



Waipu Cove Reserve Board

c/o 869 Cove Road, Waipu Cove, 0582

www.waipucoverserve.co.nz email: waipucoverserveboard@gmail.com

WAIPŪ COVE RESERVE(S) BOARD
Tuesday 29th October 2024, 7pm
Camp Waipu Cove all-weather room.
ALL WELCOME

OPENING KARAKIA

AGENDA (E & OE)

PRESENT R. Pullan, P. Baker, C. Bartlett, H. Kereopa, E. Cook, R. Stolwerk, A. Trist, L. Trist, G. Mclean, J. Tapper, P. Hunt

APOLOGIES: L. Minhinnick

MINUTES OF THE LAST MEETING: Accepted as true and correct.

Motion to pass H. Kereopa, C. Bartlett, All in favour

CONFLICT OF INTEREST:

CORRESPONDENCE:

Inwards:

25/08/2024 – M. Kapa – Takahiwai Maori Committee Korero 25 August 2024

13/09/2024 – DoC - How DOC is preparing to respond to HPAI (bird flu)

Outwards:

31/08/2024 – L. Rooney - Long lunch on the reserve board land in front of the Cove

Motion to Accept- P. Baker, E. Cook, All in favour

REPORTS:

- **Management report & Financial report**

Currently getting ready for the summer season. Positive additions include putting in a Pétanque court next to the North Block, which will hopefully be a hit with families. Recently hosted the Promote Waipu group, Lucy & Anton gave a presentation and a camp tour, really beneficial to be show this group what we have to offer.

- **WCSLSC Report (verbal)**

Season is Open! Rookie Camp this weekend, Swift water course following weekend. On Dec 6th, WCSLSC will be hosting SRS teams from South Island and North Island for a grid search exercise of the sea, 8pm-11pm. Surf Club will be hosting between 9-17 paid guards from Te Aari, Mangawhai & Waipu, for 8 weeks over Summer. Junior Surf Starts December 1st.

Motion to Accept Reports- E. Cook, H. Kereopa, All in favour

GENERAL BUSINESS

- **John Tapper - Langs Beach to Bream Tail Rd SUP**

John & Peter joined us, to speak with us about Wairahi Charitable Trust.

They are currently working with other groups on a walk way from One Tree Point to Mangawhai. The Wairahi Charitable trust is currently focussed on linking Langs Beach to Bream Tail Road.

Motion: The Waipu Cove Reserve Board to make a \$10,000 donation to the Wairahi Charitable Trust to help work on the link between Waipu Cove and Langs Beach as part of the 'Iconic Bream Bay Trail'.

Motion to accept: R. Stolwerk, P. Baker, All in Favour



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- **Review Accountant fixed price agreement**

Motion: Motion to increase the monthly charge rate for our Accountant Service from \$1050 to \$1850 with elevate Accountants.

Motion to Accept- R. Pullan, R. Stolwerk, All in favour

- **2025/2026 camping rates**

Motion: Motion to increase the casual camping rates for the 2025/2026 prices taking effect from 20/12/2025.

Winter season: \$4 increase

Shoulder season: \$4 increase

Peak season: \$6 increase

Motion to accept- R. Pullan, R. Stolwerk, all in favour.

- **Manager's discretionary figure**

Motion: The board approves the increase of the Managers discretionary limit from \$10,000 to \$15,000. All purchases greater than \$10,000 will require written notification to the Chairperson. NB This figure should be reviewed in the event that new Managers are appointed.

Motion to accept- R. Stolwerk, P. Baker, All in favour

- **Switching meetings to monthly**

Discussion regarding board roles, to be investigated further at November Strategic Hui.

- **Approval for new fence at entrance way**

Motion: Board approves Managers to install a new fence along the northern boundary of the camp entrance carpark to improve aesthetics for visitors as they arrive to Camp Waipu Cove.

Motion to accept- R. Pullan, H. Kereopa All in favour

- **Approval for new Gymguru exercise equipment**

Motion: Motion to approve the purchase and installation of 6 Gymguru exercise equipment (along the left-hand bank of the surfclub reserve) for use by visitors to the Reserve and Campers.

Motion to Accept- E. Cook, H. Kereopa - Peter against, 5 in favour

- **Approval of plan for re mapping of camp – including entrance development**

- **Approval for Design of group space area**

- **Approval for lock block covered eating area**

- **Approval for new dump station as per re mapping plan**

- **Approval for hard stand area 100 – 108**

Motion: Motion to approve the plan for re-mapping of the camp including the entrance development, approval for design of group space area, approval for lock block covered eating area, approval for new dump station(s) within the camp and approval to investigate a hard stand area for sites 100-108.

Motion to approve- P. Baker, H. Kereopa , All in favour

CLOSING KARAKIA



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Upcoming events on the reserve and local area

- **Waipū Boutique Sunday Market:** 2nd Sunday of the Month, Waipū Coronation Hall 9-1pm
- **Waipū Street Market** – Saturday or Sunday on Long weekends 9-1pm
- **Waipū Antiques and Collectables Fair** – Sunday of Long weekends 9-4pm

Meeting ended: 8.49pm

Next meeting: Tuesday 3rd December 2024

August 2024 Financials

	August 2024	August 2023	Comments
Revenue	\$ 65,534	\$ 72,284	Down\$ 7,249
Payroll	\$ 44,120	\$ 74,341	Down\$30,221
Expenses	\$ 109,424	\$ 115,462	Down \$6,038
Surplus/deficit	\$ (43,195)	\$ 16,871	Down\$(60,066)
Other income	\$ 695	\$ 59,549	LY insurance payout

Financial report August 2024

Revenue per ASH (22): \$529

Revenue per camp site (204): \$49

Revenue per cabin (16): \$2,681

Actual funds available in all bank accounts 26/09/24 = \$1,984,824.00 which includes \$1,748,422.00 on term deposit @ varying interest rates and terms, rates vary from 5.20 – 6.20%.

Revenue:

Revenue for the month was down \$7, 249 which is mainly attributed to the decline in ASH revenue which was down \$6,870 on LY. All other revenue's pretty much in line with August 2023. LY in August there was an insurance pay out of \$60,319 for cyclone damage.

Expenses

Expenses down \$6,038, donation of \$10,000 made to the Waipu Cycle way completion, wages down \$30,221 as there was an extra payroll last year. R & M building up \$4,779 as a number of our cabins were painted inside and out to keep them looking fresh.

29th of October 2024

Manager's Report October 2024

Anton & Lucy Trist



GENERAL

It's been a busy October at the camp as we get the camp prepared for our summer visitors. The first holiday weekend – Labour Weekend – is almost upon us as we write our report. Occupancy levels have increased with the recent school holidays and warmer spring weather. We are gearing up for another great summer.

We are pleased to report we are fully booked for Labour Weekend. It would be nice to start the busy season with some great weather and happy campers. There have been several additions made to our activities to entertain the campers, with a corn hole set, new soccer goals, and a sand digger for the playground.

We will be running a Facebook/Instagram photo competition encouraging campers to share a photo of them having fun camping with us over Labour Weekend and tag us in it. The winner will receive one free night in one of our deluxe self-contained cabins.



Our recent promotions – “Kid’s stay free”, and “Stay 3 pay 2” that we advertised on Facebook, Instagram and our website (for eligible bookings made in the July and October school holidays) were a success. These promotions boosted our bookings over the generally quieter winter months. The “Kid’s stay free” promotion was especially popular resulting in 130 bookings.

As we look towards the summer holidays, we are busy planning more activities for our campers. We will have a petanque court installed in time for summer, among other exciting developments.



A serious summer activity we will be hosting is three sessions of St John’s “3 Steps for Life” program for campers. Campers will be shown CPR basics which could help save a life. We know the St Johns sessions will be popular with our guests. As well as sessions for the campers, St Johns will be providing one pre-summer for our staff. We will be donating to St John Hone Hato Bream Bay to show our appreciation.

ASH site 73 recently moved their leisure built offsite. They intend to camp on the site for their last summer as an Annual Site Holder.

The dunes and grounds have been getting some attention. The recent dune planting took place under the direction of Laura Shaft from NRC, with some willing camp helpers. This week the dunes were sprayed to keep any sprouting weeds under control. The camp and reserve were also recently sprayed for Onehunga weed to keep the prickles at bay.



The gardens around the camp have been tidied up, new gardens have been planted in some areas, and the community garden is thriving. With spring in full swing, the camp is looking lovely. Our usual arborist has been through trimming trees and making sure they are healthy and safe.



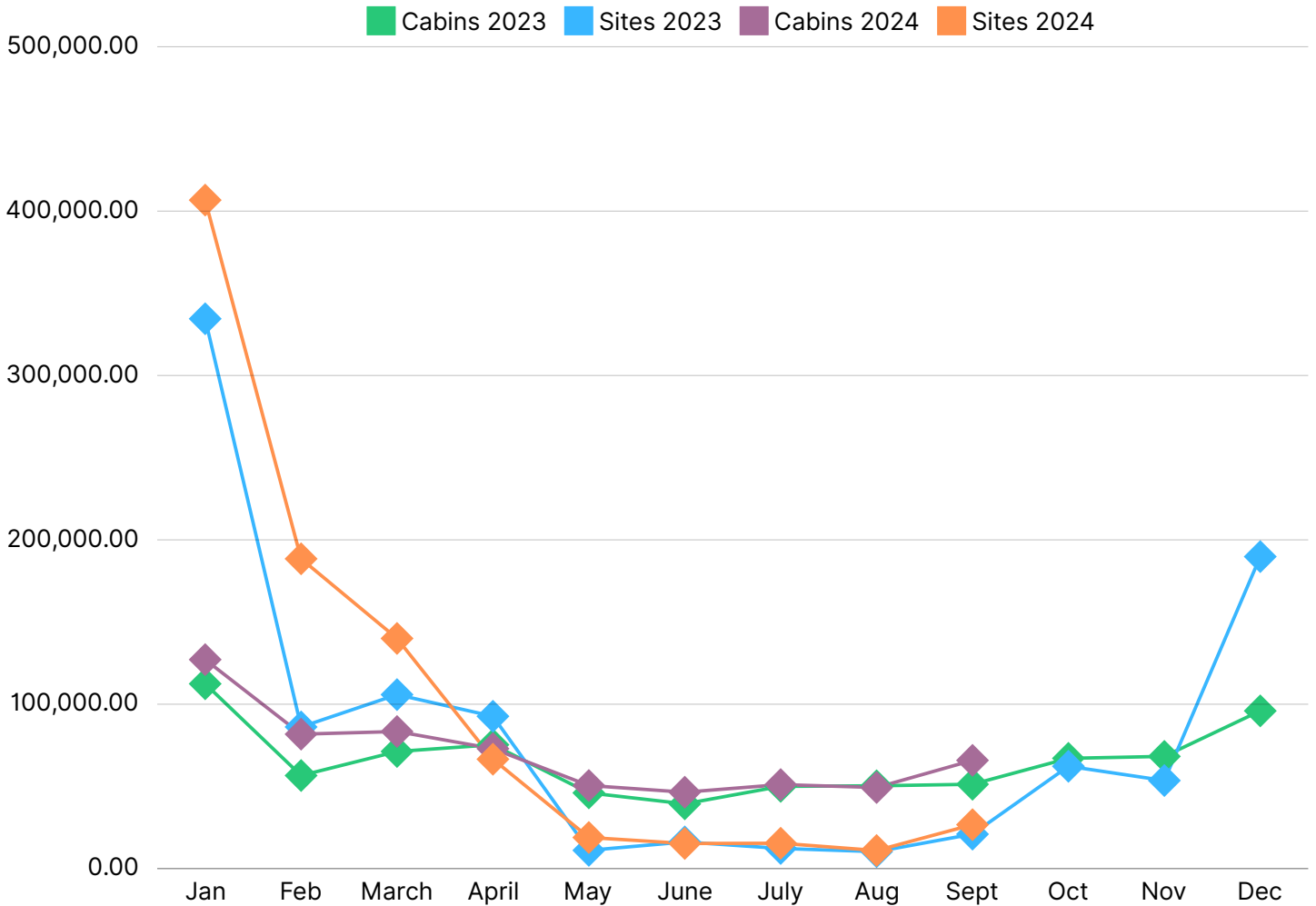
Other preparations taking place for our annual influx are the hiring and training of additional summer staff, and a full high-pressure wash of all camp buildings including cabins, the camp office, and ablution blocks. Routine electrical maintenance is also underway, including the testing of camp speakers and overhead lights.

Recently we were approached to host Promote Waipu (our local business association) at the camp for one of their “after 5” mix and mingle functions. This was a chance for us to show off the camp to the local business community. We began with nibbles and drinks, and then onto a short presentation and tour of the camp. This was a successful evening, with many attendees pleasantly surprised at what the camp has to offer.



This month, Anton met with Mazza Aziz, a Stormwater Engineer from WDC. They walked from the culvert to the estuary, so she could see firsthand where blockages were occurring. A detailed survey will be undertaken in the future to obtain a more accurate picture of the blockages in this area.

September Revenue 2023 vs 2024



CABIN OCCUPANCY
SEPT 2024

85.83%

up 12.56% on Sept
2023

SITE OCCUPANCY
SEPT 2024

11.99%

up 22.47% on Sept
2023

Summary of financial performance

From the 1st of September to 30th of September, 2024

REVENUE

REVENUE PER ASH (22) = \$529

REVENUE PER CAMPSITE (204) = \$118

REVENUE PER CABIN (16) = \$3,599

Pleasing to see revenue up \$10,972, mainly due to increased self contained revenue of \$9,890 and casual site revenue \$5,444. Expected decline is ASH revenue of \$6,870.

YEAR ON YEAR COMPARISON

	September 2024	September 2023	Comments
Revenue	\$ 94,217	\$ 83,246	Up \$10,972
Payroll	\$ 48,922	\$ 49,665	Down \$742
Expenses	\$ 94,221	\$ 100,286	Down \$6065
Surplus/deficit	\$ 3,978	\$ (10,347)	Up \$14,325
Other income	\$ 3,982	\$ 6,694	

EXPENSES

EXPENSES = DOWN \$6,065

No major variances to report on.

BANK ACCOUNTS

Actual funds available in all bank accounts as of **23/10/24** is a total of **\$2,016,179.00** which includes \$1,742,545.00 on term deposit, at varying interest rates and terms.



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www.campwaipucove.com

info@campwaipucove.com
managers@campwaipucove.com

09 432 0410