarify the use of the targeted Coastal rate to help pay for the erosion work. The PRRA have been told by Miriam Tarris that we could not use this rate for estuary erosion. Clarification was also sought on line 342001 District Reserves Erosion Protection Works in the current annual plan and whether we are able to access any funding from this line given that some of the affected area is tables, seating and reserve space at Ororoa Reserve. Leanne noted that no response has yet been received on either of these points.

Richard Glover commented that if Jim Dahm is going to assess the beachside erosion issues, it would make sense to ask him to also assess the estuary erosion. John Scrimgeour noted that he spoke with Gary Allis last week who was of the view that the PRRA should take up the offer from Regional Council to fund an



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assessment of the estuary erosion. John commented that Gary had a different view from Miriam regarding the targeted Coastal rate and said it would require taking a look at the actual wording of how this rate is collected.

Leanne noted that we already have the consent in place for the Cycle/Walkway which includes remedial protection work and have consent from iwi and other relevant parties who are in favour of the proposed works. Stu Brickland noted that it is imperative to action this work as soon as possible before concerned residents take matters into their own hands and use unsuitable materials such as concrete and tyres to protect their properties. He also noted that if remedial works are not undertaken as a matter of urgency, there will be no cycle/walkway as some properties have less than 2 metres from the boundary and a significant surge event would likely encroach further. Stu also noted that it may be necessary for property owners to contribute to the cost of the works.

Leanne moved that the PRRA put \$5,000 towards the start of estuary erosion remedial works on the marginal strip. (see addendum to Item 2 Treasurer's Report).

Moved Leanne Armstrong **Seconded** Richard Walters **Carried**

5. OTHER BUSINESS

- *WBOPDC Long Term Plan – discussion at upcoming Ward Forum Meeting*

Kevin Marsh noted the Forum Meeting will now be held in the first week in October and advised it was important for members of the PRRA committee to attend. Leanne asked what topics would be under discussion and John Scrimgeour explained that the Long Term Plan covered everything that Council does and is updated every 3 years. If the community wants things done it is important to get them onto the Long Term Plan. He explained that a Draft Plan will go out for consultation in February 2021 and final approval of the plan will be in June 2021. Kevin will update the Committee at the next meeting as to the date for the next Forum and Richard Glover agreed to attend.

- *Disputes Policy*

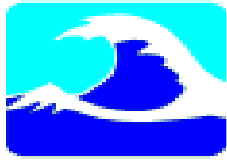
It was agreed to finalise this policy over the next few months so it can be added to our Constitution at the AGM in January.

ACTION: [Leanne/Judie/Les](#)

- *Beach Bike Signs*

Judie distributed copies of the draft sign and the Committee agreed to a design. Judie to update the image and forward to Neil to get a quote for A3 size signs.

ACTION: [Judie/Neil](#)



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There being no further business, the meeting closed at 9.00pm

The next meeting of the PRRA Committee would be on Monday September 14, 2020 at 7pm.

ACTION POINTS

- **Judie** - email Jim Dahm and request assessment of both beach and estuary erosion issues
- **Trudi** – transfer \$5,000 from term deposit to bank account and reinvest remainder on term
- **Judie** - prepare draft letter to Transit NZ re gravel pit tidy-up
- **John** – document website process
- **Neil** – send measurements of Welcome Sign to Esther
- **John** – create web page for CPNZ membership/**Judie** – request for members on Facebook/**Trudi** – update sign with membership request
- **Leanne, Judie and Les** - get together as a sub-committee to work on Disputes Policy. Policy to be finalised before December for inclusion in Constitution and voted on at AGM.
- **Judie** – redraft Bikes on Beaches sign and send to Neil for quote/**Neil** to obtain quote

Correspondence Inward:

Email:

July 2020

Ben Wilson WBOPDC – request for invoice for CPNZ vehicle

TECT newsletter

Wendy & Rod Davenhill – acceptance to attend meeting

Invite from Boyd Harris, Pukehina Surf Rescue to attend AGM

Tarnix Statement

Social Link newsletter

Pukehina Surf Rescue Newsletter

TECT newsletter

Social Link newsletter

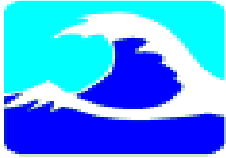
WBOPDC – newsletter

Federation of Ratepayers Associations – invitation to AGM

Tarnix July Invoice

AMI – Information email

Peter Edwards – VisionLab news



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Correspondence Outward

Email:

July 2020

Ben Wilson WBOPDC – invoice for CPNZ patrol car

Wendy & Rod Davenhill – copy of June Minutes

Boyd Harris & Andy McDowell – copy of June Minutes