

Pukehina Beach Ratepayers Association Inc.

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

PO Box 113, Te Puke 3153

***Minutes of the committee meeting Monday 12th December 2016
7.30 pm at the Pukehina Community Hall.***

Meeting opened: 7.30 pm

Present: (Committee of 12 quorum being 4)

John Cook (Chair), Denise Donald, Joy Walker Stu Brickland John McMillan, Alan Sutherland, Dallas Bates, Rex Cameron, Ange Trudgen, Judy Treloar, Carole Forrester, Alex White, WBOP Councillors : John Scrimgeour

Apologies: Kevin Marsh

Moved Denise D Seconded Carole F carried

Minutes from November meeting distributed and read

Matters arising from the minutes: Nil

Moved John C Seconded Denise D carried

Correspondence

Inward:

Mobile Systems – Craig Murray emergency hall access for radio quote

Judy T – query November minutes regarding Alex S attendance

Positive response to newsletter

Neighbourhood support – Joy W – tsunami alert mail out to group

Fraser Toulmin – emergency radio updates on quotes/installation options and secondary aerial system at Pongakawa Hall

Mike Neilson – Bay communications – emergency radio arrangements for Pukehina & Pongakawa halls

Asmitha Patchay – inquiring about joining civil defence team – forwarded to Carole Forrester

Rupana Keno – Action Plan, response to urgency request and action plan updates

Gary Allis - forwarded to John C – Walkway meeting notification

Walkway meeting cancellation

Gary Webber – thank you for newsletter and apologies for AGM

Energise invoice – forwarded to Ange T

Julian Fitter – thank you for newsletter and possible attendance at AGM

Monique Orr – new resident - sand dune planting inquiry – referred to Chris Ward

Craig Haggio / Brigid Crawford – acknowledging delay and following up with MOE regarding Action Centre

Rick Thompson – subs inquiry

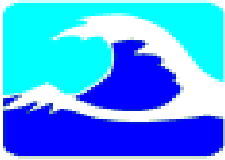
John Mc – beach entry signage

Paul Francis – subscription notification of non-payment and reasons for this

Michelle North – Pukehina Educare – request for funding

Discussion:

Committee members made aware that Pukehina Hall is in Tsunami inundation zone and the Emergency Radio would be shifted to Pongakawa Hall in the event of a tsunami.



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Carole has replied via email to Asmitha Patchay inviting her to join the civil defence team.
Email from Paul Francis discussed; outcome - no further action required at this stage.
Denise to send letter declining funding request from Pukehina Educare

Outward:

Rupana Keno - civil defence – detailing urgency for brochure & signage
Ray White to update resident data
Craig Haggo Pongakawa Principal / Brigid Crawford BOT – inquiry of progress on third part agreement for Action Centre
First National to update resident data
Forward Septic Tank emails to John C for follow up
Newsletter sent out to approx. 350 available email recipients and 300 hard copy recipients
Mail out to Emergency Radio Team updating current Emergency Radio information –
Paul Francis - acknowledgement of email

Discussion

Stu Brickland will now follow up with Brown Freight Septic Tank Cleaning services for Pukehina Beach residents

Moved Judy T Seconded Alex W Carried

Financial Report: Prepared by Ange T

Distributed and read

Cash Summary

Opening Balance: \$8334

Closing Balance: \$ 527

Total Equity: \$26,480

Discussion

With a closing balance of \$527 it was moved by John C that \$2000 be transferred across from Westpac Term deposit to Current Account in order to cover interim shortfall (seconded by Ange T, carried)

Ange T will send a receipt for the new Patrol car to Ben Wilson WBOP District Council – CPNZ

Ange T to pay Energise account

John C has quarterly meeting with WBOP District Council CEO this week and will raise discussion to recoup payment from the Dune Restoration Fund for payment of Eco Nomas Ltd account (Jim Dahm) consultant - sand dune refurbishment.

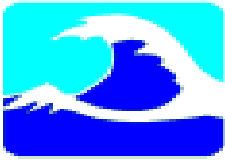
Moved Stu B Seconded John C Carried

General Business:

1. Report on Projects/ portfolios:

- **Wastewater : John C and Stu Brickland**

Discussion: Stu B to follow up Septic Tank cleaning with Brown Freight Ltd to see what is available for Pukehina residents



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- **Sand dune refurbishment: John C, Dallas B**

Council agreed prior to PBRA commencing with the application that all costs associated with refurbishment including consents and consultants costs could be recovered from the Dune Refurbishment fund held by council in a trust. (Collected from our rates).

- **Infrastructure: Alan S**

Discussion: Judy T raised concern on recent sealing along Pukehina Beach. It seems an inferior job was carried out with seal already lifting (particularly noticeable from # 200 onwards).

Action: John C will raise this matter at his quarterly liaison meeting with WBOP District Council CEO this week.

When submissions are called for from WBOP DC for Long Term plan – PBRA to put forward kerb and channel request for Pukehina Parade

- **Waihi Estuary cycle/walkway – Dallas B**

Maps will be made available at the AGM with the Stage one route outlined

Recent meetings have been held with Western Bay at WBOPDC and a separate meeting between Dallas Bates, Stratum and WBOPDC. Summary of key points:

- WBOPDC have formally confirmed that they will manage and execute the walkway project in a similar way to other regional cycle-way projects. PBRA will only be responsible for fundraising. The MOU has been revised outlining responsibilities of the parties
- The design will align with what has been completed in other parts of the region. This will probably entail a minor amendment to the existing resource consent. WBOPDC will investigate.
- Scott Parker from WBOPDC will be the project manager and PBRA will remain involved as a key stakeholder.
- There is currently approximately \$32k available.
- Key items that WBOPDC need to progress include: geotechnical tests; completion of detailed design documentation for bridge and walkway structures; survey to identify route and extent of track/walkway
- WBOPDC will be engaging Stratum to complete the survey as soon as possible. This will dependent on their availability and resources/time required to complete a construction management plan and other project planning documents.

- **Freshwater futures and Environs: Stu B (B. Nairn)**

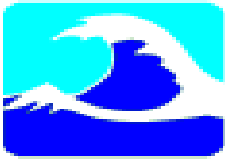
Stu B will inquire if Freshwater Futures group would like to report at AGM

- **Community Emergency Response Plan: Carole F, Joy W**

Emergency plan updates completed and Rupana Keno will organise replacement document on WBOP DC website. Two tsunami beach signs have been approved by WBOP DC (John C to follow up with WBOP DC at quarterly meeting) less than we asked for. Rupana arranging for extra signs to be printed / laminated to install at other locations.

Two Neighbourhood support updates sent to team.

Emergency Radio installation has been given to Bay Communications for Pukehina Community centre.



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Quote has been completed on Pongakawa Hall to install aerial. Installation has been confirmed by WBOP District Council and Kevin Marsh will arrange to install a 3 point plug in the store room for radio operation. Emergency Radio will only be transferred there, in a tsunami event.

- **PBRA website : Denise D**

Local Businesses Page - added the new Septic Tank Brown freight advert and all others are now a more uniform size

Invitation sent out to 1st café The Store, Pukehina Beach Builders and First National to advertise and still awaiting responses – Denise will follow up

New password update 1st Dec for current members (provided to Ange T for new membership)

- **Halls, Community Patrol Car: Rex C**

Rex C has provided a Pukehina Beach Community Hall master key to PBRA committee. It was decided to store the key in a security box on the property. This will provide ease of access to Emergency Radio group.

Discussion: Access to Hall entry - Alex W to organise security box install.

- **Neighbourhood support group: Joy W**

- **Beach access ways: Judy T**

Nothing new to report

- **Parks: Ray F, John McM, Alan S**

2. AGM

Discussion:

Sign needs updating to correct time and date.

Date: 7th January

Time: 1.30 pm

Alan S will take care of this job ASAP

Portfolio reports by lead committee members need to be ready for AGM

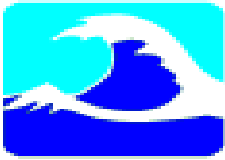
John C organising BRG to provide end of year Financial Statement

NB: all current and intending committee members need to be financial members of PBRA

Denise to send out email detailing; hall set up, agenda and any other necessary arrangements for meeting

Membership leaflet to be distributed to Real estate agents and store prior to meeting, for ease of joining PBRA.

3. Beach Entry sign - John Mc & Denise D



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Design work by Denise Coy from Dzina Ltd was obtained by John Mc. Two sign options were distributed to the committee for review; one was chosen so this will be further refined and brought back for approval. John C to seek Iwi approval if Te reo greetings and farewell are to be used.

John Mc to confirm costing of design work (approx. \$68 per hour) and construction of new sign.

Meeting closed: 9.30 p.m.