



Minutes of the PRRA Committee Meeting held on Monday 9 March 2020 at 7.00 p.m at the Pukehina Community Hall.

Present: (Committee of 8 quorum being 4)

Richard Glover (Chair), Judie McEnallay (Secretary), Leanne Armstrong, Carole Forrester, John McEnallay, Les Roa, Kirsty Garrett, WBOP District Councillor Kevin Marsh, WBOP District Councillor John Scrimgeour

Guests: Stu Brickland, Bikes on the Beach Coordinator

Kate Blakeborough, Neighbourhood Support Coordinator

Janet Andrew, Hall Committee representative

Apologies: Esther Kirk

1. Update from Stu Brickland on Bikes on the Beach and Autorama 2020

Stu advised that the new system whereby applicants fill out an online form on our website which then updates a spreadsheet and sends an email to Stu is working well. John Hammond at the Campground has told everyone in the camp that if they want to keep a bike at the camp they must have updated numbers and Stu been down to the local Access Ways and talked to people and everyone he has spoken to has been happy to register their bikes.

Stu suggested we look at erecting a sign at both ends of the beach along the lines of 'To continue to enjoy the use of the beach on our 4-wheelers please register your bike' and provide the website address. Even though it is not mandatory, it is vital that people understand we are self-regulatory so that access to the beach can continue. Stu suggested the addition of the rule that 'no 2-wheelers are allowed on the beach' and perhaps a guideline as to the size and weight with a limit of no more than 1000c vehicle and no more than a 1000kg dry weight which will rule out some of the larger motor vehicles.

Richard asked whether those people who had bike numbers from the previous registration system need to reregister their bikes? Stu suggested that it made sense to go forward with the new system as the old records are undoubtedly out of date and we should encourage everyone with a bike to register. John asked whether any of the input questions on the online form needed to be mandatory but Stu said it would be better if we had a tick box that was mandatory whereby the applicant could agree they had read and understood the rules and agree to abide by these rules.

Carole queried how to go about getting the new numbers? Stu explained the best method is to go on the website and fill out the online form but Carole asked how to get them if you don't want to go on the website? Manual forms are available from Stu but it is preferable to register online as details are then recorded in the database automatically rather than Stu having to enter the details manually.



It was moved that the addition of 'no 2-wheelers' and 'maximum 1000c and 1000kg vehicles' be added to the existing rules and the inclusion of a mandatory tick box on the online and paper-based form.

Moved John McEnallay

Seconded Richard Glover

Carried

ACTION: John McEnallay/Judie McEnallay

Pukehina Surf and Sand Autorama 2020

Stu advised that this is the first time for this event and the response from social media has been enormous so he is expecting a big day this Saturday. This is a fund raiser for the Fire Brigade and Surf Rescue with a gold coin donation for showing your car and to look at the cars. A great family friendly day out without too much expense. There is a live band with food stalls and the craft market in full swing as well. Stu noted that Council's requirements were that cars be kept under 5kph on the reserve and headlights on. Kate Blakeborough asked whether traffic management was sorted and Stu responded that a fenced off lane will be erected leading past the craft markets into the football area with marshalls at the beginning and end organising parking.

Richard raised the idea of the PRRA having a presence at the event and Kate Blakeborough said that Neighbourhood Support was going along and we were welcome to share their gazebo. Trudi suggested we take along the noticeboard and asked Richard for details as to what he would like on the Board.

Stu went on to explain the plan was to grow the event every year from 4 hours on a Saturday to something that can evolve into a weekend destination with the community helping to grow the event with perhaps a live band at the pub after Saturday's car show and something else happening on the Sunday. This would bring money into the community with accommodation and food being the obvious spinoffs but with other benefits likely to evolve.

The Committee thanked Stu for his update and coming along to the meeting.

ACTION: Richard, Trudi, Judie, other Committee Members

2. Neighbourhood Support Update – Kate Blakeborough

Kate asked whether we had seen the February statistics as she hadn't yet received anything for March. The Committee advised that we hadn't seen anything from Neighbourhood Support or heard anything since the AGM. Kate advised that it was necessary to sign up to get updates as the group had to be restarted. Members advised Kate that they had signed up at the AGM and as we hadn't heard anything further and thought nothing had been happening. Kate will follow this up with Bruce Banks. She further advised there had only been 1 theft of a vehicle on the Parade during February although further burglaries had occurred in the immediate district of Pongakawa, Old Coach Road and Te Puke areas. Kate advised there are now 80 new members and will further encourage people to sign up by having a presence at the markets this coming Saturday.



Trudi asked how people can sign up? Kate advised they can contact her and will provide the PRRA with the Pukehina Neighbourhood Support email. Trudi offered to advertise membership signup on our noticeboard. Judie asked whether any of the local groups had been organised yet but Kate advised there still weren't enough members as they need around 20 people per sector with a minimum of 10 before they are able to put up signage. Kate said that currently membership is still quite dispersed and Leanne made the comment that perhaps residents are not aware that anything is happening as there has been no information coming through to the Community. Kate agreed this was quite serious and will be following it up. Kate thanked the PRRA for forwarding details of our members who have agreed to their details being passed to Neighbourhood Support.

The Committee thanked Kate for coming along to the meeting.

ACTION: **Trudi Ballantyne**

3. Hall Committee Update – Janet Andrew

Janet advised she didn't have much to report as the last email received from Council was on February 17. This email advised that Nexus was coming to inspect the hall and expected a quote by the end of the week. Janet also advised that the Hall Committee was unable to take forward bookings as they were unsure when remedial work was likely to commence. Councillor Scrimgeour noted that he had contacted Blaise Williams at Council regarding the Hall's situation after last month's meeting and will email him again to ask that he update the Hall Committee on what is happening.

Trudi asked whether some of the regular hall bookings such as bowls were continuing? Janet advised that the hall's booking officer was at the Council meeting last year and was told she was able to use her discretion as to what bookings were able to continue, such as our PRRA Committee meetings but no outside bookings should be accepted.

4. Civil Defence Update – Carole Forrester

Carole advised that the Pukehina and Tauranga Civil Defence groups along with the Fire Brigade and Surf Rescue will be meeting to discuss a joint emergency exercise simulation. It has not been decided yet whether this will be a desktop exercise or whether it will involve the community as a practice run. Les asked whether Maketu would be involved in this exercise? Carole responded that not at this time as that will be the next step in the process. Civil Defence BOP want this exercise to be set up initially at Pukehina and then grow it to include other communities.

Carole explained the role of Civil Defence in the Community and noted that they cannot put out any directives, for example telling residents they have to get out of their house. It is each individual's personal decision, the Police and Civil Defence can only make recommendations. Carole also noted that people should not wait for notification from Civil Defence in the event of an emergency, for example if there was a 'long, strong earthquake' then 'get gone'. Pukehina Civil Defence will set up in the Pongakawa Hall for anyone who hasn't anywhere else to go and will be in contact with Civil Defence Headquarters to advise of any help that is required.



5. CPNZ Update – Leanne Armstrong

Leanne advised that Denise Donald has resigned as Coordinator of Pukehina CPNZ with the remaining 6 members actively recruiting for more members and suggested this to Trudi as an item for the Notice Board. Leanne noted that the remaining members of the CPNZ are all very keen to continue and thought they would contact Neighbourhood Support to see if any of their members would be keen to help out with CPNZ as well. She also mentioned that the Patrol Car will be at the Autorama/Market Day event this Saturday and will park up with the Neighbourhood Support and PRRA gazebo. Each of the current members has their role within the group and hold regular monthly meetings with members doing a minimum of 3 patrols a week covering the area to Arawa Road, Pongakawa School, Otamarakau School, Rogers Road and the Pukehina Beach area. Patrols are conducted at anytime of the day so as not to create a 'known routine' and are in direct contact with Police Comms via the radio.

6. Approval of February Minutes

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

Moved John McEnallay **Seconded** Leanne Armstrong **Carried**

7. Treasurer's Report

Trudi noted there was very little activity to report for February. She mentioned there are 2 website advertisers who haven't paid their accounts, Brown Freight and Laser Plumbing and she will follow this up. There is only one account for payment this month:

\$129.00 for Tarnix Security

Trudi advised that she thought everything had now been paid out for the Community Matching Fund but Judie advised that there could be an extra payment for concrete pad installation for the two BBQ tables at Midway Park that had not been included in the original quote. Judie noted that Esther had discussions with Sue Hammond regarding the possibility of Council Reserves budget being able to cover the amount of \$1,380 for this work. Trudi advised that she needs to be aware of any large upcoming bills as our term deposit as just been rolled over for a further 3 months but there is \$2,900 in the current account to cover the cost of the concrete if required.

Trudi advised that she hasn't had time to update the bank account signatories yet but will do so shortly.

It was moved that the invoice be approved for payment.

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

It was further moved that the Treasurer's Report be accepted.

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



ACTION: Trudi Ballantyne

8. Action Point Updates from February Minutes

- *Obtain names of responders to Paora's letter re push-up*

Richard advised he contacted Paora who has declined to pass on the names of residents who responded to his letter regarding the pushup. Richard explained to Councillor Marsh and the Committee Members who were not on the PRRA last year, that Paora had distributed a letter notifying some residents whose coastal properties had been identified by Jim Dahm's report in 2018 as being 'at risk' if a significant storm event were to occur and advise them of the process involved in activating the Resource Consent that would enable a 'pushup' to remedy the situation. The Committee agreed it would not pursue these residents but rather formulate a process for dealing with any requests from residents requesting a pushup.

Les asked what details were contained in Paora's handout? Leanne advised that Paora wanted to run a workshop for any residents whose properties had been identified as 'at risk' if another significant storm event were to occur. Richard advised that once the Resource Consent was activated last year, there was a significant amount of work involved for both Richard and Paora in meeting the requirements of the Consent.

ACTION: Richard Glover/Les Roa/Leanne Armstrong/Judie McEnallay

- *Committee Protocols – Dispute Policy*

Judie noted that this could take some time and as the document was only distributed this afternoon it would be best to hold discussion over to next month's meeting after everyone has had a chance to read through and make any notes. Carole commented it was good to see this being done as some unfortunate events had taken place in the past. Richard suggested prioritising this item for next meeting.

- *Maketu Te Puke Ward Forum*

Judie advised that she has accepted the invitation to the Forum and noted that the organisers needed to know whether we wanted to give a presentation. The Committee agreed we should just attend this first meeting to listen.

- *Dune Care*

Leanne advised that Esther had been in contact with Chris Ward who was not keen on the idea Leanne raised last month about forming a group to work on replenishing the dunes. He said that the Maketu Wetland Society group do regular plantings of Dotterel Point so we can join with them. Esther reported he is very supportive of the Pukehina community and the way individual residents have taken ownership of parts of the beach. Coast Care have a big weed removal and planting project around Maramarua Park shortly and have asked for our help communicating this to the community. She advised that Chris is also sending through information for us to put on our website regarding the planting process (i.e. weeding, pick up of weeds, plant ordering and planting). Chris would also like us to include information regarding the Bikes on Beach registration process to say that boardwalks for bikes are not allowed on properties to access the beach; only designated beach access ways are to be used. Chris is aware of the dumping of garden rubbish from homeowners



and the lack of plantings in certain areas of the beach and will be communicating with home owners about this.

ACTION: Esther/Judie/Trudi

- *Estuary Water Safety/Jetskis*

Leanne contacted the Harbour Master through BOP Regional Council and there is a meeting on site on Tuesday 17 March at 11 am at the boat ramp with any of the Committee welcome to come along. The Harbour Master advised that there are funds allocated for students to monitor waterways during busy holiday periods and it is possible they could post someone here. She will assist us with setting up some processes to keep the Estuary safe for everyone over the holiday season. Les suggested advising Stu Brickland and Andy at Surf Rescue of the meeting as they may want to attend. Leanne agreed to do this.

ACTION: Leanne Armstrong

- *Estuary Erosion*

Leanne advised that Esther has been trying unsuccessfully to contact DOC since November 25 to arrange a meeting concerning the estuary erosion issue.

Leanne noted that she is meeting with Geoff Canham (WBOP Consultant for the Cycleway/Walkway project) on Thursday of this week (12th March) at the boat ramp. She would explain to him that Esther and herself had been trying to arrange a meeting with DOC without any success to date but would encourage Geoff to at least erect the signage to denote the Cycleway/Walkway path as the location for these markers has already been identified. This will then make it very clear for anyone walking on this marginal strip which land is the walkway and which is private land.

Some time ago, boundary markers had been placed to denote private vs marginal strip in this area and DOC have identified six to eight properties who have private structures that encroach into the marginal strip. DOC have made it clear that they are unwilling to start any work unless the PRRA assist them in encouraging residents to clean up the rubbish and remove any private structures that encroach on the marginal strip. DOC want the PRRA to send a letter to residents advising them of this.

The Committee discussed this and agreed we are not a regulatory association but would like to assist DOC in any way we can to inform residents that if they want to see remedial work to repair the erosion issues, they will have to take responsibility and cease the dumping of rubbish. Judie noted that there are very few marker pegs remaining as some residents have removed them. Richard noted that it is up to DOC to monitor the dumping of rubbish and where people are pulling the boundary pegs out. Councillor Scrimgeour noted that it should be up to DOC to promote the idea that residents have to stop the dumping of rubbish because of the harm it is causing and that removing the pegs is an illegal offence. Les recommended that the area is likely a Health & Safety risk which should be pointed out to DOC.

The Committee agreed to draft a letter to DOC outlining our willingness to help in any way we can but that we are not a regulatory body and it is up to DOC to contact the residents who are dumping rubbish and have encroached over their boundaries and to note the health and safety issues that currently exist and will continue to worsen until the erosion issues are resolved with some remedial action.



ACTION: Esther Kirk/Judie McEnallay

- *Stormwater drain blockages*

Leanne informed the Committee that she had received a call from Westlink to apologise that the work had not been completed when they said it had but it has been done now but Leanne advised it is still not 100%. Richard noted there was water on the Pukehina Parade in several areas tonight but the Committee agreed that was due to bad roading and water runoff not blocked drains. Councillor Marsh noted the issue should be reported to Council and was an issue for Westlink to keep the roads in good repair for residents to drive on. Richard agreed to phone Council to report the areas where water is pooling on the road.

ACTION: Richard Glover

- *Funding Options for Cycleway/Walkway*

Leanne noted that she had contacted Caroline Boyle who didn't have any other ideas for funding apart from Western Bay of Plenty Matching Fund. Leanne also mentioned that she is getting quotes for various pieces of work and working on a package similar to the Midway Park submission Esther put together last year. As the PRRA was now a Registered Charity, Leanne asked the Committee whether anyone was willing to take on the role of Fund Raiser and investigate other areas of funding that may now be available to us for this project and others such as Midway Park and the Jetty. Kirsty offered to step into this role and Trudi offered her services in a financial capacity. Trudi noted that we need to be aware of Pukehina Surf Rescue's fund raising for the new building and the need to liaise with them regarding funding options.

ACTION: Kirsty Garrett

- *Newsletter*

Judie advised that Esther has done quite a bit of work on the draft and she and Judie will be meeting next week to finalise the first newsletter. Judie suggested we could include mention in the newsletter regarding DOC's request that residents do not dump rubbish on the marginal strip on the estuary and a reminder that it is illegal to remove marker pegs.

ACTION: Esther Kirk/Judie McEnallay



4. General Business

- *Idea from resident re Community Gardens at Midway Park*

Trudi advised that an email had been received from a member of the association indicating his interest in a Community Garden being established at Midway Park. Leanne noted that Esther had a landscape plan based on the consultation she had with the community and that's where the idea was mooted. The Committee agreed we should follow up on this idea.

ACTION: Esther Kirk/Judie McEnallay

- *Pushup Request from Gavin Wallace, 193 Pukehina Parade*

Richard advised that he had sighted the property in question and the owner is not in residence but uses it as an 'AirBnB'. There are concrete posts that have become exposed and a beach ladder that is unable to be used requiring AirBnB guests to traverse the neighbouring property to access the beach. The neighbours have refused to allow guests to use their property as an access to the beach and it is likely, the pushup request is a means of gaining better access to the beach. The back of the house is approximately 15m to the dune's edge and 8 or 9m from the edge of the carport so there is no immediate danger. Leanne asked whether there has been any dune planting? Richard noted there isn't any new planting but it is a dropoff and planting is not viable. It would appear the owner hasn't done any planting and Leanne noted that as part of our pushup process, residents will have to prove that they have planted the dunes and are within the 5m encroachment zone.

It was noted that there is a Council requirement that any pushup must be tied back to a significant storm event and there has not been any recently. This must be the first condition met before any pushup request will be actioned. Richard advised that Jim Dahm had identified the area 181 - 195 in his February 2018 report as the fourth area that could be 'at risk'. Les advised that his property at 181 was significantly affected by this last storm event but with some hard work and planting it now looks magnificent.

Leanne suggested a workshop be organised outside this meeting to establish a process for any requests from residents for pushups.

ACTION: Leanne Armstrong/Judie McEnallay/Les Roa

5. Other Business

- *The dumping of rubbish at the highway entrance - What can be done about it?*

Richard asked what could be done to stop this from happening? Leanne said she had raised the idea of a 'No dumping of rubbish' sign with Sue Hammond but with no success. Leanne noted that she had taken photos of the rubbish and sent to Council using the Antenna app three weeks ago. It was suggested that the photo of rubbish be sent to Council again with a request for a sign.

ACTION: Leanne Armstrong



➤ *Report from Esther Kirk*

Judie reported that Esther had emailed an update for the Committee as she was unable to attend tonight's meeting.

She proposed a big 'shout out' to Trudi for her great information sign messages. Esther also suggested a photo of the noticeboard be uploaded to the Facebook page to aid awareness to residents. Trudi offered to send a photo to Judie who would update the page. Trudi asked if anyone on the Committee had ideas for sign messages to forward them onto her.

ACTION: Trudi Ballantyne/Judie McEnallay

➤ *Freedom Camping*

Councillor Marsh commented on the amount of freedom campers he noted were parked up when he came out to the beach a few nights previously. He suggested that this issue would only get worse with the kiwifruit season starting up. The Committee agreed it was an issue for Council to police. Leanne noted there was a new monitored security camera in place at the Surf Club and if people are parked up in the wrong area, Council is supposed to send someone out. Leanne commented that she would suggest to the CPNZ that anyone patrolling after sunset could check the number of freedom campers and their correct location.

ACTION: Leanne Armstrong

➤ *Bus Shelters*

Richard noted that the number of permanent residents is now around 70% and with 3 or 4 school buses going through every day, there is only 1 bus shelter for school children to get out of the weather. The Committee discussed this idea and it was agreed that a lot of the buses stop outside the children's homes and that more shelters would probably lead to an increase in graffiti on the shelters. Trudi noted that the majority of residents would be unwilling to have a shelter sited outside their property.

Correspondence Inward:

Email:

February 2020

BRG Invoice

BRG Statement

Western Bay of Plenty District Council – invite to Maketu-Te Puke Ward Forum

Membership subs Tanya Dunham

Acceptance from Stu Brickland to Committee Meeting

Judy Coulter – complaint regarding footpath and sister's fall

Sara Perry – request for location available for helicopter landing at the beach

Pukehina Surf Rescue – newsletter

Social Link – newsletters

Tarnix – invoice

TECT – newsletter

Correspondence Outward

Email:

February 2020



Pukehina Ratepayers' & Residents' Association Inc.

Pukehina.bra@gmail.com or www.pukehinabeach.co.nz

PO Box 113, Te Puke 3153

Invite to Stu Brickland to attend Committee Meeting
Response to Judy Coulter re footpath
Response to Sara re helicopter landing
Carole Forrester regarding Civil Defense on the website



ACTION POINTS

❖ **Bikes on the Beach**

Judie to amend bike rules handout with new additions for new registrations. Send request to Council for sign at both ends of the beach about bike registration

John to update the web with addition to the rules.

❖ **Pukehina Surf and Sand Autorama 2020**

Richard to provide **Trudi** with wording for the Information Sign.

Judie to print out membership forms to hand out

Other **Committee Members** to turn up and man the stand at Autorama

❖ ***Neighbourhood Support***

Trudi to update the notice board with details of how to sign up for Neighbourhood Support.

❖ **Update Bank Signatories**

Trudi to remove Brodie and add Leanne Armstrong

❖ **Website Advertising**

Trudi to follow up with Brown Freight and Laser Plumbing regarding non-payment of website advertising

❖ ***Document a Push Up Process***

Richard, Les, Leanne and Judie to meet and agree a push up process to follow when residents approach PRRA to activate the Resource Consent.

❖ ***Dune Care***

Leanne to pass on information from Chris Ward regarding plantings

Trudi to post on information board

Judie to post on Facebook

❖ ***Estuary Water Safety and Jetski's***

Leanne to contact Stu Brickland and Andy re meeting with the Harbour Master



❖ ***Estuary Erosion***

Esther and Judie to draft letter to DOC

❖ ***Surface Water Issues***

Richard to send/phone a service request to Council regarding water pooling on Pukehina Parade

❖ ***Funding Options***

Kirsty to take over the role of Funding Officer and investigate avenues of possible funding for projects including the Walkway Cycleway, Midway Park and the proposed jetty near the boat ramp.

❖ ***Newsletter***

Esther and Judie to finalise the first Newsletter of the year.

❖ ***Community Gardens at Midway Park***

Esther and Judie to follow up with resident regarding setting up of Community Garden at Midway Park.

❖ ***The dumping of rubbish at the highway entrance***

Leanne to send photos of rubbish again to Council with request for a sign.

❖ ***Information Sign***

Trudi to send photo to **Judie** to upload to Facebook page.

❖ ***Freedom Camping***

Leanne to advise CPNZ members to check on freedom campers' numbers and locations.

There being no further business, the meeting closed at 8.35 pm

With Easter Monday falling on our usual Committee Meeting date, the next meeting will be held in the Community Hall on Monday 20 April at 7.00 pm