

WAIPU COVE RESERVE(S) BOARD
Minutes Monday 23rd March 2015
7.00pm All Weather Room Camp Waipu Cove
ALL WELCOME

AGENDA (E & OE)

PUBLIC FORUM:

PRESENT: A. McCulloch (Secretary), P. Baker, R. Pullan, J. Henderson, E.Cook, R. King
E. Harrington (Minutes Secretary)

APOLOGIES:

ATTENDING: L.Trist, A.Trist, K.Baker

MINUTES OF THE LAST MEETING: 23rd February 2015

J.Henderson/P.Baker **Carried**

MATTERS ARISING:

CORRESPONDENCE:

Inwards:

26/2/15 Waipu Cove SLSC - Possible Whangarei Harbour dredging: Information Sessions

26/2/15 Mindy Wu – Request for postal address for Managers Report

27/2/15 Jan Campi – Response to letter from the council

2/3/15 Susan Forsyth – Application for job advertised in the Advocate

2/3/15 Pauline Murray – Enquiry regarding publication of previous minutes

2/3/15 Andrew Carvell – Response to letter regarding drain

2/3/15 Mark Goldsmith - ASH Leisure Built and Caravan Regulations

3/3/15 Waipu Cove SLSC - Waipu Cove SLSC Committee Notes

9/3/15 Diane Jackson - New transportable dwelling regulations

9/3/15 Waipu Cove SLSC - You are INVITED to the Easter Dinner & Prize giving

9/3/15 Waipu Cove SLSC - Last Nippers- 29th March- Please bring a plate

10/3/15 Andrew Carvell -Waipu Cove Drain meeting

14/3/15 Waipu Cove SLSC - Urgent Membership Request || Submit in support of the 'Surf 10:20' proposal

16/3/15 Waipu Cove SLSC - March Northern News

16/3/15 Jan Campi – Letter to Andrew Carvell regarding drain meeting

18/3/15 Fiona Pratt – Tidal Outlet

18/3/15 Waipu Cove SLSC - Paying Membership Subscription for 2014-15

Outwards

26/2/15 Mindy Wu – Response to request for postal address for Managers Report

26/2/15 Andrew Carvell – Letter from the board regarding drain

27/2/15 Patrick Dickens – Letter sent in response to enquiry about dying tree on Reserve

Late Correspondence:

23/3/15 Rick Stolwewerk – Bigfoot Adventures Feb 2015 Camps

MOVED inwards correspondence received outwards approved

R.King/P.Baker **Carried**

REPORTS:

- **Management report (attached)** Subaru needs repairs to the value of approx \$5000. Purchased 5 years ago for \$15,000, it has high kms. P.Baker suggests trade in while still running is the best option. Suggestion that a van may be the best type of vehicle. Anton & Lucy to negotiate asap a replacement deal with trade in for Board approval.
- **Financial report (attached)**
- **WCSLSC Report (attached)**

P.Baker motion that all 3 reports be approved together

J.Henderson/R.Pullen **Carried**

GENERAL BUSINESS:

- **Dune and Beach Monitoring** – There is a high volume of weed up the stream which will begin to rot and smell. Hydro Tech dug it out last time through the Council. Council doesn't think action required at this stage. Council could approve handing over the resource consent to the board at our cost using Hydro Tech but this could set a precedent. A large rainfall would probably flush it out. The consent is relating to the use of machinery on the beach therefore may not be necessary were people employed to rake it out by hand. R.King suggests that it could be moved using rakes at this stage before it becomes too rotten. Anton suggests monitoring it quite closely & discussing further

with Fiona from WDC. Fiona is coming down a couple of times a week to monitor. It needs to be resolved before Easter. Anton will contact Fiona and report back to the Board.

R.King: there has been some sand lost as a result of storms at the end of the reserve by the boat ramp and under stairs. Should the Board move some sand back? Paul Jenkins did this previously with his bobcat. This requires supervision. Now is the best time to do so as there is a lot of excess sand. It is mainly cosmetic. Enquire if Laura from NRC would be happy to supervise & go ahead as soon as possible. Anton & Lucy to look into this also and report back to the Board. Preferably to be completed before Easter. There has been a lot of positive feedback on the leveling out area which has been established on the Reserve. It would be great to sprinkle some more seed on the sand area & fertilise.

- **Appointment of new Board Members** – Sue Reid at DOC has expressed that it is not an urgent matter to appoint new board members. There is an ASH site holder, Lewis Vague, who has applied for a position on the Board. *P.Baker: has seen his application & suggests he is very well qualified for the position. It is much more productive to have people who are genuinely interested in being on the Board rather than requesting specific people to become involved.* Discussion around having more ASH Board members. *R.King: the Board has progressed positively in the way things are discussed and decided & it would be unfortunate for this to go backwards. It is best to not have customers on the Board. P.Baker: every active debate from the past, such as the boat parking policy, is productive. R.King: it is important to be unbiased and fair in decisions. J.Henderson: we need to find more capable and committed Board members irrespective of whether they are ASH stakeholders. R.King: there should be no Board members who have a conflict of interest as it creates a bias. P.Baker: there has previously been a request from DOC for 2 ASH members to be appointed. ASH site holders have been compliant and working alongside the Board as of late. P.Baker will circulate Lewis Vague's application to the Board. John Henderson: Sue Reid at DOC would like the Board to consult with Takahiwai Iwi before another Board member is appointed. He agrees that there should be open communication with Takahiwai to be sure the Iwi is supportive of our Board's programmes. R.Pullen: knows a family from Takahiwai and will approach them.*

Secretarial Role: to be overseen by all Board members, Emma to respond to correspondence on receipt and forward messages to the appropriate person/people, who will then, in communication with the rest of the Board, compose a response. The Board will look into the legal requirements of having a Secretary on the Board. Agreement to expand Emma Harrington's role to cover more of the Secretarial duties as a paid position.

New signatory for the Board: Rowan Pullen to become a third signatory for payroll & ANZ. John will contact our accountant and Lucy to implement this.

- **Drain Clearing** – *R.King it is a positive outcome that the Council has agreed to go ahead and dig out the drain, which the local community affected seems to be happy with. Anton: The landscape plan recommends removing the Pampas Plants. Evan: the council is going to remove the large Pampas along the boundary.* Over excavation has been negative in the past. Another issue raised was the potential danger created by the stream down the far end of the camp ground. Fencing off the camp ground side of the water would be a good deterrent to toddlers being at risk. Anton has a quote of \$4500 plus GST to fence both sides of the stream. *R.Pullen: this also provides a sense of security for campers at this end.* Anton suggests putting rails on the foot bridge over stream. **Agreement to proceed** as a safety measure until the new planting becomes established. *Anton: an aborist is coming in the next couple of the months to assess if there are any dangerous trees as the first step of the landscaping plan.*

P.Baker: concerned that when the drain is dredged by WDC that some non biodegradable matter from the bottom of the drain may be dumped in the Camp's green waste where it would not decompose.

R.Pullen: referred to the letter from the Council where it states ~~the~~ Council would have ~~the~~ non green waste removed. Evan: confirmed this is the intention of the Council.

- **Bream Bay News** - Marilyn Cox has contacted John Henderson requesting a response to Angus McCulloch resigning from the Board and his assertion that the Annual Site Holder fees have been set too low & the Board has lost \$100,000 annual income as a result. He suggested that DoC wanted to phase out the ASH programme. John responded very specifically to the reporter's questions:
- The Board is a not for profit organisation without commercial pressures and we endeavour to set fees based on "fairness".

- ASH fees went up 14% over the past 2 years to bring our charges more in line to similar campgrounds.
- We commissioned an independent expert survey before increasing ASH fees for 2015/16 by 10%. This puts us at the “mean” (mid) position of fees charged at 12 campgrounds.
- Our Board is not accepting new ASH applications but affirms that the existing site holders positively contribute to the unique and special personality of Camp Waipu Cove.

Upcoming events on the reserve and local area

- **Waipu Saturday Market:** First Saturday of the Month in Presbyterian Church Hall 9-1pm
- **Waipu Boutique Sunday Market & Café:** 2nd Sunday of the Month, Waipu Coronation Hall 9-1pm
- **Waipu Street Market** - Saturdays of long weekends 9-1pm
- **Waipu Antiques and Collectables Fair** – Sunday of Long weekends 9-4pm

Upcoming Surf Life Saving Events Waipu Cove SLSC

Voluntary Patrols, weekends only 11.00–4.00pm March /April–11.00 - 5.00

Future Meetings – April 20th, May 18th, June 29th,

Meeting Closed at 8:45pm

Managers Report – March 2015

March has remained busy with the good weather remaining (except a couple of days due to Pam) and school camps in the first two weeks.

School Camps seem to be an area that can only continue to grow and could keep us busy through till Easter each year. We have had four camps over February and March, with all intending on rebooking and possibly bringing additional camps next year. The Waipu Cove Surf Lifesaving Club offer fantastic beach education programmes that are one feature that attracts schools to hold camps at Waipu Cove.

Cyclone Pam has been and gone and we are pleased to report that the dunes have held up well with very little damage. The planting was undertaken in such a way so as to cope with this kind of weather, and it's good to see it has done its job.

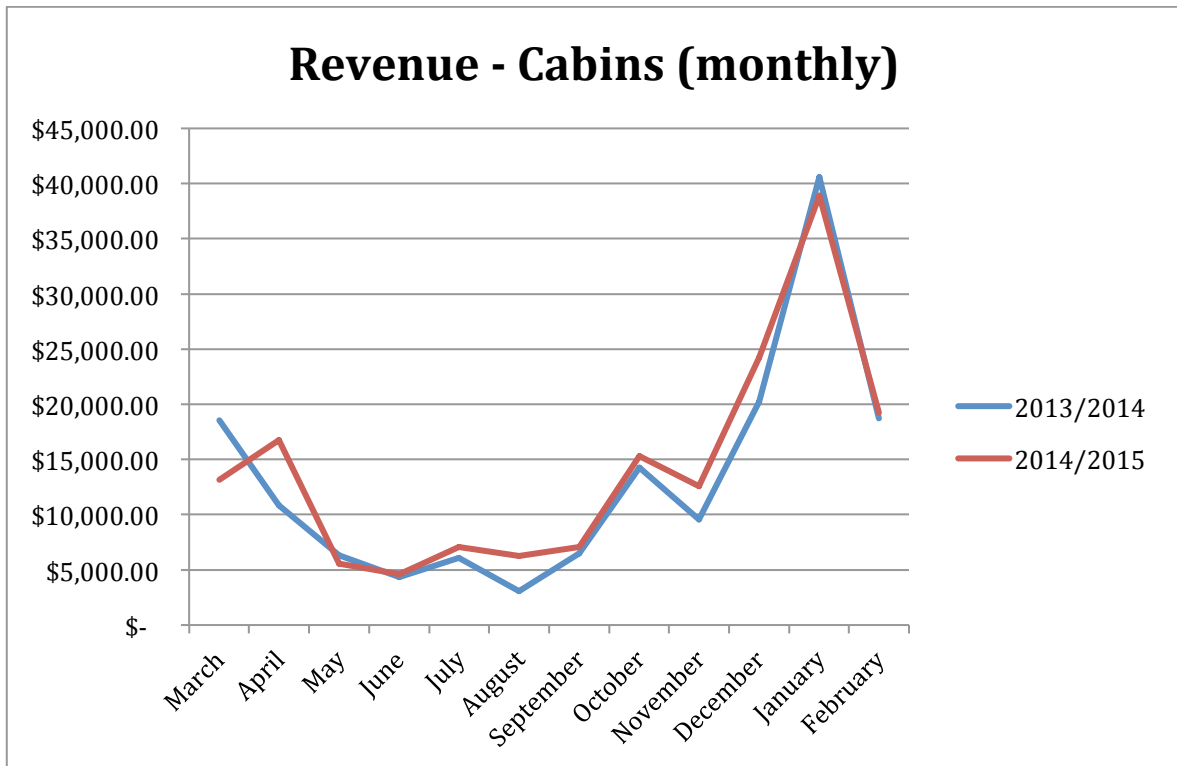
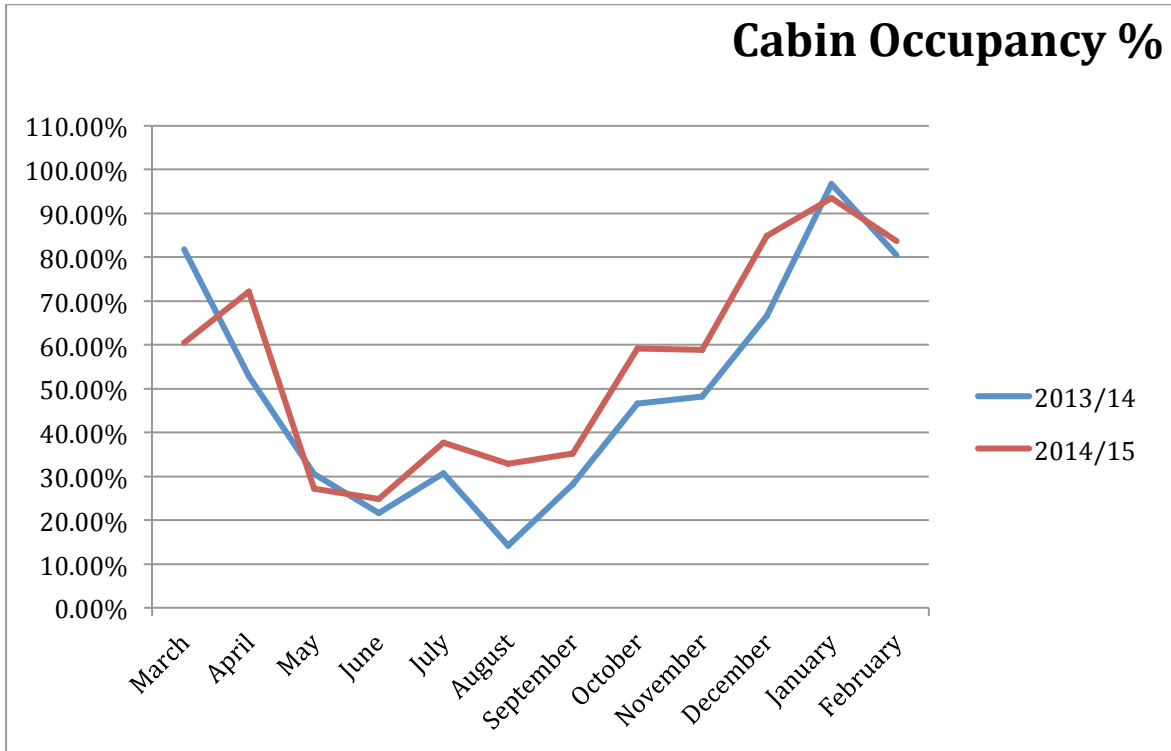
Our general bookings opened on the 1st of March with some particularly keen people queuing up at reception from 3.30am! There were only 5 sites available over the most popular period (Boxing Day – 10th January) up for grabs. Much of January 2016 has now already been booked.

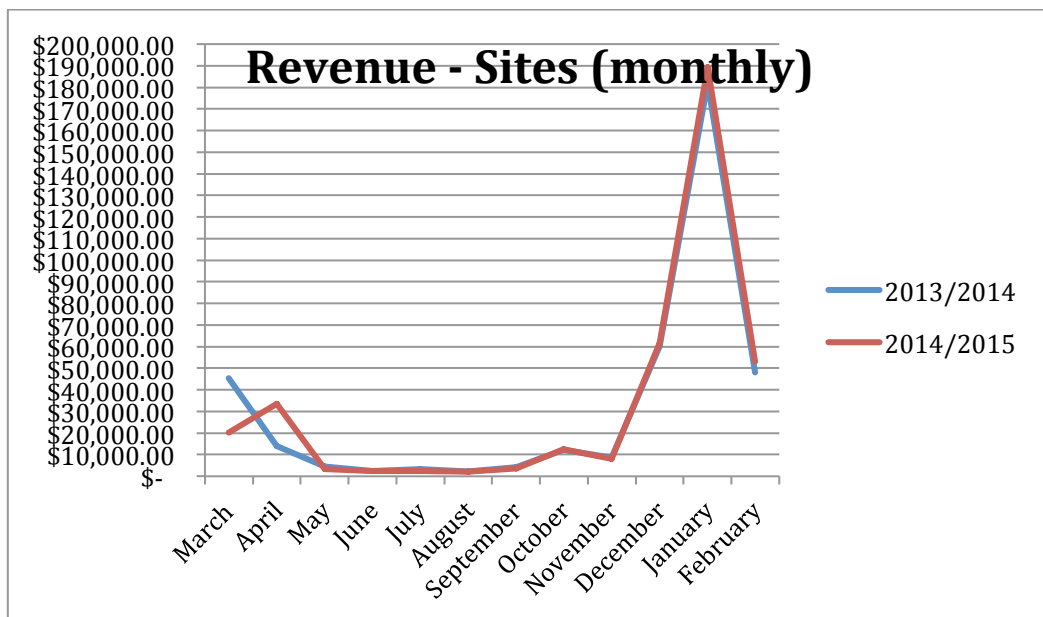
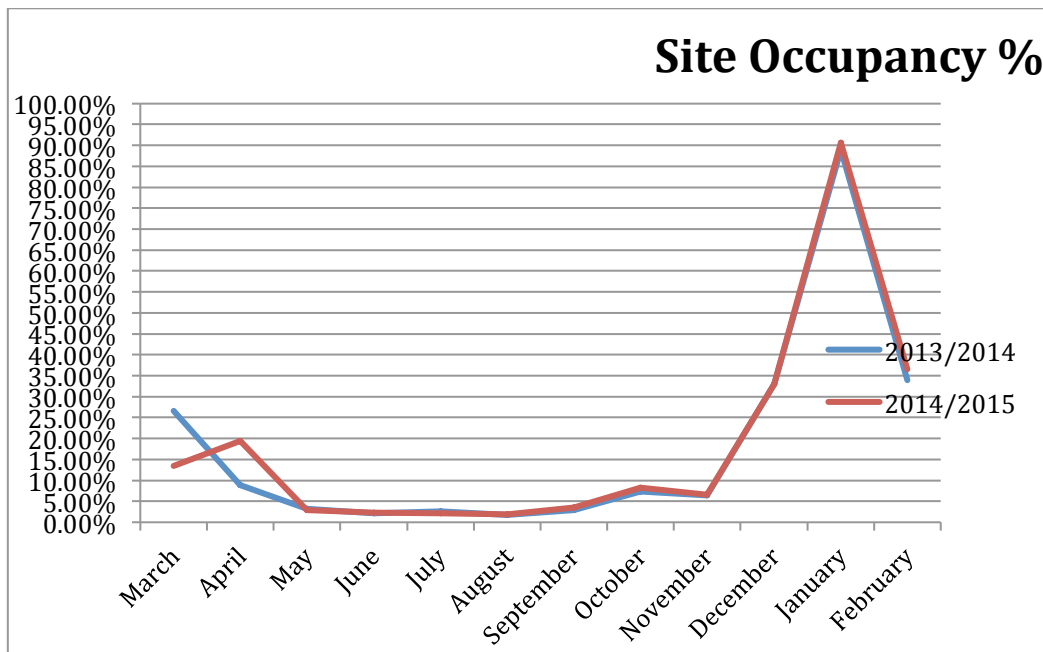
We've been in contact with Whangarei district council regarding the weed in the stream that has been causing issues with smell. It was hoped rainfall would flush it out, but that hasn't happened, so by the time we have our board meeting we will have met with the council to discuss a plan of action to remove the weed. We will update everybody then.

We have managed to visit a couple of other holiday parks this month on our weekends off to do some research and compare facilities. We visited Kauri Coast Top 10 and Kuaotunu Motor Camp. Both visits were worthwhile and we picked up some useful ideas that could be applied here at the camp.

ASH inspections/power readings have been done and contracts/power bills have been printed. We are now just waiting on about a dozen ASH to return signed copies of the new Leisurebuilt regulations, or to complete their nights. Contract will be sent out once all compliance is complete.

February 2015 Occupancy and Revenue





Cabin occupancy/revenue and site occupancy/revenue for February have increased YOY compared to February 2014. Both cabin and site occupancy are up 3%.

Financial Report – February 2015

	February 2015	February 2014	Year end 2014 Actual	Year-end 2015 forecast	Comments
Revenue	\$ 106,414	\$ 87,525	\$ 1,036,608	\$ 1,078,820	Forecasting year end revenue up \$42k
Payroll	\$ 28,561	\$ 26,916	\$ 335,082	\$ 334,693	Forecast YE in line with LY
Expenses	\$ 97,061	\$ 78,998	\$ 838,314	\$ 868,158	Forecast YE up \$29k on LY mainly due to depreciation
Surplus/deficit	\$ 9,353	\$ 8,527	\$ 198,294	\$ 210,662	Forecast up \$12k on LY

Financial report February 2015

Forecasting a year end surplus of \$210k

Revenue month

Pleasing result with revenue being up YOY by \$19k for February, casual site fee's revenue up 24% and kitchen cabins up 44%. YTD cabin revenue is up \$21k and casual camping fees up \$16k compared to LY

Expenses month

Up \$18k on LY includes one off TRC report, expecting expenses to come back into line by YE excluding depreciation

Waipu Cove Surf Life Saving Club Quarterly Report to: Waipu Cove Reserve Board - March 2015

Finally in the 8th week of the school year, or week 13 for 2015, the surf club and the camp have quietened down. What a massive year it has been so far. School camps are up and there has been a huge increase in surf life saving activity, not all of it good.

Waipu Cove SLSC attended two drowning's over the summer which were a wake up call for all water based emergency services in the Bream Bay region. As a result of magnificent summer weather attendance at all beaches has been huge, at any one day over summer in 2015 there were in excess of 2000 people at Waipu Cove, on, in or near the water. This high daily head count has presented us all with logistics issues which need addressing, e.g. do we patrol other areas in Bream Bay.

On behalf of Waipu Cove SLSC I would like to once again thank the Waipu Cove Reserve Board for their committed and ongoing support. Essentially Surf Life Saving in New Zealand is a volunteer organisation, with minimal professional staff, which is club based and funded by the local community. Without the support the WCRB offers we could not continue to operate.

Our collaboration on accommodation options has enabled us for the first time in the history of the club to have an income stream that is based on successful business practice rather than external piecemeal funding. The plan for the next financial year is to work to a budget, as we have now operated a full season where we have a reasonably fixed income.

The surf life saving season finishes on Easter Monday at 4.00pm. **On Sunday the 5th we are holding our annual prize giving and dinner. As always we welcome the attendance of WCRB members and their families.** As this evening is a celebration of our efforts this season it will be a fun family night – we look forward to your attendance.

Please do not hesitate to contact me if you have any queries or questions.

Thanks again for your continued support,

Rick Stolwerk

President WCSLSC