

**Minutes from *the Meeting of the PRRA*
held on Monday 14 December 2020 at 7.00 p.m at the Pukehina Fishing Club**

Present: Richard Glover, Leanne Armstrong, Trudi Ballantyne, Esther Kirk, Judie McEnallay, John McEnallay, Carole Forrester, Neil Carter, Kirsty Garrett, Les Roa, Conrad Nagel, Councillors Kevin Marsh, John Scrimgeour

Guest: Rameka Pohepi (Community Constable)

Richard Glover welcomed Rameka to the meeting and thanked him for coming along to meet everyone.

1. Approval of November Minutes

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

Moved Trudi Ballantyne **Seconded** Leanne Armstrong **Carried**

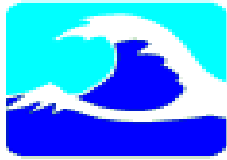
2. Treasurer's Report

Trudi advised she had sent out all the member invoices in November and up until the end of November, 56 had paid. Trudi mentioned that she had Stripe set up during the month allowing for credit card payments to be made online to the PRRA. A number of members had already used this facility. Trudi advised she had also billed the website sponsors and had received feedback from some of them who required changes which she has passed onto John. The bank account has \$9,045 at the end of November which includes the \$5,000 that was transferred from the term deposit for a joint project with BOPRC on estuary erosion mitigation. The term deposit has an amount of \$13,325. Payments this month are listed below:

\$129.00 Tarnix Security
\$225.00 NZ Post (PO Box)
\$332.00 Go Bus charter for AGM (balance)
\$100.00 Pukehina Fishing Club (koha for use of hall)
\$280.00 WTF Print (skate park signs)
\$ 34.00 Reimbursement to J. McEnallay (frames for certificates)

The committee discussed whether the PRRA needed the PO Box and Trudi confirmed that a fixed address was needed for some things. The possibility of installing a letterbox at the community hall which would be easy for any member to clear was discussed and decided to bring up for further discussion next year.

Trudi also noted that insurance on the CPNZ patrol car was overdue. Leanne advised she had emailed CPNZ and asked whether it was possible to insure independently but had not yet heard back. Leanne noted that the car would be off the road until the insurance was sorted.



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Rameka noted that speeding is still an issue along the Parade and also kids riding quads and side-by-sides on the road. Leanne explained the Bikes on the Beach programme and how anyone issued with a number for their bike was also given a copy of the rules. Ultimately underage riders are the parents' responsibility and all members expressed their hope that there are no serious accidents. Kirsty noted that when the police patrols come to Pukehina they just drive down the Parade and back again without stopping. She suggested it might be a good idea for them to stop and have a chat with some of the locals and be more of a presence so it looks like the Police are taking more of an interest in what is happening at Pukehina. Conrad mentioned it would be good if they would just stop and park and watch the cars go past and note how many are speeding. Leanne said that last year Teawa had asked if CPNZ could park by The Store and be a presence to try and slow vehicles down. Teawa had suggested writing down number plates of cars that are speeding and he would then pay them a visit and ask if they would slow down on the Parade. Rameka said he had also done this and suggested it would be a good idea if CPNZ could do this again over Christmas with so many extra kids out at the beach on holiday. Leanne suggested we put a sign on the noticeboard that no one under 16 should be riding quads on the road.

ACTION: Trudi – sign board update

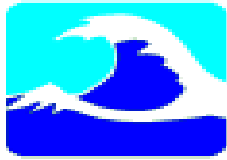
4. GENERAL BUSINESS

- *Community Hall Update*

Kirsty advised she had a meeting with Blaise about 2 weeks' ago when she advised him that we would be progressing the remedial works and were still waiting on several inspections of the hall. Kirsty noted that we had received preliminary plans from the Fire Engineer last Friday with a full report still to come and quotes for interior and external painting and repairs and exterior fire staircase. Kirsty also noted that her last meeting with Blaise ended on a very positive note with her assurance to Blaise that the once all repairs had been completed, the Hall would be good for at least another 20 years. Kirsty stated that it was not necessary to re clad the whole hall which made a huge difference to the \$600,000 Council originally estimated for repairs with over \$400,000 of that down to recladding of the hall.

Kirsty noted that an application for funding had gone to the Hargreaves Charitable Trust this week and hopes to hear something soon. Carole asked if we had any idea how much the hall's remediation costs will be over and above what we currently have on hand for repairs? Kirsty and Leanne agreed it would be around \$100,000 in total. Kirsty also noted she had adjusted down the LTP funding amount with Council to \$200,000 and this amount can be adjusted up another \$50,000 without any problems.

Judie noted that she had been through the hall documentation provided by Rod Davenhill and it would appear that there is no current land lease for the Community Hall. Kirsty noted she would speak to Blaise about this at their next meeting.



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- *Push Up*

Richard advised that the pushup had been completed for this stage with the next phase of the work starting in autumn of 2021. A buffer has been created to protect against further erosion occurring due to the current La Niña weather pattern currently affecting New Zealand. Discussion on the legality of hard structures on the beach was discussed and Leanne noted that she had spoken to Sue Hammond who was willing to discuss with property owners the possibility of installing sand ladders. Sue noted that if property owners pursued the building of hard structures such as pathways and steps they will be asked to remove them.

- *Estuary Update*

Leanne advised there was nothing further to update on the estuary as we are still waiting for Jim Dahm's report. Richard noted that he would phone Jim and try to hurry up the process.

ACTION: Richard

- *CPNZ Update*

Leanne noted that as previously mentioned, the car is currently parked up waiting for insurance cover. Nothing much happening and patrols were being made about twice a week as far as Rogers Road and Otamarakau and the schools. Current members stand at 9 and they are still on the lookout for more volunteers.

- *Civil Defence Update*

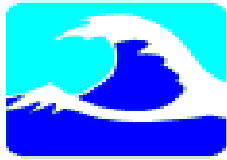
Carole advised she had a meeting today with David Pearce and Kerrie Little of WBOPDC who came out and dropped off the Civil Defence brochures. These will be delivered to the real estate offices and local schools to be handed out to new students and residents with Carole also bringing them along to the AGM. Civil Defence will be looking at a joint simulation exercise in 2021 involving Fire Brigade, Police and other interested agencies.

- *AGM Planning*

Esther advised she will send the documents to the Committee and explained she had followed the format of last year's AGM. Historical information on the two targeted rates that get voted on at each AGM and an update on the Pukehina Community Hall will be included. Esther also suggested sharing information on the individual roles of organisations in our Community such as Regional Council, DOC etc which decreased the amount of questions from the floor last year. We will also be updating members on the various projects undertaken this year and will have photos of the pushup.

Kirsty asked whether we would make proxy voting available at the AGM for those members and ratepayers who are unable to attend the meeting. The Committee decided to investigate options for proxy voting.

Esther asked for confirmation that you did not have to be a member of the PRRA to vote on the continuance of the targeted rates. Trudi confirmed that the paddles were issued for PRRA voting but that voting on the targeted rates was open to all ratepayers. Carole mentioned that many ratepayers are unaware that this is the case and the committee needs to make it very clear that everyone is entitled to vote at the AGM on these rates. Esther also noted that we had approached Miriam Taris (WBODC CEO) to ascertain whether a pro-rata approach could be taken with the funds in the Pukehina Beach Coastal Rate to assist with estuary



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erosion. Miriam's response was '*no, that the rate was for coastal erosion*' and if it were to be changed then the PRRA would have to undertake extensive consultation of all ratepayers. However, when you look at the history of this rate, the decision to continue has only ever been decided by those who attend the AGM, which is a small percentage of all ratepayers.

Esther noted that one issue was highlighted when Judie and Leanne researched the archives for information on the targeted rates in that over the years there hasn't been a sufficient logging of information pertaining to the various projects. Our Committee needs to ensure that historical files and project information is stored in a way that will be easily accessible when committee members change over time. The documenting of important conversations, email trail etc along with all relevant project information could be stored on Google Drive and/or Drop Box and a comprehensive handover given to new members each year so that valuable information is not lost and the time taken for a new committee to come up to speed on current projects is minimal.

5. OTHER BUSINESS

- *Maketu-Te Puke Ward Forum Meeting*

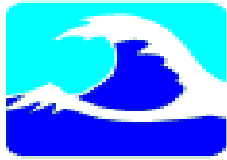
Richard stated that this meeting would be held the following night in Te Puke and Judie confirmed that she and Kirsty would be attending to give an update on the Pukehina Community Hall.

- *Coast Care – Purchase of additional Plants*

Esther explained that during the inspection of the beach erosion in August with Jim Dahm, there was a discussion with BOPRC around having a proactive planting programme for the beach. There is concern around the number of plants required for the current pushup due to the size of the affected area compared with last year. Coast Care already have their allocation of plants for the year and want to still be able to provide plants to those who have been doing dune planting over the years. There was a discussion around whether the PRRA can access funds from the Pukehina Beach Protection rate to use for purchasing additional plants going forward. Esther also mentioned that she had dropped off Coast Care pamphlets to Beach Rentals who will place them in all the rental properties along with beach access signs.

Esther noted that Jim had said that pushups are not a long-term strategy for the beach and the fund's intention was not to do such invasive mahe along the beach. There are some concerns from Ngati Whakahemo who were not a part of the original consultation around the granting of the Resource Consent. Esther reminded the Committee that we need to be aware of these concerns with the next phase of the pushup and ensure an onsite meeting and consultation is carried out before any further work commences. Our Committee had not been aware that Ngati Whakahemo had not taken part in consultations at the time of the granting of the Resource Consent but will ensure they are kept fully informed of any further planned works and invite a representative to be present onsite.

Esther asked the committee to agree to undertake a 3-year trial where we pay for 4,000 extra plants per year. Coast Care is a partnership between BOPRC, DOC and WBOPDC and they all have their budgets set for the next few years in terms of plant numbers. Judie advised that she had emailed Miriam to seek clarification whether the Beach Protection Rate could be used to purchase the extra plants as dune planting is an integral part of the dunes protection against further erosion. This trial would be seen as a proactive approach to get a lot more plants in the ground over the next three years. Leanne asked whether Coast Care would be looking at the areas where residents are not planting out their dunes? Esther advised that in the past, Coast Care has taken a very individual approach to Pukehina due to the amount of holiday homes on the beach but now that there are more permanent residents, they are thinking of setting up a group and



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looking at various mechanisms for planting other people's properties. Groups such as a dedicated Coast Care group, PD workers, Surf Club members could be given targeted areas for planting. Regarding the maintenance of the plants, Coast Care would be looking at a group approach but would also caution against doing all the work for everybody and to encourage people to 'look after their patch'.

DOC do have concerns about any new hard structures being built on new plantings and Esther suggested a photo of Richard's shared accessway for the AGM would be useful to encourage more residents to do the same. She noted there are a number of properties already implementing a shared accessway approach. Esther did mention to DOC that it wasn't the PRRA's responsibility to 'police' the coastal marginal strip though we will certainly share information to the community and encourage everyone to care for our dunes.

- *WBOPDC Kerbside Rubbish Collection Contract*

Trudi mentioned that she had been approached by a resident on the beach regarding the proposal by Council to introduce a new kerbside recycling and rubbish collection service. He asked whether it was possible during the consultation process to ask for our rubbish to be collected on a Monday instead of Tuesday. Trudi noted that as the contracts are being renegotiated, now would be the perfect time to see if the collection day could be changed. Pukehina still has a number of holiday homes and weekenders and there are a lot of rubbish bags left out after the weekend for a Tuesday collection.

- *Ice Cream Van*

Richard advised that he had met Kane Easthope from 194 who had been involved with a lot of the early building work on the beach including the Fishing Club, the Surf Club, toilet blocks etc. He was keen to donate to the repairs of the Community Hall by setting up an Ice-Cream trailer outside the hall. Les pointed out that this would be in direct competition to the Surf Club's ice cream van. Esther suggested checking that the Surf Club had no objections. Leanne noted that she often 'mans' the surf club van and it only operates between 10-12 on a Sunday. No other concerns were raised so Richard advised he would check whether the trailer required access to power.

- *2021 Committee*

Richard noted that both Trudi and Judie had resigned from the Committee this year. He thanked them for their efforts and noted they will be hard to replace. Trudi said she will stay on at least until a replacement has been found and will provide plenty of notes and a handover to the new Treasurer. Richard thanked the Committee for all their hard work this year and asked if everyone else intended to stay on the Committee for another year. All other members confirmed they will be staying on and Les suggested maybe next year members could zoom in to meetings if they are unable to attend in person. Leanne mentioned she has spoken to two people who are interested in joining the Committee next year.

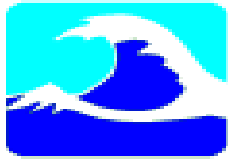
ACTION: Richard

Esther suggested putting up a few Facebook posts reminding everyone of the upcoming AGM and letting people know of the committee vacancies for Treasurer and Secretary.

ACTION: Judie

There being no further business, the meeting closed at 8.45pm.

The next meeting of the PRRA Committee would be on Monday 8 February, 2021 at 7pm.



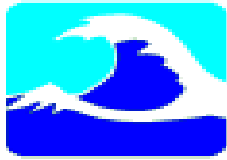
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ACTION POINTS

- **Trudi** – sign board update
- **Richard** – phone Jim Dahm re Estuary Erosion report
- **Richard** – contact ice cream van people to check whether they require power
- **Judie** – Facebook posts re AGM & vacant committee posts



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Correspondence Inward:

Email:

Tarnix Security - Invoice

Dave Macfarlane (WBOPDC) – invite to Pukehina Hall meeting

Belinda Westerman – Compliance Fieldsheet 40138.0.01

TECT – newsletter

Dave Macfarlane – builder info

Jocelyn Uasike – advice on invoice payment

SocialLink – newsletter

Jim Dahm – details of pushup repair work

BRG – Statement for Xero accounting

Dave Macfarlane – property file Community Hall

Tammy Curran GoBus – quote

Sharefile Notification Council

Paul Holmes – resident enquiry re AGM date

Dave Macfarlane – Building Act

Number of residents thanks for Coast Care Erosion update sent out

SocialLink – newsletter

Kathleen Cook Trustpower Community Fund – advice on funding

Armstrong Plumbing – photos, plans etc work done at hall

Stem – invite to opening

Jim Dahm – advice on dune repair

Rory Brownless WBOPDC Building Inspector – Outcome of Meeting letter

Dallas Bates – request for volunteers for pushup

SocialLink – newsletter

Stripe – notification

Kirsty Garrett – invoice from Detect-a-Leak

Bruce Banks NS – response to email sent

Nigel Scott – resident requiring info on how many residents PRRA represents

Miriam Taris – request for targeted rates clarification

Ken & Raewyn Meads – new members

Claire Dowie & George Evening – AGM apology

Bevan Frost – new PRRA member

Mailchimp – newsletter

SocialLink – Newsletter

Replies to member mailout re AGM & update on community hall

Esther Kirk – invoice for WTF Print NZ Ltd skate park signs

SocialLink – Newsletter

Stem – reminder

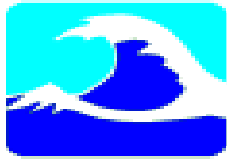
Pam Roa – update to email address

Lisa Balneaves WBOPDC – Pukehina Targeted Rates' balances

WBOPDC – update newsletter

Tim & Karen Gillingham – new members

Taneharatua Ngawhika – new member



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Correspondence Outward

Email:

BOPRC – enquiry re sewerage at Pukehina
Mailout re community hall
Dave Macfarlane – re hall meeting
Jocelyn Uasike – invoice for payment
Dave Macfarlane/Blaise Williams – Fire engineer's report
Dave Macfarlane – hall info
Jocelyn Uasie – invoice for payment
Readfields – confirmation of dune pushup work
Paul Holmes – resident enquiry re AGM date
Mailout – storm erosion update
Dave Macfarlane – hall Building Act
GoBus – quote request
Jim Dahm – Re pushup
Bruce Banks – re NS Pukehina
Jocelyn Uasike – invoice for payment
Nigel Scott – info on PRRA membership
Taneharatua Ngawhika – welcome to PRRA
Tim & Karen Gillingham – welcome to PRRA
Raewyn Meads – bank details for membership
Claire Dowie & George Evening – response to mailout
Kevin Barugh – welcome to PRRA
Karen Parsons – welcome to PRRA
Bevan Frost – welcome to PRRA
Charlene Page WBOPDC – request for targeted rates' balances