



Tuatapere Te Waewae Community Board

OPEN MINUTES

(UNCONFIRMED)

Minutes of a meeting of Tuatapere Te Waewae Community Board held in the Waiau Town & Country Club, 41 King Street, Tuatapere on 5 August 2025 at 3.30pm (3.32pm – 5.10pm).

PRESENT

Chairperson	Anne Horrell
Deputy chairperson	Blayne De Vries
Councillors	Derek Chamberlain
	Wayne Edgerton
	Paula McKenzie (via audiovisual link)
	Marilyn Parris
	Jo Sanford

APOLOGIES

IN ATTENDANCE

Community partnership leader	Stella O'Connor
Committee advisor	Rachael Poole
Mayor	Rob Scott
Community facilities manager	Mark Day
Contracts program lead	Lance Spencer
Community maintenance team lead	Dan Lee
Group manager customer and community wellbeing	Sam Marshall via audiovisual link

1 Apologies

There were no apologies.

2 Leave of absence

Cr Chamberlain requested a leave of absence from 22 August to 7 September 2025.

Moved Jo Sanford, seconded Marilyn Parris and **resolved:**

That Tuatapere Te Waewae Community Board agrees to the leave of absence request.

3 Conflict of interest

There were no conflicts of interest declared.

4 Extraordinary/urgent items

There were no extraordinary/urgent items.

5 Confirmation of minutes

Resolution

Moved Deputy chair De Vries, seconded Wayne Edgerton **and resolved:**

That the Tuatapere Te Waewae Community Board confirms the minutes of the meeting held on 3 June 2025 as a true and correct record of that meeting.

6 Public participation

Chair Horrell, on behalf of the Tuatapere Te Waewae Community Board, received a petition from Suzie Best asking Council to review their prior decision to leave the Central & Western Archives out of the pool for District Heritage Funding.

Reports

7.1 Closure of Clifden hall

Record No: R/25/3/12081

Community partnership lead, Stella O'Connor spoke to this report that was requested by the board to start the process of closing the hall and disposing of the building.

The board were asked to consider that a letter be sent to the ratepayers of the Clifden hall, advising them of the board's proposal to recommend to Council that the hall be closed, the property declared surplus and to be disposed of.

If there is no significant negative feedback to the proposal, a report will be prepared for Council to proceed with closure and disposal.

The hall building whilst constructed by the community can be left as is and disposed of with the land by the Crown. Council can apply for a share of the net sale proceeds from the Crown.

Resolution

Moved Cr Chamberlain, seconded Marilyn Parris **and resolved:**

That the Tuatapere Te Waewae Community Board:

- a) receives the report titled "Closure of Clifden hall".**
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) determines that it has complied with the decision making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) determines that a letter is written to the ratepayers of the Clifden hall to advise of the boards proposal to recommend to Council that the hall be closed, and the property be disposed of.**
- e) determines that the letter also advises that the board will decide on the chattels currently in the hall.**
- f) provide there is no significant negative feedback to the proposal, then a report is prepared to Council to close the hall, declare it is surplus and to be disposed of.**

During the above discussion, Paula McKenzie left the meeting at 3.44pm and returned at 3.50pm.

7.2 Project approval for removal of trees at Greenheart Reserve, Tuatapere

Record No: R/25/5/19999

Community partnership lead, Stella O'Connor spoke to this report which was seeking board approval for a project to remove the Douglas fir trees and other selected mature trees at Greenheart Reserve, Tuatapere. It is expected that the cost of this project will be funded by the recovery of the sale of the trees.

Resolution

Moved Deputy chair De Vries, seconded Cr Chamberlain **and resolved:**

That the Tuatapere Te Waewae Community Board:

- a) receives the report titled "Project approval for removal of trees at Greenheart Reserve, Tuatapere".**
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) approve the project to be scoped, to remove the trees at Greenheart Reserve, Tuatapere.**

7.3 Tuatapere Te Waewae Community Board submission on Dog Control Bylaw and Dog Control Policy Review 2025

Record No: R/25/7/34048

Community partnership lead, Stella O'Connor spoke to this report, which was to ratify the submission that was lodged on behalf of the board. The board had previously discussed the information that they wanted to be included in the submission via email.

Resolution

Moved Cr Chamberlain, seconded Paula McKenzie **and resolved:**

That the Tuatapere Te Waewae Community Board:

- a) receives the report titled "Tuatapere Te Waewae Community Board submission on Dog Control Bylaw and Dog Control Policy Review 2025".**
- b) ratifies the submission on the Dog Control Bylaw and Dog Control Policy Review 2025 (included with this report as Attachment A) that was lodged with Council on 14 July 2025.**

7.4 Roothing bylaw, policy and policy procedures' review

Record No: R/25/7/35880

Community partnership lead, Stella O'Connor spoke to this report and explained that this was an opportunity for the board to give feedback on the roading documents which will assist staff to identify issues and propose options for Council before undertaking public consultation.

The board will request that staff attend a workshop in September so they can have a better understanding of what is permitted for each of the bylaw and policies being reviewed prior to giving any feedback.

Resolution

Moved Jo Sanford, seconded Marilyn Parris **and resolved:**

That the Tuatapere Te Waewae Community Board:

- a) receives the report titled "Roading bylaw, policy and policy procedures' review".**
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs**

and benefits or advantages and disadvantages prior to making a decision on this matter.

- d) provides feedback for the review of the Roding Bylaw 2008 (Revision 3 2024), Roding Policy 2008 (Revision 1 2015) and Roding Policy Procedures 2008 (Revision 1 2015) after staff have attended the September 2025 workshop.**

7.5 Community board reporting

Record No: R/25/6/30031

Community partnership lead, Stella O'Connor updated the board on the community leadership, operational and Council activities in the board area and across the district:

- Mattie and Jack Bennett Memorial Playground toilet will be installed by Christmas 2025
- Monkey Island engagement survey had 93 responses
- Portable pump track is arriving in Tuatapere on 10 September
- Lance Spencer gave a brief update on the Orawia Hall and staff are now dealing directly with the insurance company and not communicating through the broker
- Domain gate monies will be carried forward for two years to the 2026/2027 financial year.

Resolution

Moved Jo Sanford, seconded Marilyn Parris **and resolved:**

That the Tuatapere Te Waewae Community Board:

- a) receives the report titled "Community board reporting".**

7.6 Councillor update

Record No: R/25/7/34628

Cr Chamberlain spoke to this report and updated the board on what has been discussed at Council over the past two months.

Resolution

Moved Wayne Edgerton, seconded Paula McKenzie **and resolves:**

That the Tuatapere Te Waewae Community Board:

- a) receives the report titled "Councillor update".**

7.7 Chairperson's report

Record No: R/25/7/35856

Chair Horrell read her report to the board which outlined what the board had achieved over the past three years of their triennium. Chair Horrell thanked each of the board members for their hard work and commitment to their communities, as well as thanking staff for their efforts over the triennium.

Chair Horrell then asked each of the members for an update:

Blayne De Vries spoke on the following:

- Orepuki Promotions – Fire Brigade water tanks are good to go and the water tower restoration is ready to start. A community pot luck tea was held recently that was well attended.
- Waiau Rivercare Group is ticking along quietly
- Waiau Star rugby club have held both their junior and senior prize givings with a few members involved in representative rugby,
- Netball competition has completed and their prizgiving is happening this coming weekend
- Golf club have a 27 hole tournament coming up, one of their major events for the year
- Squash club competition is completed with the one of the women's teams wining their division for the first time since 1988.

Wayne Edgerton updated the board on the hall use, which is busier than last month and the Railway Station project is progressing along nicely.

Marilyn Parris spoke on the following;

- McLeods Track plants are about to be ordered
- Tuatapere community pool committee have a couple of new members
- Hauoko and Waiau Area schools have both had awards from the recent Miharo art exhibition and have done well in recent sporting events.
- Rural women have centenary celebrations coming up in November.
- Library has good attendance at their Ratty sessions (junior kids) and competitions

Jo Sanford updated that community housing has no issues and she will give staff a call to make sure that there are not issues prior to the end of the triennium.

Paula McKenzie informed the board that two "Rural Women" centennial roses have been received and these are to be planted around the community housing area. NZ rural women have their centennial, our local Clifden rural women branch have their 95th celebrations with celebration at Clifden Bridge and a meal at the Waiau Town and Country Club. Archives are moving out from under Tuatapere Promotions to become their own identity and are in the process of forming a Trust.

Mayor Scott was invited to say a few words and he thanked everyone for their time and commitment over the last three years, and commended Chair Horrell on her chairing abilities and the board for the thorough report. Community boards are Council's biggest asset and the community to Council connection is invaluable and it has been great to see the board's passion for their area and their inclusiveness of their communities with their board area.

Resolution

Moved Cr Chamberlain, seconded Wayne Edgerton **and resolved:**

That the Tuatapere Te Waewae Community Board:

- a) receives the report titled “Chairperson's report”**

7.8 Valedictory speeches

Record No: R/25/7/30984

Chair Horrell asked Jo Sanford and Paula McKenzie if they would like to say a few words as they are not re-standing in the upcoming elections.

Jo Sanford spoke about enjoying her time on the board and great to see some projects nearing completion as well as being finished and the main reason for not re-standing is primarily due to her work commitments.

Paula McKenzie thanked staff and fellow board members and wished those re-standing all the best. Has enjoyed the open discussion and that at the end of every meeting everyone walks out the door still friends.

Resolution

Moved Chairperson Horrell, seconded Marilyn Parris **and resolved:**

That the Tuatapere Te Waewae Community Board:

- a) receives the report titled “Valedictory speeches ”.**
- b) thanks Jo Sanford and Paula McKenzie for the service they gave to the Tuatapere Te Waewae community.**

The meeting concluded at 5.10pm.

Confirmed as a true and correct record of a meeting of the Tuatapere Te Waewae Community Board held on 5 August 2025.

DATE:

CHAIRPERSON: