



Waipu Cove Reserve Board

c/o 869 Cove Road, Waipu Cove, 0582

www.waipucovereserve.co.nz email: waipucovereserveboard@gmail.com

WAIPŪ COVE RESERVE(S) BOARD
Tuesday 3rd December 2024, 7pm
Camp Waipu Cove all-weather room.
ALL WELCOME

OPENING KARAKIA

AGENDA (E & OE)

PRESENT: P. Baker, R. Pullan, C. Bartlett, P. Alexander, P. Hilton, A. Trist, L. Trist, H. Kereopa,

APOLOGIES: L. Simperingham, R. Stolwerk, E. Cook, G. McLean

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

Motion to pass P. Baker/P. Hilton/All in favour

CONFLICT OF INTEREST:

CORRESPONDENCE:

Inwards:

2/11/2024 – J. Tapper – Re. Langs Beach to Bream Tail Rd SUP

5/11/2024 – M. Kapa - Te Parawhau Hapu representative and Waipū Cove Reserve board

7/11/2024 – M. McPherson - Request for Board feedback on camp cancellation policy

13/11/2024 – J. Tapper - Re. Langs Beach to Bream Tail Rd SUP

15/11/2024 – M. McPherson – Re. Request for Board feedback on camp cancellation policy

Outwards:

1/11/2024 – J. Tapper - Langs Beach to Bream Tail Rd SUP

15/11/2024 – M. McPherson - Request for Board feedback on camp cancellation policy (response via managers)

Motion to Accept: P. Baker/H. Kereopa/All in favour

REPORTS:

- **Management report**
- **Financial report**
- **WCSLSC Report (verbal)**

Motion to accept: C. Bartlett/P. Hilton/All in favour

GENERAL BUSINESS

- Roger King resignation from the board.
- Welcome to:
 - Patrick Hilton appointed to the board as the representative for Te Parawhau.
 - Paula Alexander appointed to the board.
- **Motion** - Motion to approve the expenditure of \$20-30k for the lowering and improvement of the culvert crossing at the Northern Carpark to ensure proper drainage and safe passage.
R. Pullan/C. Bartlett/All in favour
- **Motion**- Motion to approve the expenditure of \$15k for the purpose of improving and refurbishing the assistant managers accommodation.
H. Kereopa/P. Baker/All in favour



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- **Motion-** to transfer the existing algae removal Resource Consent from NRC to WCRB
R. Pullan/H. Kereopa/All in favour
- **Cancellation Policy**
Board discussion of the cancellation policy following recent customer query. Amendments will be made as per lawyers' recommendations.

CLOSING KARAKIA

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

Next meeting: Tuesday 11th February 2025, 7pm

29th of November 2024

Manager's Report November 2024

Anton & Lucy Trist



GENERAL

November has been a busy hectic month for us at the camp. We have been busy getting the camp prepared for our summer rush, which is almost upon us.

Sadly our long-serving live-in groundsman Robert Dalebrook passed away suddenly in early November. This left the staff and ourselves reeling. Robert had been working at the camp for 14 years, and living onsite for 10 years. The entire camp family is feeling his loss, and no doubt will be for some time to come.

In the weeks since Robert's passing, we have been working to recruit a replacement for his role. We have fast-tracked the recruitment process compared to normal as we needed to have the position filled before peak season (the 20th of December). We advertised the position on SEEK and Trade Me Jobs and had a big response with over 120 applications in 10 days. We are pleased to announce Matthew Spragg has been offered the position, and we are looking forward to him starting with us in early December.



Aside from being busy with recruitment, there has been a lot happening around the camp and grounds to get ready for peak season. The camp and reserve have been sprayed for onehunga weed, and all the sites freshly marked out. The camp is looking great and ready to receive our guests.

The petanque court next to the north block eating area is now finished and signage has been installed. We just have to add some seating for players and spectators similar to what we have around the jumping pillow.



We've recently had a fence built to make the entrance to the camp look a lot tidier. This runs from the pump station at the beginning of the carpark (and covers this as it's quite unsightly) to the end of the car park by the garage. It then runs across the top of the carpark. It looks much tidier and gives privacy to the camp house.

The camp house has also had a tidy up with fresh paint, new carpet and several of the appliances have been replaced. The final touch will be new curtains which our new Facilities and Grounds Supervisor will choose and then put up.

We have now done our rosters until early February and confirmed our casual staff for the summer, many of whom are returning for 2nd or 3rd summer. We will have over 20 staff on our roster over the peak period. Summer should operate like a well-oiled machine.



Next week we will be meeting with Adam Welsford from Maxar Architecture to discuss plans for the reception/shed refurbishment and extension, along with various other projects that will take place next year. The intention is he will have working drawings completed in the New Year so we can get these out to tender as soon as possible. Ideally, work will commence after easter 2025.

In the next few weeks leading up to Christmas, we will continue getting prepared with further staff training, arrival of supplies and last-minute organisation. We are looking forward to a hot, dry summer!

Our staff christmas party will take place on the 11th of December. We are keeping it lowkey and local this year and having dinner at the Pizza Barn. Spouses/partners are invited. It will be a much needed chance to get together and have a little fun after a tough month for everyone.



Recent Guest Reviews

Camp Waipu Cove is always a delight! The cabins are clean and well equipped. The staff are friendly and helpful. It's lovely and quiet. And of course the beach is gorgeous

Xamanar R, November 2024

We camped in non powered sites, super clean faciities, welcoming and kind staff. Fantastic location, stunning beach on our doorstep and the lovely Cove restaurant/ cafe with top notch food, service and extensive wine menu and a local dairy

FarAway11867923672, November 2024

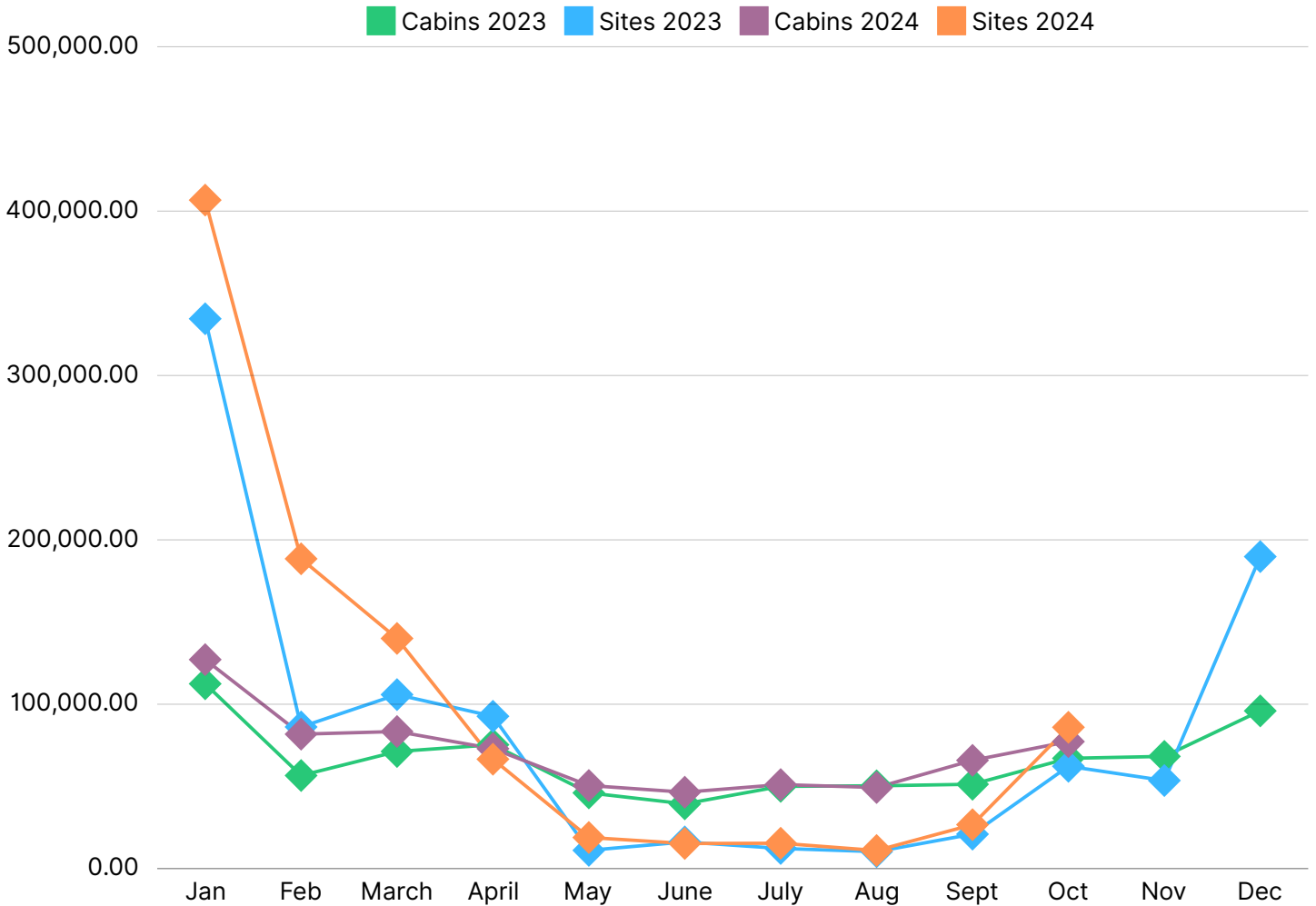
this is the best camp ground ive been to yet. everything about this place is awesome. the facilities are clean tidy and always kept well, love the music playing in the facilities the staff are brilliant

MattG, October 2024

We recently had an amazing stay at Camp Waipu Cove. I stayed in a kitchen cabin with my two young children and it was perfect for what we needed. I loved having all of the essentials there for us. The facilities are well looked after and I loved the activity options for families

JaimeeB, November 2024

October Revenue 2023 vs 2024



CABIN OCCUPANCY
OCT 2024

85.28%
up from 82.66% in
Oct 2023

SITE OCCUPANCY
OCT 2024

26.02%
up from 20.3% in Oct
2023

Summary of financial performance

From the 1st of October to 31st of October, 2024

REVENUE

REVENUE PER ASH (22) = **\$529**

REVENUE PER CAMPSITE (204) = **\$368**

REVENUE PER CABIN (16) = **\$4,219**

Once again this month, revenue was up \$22,367, mainly due to increased casual camp fees up \$19,958, and self-contained revenue up \$6,117. Total revenue for October = \$155,829

EXPENSES

EXPENSES = **UP \$7,202**

Due to an extra payroll in Oct 2024 (5) vs October 2023 (4)

YEAR ON YEAR COMPARISON

	October 2024	October 2023	Comments
Revenue	\$ 155,829	\$ 133,462	Up \$22,367
Payroll	\$ 54,980	\$ 45,968	Up \$9,013
Expenses	\$ 105,377	\$ 98,175	Up \$7,202
Surplus/deficit	\$ 51,032	\$ 36,133	Up \$14,899
Other income	\$ 580	\$ 846	

BANK ACCOUNTS

Actual funds available in all bank accounts as of **02/12/24** is a total of **\$2,012,275.00** which includes **\$1,742,545.00** on term deposit, at varying interest rates and terms.



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