



AGENDA

Meeting of the:

Karamea Reserve Subcommittee

Tuesday 27 February 2024, 11.00am

at the

Karamea RSA

Karamea Reserve Subcommittee



Venue: Karamea RSA, 100, Bridge Street, Karamea 7893

Tuesday, 27 February 2024 - 11.00 AM

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KARAMEA RESERVE SUBCOMMITTEE

27 February 2024

AGENDA ITEM 1

Prepared by Jason Sellaiah
Subcommittee Liaison Officer

APOLOGIES

1. REPORT SUMMARY

That the Karamea Reserve Subcommittee receive any apologies or requests for leave of absence from members.

2. DRAFT RECOMMENDATION

That there are no apologies to be received and no requests for leave of absence.

OR

That the Karamea Reserve Subcommittee receives an apology from (insert committee members name).

KARAMEA RESERVE SUBCOMMITTEE

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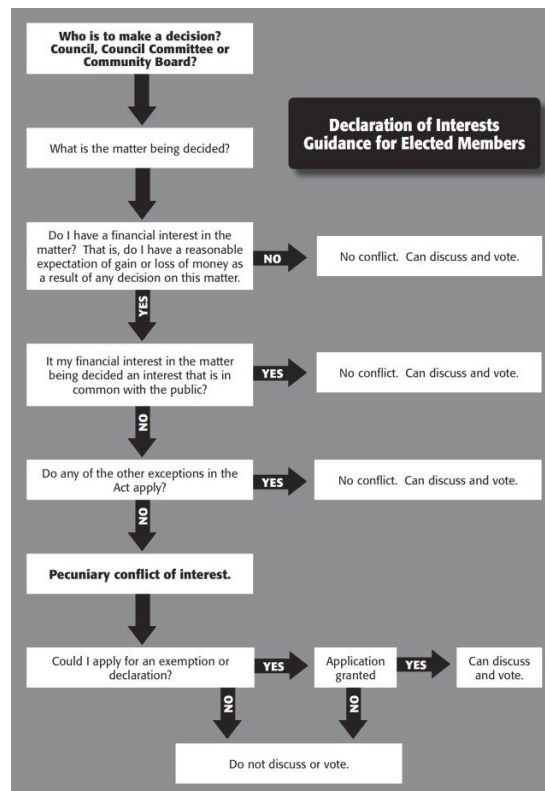
AGENDA ITEM 2

Prepared by Jason Sellaiah
Subcommittee Liaison Officer

MEMBERS INTEREST

Members of the Karamea reserve subcommittee are encouraged to consider the items on the agenda and disclose whether they believe they have a financial or non-financial interest in any of the items in terms of Council's Code of Conduct.

The attached flowchart may assist committee members in making that determination (Appendix A from Code of Conduct).



DRAFT RECOMMENDATION:

That the Karamea Reserve Subcommittee members disclose any financial or non-financial interest in any of the agenda items.

KARAMEA RESERVE SUBCOMMITTEE

27 February 2024

AGENDA ITEM 3

Prepared by Jason Sellaiah
Subcommittee Liaison Officer

CONFIRMATION OF MINUTES

1. DRAFT RECOMMENDATION

That the Karamea Reserve Subcommittee receive and confirm previous minutes from 01 August 2022.

**MEETING OF THE KARAMEA RESERVE SUBCOMMITTEE, HELD AT 11AM ON MONDAY
1 AUGUST 2022 AT THE KARAMEA RSA, 100 BRIDGE STREET, KARAMEA.**

PRESENT: J Cole (Chair), P Gibson (Secretary), V Moynihan (Treasurer), Cr R Sampson, B Chalmers, L Cook, C Cook,

APOLOGIES: P Jones, P Moynihan

IN ATTENDANCE: G Sran (Team Leader Community Facilities), K Duncan (Community Facilities Officer), G Barrell (Governance Secretary)

MEETING DECLARED OPEN AT: 11.03am

1. APOLOGIES (Page 3)

Discussion:

P Jones, P Moynihan

RESOLVED That the Karamea Reserve Subcommittee receive apologies from P Jones and P Moynihan.

Cr R Sampson/J Cole

2. MEMBERS INTEREST (Page 4)

Discussion:

Nil

RESOLVED that Karamea Reserve Subcommittee members disclose any financial or non-financial interest in any of the agenda items.

J Cole/V Moynihan

3. CONFIRMATION OF MINUTES (Page 5)

Discussion:

P Gibson questioned the omission of Matters Arising. Cr R Sampson clarified that Council run meetings are slightly different and that any matters arising from

previous minutes could be addressed at the time of Confirmation of Minutes or in a separate subcommittee meeting excluding council.

However, Matters Arising could be addressed in the General Business section of this meeting today.

RESOLVED that the Karamea Reserve Subcommittee receive and confirm minutes from the meeting of 11 November 2021.

P Gibson/B Chalmers

4. GENERAL BUSINESS (Page 11)

Discussion:

Water Supply

J Cole spoke that the subcommittee has employed Pump Services West Coast to install equipment. The subcommittee is managing the equipment themselves. A lot of good progress already.

New water tanks arriving mid-August.

G Sran noted there were no specific conditions on \$100k grant. Mr Cole said there had been no information sent regarding the matter.

Mr Sran advised that the subcommittee need to send council the invoice from Pump Services West Coast and council will pay from this fund, up to a total of \$100k.

P Gibson asked when they will be given the Terms and Conditions of the loan.

He requested that payment be made promptly on invoices.

ACTION POINT: Mr Sran advised he will get a copy of the Terms and Conditions of this loan to the subcommittee.

Mr Cole noted they have been asking for this for two months now since approval.

Cr R Sampson requested that confirmation of payment be sent to Mr Cole, noting again the frustration with the way accounts have been paid in the past.

Mr Gibson noted Pump Services are going out of their way to do this work and it is important they receive prompt payment – noting it's all hands to the pump at present!

Mr Cole advised they are aware they have until 2025 to register a new water supply. Then the water plan is a further 3 years.

Everything will be put in according to their recommendations, noting that some will come put later in the month after information on the details come through.

He noted Pump Services had recommended a number of additional items to be put in the project. These have been agreed to by the subcommittee.

Cr R Sampson noted that rainwater chlorination is not required at this stage.

Disabled Toilet Facility

J Cole noted they had received a quote from NZ Portable Buildings. This will be going ahead later in the year, the water supply and whitebait season taking priority at this point.

The quote is for \$32.5k plus freight, plumbing and electrical costs at this point.

G Sran confirmed the same invoice process as for the water system.

Mr Cole noted they will be departing from the original building consent to accommodate for the new accessible toilets and showers. This will comply with new set of regulations.

Mr Sran said he will work with them to manage this project. Cr

R Sampson confirmed this is a grant as opposed to a loan.

ACTION POINT: Mr Sran will speak to the Building Consent team to see which building consents may be required.

Clarification of Process for Future Appointment of Reserve Committee After October Local Elections

G Sran explained the process of appointment of subcommittees following the local election.

C Hayes arrived 11.18am.

Clarification of the procedure of payment of accounts for the above-mentioned projects

As discussed previously.

Driveway to the Campground

P Gibson spoke that the school access to their parking on the side of the building and around the back is cross reserve land. He asked why this was not picked up by building inspectors when applying for a permit for the new school.

The Reserve is the access to the bowling club, the tennis club, the domain and the school

J Cole stated the council has advised the subcommittee is responsible for the costs of resealing it. This is a domain/reserve driveway. There is no legal agreement in place.

Parks and reserves should be responsible for access maintenance.

Mel Sutherland (Infrastructure Delivery) had advised that it is not a 'road'

Mr Gibson said no one has been out to see what the school is hoping to do to reinstate and is this reasonable to Parks and Reserves? He was adamant that the Domain Board should not be paying for any repairs as this was in good condition when it started.

This is the only access available for the school.

Mr Cole stated that when the time comes for it to be resealed, it would be unfair for the Reserve to pay as the school uses it more.

ACTION POINT: G Sran will take photos and speak with MOE.

This is to be done promptly as the school is about to finish their groundwork and there has been a large amount of damage done by the large vehicles and machines.

It was noted it is important that council look at boundaries.

Other Items

Other items were raised that the Facilities Team were unable to address. Mr Sran advised he and K Duncan could be emailed with issues and he would forward to the appropriate department, however contacting Council via Customer Services was the preferred method of contact.

V Moynihan spoke regarding finances. The annual accounts need to be approved. The reason the accounts weren't available was that they had not been sent back to the subcommittee. Last year they were presented at the meeting.

G Sran advised these are currently being worked on and in future will be included with the distribution of the agenda.

Cr R Sampson noted the importance of bringing these.

RESOLVED that the Karamea Reserve Subcommittee discuss general business items.

J Cole/P Gibson

8/8 CARRIED UNANIMOUSLY

- There being no further business the meeting concluded at **11.38am**
- **Next meeting:** TBC

Confirmed: **Date:**

KARAMEA RESERVE SUBCOMMITTEE

27 February 2024

AGENDA ITEM 4

Prepared by Jason Sellaiah
Subcommittee Liaison Officer

APPOINTMENT OF CHAIR, SECRETARY AND TREASURER

1. DRAFT RECOMMENDATION

- a) That the Karamea Reserve Subcommittee elect a Chairperson.
- b) That the Karamea Reserve Subcommittee elect a Secretary.
- c) That the Karamea Reserve Subcommittee elect a Treasurer.

KARAMEA RESERVE SUBCOMMITTEE

27 February 2024

AGENDA ITEM 5

Prepared by Jason Sellaiah
Subcommittee Liaison Officer

FINANCE REPORT

1. DRAFT RECOMMENDATION

That the Karamea Reserve Subcommittee receive the financial report for information.

KARAMEA RESERVE SUBCOMMITTEE

27 February 2024

AGENDA ITEM 6

Prepared by Jason Sellaiah
Subcommittee Liaison Officer

BUDGETS – PROPOSED PROJECTS / EXPENDITURE 2024-2025

1. DRAFT RECOMMENDATION

**That the Karamea Reserve Subcommittee discuss the
Budgets – Proposed Projects / Expenditure 2024-2025**

KARAMEA RESERVE SUBCOMMITTEE
27 February 2024

AGENDA ITEM 7

Prepared by Jason Sellaiah
Subcommittee Liaison Officer

GENERAL BUSINESS

1. DRAFT RECOMMENDATION

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