

From: [BDC Lgoima](#)
To: [REDACTED]
Subject: Mokihinui Reserve and Hall Subcommittee Ref: OIA 065/24
Date: Monday, 28 July 2025 10:11:52 am
Attachments: [240406 Mokihinui RHS Minutes Confirmed.pdf](#)
[240916 Mokihinui RHS Minutes Unconfirmed.pdf](#)
[MDB meeting minutes jan 25 \(002\).pdf](#)
[Feb 17th 25 Mokihinui Reserve and Hall Subcommittee Meeting Minutes.pdf](#)
[MOKIHINUI RESERVE AND HALL SUB COMMITTEE MEETING.march 10 25 minutes docx.pdf](#)
[MOKIHINUI RESERVE AND HALL SUB COMMITTEE Minutes APRIL 25docx.pdf](#)
[MOKIHINUI RESERVE AND HALL SUB COMMITTEE minutes may 3rd 25docx.pdf](#)
[MOKIHINUI RESERVE AND HALL SUB COMMITTEE minutes june 7th 2025docx.pdf](#)

Dear [REDACTED]

We refer to your official information requests dated 29 June and 2 July 2025. Your requests were as follows:

1. *I would like to request a copy of the minutes for the meetings for the Mokihinui Reserve and Hall subcommittee for the past 12 months.*

Please see attachments 1 & 2

There have been no meetings held in 2025.

Please note: the 16-09-2024 Minutes are unconfirmed. They will be confirmed at the next meeting.

2. *To have the last 6 sets of minutes from the Mokihinui Reserve and Hall subcommittee workshops.*

Please see attachments 3 - 8

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

If you wish to discuss this decision with us, please feel free to contact the Buller District Council by return email to lgoima@bdc.govt.nz.

Please note that it is our policy to proactively release our responses to official information requests where possible. Our response to your request may be published at <https://bullerdc.govt.nz/district-council/your-council/request-for-official-information/responses-to-lgoima-requests/> with your personal information removed.

Kind regards,

Krissy Trigg | Group Manager Community Services

Email krissy.trigg@bdc.govt.nz

DDI 037889679 | Mobile 02721 33022 | Email krissy.trigg@bdc.govt.nz

Buller District Council | Phone 0800 807 239 | bullerdc.govt.nz

PO Box 21 | Westport 7866

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BULLER
DISTRICT COUNCIL
Te Kaunihera O Kaitiaki

Community Grant Fund

One round for FY 2025/26

 Applications open
14 July - 11 August 2025

 Total funds available
\$80,000



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MEETING OF THE MOKIHINUI RESERVE & HALL SUBCOMMITTEE, HELD AT 10.30AM ON SATURDAY 6TH APRIL 2024 AT THE MOKIHINUI RESERVE CAMPGROUND HALL

PRESENT: Mandy Coleman, Faye Spillane, Silas Coleman, Cr T O'Keefe

APOLOGIES: Hayley Brunner

IN ATTENDANCE: Andrea Aitcheson, Carol Woodward, Jason Sellaiah

MEETING DECLARED OPEN AT: 10.36am

1. APOLOGIES (Page 3)
Discussion:

RESOLVED:

That the Mokihinui Reserve & Hall Subcommittee receives apologies from Hayley Brunner.

Cr T O'Keefe / M Coleman
4/4

CARRIED UNANIMOUSLY

2. MEMBERS INTEREST (Page 4)
Discussion:

RESOLVED that Mokihinui Reserve & Hall Subcommittee disclose any financial or non-financial interest in any of the agenda items.

F Spillane / Cr T O'Keefe
4/4

CARRIED UNANIMOUSLY

3. **CONFIRMATION OF MINUTES (Page 5)**

Discussion:

RESOLVED that the Mokihinui Reserve & Hall Subcommittee receive and confirm minutes from the meeting of 28 August 2023.

Cr T O'Keefe / F Spillane

4/4

CARRIED UNANIMOUSLY

4. **APPOINTMENT OF NEW MEMBERS (Page 10)**

Discussion:

Andrea Aitcheson to approach Kristen to see if she is interested.

RESOLVED That the Mokihinui Reserve & Hall Subcommittee accept the following new member/members.

Andrea Aitcheson

Carol Woodward

Cr T O'Keefe / M Coleman

4/4

CARRIED UNANIMOUSLY

5. **ELECTION OF CHAIRPERSON (Page 11)**

Discussion:

RESOLVED

A. That the Mokihinui Reserve & Hall Subcommittee accept the resignation of the Chairperson.

Cr T O'Keefe / F Spillane

4/4

CARRIED UNANIMOUSLY

B. That the Mokihinui Reserve & Hall Subcommittee nominate and elect a new Chairperson. **Andrea Aitcheson**

F Spillane / M Coleman

4/4

CARRIED UNANIMOUSLY

6. FINANCE REPORT (Page 12)

Discussion:

On spending over the last year which has been over \$100,000

There has been a large amount of expenditure over the past year on the renovations. We will check back in with our budget to set us up for the following year.

RESOLVED That the Mokihinui Reserve & Hall Subcommittee receive the financial report for information.

Cr T O'Keefe / M Coleman

4/4

CARRIED UNANIMOUSLY

7. BUDGETS - PROPOSED PROJECTS/EXPENDITURE 2024-2025 (Page 13)

Discussion:

A meeting to discuss strategic planning and budget (a workshop) in May/June will be set.

An official meeting with Council to be set for July to approve the budget.

RESOLVED That the Mokihinui Reserve & Hall Subcommittee discuss the Budgets – Proposed Projects / Expenditure 2024-2025

Cr T O'Keefe / S Coleman

4/4

CARRIED UNANIMOUSLY

8. GENERAL BUSINESS (Page 14)

Discussion:

- GST Payment of over \$7000 - \$7393.86
- Shingle needed – Camp Road/Powered sites/parking area. Faye to get quotes for shingle and investigate this project.
- Faye to purchase 'Give way' sign

- Faye to send image to Andrea who will get quotes for t-shirts for the caretakers
- Committee members to step in and support while J and J away
- Andrea to sort a flag with logo
- Removal of tanks and tank stand – set a date next meeting
- Powered sites discussion – moved to next meeting
- BBQ – back side of campground and if near playground – ratepayers discussion
- Annual/Strategy planning – roof over current BBQ area
- Communication and decision making discussed – all workshops/meetings need to be advertised
- Values to be discussed at the next meeting
- Workshops on how to conduct meetings/workshops date to be set
- Heat pump – Mandy to ring Electroservices
- Andrea to sort non-closing windows
- Workshops May 4th, Meeting June 22nd. Try for the first Saturday of the month
- Apply for funding for hall toilets
- Faye to talk to Jane re storing extra chairs (in the hall currently)
- ATV code of conduct approved
- Hall fees and charges – Cr T O'Keefe to check at home
- Funding for playground – into the long term plan
- Advertising meeting/workshop dates of Facebook (Faye)
- Adverts for BBB – Mandy to sort
- Jason to send through samples of Reserve Management Plans (this will feed into strategic discussion) – discussion with subcommittee then publicly notified
- Next official meeting 22nd June 10.30am re finalizing budget (TBC)
- Next workshop – discuss values and how to develop a charter plan

RESOLVED That the Mokihinui Reserve & Hall & Hall Subcommittee discuss general business items, to be limited to discussions and timelines.

Cr T O'Keefe / M Coleman

4/4

CARRIED UNANIMOUSLY

There being no further business the meeting concluded at 12.32pm

- **Next meeting: 22nd June 10.30am (To be confirmed)**
-

Confirmed: **Date:**

MEETING OF THE MOKIHINUI RESERVE AND HALL SUBCOMMITTEE, HELD AT 6:00PM ON MONDAY 16TH SEPTEMBER 2024 AT THE MOKIHINUI RESERVE CAMPGROUND HALL

PRESENT: C Woodward, Cr T O'Keefe, H Brunner, A Aitcheson (Chair), F Spillane, M Coleman (arrived 6.13pm)

APOLOGIES: S Coleman

IN ATTENDANCE: J Sellaiah (Subcommittee Liaison Officer)

MEETING DECLARED OPEN AT: 6.05pm

1. APOLOGIES (Page 8)

Discussion:

S Coleman - Apology

RESOLVED:

That the Mokihinui Reserve and Hall Subcommittee receives an apology from Silas Coleman

Cr T O'Keefe / F Spillane
5/5

CARRIED UNANIMOUSLY

2. MEMBERS INTEREST (Page 9)

Discussion:

Nil.

RESOLVED That the Mokihinui Reserve and Hall Subcommittee members disclose any financial or non-financial interest in any of the agenda items. There were none declared.

C Woodward / H Brunner
5/5

CARRIED UNANIMOUSLY

3. CONFIRMATION OF MINUTES (Page 10)

Discussion:

Nil

RESOLVED That the Mokihinui Reserve and Hall Subcommittee receive and confirm previous minutes from 6 April 2024.

H Brunner / A Aitcheson

5/5

CARRIED UNANIMOUSLY yes

4. ANNUAL ACCOUNTS (Page 16)

Discussion:

M Coleman joined the meeting at 6:13PM

RESOLVED That the Mokihinui Reserve and Hall Subcommittee receive the Annual Accounts for information.

Cr T O'Keefe / M Coleman

6/6

CARRIED UNANIMOUSLY

5. BUDGETS – PROPOSED PROJECTS / EXPENDITURE 2024-2025 (Page 17)

Discussion:

Last minutes had our budget guidelines and they were checked.

Jason explained that we just need the following for future budgets – projected income/projected profit/projected capital expenditure and anything over \$5,000 needs to be run past Council.

RESOLVED

That the Mokihinui Reserve and Hall Subcommittee discuss the Budgets Proposed Projects / Expenditure 2024-2025

H Brunner / A Aitcheson

6/6

CARRIED UNANIMOUSLY

6. ELECTION OF TREASURER (Page 18)

Discussion: an in depth discussion was held covering the following – possible treasurer's honoraria/Koha; previous treasurers received some payments; whether the camp managers could take over this role – the management side and the subcommittee to keep the governance side i.e. overview; in this case would a camp manager need to have authority to put payments up; would this fit in with a contractors role including the paying of wages?.

Faye to talk to Camp Managers to see if they would be interested and also to figure out approximate hours per week this role would take.

It was also agreed to allow one paid town trip per week for camp managers to do camp business.

If the management role were to be fulfilled in this way, Faye is most probably able to stay on as treasurer in a governance role.

RESOLVED That the Mokihinui Reserve and Hall Subcommittee appoint (insert name) as the Treasurer. On hold for now – Faye is continuing until situation resolved

Cr T O'Keefe / H Brunner
6/6

CARRIED UNANIMOUSLY

7. BANK ACCOUNT SIGNATORIES (Page 19)

Discussion

Nil.

RESOLVED That the Mokihinui Reserve and Hall Subcommittee appoint (insert name/s) as the Bank Account Signatories of the Subcommittee. Current signatories to be continued and a council employee to be always a signatory on the account to safeguard the account in case of a future lack of treasurer.

H Brunner / Cr T O'Keefe
6/6

CARRIED UNANIMOUSLY

8. GENERAL BUSINESS (Page 20)

Discussion:

Sewage – the new location of the field drain was agreed to. We are hoping that the following will still be part of this development – a dump station/water control/hall toilet upgrade

Duck Race – this is set for October 27th – the Sunday of Labour Weekend. 10.30am start. There will be 180 ducks sold this year, up on the 150 from last year @\$25 a duck. Free BBQ at hall and Toni to organise groceries for this. Faye will advertise. Mandy to ask Silas about putting his video from last year's duck race up on Facebook.

Kid's fishing competition – our current committee doesn't have the capacity to take this on at present. If Kim doesn't want to organise it, then it could be put to the wider community. We will donate a prize for the competition. Andrea to contact Kim.

Creative communities application – the meeting to decide this was earlier today so we should hear soon but we will have to push our dates out as we were rather optimistic with our time frames.

RESOLVED That the Mokihinui Reserve and Hall Subcommittee discuss general business.

F Spillane/M Coleman
6/6

CARRIED UNANIMOUSLY

There being no further business the meeting concluded at 7.49 pm

- **Next meeting: 5th October, 10am**

Confirmed: **Date:**

Mokihinui Hall and Reserve Sub Committee

13th January, 2025, Meeting opened 6.36am

Toni welcomed the team to the meeting.

Present: Toni O'Keefe, Faye Spillane, Mandy Coleman

Apologies: Carol Woodward, Silas Coleman, Hayley Brunner

In attendance: Jane Hill

Interests register and Conflicts of interest

Toni Okeefe – fresh water farming to be taken off and add Buller Miners Association

Conflict of Interest – Mandy, Faye – art trail discussion; Faye – Waitangi weekend hall hire

INTERESTS REGISTER:

Name	Register of Interest
Andrea Aitcheson	<ul style="list-style-type: none">• Westport Kindergarten senior teacher;• Kahui Ako – community of learners;• Buller Hockey committee;• sole trader business – Originalfreehands
Carol Woodward	<ul style="list-style-type: none">• Westport Woolcrafters and Granity Craft Group member,• previous Camp Caretaker
Faye Spillane	<ul style="list-style-type: none">• Civil defence (local);• receptionist Ngakawau Medical Centre,• sole trader business – Faze Art
Hayley Brunner	<ul style="list-style-type: none">•
Mandy Coleman	<ul style="list-style-type: none">• Sec Torea Gallery,• President Westport Woolcrafters;• Sec Creative Fibre Area Committee;• Playcentre Centre Advisor and Workshop Facilitator;• Yoga instructor
Silas Coleman	<ul style="list-style-type: none">• Matihiko media – videography co;• Mok ventures – outdoor adventures co
Toni O'Keefe	<ul style="list-style-type: none">• Councillor;• Waimangaroa, Ngakawau and Mokihinui sub committee liaison;• Sec/Treas Seddonville Rural Fire force;• Civil Defence coordinator;• Sec Seddonville Reserve Subcommittee;• director/shareholder Westloc concrete solutions;• Fresh water farm planning

Public Forum/Caretakers report

Shingle was received to put speed humps at the northern entrance to the camp and there was some conflict between a member of the public and one of the caretakers. Caretakers are managers of the campground and domain. This needs to be clarified with the Ratepayers Association.

Behaviour of ATV users. A complaint from a member of the public was received and this was dealt with by our acting chairperson. The ATV Code of conduct was finalised but only a week before the busy season so there were a few teething problems. However, as the culture changes and visitors and locals are more aware of the guidelines, we anticipate a bunch of happy ATV users and happy locals. The code is in a folder and all stayers with quad bikes/ATV need to sign the sheet and will be given a copy of Code of Conduct. This will be enforced by the caretakers.

Rubbish – no issues over the busy period were detected

Kitchen is looking good with new ovens and has had good feedback from campers

Booking site – there are a few issues with this – some prices have been reverting to old prices but Jane has it under control

Cabin A blind is not working – to GB

Cabin C and B need new fridges to GB

Feedback forms – have been collected and Jane will supply to the committee once more come in

Playground ideas – adding old fashioned exercise equipment to keep adults there/a shade cloth area in the middle of the boat for picnics

Washing machine isn't spinning – GB – currently one is available for back up.

Cleaning times changes are working well

Umbrellas have been purchased but one needs repair - Jane

Ice creams – a query was received regarding selling ice creams and as they are packaged and a fundraiser, all is good.

Overall, it has been a successful summer.

The office is working well. There were ants but they are gone now. It is clearly signposted and campers know where to go.

Need another set of queen sheets and pillows – to GB

Dogs around BBQ and in the hall – to GB

Jane is feeling happy and supported from committee, and good feedback from people staying on and on google.

Jane left the meeting.

Caretakers list – Faye to message Jane for an update on how the jobs are progressing

Minutes of previous meeting read and approved Toni/Faye

Actions from previous meeting

- ATV code of conduct has been done and training with camp manager completed
- Speed humps installed at northern exit
- Hall key for CD– to GB
- Potable water for cabins – Toni will get hold of Andrea and see where this is at
- Playground fundraising – paper surveys are out, awaiting further feedback

- Subcommittee handbook in progress
- Summer hours for caretakers all sorted
- Duck race all completed and ducks in hall – Faye has posted thank yous
- Faye had contacted Silas re photos of camp in busy season and duck race– Faye to remessage to check in
- Mandy to make sure Andrea has Westport Playcentres email
- Mural on bus stop to Ratepayers - ongoing
- Uniforms done and have been well received and are great advertising
- Creative communities – update on spending – approx. \$7-\$800 has been spent so far so we are well within the budget - Mandy to check with Andrea re mural pens etc
- Strategic plan – accommodation options ongoing – an office has been rented with option to buy - \$110 inc GST a week – for 3 months. Purchase price \$10, 500 plus GST. Will decide at the next meeting when more members present re purchase.
- Changes to strategic plan – Toni to email Andrea re SP.
- Reserve management plan still in progress (Jason)
- Health and safety has been strengthened through ATV code.
- Next meeting to be advertised and ready to receive feedback re the summer season from locals
- Rebranding – on hold whilst committee is seeking more members
- Compliance report sent by council – Toni to follow up with Jason re this
- Trailer purchase done
- Donation for kids fishing comp – Faye to follow up
- Xmas hamper for the caretakers and chairperson's gifts were well received
- Old shed renovation - ongoing

Agenda items

- Community project – the fish have all been cut out, thanks to H. They need to be primed ready for painting on the Buller Anniversary weekend, 10-4pm, 1st, 2nd, 3rd Feb. Mandy to bring paints etc down tomorrow and will prime on 25th if not already done. It was clarified that the fish are for the beautification Mokihinui, not to take home. Faye will put an advert up on facebook re the painting days.
- Art Trail hall hire of the Hall for the weekend of 1st, 2nd and 3rd will be free as it is a community event, however koha is welcome.
- Septic tank update - still waiting
- Andrea's resignation. Faye moved that we have received Andrea's resignation and it was accepted and that Toni be temporary Chair. Seconded Mandy
- Waitangi weekend hire by Faye and family – a koha for hall was agreed to. (as our already agreed to procedure states)

Financial report

Faye presented the monthly accounts. It was noted that in Invoice number 37, there was an overpayment of \$1400 to the caretakers, this was sorted in invoice number 38. We have \$67, 771.46 closing as of 31/12/25.

Profit Dec, 24 - \$3231; profit Dec, 23 - \$7163; Payments are now spread out due to online booking system hence the difference in these figures.

Every month a bank statement and profit and loss will be presented to the meeting.
It was resolved that Jane Pamela Hill would be added to the subcommittee bank account as a signatory to online banking Moved By Faye Spillane, seconded Mandy Coleman'

General business

- Cabin A blind – Faye to talk to Jacob re new mechanism
- Cabin B and C fridges – check back in end of summer - at March meeting
- Washing machine as above
- Faye to action sheets and pillows purchase
- Dogs around BBQ and hall – Dog Free Area – Toni to get sorted at sign shop
- Hall key for CD – Faye to action
- Next workshop we need both caretakers present
- In order to entice new members, we will advertise our next workshop/meeting and encourage community members to come along and be involved and state how much we value community input and feedback.

Mandy to email out a suggested agenda format

Mandy to email Jason re the date of the next meeting for adverts to go out.

Date of next meeting – Tuesday 11th February 7pm

Meeting closed 8.26pm

Thanks to those who came

ACTIONS LIST

TONI

- Dog-free area signs
- Email Andrea re Strat plan and potable water for cabins progress

FAYE

- Hall key for Civil defence
- talk to Jacob re new mechanism for blind in Cabin A
- monthly bank statements and profit and loss
- advert re community art project
- follow up donation to kids fishing comp
- to message Silas re photography

MANDY

- EMAIL Jason minutes and date of next workshop to advertise
- Email out suggested agenda format
- Bring paints down to hall asap and message Andrea re mural pens
- Email Andrea Westport pc's email
- Adjust Register of Interests

UNALLOCATED TASKS

- Invite/co-erse 😊 both caretakers to next meeting
- Advertise next meeting as above

ON HOLD – future meeting discussions

- Cabin B and C fridges – check back in end of summer - at March meeting
- Washing machine as above
- Rebranding
- Old shed renovation
- Office purchase
- Feedback re playground and camp

Mokihinui Reserve and Hall Sub Committee Hui

17th February, 2025, meeting opened 6.40pm

Present – Faye Spillane, Toni Okeefe, Silas Coleman, Mandy Coleman

In attendance – Jane Hill (until 7pm), Jacob Lienert

Apologies – Hayley Brunner

INTERESTS REGISTER:

Name	Register of Interest
Carol Woodward	<ul style="list-style-type: none">Westport Woolcrafters and Granity Craft Group member,previous Camp Caretaker
Faye Spillane	<ul style="list-style-type: none">Civil defence (local);receptionist Ngakawau Medical Centre,sole trader business – Faze Art
Hayley Brunner	<ul style="list-style-type: none">NPD business owner/manager
Mandy Coleman	<ul style="list-style-type: none">Sec Torea Gallery,President Westport Woolcrafters;Sec Creative Fibre Area Committee;Playcentre Centre Advisor and Workshop Facilitator;Yoga instructor
Silas Coleman	<ul style="list-style-type: none">Matihiko media – videography co;Mok ventures – outdoor adventures co
Toni O’Keefe	<ul style="list-style-type: none">Councillor;Waimangaroa, Ngakawau and Mokihinui sub committee liaison;Sec/Treas Seddonville Rural Fire force;Civil Defence coordinator;Sec Seddonville Reserve Subcommittee;director/shareholder Westloc concrete solutions;Fresh water farm planning

Declarations of any Conflicts of interest - \$\$ discussion over photography – Silas and Mandy Coleman

Previous minutes were agreed to.

ACTIONS LIST from the previous meeting

TONI

- Dog-free area signs – *in progress*
- Email Andrea re Strat plan and potable water for cabins progress – *done, to re - email*

FAYE

- Hall key for Civil defence - *done*
- talk to Jacob re new mechanism for blind in Cabin A - *done*

- monthly bank statements and profit and loss – *ongoing*
- advert re community art project - *done*
- follow up donation to kids fishing comp – *2 nights accommodation was gifted and happily received*
- to message Silas re photography - *done*

MANDY

- EMAIL Jason minutes and date of next workshop to advertise - *done*
- Email out suggested agenda format – to do still
- Bring paints down to hall asap and message Andrea re mural pens - *done*
- Email Andrea Westport pc's email - *done*
- Adjust Register of Interests - *done*

UNALLOCATED TASKS

- Invite/co-erse 😊 both caretakers to next meeting – *done and ongoing*
- Advertise next meeting as above *done*

ON HOLD – future meeting discussions – **for future agenda**

- Cabin B and C fridges – check back in end of summer - at March meeting
- Washing machine as above
- Rebranding
- Old shed renovation
- Office purchase
- Feedback re playground and camp

Caretakers time – *it was at this point mentioned how helpful it was to have the caretakers at the meeting with us so we are all on the same page, although the group understands the governance - operation split and related employment matters and keep this in mind with topics of discussion.*

- EFTPOS machine to GB
- Water is low- look into a new tank
- Office is working really well – hours are up to Jane to manage but it can be closed during middle of the day if needed
- Selling of ice creams as a playground fundraiser working well

Financial Report

Faye presented this and it's looking good – end of January – takings - \$28, 913; profit - \$18, 086;
Total - \$94, 641.68 in bank account

General Business

- **New septic system** – the location of the new dump station was thoroughly discussed and decided upon. 3 trees around the back to be removed for access from both sides to this spot
- **New septic system** – the location of the field drain was discussed. A rope fence will be needed to circumnavigate the area. It was decided to move the area 2 metres towards the

mountains and possibly 2 metres to the south as well in order to allow adequate space for campers in the powered sites adjacent. Toni to further this.

- **Purchase of a new ride-on lawnmower** was discussed – quotes were received from Jacob and Hayley – price range - \$16k- \$28k before discount for cash. We are thinking we would like to spend around \$20k. Faye to send quotes through to Jacob with the specs and we will receive his recommendation and go from there.
- **Purchase of cabin** – this was agreed to for \$10k plus gst. This will need to go to council for approval although it is in our strategic goals.
- **Food licencing.** The sale of ice creams has been approved by the powers that be. We agreed to apply for a class 1 licence for the campground that enables the sale of milk/bread/ washing powder etc for \$200 every two years.
- **Health and safety compliance** – lighting is being sorted by council. It was noted that we would like to keep the ambient camping atmosphere enhanced by low lighting. Toni to pass this on.
- **EFTPOS machine** – Faye to organise a new one through Westpac.
- **Bank form** re janes access to be signed by Mandy and sent back
- **Removal of Kate McKenzie from the bank account** – Toni moved that this happen. Silas seconded. All agreed.
- **Current fees and charges** – Toni to grab off the website and send to council
- **More powered sites** – at least 2 more are needed and potentially the southern corner there could be 4 – for future agenda
- **Cabin B development** – it was discussed that this could be developed into caretakers accommodation – for future agenda
- **Photography** - we were treated to 2 videos and some stills of the duck race and kids fishing competition. Toni moved that we pay Silas koha for photography for community events of \$100 per event and Silas to invoice for any commercial footage. Seconded Faye. Silas to send Faye a link for videos and photos
- **Water tank** discussion moved to next meeting
- **Logo**– rather than redo the whole logo, we discussed changing the font to a more friendly one for the word ‘Mokihinui’ and adding a macron.
- **Website** was also discussed and it was identified that it could do with a revamp. Ideas of who could do this were passed around. Toni to contact those who updated hers.
- **Community Art project** – this is going well and we have some fish painted. We were a bit short staffed due to the art and craft trail weekend and kids fishing competition but it was awesome to have this creative focus happening at the same time. More painting is needed. Mandy will do some finishing off and Mandy and Faye will set a future date for an evening – wine and cheese/paint and sip etc – concentrate on adults as this project is not just for tamariki it is for all of community. All is going well budget wise with only screws and stakes to purchase and approx. \$150 left to spend.
- **More community members** – How to entice more members was discussed. ‘Beady eye’ ing community members was discussed as the most effective way to encourage more members. Lorraine Adams will come on board. Put a call out on facebook as well and continue the discussions. It was suggested to give new members copies of previous minutes so they can

get an idea of where things are at. this will work well for some but others may need face to face korero or something else.

- **Meeting closed 8.40pm**

ACTION POINTS FROM THIS MEETING

TONI

- septic tank – dumpstation/field drain locations
- pass onto council – low lighting desires/current fees and charges
- Contact website updaters

MANDY

- bank forms
- Set date for more fish painting with Faye

FAYE

- send lawnmower quotes to Jacob
- organise a new EFTPOS
- pay photography koha and invoice
- Set date for more fish painting with Mandy

JACOB

- recommend lawnmower

SILAS

- invoice for photography

UNCLAIMED ACTIONS

- purchase lawnmower
- purchase cabin (Faye?)
- apply for Class 1 licence
- furthering the logo
- call for more members

FUTURE AGENDA ITEMS

- Cabin D development
- More powered sites
- Water tank
- More members
- Cabin B and C fridges – check back in end of summer - at March meeting
- Washing machine as above
- Rebranding
- Old shed renovation
- Feedback re playground and camp

MOKIHINUI RESERVE AND HALL SUB COMMITTEE MEETING

MARCH 10TH, 2025.

MINUTES

MEETING opened at 6.33pm

WELCOME (karakia)

PRESENT Mandy Coleman, Toni O'Keefe, Faye Spillane, Carol Woodward

IN ATTENDANCE Jane Hill, Tony McNabb

APOLOGIES Silas Coleman

INTERESTS REGISTER

CARETAKERS ITEMS?

School camp successful

J and J away this week, Wed – Friday. Marilyn will come out and relieve in exchange for a free cabin. Jane will keep on top of the phone calls while she is away. Will also be away in April.

Microwave has blown up. Surge protectors needed plus new microwave.

Points brought to committee's notice by Tony McNabb

- Speed humps are working well
- Quad bikes – a discussion regarding the land transport act rules regarding illegal vehicles on the reserve/beach etc. There has been an improvement with quad bike use over the festive season. Toni will go back to Council and check out the responsibilities of our committee/contractors. An amendment to the ATV code may be needed. J and J have been doing a good job

APPROVAL OF MINUTES FROM LAST MEETING Moved Toni Okeefe Seconded

CORRESPONDENCE

- Email re purchase of cabin and invoice 10k plus gst – okayed by council.
- Septic tank – next to the shed, drive through where 3 trees are – one holding tank for toilet, one tank for grey water which can be flushed through system. Contract is being worked on – 8-5pm each day, a portacom will be provided by the contractor, avoid peak times. Campground will still be able to be operational in a reduced capacity. Cabin A, B, C have their own septic system
Email from tracey, re inspection of campground. Lighting improvements have now passed the inspection

REPORTS ie Financial

February – income of \$12, 752..6838 outgoings, balance \$98,976.98 term investment – \$19, 643

GENERAL BUSINESS

- Lawnmower – huscavana \$27, 490 try for 15% discount – currently offering 10%, Toni moves we go with the recommended model, seconded Faye. Faye will action. Has a good warranty as well.
- Septic system - Toni to get hold of Rob re Cabin A, B, C

- Strategic plan finalisation – set a meeting date that Andrea can attend
- Community art project progress – koha to a \$50 metre 10 voucher out of this funding
- Cabin D development – for caretakers accommodation. Faye has talked to local builder and others and they will come up with a plan. A quote will be needed.
- More powered sites – in strat plan
- Water tank – 30,000 litres – Faye to get a couple of quotes for a new one.
- More members – Tony has agreed to come on board. At our next formal council meeting. Mandy to print out the last 6 months minutes of our meeting. Lorraine is interested in joining as well. Tony asked about the strategic plan
- Cabin B and C fridges – check back in end of summer - at March meeting – new one for Cabin A and C and A and going to B. Faye will get quotes and get the okay.
- Washing machine is okay currently
- Rebranding – Amey is back on track doing websites - \$1000 will modernise the website. Will need content. Font to be changed on logo.
- Old shed renovation – classed as maintenance. Parked for now.
- Feedback re playground and camp – still working on it. Feedback link on the website for campground? Ask council if there was any feedback on the reserve management plan. Post on facebook/ask Karla to email to ratepayers/playground community meeting called? Faye/Tony
- CanB – storyboards – great idea for history
- Signage – need to develop some new signage after the website is done. Magnets for cars/contact info/photos/

ACTION POINTS FROM PREVIOUS MEETING

TONI

- septic tank – dumpstation/field drain locations
- pass onto council – low lighting desires/current fees and charges done
- Contact website updaters done

MANDY

- bank forms – still to do
- Set date for more fish painting with Faye done 24th march

FAYE

- send lawnmower quotes to Jacob done
- organise a new EFTPOS done
- pay photography koha and invoice - done
- Set date for more fish painting with Mandy done

JACOB

- recommend lawnmower done

SILAS

- invoice for photography – to do

UNCLAIMED ACTIONS

- purchase lawnmower - done
- purchase cabin (Faye?) – to do
- apply for Class 1 licence – emailed today

- furthering the logo – website discussion
- call for more members - done

DATE OF NEXT MEETING – 5th April 10am
CLOSE (karakia if you wish) 8.06

MOKIHINUI RESERVE AND HALL SUB COMMITTEE MEETING

APRIL 5TH, 2025, 10 AM

MINUTES

WELCOME Mandy shared a karakia

PRESENT Toni Okeefe, Mandy Coleman, Carol Woodward,

IN ATTENDANCE Jane Hill

APOLOGIES Faye Spillane, Silas Coleman

REGISTER OF INTERESTS

Name	Register of Interest
Carol Woodward	<ul style="list-style-type: none">• Westport Woolcrafters and Granity Craft Group member,• previous Camp Caretaker
Faye Spillane	<ul style="list-style-type: none">• Civil defence (local);• receptionist Ngakawau Medical Centre,• sole trader business – Faze Art
Hayley Brunner	<ul style="list-style-type: none">• NPD business owner/manager
Mandy Coleman	<ul style="list-style-type: none">• Sec Toreia Gallery,• President Westport Woolcrafters;• Sec Creative Fibre Area Committee;• Playcentre Centre Advisor and Workshop Facilitator;• Yoga instructor
Silas Coleman	<ul style="list-style-type: none">• Matihiko media – videography co;• Mok ventures – outdoor adventures co
Toni O’Keefe	<ul style="list-style-type: none">• Councillor;• Waimangaroa, Ngakawau and Mokihinui sub committee liaison;• Sec/Treas Seddonville Rural Fire force;• Civil Defence coordinator;• Sec Seddonville Reserve Subcommittee;• director/shareholder Westloc concrete solutions;• Fresh water farm planning

No conflicts identified

CARETAKERS ITEMS

- Fish smelling fridges – long stays could use freezer in the back of the hall for storage of fish – Jane to monitor
- Time off for caretakers – Jane and Jacob have a wedding 10th - 13th /14th so will be away – Jane is organising cover
- Microwave and surge protectors has been purchased
- Fridges have been purchased and installed and old ones removed
- Rug doctor from Mitre 10 hireage is a possibility to clean the carpets
- Dog smells in cabins as well – Jane to monitor
- Approved for Jacob to buy 6 scoops of compost for the garden (annual requirement) – gardens are looking tino pai!
- Truckload of gravel for maintaining the power sites is required – approved for Jacob to organise

- J and J to take photos of thriving garden for the website

APPROVAL OF MINUTES FROM LAST MEETING

Toni moved to approve previous minutes seconded Carol

CORRESPONDENCE

REPORTS - Financial

Faye submitted a report thanks Faye. Current balance - \$60, 276.91; Investment account - \$19, 646.31; GST refund - \$204.84; note – playground fundraising \$ is tagged in these accounts.

GENERAL BUSINESS

- QUAD bikes – Toni met with Jack Hill, new ruling that any accidents are not the responsibility of the landowner. Toni will ask council ‘are the caretakers responsible for ensuring all vehicles including quad bikes that are used on the domain are legal’.
- The new lawnmower has been ordered by Faye and will arrive in the next month or two.
- Septic system – cabins A,B and C, inclusion has been rectified and added to the new plan. Water scheme has been rectified including these cabins. All done and sorted. This plan is going to council early next week, finally finalised. Garage water needs to be sorted because of drive through dump station.
- Strategic plan finalisation – a date needs to be made with Andrea regarding getting together over finalising the strategic plan
- Community art project progress – steady progress here with a bunch of fish ready to be placed out in Mokihinui. Mandy to sort and continue progressing this project.
- Cabin D development – carried over
- More powered sites – carried over
- Water tank – ask Faye re this
- More members are still needed – we need to organise a full meeting with council in order to officially bring new interested members on board
- Washing machine – carried over
- Updating website – Toni has emailed Amy. Website has updated information on it. Amy needs ideas for website. Get rid of shark bite underline. Need a better photo for powered sites – Ask silas to get some good photos/testimonials (ask jane)/ video/photo of jane and Jacob - \$1000 for a modernisation. Needs a link to mok camp facebook page. Need to develop some new signage.
- Need to look at pricing for cabins – carried over
- Old shed renovation – not discussed
- Feedback re playground and camp – reviews on our facebook page
- Toni to remind Tony re feedback about playground from ratepayers
- Emergency plan – Toni to follow up with council
- Laundry – needs a tidy-up. Painting inside of laundry and floor, door has been fixed. Laundry building could be muralised with ‘Laundry ‘words on a sign or on the outside walls – ask for anyone to paint sign otherwise Toni can contact sign shop
- Toni has met with new liaison officer, Jack Hill. Hope to see him soon.

ACTION POINTS FROM PREVIOUS MEETING

TONI

-septic tank – dumpstation/field drain locations

- pass onto council – low lighting desires/current fees and charges - done
- Contact website updaters - done

MANDY

- bank forms – still to do
- Set date for more fish painting with Faye - done

FAYE

- send lawnmower quotes to Jacob - done
- organise a new EFTPOS done
- pay photography koha and invoice done
- Set date for more fish painting with Mandy done

JACOB

- recommend lawnmower - DONE

SILAS

- invoice for photography – to do

UNCLAIMED ACTIONS

- purchase lawnmower - done
- purchase cabin (Faye?) - done
- apply for Class 1 licence – toni has provided the forms – mandy to do with jane
- furthering the logo - done
- call for more members – working on it

ACTION POINTS FROM THIS MEETING

TONI

- septic system communications
- enquire re quad bikes to council
- follow up re emergency plans for hall
- Ask Jack re filling out Class 1 licence forms
- remind Tony re asking for feedback from ratepayers regarding playground development
- Feedback to Amey re website

MANDY

- bank forms – still to do
- sort out fish and continue with progressing this project
- Work with Jane re Class 1 licence forms
- ask for a volunteer painter to muralise outside of laundry

JACOB

- compost for garden
- Gravel for powered sites
- photos of garden
- paint the inside of the laundry

JANE

- Collect testimonials re staying at the camp for the website

SILAS

- invoice for photography – to do

- photos of camp and surrounds for website

FUTURE AGENDA ITEMS

- Old shed renovation
- Washing machine purchase
- Cabin D renovation
- Pricing of cabins
- More powered sites
- Water tank

12.03pm meeting closed

Thanks to those who came

DATE OF NEXT MEETING – Saturday May 3rd

CLOSE (karakia)

MOKIHINUI RESERVE AND HALL SUB COMMITTEE MEETING

MAY 3rd, 2025, 10 AM

MINUTES

WELCOME Mandy shared a karakia. Toni welcomed Jack Hill our new subcommittee liaison council employee and we all introduced ourselves.

PRESENT Toni Okeefe, Mandy Coleman, Carol Woodward, Faye Spillane,

IN ATTENDANCE Jane Hill, Joan Climo, Jack Hill

APOLOGIES Silas Coleman, Lorraine Adams

REGISTER OF INTERESTS

Name	Register of Interest
Carol Woodward	<ul style="list-style-type: none">Westport Woolcrafters and Granity Craft Group member,previous Camp Caretaker
Faye Spillane	<ul style="list-style-type: none">Civil defence (local);receptionist Ngakawau Medical Centre,sole trader business – Faze Art
Hayley Brunner	<ul style="list-style-type: none">NPD business owner/manager
Mandy Coleman	<ul style="list-style-type: none">Sec Torea Gallery,President Westport Woolcrafters;Sec Creative Fibre Area Committee;Playcentre Centre Advisor and Workshop Facilitator;Yoga instructor
Silas Coleman	<ul style="list-style-type: none">Matihiko media – videography co;Mok ventures – outdoor adventures co
Toni O’Keefe	<ul style="list-style-type: none">Councillor;Waimangaroa, Ngakawau and Mokihinui sub committee liaison;Sec/Treas Seddonville Rural Fire force;Civil Defence coordinator;Sec Seddonville Reserve Subcommittee;director/shareholder Westloc concrete solutions;Fresh water farm planning

No conflicts identified

CARETAKERS ITEMS

- Smells in Cabin B were discussed. Jane suggested that Marilyn could bring out her carpet cleaner to clean the carpets in all the cabins for a free night’s accommodation – this was agreed to
- Storage in laundry room for sheets discussed – it was decided that Jane could purchase large tubs from Mitre 10 as the plastic bags are not proving very successful
- Jane has been researching cleaning companies and wants to change cleaning to Hari Hari cleaning company as they sell some products not available elsewhere – agreed to
- There was a discussion on keeping fridges clean especially when fish are stored – notices to be added to Cabin fridges
- Council visit – there was a visit to the campground from Council’s property guys – Josh Hawes and one other. It was mentioned that as the subcommittee manages the domain and

campground, it is helpful to be kept in the loop - Toni to contact Josh to get the heads up on their plans

- Remove sign by swings
 - Sign in paddock in the wrong place
 - **APPROVAL OF MINUTES FROM LAST MEETING**
- Approved by consensus.

CORRESPONDENCE

REPORTS - Financial

Faye submitted a report thanks Faye. April income \$13,228.68 net profit \$7,875.92. Deficit last year \$2,436.87; account balances – \$69, 033.32, term investment - \$19,890.95. Finances are looking good.

GENERAL BUSINESS

- It was noted that advertising for the last meeting was a communication glitch within council
- Name of the Hall was discussed – this needs to go to the next ratepayers meeting for a final decision
- Long term plans (council) – consultation meeting on Monday, 5th May at the Hall and all ratepayers are encouraged to prioritise putting a submission in – can be done online as well as on paper. We decided that the committee will put a submission in asking for financial support for backpackers accommodation – Faye to contact Andrew etc regarding quotes for this re this looking at 6 x non powered cabins approximately \$100, 000 – Toni will do the submission.
- Concrete fixing near cabins – Carol brought along a pamphlet with information regarding a concrete sealer called Blackcap. Unfortunately this sealer needs to be on a solid base which is not the case in front of the current cabins.
- Dogs in cabins – we discussed the possibility of charging extra for this as there are some issues with smells in the cabins - Faye to investigate charges at other places.
- Sign location in paddock on sea side of Brewery Creek bridge – this needs to be moved to one of the long posts at the corner of the domain opposite the hotel – Jacob to action
- Online booking system was discussed – Mandy to investigate more details of the glitch and let Faye know so we can decide on a course of action if any is needed.
- Placement of fish in public places – toni to ask correct council dept; faye to contact ratepayers
- Location of a cabin for caretakers was discussed – as time out space, rather than in a very public space – quotes needed - Faye to action (cabin D)
- Old shed renovation - deferred
- Washing machine purchase - deferred
- Pricing of cabins - deferred
- More powered sites - deferred
- Water tank – part of septic system
- Playground consultation – Faye to put together a concept plan – and send it to ratepayers for feedback.

- Transition for finances in progress, Hayley doing the banking.

ACTION POINTS FROM LAST MEETING

TONI

- septic system communications – work in progress – there was a discussion regarding some community feedback regarding this – Toni will be communicating with council re the system.
- enquire re quad bikes to council – Safety of quad bikes on the domain is ultimately Council's responsibility but it is monitored by Jane. The subcommittee has worked with due diligence on mitigating this issue.
- follow up re emergency plans for hall – Toni has downloaded fire action notices and will fill in forms
- Ask Jack re filling out Class 1 licence forms – done
- remind Tony re asking for feedback from ratepayers regarding playground development - done
- Feedback to Amey re website – in progress – all information has been updated. Still need videos and photos etc

MANDY

- bank forms – still to do as a priority
- sort out fish and continue with progressing this project – ongoing – will organise another session when free
- Work with Jane re Class 1 licence forms – campground managers to apply as primary party. Sort with Jane
- ask for a volunteer painter to muralise outside of laundry

JACOB

- compost for garden - DONE
- Gravel for powered sites TO DO
- photos of garden – have been put up on facebook – Toni to download photos for the website
- paint the inside of the laundry

JANE

- Collect testimonials re staying at the camp for the website

SILAS

- invoice for photography – to do when relevant
- photos of camp and surrounds for website

ACTION POINTS FROM THIS MEETING

TONI

- septic system communications – communicate with council and ongoing
- emergency plans for hall – will fill in forms, one for each building (7)
- contact Josh re their visit to domain
- Submission for long term plan

- Download photos for website
- Contact council about fish placement in community

MANDY

- bank forms
- community art project - will organise another session when free
- Work with Jane re Class 1 licence forms – campground managers to apply as primary party.

Sort with jane

- ask for a volunteer painter to muralise outside of laundry
- Investigate details of online booking system glitch and let Faye know

FAYE

- Quotes for Cabin D renovation
- Quotes for new cabins
- Investigate prices for dogs at other campgrounds
- Concept plan for playground and send to ratepayers for feedback
- Contact ratepayers about fish placement in community

JACOB

- Gravel for powered sites
- move sign
- paint the inside of the laundry
- Remove sign by swings

JANE

- Collect testimonials re staying at the camp for the website
- Carpet cleaning
- Tub purchase Mitre 10
- Notices for fridges
- Change cleaning companies

SILAS

- invoice for photography – to do when relevant
- photos of camp and surrounds for website

FUTURE AGENDA ITEMS

- Old shed renovation
- Washing machine purchase
- Pricing of cabins
- More powered sites
- Concrete repair

Thanks to those who came

DATE OF NEXT MEETING – June 7th

12.17 meeting closed

CLOSE (karakia)

MOKIHINUI RESERVE AND HALL SUB COMMITTEE MEETING

JUNE 7TH, 2025, 10 AM

MINUTES

Meeting began 10.05am.

WELCOME Mandy shared a karakia. Toni welcomed all to the meeting including members of the public. Great to see such interest in attending this hui.

PRESENT Toni Okeefe, Mandy Coleman, Carol Woodward, Faye Spillane, Silas Coleman

IN ATTENDANCE Jane Hill, Tony Mc Nabb, Diane Hart, Bill and Erica Lynch, Jeff Woodward

APOLOGIES

REGISTER OF INTERESTS

Name	Register of Interest
Carol Woodward	<ul style="list-style-type: none">Westport Creative Fibre and Granity Craft Group member,previous Camp Caretaker
Faye Spillane	<ul style="list-style-type: none">Civil defence (local);receptionist Ngakawau Medical Centre,sole trader business – Faze Art
Hayley Brunner	<ul style="list-style-type: none">NPD business owner/manager
Mandy Coleman	<ul style="list-style-type: none">Sec Torea Gallery,President Westport Creative Fibre;Sec Creative Fibre Area Committee;Playcentre Centre Advisor and Workshop Facilitator;Yoga instructor
Silas Coleman	<ul style="list-style-type: none">Matihiko media – videography co;Mok ventures – outdoor adventures co
Toni O’Keefe	<ul style="list-style-type: none">Councillor;Waimangaroa, Ngakawau and Mokihinui sub committee liaison;Sec/Treas Seddonville Rural Fire force;Civil Defence coordinator;Sec Seddonville Reserve Subcommittee;director/shareholder Westloc concrete solutions;Fresh water farm planning

No conflicts were identified

PUBLIC FORUM

All members of the public were given their chance to speak to concerns and share their ideas on relevant topics during this time.

- One of the recently shared public concerns and shared this morning is that the subcommittee (as managers of the reserve and campground) needs to ensure an equitable ‘reserve versus campground’ balance. It was felt that perhaps currently this had shifted a little out of balance in favour of the campground.
- Also shared was the issue regarding ATVs and the effect of noise pollution on our once and sometimes still peaceful haven and health and safety issues related to at times unruly behaviour of some on ATVs. This is generally more concerning during busy times particularly over the Summer break. There will be further correspondence to the subcommittee regarding this. It was noted that this particular concern has been discussed for many subcommittee meetings and the subcommittee, in collaboration with the Campground caretakers, has been working on these related health and safety issues.
- Safety for village in a potential Alpine Fault rupture was brought up. Depending on how this rupture occurs, there could be a tsunami. If the campground is full, evacuation from Campground could be a challenge. The village has

a civil defence plan and controller (the latter being Tony McNabb). Flooding from the south west catchment and potential earthquake dams raises similar issues. It was mentioned that there needs to be some specific evacuation plans for the campground – formulated between the subcommittee and civil defence. If there is a civil defence emergency, the CD controller needs to contact campground caretakers first thing to ascertain how many campers are in the campground. There is a Starlink satellite internet service already in the hall. It was asked do all campers know where the assembly point is and is this relayed to them at the beginning of their stay? The subcommittee will ensure this happens through the caretakers and also has been working on emergency plans and investigating the possibility of securing government funding for alternate power for hall and kitchen as this will be the CD evacuation point for the area.

- Sewerage plans – the subcommittee has met with a Ratepayers Association representative and minuted this meeting – this will be sent out to Ratepayers chairperson/secretary to send to ratepayers. There was a query about the mean highwater mark and positioning of sewerage field drains. There is a clear sentiment from the community that they do not want the proposed field drain on the field (rugby). It is now up to the BDC and their engineers to further this project.
- Playground and signage feedback – it was suggested that we need to consider our bicultural heritage ie Maori traversing the Mokihinui in flax rafts etc when considering playground and signage for the domain and campground.
- A breakdown in communication regarding the subcommittee and the community was mentioned and that getting minutes of meetings out early is important. This was acknowledged by the subcommittee but also stated that members are volunteers and are doing their best with limited people and time resources.

CARETAKERS ITEMS

- It has been quiet in terms of visitors but it is that time of the year. Jane has been catching up on some admin.
- Carpets and couches have been cleaned – many thanks to Marilyn who has volunteered her time and equipment for this.
- Tubs were bought for sheets storage.
- Jane to get signs – ‘Fish – free’ for fridges
- Faye to assist Jane with investigation of different companies for cleaning items and eco-friendly would be preferable.
- Class A licence to sell ice creams etc – to be sorted with Faye.
- Remove sign by swings – done
- Sign in paddock in the wrong place – this is on hold currently

APPROVAL OF MINUTES FROM LAST MEETING

These were approved by consensus.

ACTION POINTS FROM LAST MEETING

TONI

- septic system communications – COMMUNICATE WITH COUNCIL AND ONGOING
- emergency plans for hall – will fill in forms, one for each building (7) - HAS FILLED IN FORMS – NEED PLACING IN CABINS ETC
- contact Josh re their visit to domain ?
- Submission for long term plan – MANDY COMPLETED THIS
- Download photos for website – IN PROCESS
- Contact council about fish placement in community – STILL TO DO

MANDY

- bank forms STILL TO DO
- community art project - WILL ORGANISE ANOTHER SESSION WHEN FREE
- ask for a volunteer painter to muralise outside of laundry ANOTHER IDEA HAS COME UP

FAYE

- Quotes for Cabin D renovation ONGOING
- Quotes for new cabins ongoing ONGOING
- Investigate prices for dogs at other campgrounds – downloaded terms and conditions – dogs in cabins – WILL CONTINUE TO WORK ON THIS
- Concept plan for playground and send to ratepayers for feedback –DONE – POSITIVE FEEDBACK WAS RECEIVED AND NEXT STEPS DISCUSSED
- Contact ratepayers about fish placement in community – TO BE DONE

JACOB

- Gravel for powered sites ?
- move sign TO DO
- paint the inside of the laundry TO DO
- Remove sign by swings DONE

JANE

- Collect testimonials re staying at the camp for the website - ONGOING
- Carpet cleaning - DONE
- Tub purchase Mitre 10 - DONE
- Notices for fridges – STILL TO DO
- Change cleaning companies – WORKING WITH FAYE ON THIS

SILAS

- invoice for photography – to do when relevant – once photo is chosen ONGOING
- photos of camp and surrounds for website ONGOING

CORRESPONDENCE

REPORTS - Financial

Faye submitted a report thanks Faye. Current balance 63,827.97; term investment \$19,890.95

Very slow month - income \$2149.15; expenses \$5,893 ; deficit \$3743.85 Council pays for the insurance. But does not insure contents.

GENERAL BUSINESS

- Fish disposal was discussed in full and it was decided to approach J and J for some ideas – a fish processing bench, concrete and waste water going into septic system?
- Bike shed – bikes charging – deferred to next meeting
- Electric car charging – deferred to next meeting
- Insurance - Toni to clarify situation with contents insurance and what insurance is covered by council
- The laundry – could put a cool image ie photographic for signs/website etc amalgamate all images – further discussion needed on this.
- Storyboards – were discussed and it was decided to work on some for the domain
- Facebook post – to gather more feedback re playground plans
- Photos – images for website, and signs – videos – Toni working on this with images sent by Silas and Faye

- It was decided as part of re righting the reserve/campground balance that we would organise signage with Mokihinui Recreational Reserve on it to be placed in the corner opposite the pub. We will wait until there is more info from website designer.
- Feedback was received that the reserve is looking closed off and that members of the public may think that there is only a campground and not a public reserve. As part of this, a walking entrance to the reserve was discussed and the suggestion is to have an offset post in the corner by the garden/opposite the pub so there is walking access and potentially a walking/biking track around the outside. It was decided after some discussion that we will trial taking down the ropes for 3 months, with a check in monthly at each meeting. It was suggested that they could be put up in busy periods and at the caretakers' discretion. It was mentioned that it is important to respect the campground caretakers and the energy and aroha they put into the reserve and campground. Toni to check in with Jane re ropes. Jacob to put in a walking entrance in the corner.
- Communication avenues were discussed – currently there is a Ratepayers group email and a campground/reserve facebook page. It was suggested that the subcommittee had its own email list but this was considered as doubling up and extra work where it wasn't necessary.
- Concrete area old tennis courts – information was received regarding a solution to the surface of the old tennis courts in front of the cabins. The company would need to come out and measure the area and they have said that the current foundations will be fine. Carol to organise them to come out and quote.
- Fish – facebook post – setting up a sealing and painting time for the remainder of the fish. Mandy to liaise with Faye
- Cabin D timeframe (caretakers' accommodation) was discussed and it was decided that if J and J are keen we could take this cabin out of public circulation now and they could use it while we work through its development and the acquiring of other accommodation. Another option for caretakers accommodation around \$24k plus transport and foundations was mentioned – for further discussion.
- Airhorn needs to be purchased without gas – mitre 10. J and J
- Recapping on Wednesday meeting – Jack Hill liaison officer to be dealing with anything related to the sewerage system from now on. Any developments etc to be passed on to ratepayers
- Submissions LTP – ideas were sought for promoting our submission to BDC LTP for support for new cabins – to replace backpackers/supporting large families/minimal cost camping alternative esp wet weather – affordable /emergency accommodation – fits with our strategic vision "to provide a safe, affordable hub and sustainable environment where whanau/families create memories that span generations.'
- We need to book in Andrea this month to wrap up our strategic plan – Mandy to message
- Name of the Hall was discussed – this has been previously decided at a Ratepayers meeting and the name is the Mokihinui Hall
- A thank you was given to our volunteers on the sub committee and to members of the public for their input

ACTION POINTS FROM THIS MEETING

JANE/JACOB

- signs – 'Fish – free' for fridges
- Work with Faye investigating different companies for cleaning items and eco-friendly would be preferable.

- Class A licence to sell ice creams etc – to be sorted with Faye.
- Purchase airhorn
- Walking entrance
- Gravel for powered sites

TONI

- to clarify situation with contents insurance and what insurance is covered by council
- contact council re fish placement
- pass on any developments re sewerage system
- fire exit signs
- speak to J and J re actions from this meeting

MANDY

- bank forms
- community art project - will organise another session when free
- organise a date with Andrea to meet re strategic plan
- speak to submission for LTP on Monday

FAYE

- Speak to J and J re cabin D
- Continue dog accommodation/prices etc investigations
- Contact ratepayers re fish placement
- Work with Jane re class 1 licence and cleaning products
- Cabin D and new cabins quotes
- Facebook post re playground – encourage more feedback

SILAS

- More photos for signs/website/promotion etc

CAROL

- Quote for tennis court area

FUTURE AGENDA ITEMS

- Old shed renovation
- Washing machine purchase
- Pricing of cabins
- More powered sites
- Bike shed – bikers charging – deferred to next meeting
- Electric car charging
- Concrete repair
- Imagery for signs/website
- review ATV code of conduct/use
- laundry artwork/painting
- check in with ropes being opened up – how it's going
- walking/biking track around the edge of reserve
- strategic plan

- fish disposal

Thanks to those who came

DATE OF NEXT MEETING – to be set -July

12.29 meeting closed

CLOSE (karakia)