



# Minutes

## Wallace Takitimu Community Board

Thursday, 2 April 2026, 4pm.

Southland District Council Otautau Office, 176 Main Street, Otautau

### PRESENT

Chairperson  
Deputy chairperson  
Members

Tony Philpott  
Colin Lawry  
Shelley Hitchcox  
Edwin Mabonga  
Gretchen Wilson  
Lester Wilson  
Cr Jaspreet Boparai

### IN ATTENDANCE

Committee advisor  
Community partnership leader  
Mayor

Rachael Poole  
Kelly Tagg  
Rob Scott

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1 Opening

The Chairperson opened the meeting.

2 Apologies

There were no apologies.

3 Leave of absence

There were no leave of absence requests.

4 Conflict of interest

Colin Lawry stated that he had a conflict of interest with item 9.3 Community facilities contract as he assisted one of the tenderer's with their documentation, therefore he would not take part in the decision for this report.

5 Additional Agenda items

There were no additional agenda items.

6 Confirmation of minutes

Resolved

Moved Cr Jaspreet Boparai/Colin Lawry

That the Wallace Takitimu Community Board confirms the minutes of the meeting held on 5 February 2026 as a true and correct record of that meeting.

Carried

7 Public participation

Stacey Stuart, Thriving Southland catchment co-ordinator spoke to the board on the project they have around telling the 'mid Aparima stream story' through story boards placed alongside the stream.

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## Reports

### 8.1 Plantation trees at Otautau cemetery

Record No: R/26/3/102600

Report presented by community partnership leader, Kelly Tagg.

The purpose of this report is to receive the information in regards to the plantation trees on the Otautau cemetery and provide staff with any feedback.

Resolved

Moved Gretchen Wilson/Edwin Mabonga

That the Wallace Takitimu Community Board:

- a) notes the information contained in the report.
- b) agrees that the plantations trees at the cemetery be taken down in their entirety.
- c) agrees that the net proceeds be ringfenced for preferential use on the Otautau cemeteries.
- d) agrees to work with staff after the trees have been removed to plan a future use for the area.

Carried

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

Record No: R/26/3/106739

Report presented by community partnership leader, Kelly Tagg.

The purpose of this report is to review the Wallace Takitimu Community Board financial information for the period ended 28 February 2026 (contained within attachment A).

Resolved

Moved Cr Jaspreet Boparai/Colin Lawry

That the Wallace Takitimu Community Board:

- a) notes the information contained in the report.

Carried

### 8.3 Chairperson's Report

Record No: R/26/1/1242

Chair Philpott spoke to this report.

The purpose of this report is for the chair to update the board on activities they have been involved with since the previous meeting.

Chair Philpott updated the board on the water scheme into the Nightcaps cemetery is happening.

Incident where a lady fell over in the cemetery and onto the edging around one of the graves and received a cut to her leg. Tony will go and have a look and assess if any further action is required.

Resolved

Moved Chair Tony Philpott/Colin Lawry

That the Wallace Takitimu Community Board:

- a) receives the verbal update given with this report.

Carried

8.4 Otautau camping ground - fees and charges

Record No: R/26/3/104191

Report presented by Community partnership leader, Kelly Tagg

The purpose of this report is for the Wallace Takitimu Community Board to determine the fees and charges for the Otautau Camping Ground.

Resolved

Moved Edwin Mabonga/Lester Wilson

That the Wallace Takitimu 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 the following gross fees and charges for the Otautau Camping Ground be set from 1 July 2026 as follows;
  - i) Powered site – up to \$60.00 per night
  - ii) Non-powered site – up to \$50.00 per night
  - iii) Showers - ~~\$4.00~~ \$5.00
  - iv) Washing Machine - \$6.00 per cycle
  - v) Dryer - \$6.00 per cycle
  - vi) Cabins – up to \$95.00 per night
- e) delegates authority to the board chair to review pricing with staff as and when required and in accordance with the maximum prices set.

Carried

8.5 Community board reporting

Record No: R/26/3/105384

Report presented by Community partnership leader, Kelly Tagg

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

Items discussed:

Otautau arboretum – discussions with Pankhurst mill to clear out trees at no cost to board are happening between the Trust and staff.

Carpark outside the police station has been removed.

Discussion happening about signage for the Carpark opposite the fire station allowing volunteers to park when called out.

Grazing areas around town, getting tough to find people to take on the leases.

Rhododendron's at the playground, some may have to come out when play equipment is replaced – speak with Allan Brown as they were planted by a local community group and want to let them know prior.

Ms Tagg will speak to KiwiRail around the tress that have been removed from over the railway line and placed on road reserve.

Resolved

Moved Cr Jaspreet Boparai/Edwin Mabonga

That the Wallace Takitimu Community Board:

- a) notes the information contained in the report.

Carried

8.6 Councillor update

Record No: R/26/3/108063

Cr Jaspreet Boparai spoke to this report.

This report is 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 Jaspreet Boparai/Gretchen Wilson

That the Wallace Takitimu 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 Chair Tony Philpott/Cr Jaspreet Boparai

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

- 9.1 Dangerous building notice
- 9.2 McGregor Park - possible land use consent application - unbudgeted expenditure request
- 9.3 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:

Carried

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
Dangerous building notice	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.
McGregor Park - possible land use consent application - unbudgeted expenditure request	s7(2)(h) - the withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	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.
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.  s7(2)(h) - the withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	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.

The public were excluded at 5.01pm.

The meeting closed at 6.14pm.

Confirmed on