



# Minutes

## Waihōpai Toetoe Community Board

Tuesday, 28 April 2026, 7.01pm.

Memorial Hall Wyndham, 44 Balaclava Street, Wyndham

### PRESENT

Chairperson	Pam Yorke
Deputy chairperson	Emily Butters
Members	Denise Fodie
	Julie Keast
	Fiona McCabe
	Melanie McIntyre
	George Stevenson
	Andrea Straith

### IN ATTENDANCE

Councillor Paul Duffy  
Committee advisor - Fiona Dunlop  
Community partnership leader - Karen Purdue

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1 Opening

The Chairperson opened the meeting.

2 Apologies

There were no apologies.

3 Leave of absence

There were no requests for leave of absence.

4 Conflict of interest

There were no conflicts of interest declared.

5 Additional Agenda items

There were no additional agenda items.

6 Confirmation of minutes

Resolved

Moved Melanie McIntyre/Andrea Straith

That the Waihōpai Toetoe Community Board confirms the minutes of the meeting held on 24 February 2026 as a true and correct record of that meeting.

Carried

(The meeting adjourned at 7.03pm and reconvened at 7.55pm.)

7 Public participation

There was no public participation.

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Reports

8.1 Unbudgeted expenditure request - for interpretation panels and a grant to the Wyndham District Historical Society for construction of a kiosk at Menzies Ferry

Record No: R/26/4/109296

Report presented by Community partnership leader, Karen Purdue.

The purpose of the report was to seek approval for unbudgeted expenditure for interpretation panels and a grant to the Wyndham and Districts Historical Society towards construction of a kiosk at Menzies Ferry.

Resolved

Moved Cr Julie Keast/George Stevenson

That the Waihōpai Toetoe Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as being of some importance but not significant based on Council's Significance and Engagement Policy and therefore is not considered significant. The assessed level of significance indicates that the community is kept informed of the decisions made in this report, rather than engaged prior to this decision being made.
- 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) recommends to council that they approve unbudgeted expenditure of \$1,660 plus GST for interpretation panels funded from the Menzies Ferry Hall Reserve.
- e) recommends to council that they approve unbudgeted expenditure of \$3,120.45 plus GST for a grant to the Wyndham and Districts Historical Society towards construction of a kiosk at Menzies Ferry funded from the Menzies Ferry Hall Reserve.

Carried

8.2 Appointment to the Wyndham and Districts Historical Society Committee

Record No: R/26/4/109564

Report presented by Community partnership leader, Karen Purdue.

The purpose of the report was for the community board to appoint a representative to the Wyndham and Districts and Historical Society Committee.

Resolved

Moved Cr Julie Keast/Fiona McCabe

That the Waihōpai Toetoe Community Board:

- a) notes the information contained in the report.
- b) notes that the matter or decision in this report is assessed as being of some importance but not significant based on Council's Significance and Engagement Policy therefore isn't considered significant. On this basis no community engagement is required.
- 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) appoints **Pam Yorke** to the Wyndham and Districts Historical Society Committee.

Carried

Staff recommendations were moved with changes as indicated.

### 8.3 Appointments to organisations - Hokonui Community-Led Health table

Record No: R/26/4/109102

Report presented by Community partnership leader, Karen Purdue on behalf of Democracy Advisor, Jayson Trent.

The purpose of the report was for the community board to appoint a representative to the Hokonui Community-Led Health table.

The Board asked if the elected member mileage/travel time reimbursement will cover this position. Staff advised that they would investigate and report back to the board. As a result of the question, the report would lay on the table.

Resolved

Moved Chair Pam Yorke/Cr Julie Keast

That the Waihōpai Toetoe Community Board:

- a) **lays the report on the table.**

Carried

Staff recommendations were moved with changes as indicated.

### 8.4 Financial review for period ended 28 February 2026

Record No: R/26/4/109453

Report presented by Community partnership leader, Karen Purdue on behalf of Finance development co-ordinator, Nicole Taylor.

The purpose of the report was to review the Waihōpai Toetoe Community Board financial information for the period ended 28 February 2026 (contained within attachment A of the officer's report).

Resolved

Moved Cr Julie Keast/Emily Butters

That the Waihōpai Toetoe Community Board:

- a) notes the information contained in the report.

Carried

## 8.5 Community board reporting

Record No: R/26/4/110070

Report presented by Community partnership leader, Karen Purdue

The purpose of the report was to inform the board of the community leadership, operational and Council activities in the board area and across the district.

Resolved

Moved Andrea Straith/Emily Butters

That the Waihōpai Toetoe Community Board:

- a) notes the information contained in the report.

Carried

## 8.6 Chairperson's Report

Record No: R/26/1/1238

Chair Yorke spoke to her report and highlighted the following:

Attendance at Council meeting - Mayor Scott as part of his mayor's report asks Community board chairs to come and give an overview to Council of what is going on in their individual areas. I was fortunate to be able to undertake this in March, along with the Ōraka Aparima Community Board chair. Both areas are having issues with the New Zealand Transport Agency (NZTA) and the mayor undertook to write to NZTA on our behalf.

Community Board chairs night - I attended the recent Community Board chairs meeting in Winton, where we were given an overview of the maintenance contracts in our area, and warned about a significant increase in prices. Since then, I have met with the consultant to understand what that means in our area.

Spatial planning - The work on spatial planning is continuing, with the input of members from our last workshop. Results of the housing surveys have been correlated, and we are currently contacting businesses in regard to the Southland District Business Needs Survey.

It is proposed to move the May workshop to either the 1<sup>st</sup> or 2<sup>nd</sup> Tuesday in June to hear from the pool rate applicants and to get an update from the spatial planning team.

Wyndham camping ground - The Wyndham camping ground is open and has been having at least one person staying per night, with at least six booked over ANZAC weekend. I would like to thank the staff for making this happen – Community liaison officer - Karen Purdue and Contract manager building assets - Sam Macdonald. I have been so impressed with their commitment and enthusiasm.

I have great faith in this venture being successful in the future. We have had to move the main Camping ground sign to the fence, as where it was placed affected the visibility of the road.

Wyndham playground plans - The playground plans for Wyndham are nearing completion.

Curio Bay masterplan - I am trying to get the Curio Bay masterplan back on the table, which should have been completed by now. Hopefully this will happen in the next month or so.

Wyndham storm water upgrade and resealing - The main stormwater upgrade is continuing in Wyndham, and there has been a lot of resealing completed in the district lately.

ANZAC day wreaths - Thank you to the local floral art ladies for making the wreaths for ANZAC Day. These are always extremely well done, and we are lucky to have this talented group locally.

Resolved

Moved Chair Pam Yorke/Andrea Straith

That the Waihōpai Toetoe Community Board:

- a) notes the information contained in the report.

Carried

## 8.7 Councillor update

Record No: R/26/3/108362

Councillor Keast presented the councillor update to the Board.

The purpose of the report was to provide the community board with an overview of the matters that have been considered at Council and Finance and Assurance Committee meetings from 28 January 2026 to 25 March 2026.

Resolved

Moved Cr Julie Keast/Emily Butters

That the Waihōpai Toetoe Community Board:

- a) notes the information contained in the report.

Carried

Public excluded

Exclusion of the public: Local Government Official Information and Meetings Act 1987

Resolved

Moved Cr Julie Keast/Chair Pam Yorke

That the public be excluded from the following part(s) of the proceedings of this meeting.

9.1 Community facilities contracts

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Community facilities contracts	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.  Decision on awarding contract.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

Carried

The meeting went into public excluded at 9.02pm.

The meeting adjourned at 9.02pm and reconvened at 9.16pm.

Councillor Duffy left the meeting at 9.54pm.

The meeting closed at 9.55pm.

Confirmed on:

Signed: