

**MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE SEFTON HALL, 591 UPPER SEFTON ROAD, SEFTON ON TUESDAY 15 APRIL 2025 AT 5.56PM.**

**PRESENT**

S Powell (Chairperson), B Cairns, I Fong (Virtual) (arrived 5:51pm), P Redmond and A Thompson (arrived 5:47pm).

**IN ATTENDANCE**

K LaValley (General Manager Planning, Regulation, and Environment), D Roxborough (Strategic and Special Projects Manager), G MacLeod (Greenspace Manager), J Rae (Senior Advisor Assets and Capital), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

**1 APOLOGIES**

Moved: S Powell                      Seconded: B Cairns

**THAT** apologies for absence be received and sustained from M Paterson and R Mather and apologies for lateness be received and sustained from A Thompson who arrived at 5:47pm and I Fong who arrived at 5:51pm.

**CARRIED**

**2 CONFLICTS OF INTEREST**

There were no conflicts declared.

**3 CONFIRMATION MINUTES**

**3.1 Minutes of the Woodend-Sefton Community Board Meeting – 11 March 2025**

Moved: A Thompson                      Seconded: I Fong

**THAT** the Woodend-Sefton Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated minutes of the Woodend-Sefton Community Board Meeting held on 11 March 2025.

**CARRIED**

**3.2 Matters Arising**

There were no matters arising.

**4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY**

**4.1 Tom Kemp – Northside Board Riders**

T Kemp spoke to the Board noting he was the acting president of the Northside Board Riders (the Club), who were a small community group that had been around since 1992. They were an ocean-going board riders club and welcomed everyone who loved to surf or the ocean. Currently the club had a contingent of 40-50 members some of whom national surfing champions.

The Group had no clubroom or storage facilities since the Christchurch earthquakes. As the Group grew this was becoming an issue. The Club need somewhere to store equipment, hang their medals, hold meetings and to socialise. Waikuku Beach was the Club's central hub, and they held Sunday sessions where families were invited learn to surf or enjoy the beach. The Club would love to base themselves at Waikuku permanently by building its

clubroom and storage facility there and had identified few possible locations. They envisioned the clubroom to be a space that was open for use by the rest of the community.

S Powell asked if the Club was Canterbury wide. T Kemp replied that the Club focused its members from north of the Waimakariri River with members from North Canterbury as far as Cheviot.

P Redmond sought clarification if the Club were seeking clubrooms or a storage facility. T Kemp replied that it would be a multipurpose space with clubrooms and storage.

P Redmond enquired if the Club had spoken with the Surf Lifesaving Club. T Kemp stated that the Club held its monthly meetings at the Surf Lifesaving clubrooms however Surf Lifesaving were not open to anything more.

B Cairns asked if the Club was an affiliated society or a charity. T Kemp replied that it was an affiliated association as a club.

B Cairns queried if the Club had any funds. T Kemp explained that this project would be a fully self-funded operation, The Club was just looking for a site.

#### **4.2 James Ensor – Surf Lifesaving**

J Ensor, recommended that the 2025/26 Lifeguard patrols should start on the last weekend of December 2025 and include the 30<sup>th</sup> and 31<sup>st</sup> December 2025 to continue from 1st January through to the 25th January 2026, missing the following weekdays and to cover the last weekend of January ending on 1<sup>st</sup> February 2026, as the beach always seemed busy on that last weekend of January. This would cover the 30 days which were funded.

In the 2024/25 season they had expected to get patrols from 28 December 2024 to 26 January 2025, however this had been modified to run from 21 December 2024 until 19 January 2025. He recommended that the Council should consider weekly payments to Surf New Zealand for the days that we required so if Surf Lifesaving chose to do other days, they could fund it themselves. The Council represented safety for the larger numbers and the ratepayers needed value for money for the investment.

P Redmond asked if the Council funded 30 days. J Ensor stated that it did for the 2024/25 season and would be for the 2025/26 season.

### **5 ADJOURNED BUSINESS**

Nil.

### **6 REPORTS**

#### **6.1 Approval for Community Consultation on the Waikuku Beach Master Plan – G Stephens (Greenspace Design and Planning Team Leader)**

G MacLeod took the report as read.

A Thompsen stated he believed that this plan was flawed and why would the Board support a plan that would put additional pressure on the area, in particular the toilets which were already not fit for purpose for the current recreational activities at Waikuku Beach. He also questioned consideration for further groups being based at the beach, namely the Volleyball Group and now the Northside Board Riders. He also was against spending budgets renewing carparks when the toilets should be a higher priority. G MacLeod explained that the current toilet strategy, which scheduled the Waikuku toilet renewal for 2052, was relatively old strategy which was being reviewed. Also, the budget for the carpark renewal was scheduled for the 2025/26 financial year.

A Thompson said that he felt that staff should hold off on the carpark and apply the money towards upgrading the toilets which were not accessible and were in poor condition. G MacLeod explained that the toilet renewal and the carpark renewal were budgets in different streams of the main budget and could not be swapped between departments. A decision regarding reallocation of budgets would need to be discussed with the Council as the delegation fell under it.

S Powell asked what the beach access which had been budgeted for \$40,000 covered. G MacLeod explained that was for the beach matting to allow wheelchair access to the beach.

P Redmond enquired what direction staff needed from the Board to include the Northside Board Riders Club request for space for clubrooms. G MacLeod explained that this could be an addition recommendation to investigate further and report back.

A Thompson queried whether adding the Northside Board Riders would be exacerbating the problem. The toilet issue was a constant theme. The Board had a responsibility to think about all conflicting demands on the area and infrastructure and think about the long-term benefits versus the drawbacks. G MacLeod agreed that this was a fair observation, noting that in 2017 when the toilet strategy was compiled there was not the same user pressure that was currently occurring now within Waikuku. However, if the concept plan was in place, it would give further clarity to both staff and the Council in the future.

I Fong agreed with A Thompson and believed that the Council should be requested to switch the budgets to allow the toilets to receive priority over the carpark renewal. G MacLeod reiterated that this was a conversation for the Council, possibly through the Annual Plan process.

S Powell enquired how much information would be included with the public consultation. G MacLeod noted it would explain which projects were funded and which were not.

A Thompson stated that he was uncomfortable with the Board consulting on the master plan, which seemed to have obvious flaws in it. He would prefer that the Board left the report on the table while it worked with staff on the best way forward given the need for better toilets and how the Northside Board Riders and the volleyball courts would impact the area. G MacLeod noted the addition of another building in the area would be a significant change and there would require resource consents.

K LaValley noted the benefit in putting a master plan in place was that the Council could potentially get further community feedback as to whether they thought the toilet was a higher priority than the carpark or any other elements of the plan. She believed the risk of not progressing was that staff did not have anything that underpinned any future decisions.

S Powell asked if as part of the consultation staff were planning a drop-in session in Waikuku Beach. G MacLeod replied that staff could arrange a drop-in session if that was something the Board wanted. He believed that this was a good idea as there were a lot of users staff could engage with on site.

P Redmond enquired what the issue with the toilets was. S Powell explained that they did not meet levels of service in terms of cleaning and accessibility and there was a bit of sand intrusion. Also, there were no changing facilities.

A Thompson believed that the Spatial Plan adopted in 2023 would allow for future decisions to be made and he would prefer that the Board asked staff to consider the issues raised and report back to the Board prior to the plan going out for consultation.

K LaValley asked if the consultation was delayed for this financial year, what would that mean for the projects specified for renewal. G MacLeod explained that staff would need to report on them as a carry forward which would go to the Council noting the intention for further community consultation on the master plan.

S Powell queried if staff would be reviewing the toilet strategy. G MacLeod replied that staff were currently reviewing the strategy in a much broader context and was scheduled to go to the Council through the 2027 Long Term Plan.

A Thompson stated he was uncomfortable calling this a master plan which he believed was the Spatial Plan. He considered this more of a parking plan. S Powell asked if there would be an impact to the plan if the name was changed and G McLeod replied that the Board could call the plan whatever they felt most comfortable with. Therefore, it was agreed that the plan would be referred to as the Parking and Accessibility Plan in the future and would then tie in with ensuring that the toilets would be designed to ensure accessibility.

It was also agreed that an extra resolution would be added requesting investigation on bringing the Waikuku Toilet Renewal budget forward from 2052 to be included in the next three years.

Moved: S Powell

Seconded: P Redmond

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 241126209035.
- (b) **Approves** Greenspace staff undertaking community engagement on the Waikuku Parking and Accessibility Plan ((Trim #240617097567).
- (c) **Requests** staff to investigate bringing the budget for Waikuku Toilet Renewal forward from 2052 to within the next three years and to change the level of service to incorporate changing facilities and accessibility design to the new facility.
- (d) **Notes** that there is budget provision of \$240,000 for the renewal of the Beach Front Car Park and Entranceway (GS001178) during this financial year as identified in the Greenspace Capital Work Renewals Programme.
- (e) **Notes** that some elements within the Master Plan (Trim 240617097567) are not currently budgeted for. These are important future elements which will improve the usability and function of the space but will require additional internal or external budget provision.
- (f) **Notes** that at this point in time, officers are not seeking funding for the unbudgeted future projects. The purpose of this Master Plan is to set aside space and opportunities which the community may wish to progress in the future. If these were to become Council led projects in the future they would be estimated at the time and the relevant LTP would be applied to at that stage.
- (g) **Notes** that there will be a clear indication of what elements are currently budgeted, and which will require future provision within the consultation documentation.
- (h) **Notes** that the two location options for beach volleyball approved by the Board for consultation at the Board's March meeting are within the area encompassed by the Master Plan and have been included within the master plan to enable consultation on both the plan and volleyball to be carried out in unison.

**CARRIED**

S Powell commented that she had been undecided on the way forward however believed that the plan should progress. She believed that the Board would include the toilet renewal in its Annual Plan submission. The beach volleyball project had been delayed for some time and needed to be progressed. The Council needed to have a plan in place, with how projects would be budgeted for. She requested staff to arrange a workshop on the issues discussed at the meeting.

P Redmond thought the plan was worth proceeding with. The toilets looked functional however he agreed that 2052/53 was too far ahead for replacement given the increased traffic at the beach. He thought that the Northside Board Riders should submit through the annual plan to be included in the master plan.

A Thompson thought it was misleading to talk about a master plan, because the master plan already existed in the spatial plan. He thought that a naming it a parking plan was more appropriate.

B Cairns commented that the plan was just a parking plan because of the timeframe, it was the next project funded by the Council in the area and the amenities would fit around that. It was good that it had come to the Board, and they had voiced the desire to have the toilets renewed earlier than the 2052/53 timeframe.

6.2 **Application to the Woodend-Sefton Community Board's 2024/25 Discretionary Grant Fund – K Rabe (Governance Advisor)**

K Rabe spoke to the report noting that there was a new group applying for funding, the Woodend Indoor Bowls Club. The Pegasus Residents Group had applied for funding towards their Matariki morning tea.

B Cairns noted that he had looked at second hand bowls and found that second hand bowls could be bought for \$50 and queried why the club wanted a brand-new set. K Rabe noted that they did not provide that information.

Moved: A Thompson

Seconded: I Fong

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** report No. 250324049937.
- (b) **Approves** a grant of \$750 to the Woodend Indoor Bowls Club to purchase a new set of indoor bowls.
- (c) **Lays** the application from the Pegasus Residents' Group Inc. on the table until the Board received a quote for the catering from the group.

**CARRIED**

6.3 **ANZAC Day Services 2025 – T Kunkel (Governance Team Leader)**

K Rabe took the report as read noting it was an annual report the Board received.

Moved: S Powell

Seconded: B Cairns

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** report No. 250401056278.
- (b) **Appoints** Board member M Paterson to attend the Woodend Anzac service to be held at 6pm on Thursday, 24 April 2025, at the Woodend Community Centre, and to lay a wreath at the Woodend War Memorial.
- (c) **Appoints** Board members I Fong and S Powell to attend the Sefton Anzac service to be held at 6pm on Thursday, 24 April 2025, at the Sefton War Memorial, and to lay a wreath. Noting that the wreath will be laid in conjunction with a with a Council representative.
- (d) **Appoints** Board member S Powell to attend the Pegasus Dawn Service to be held at 6am on Friday, 25 April 2025, at Pegasus Lake, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.

**CARRIED**

**7 CORRESPONDENCE**

Nil.

## 8 **CHAIRPERSON'S REPORT**

### 8.1 **Chairpersons Report for March 2025**

- Residents raising concerns about the possibility of the fast track for the proposed Stokes development.
- Traffic volumes on State Highway One.

Moved: S Powell

Seconded: P Redmond

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim: 250408060820).

**CARRIED**

## 9 **MATTERS FOR INFORMATION**

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 5 March 2025.
- 9.2. Rangiora-Ashley Community Board Meeting Minutes 12 March 2025.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 17 March 2025.
- 9.4. Submission on State Highway Speed Limit Reversals – Report to Council Meeting 4 March 2025 – Circulates to all Boards
- 9.5. Alcohol Control Bylaw 2025 – Draft for Formal Public Consultation – Report to Council Meeting 4 March 2025 – Circulates to all Boards
- 9.6. Electoral Candidate Order on Local Body Election Voting Papers – Report to Council Meeting 4 March 2025 – Circulates to all Boards
- 9.7. Health, Safety and Wellbeing Report January 2025 to Current – Report to Council Meeting 4 March 2025 – Circulates to all Boards
- 9.8. Enterprise north Canterbury's Draft Statement of Intent for the Financial Year beginning 1 July 2025 and Approved Six Month Report to Council 31 December 2024 – Report to Audit and Risk Committee Meeting 11 March 2025 – Circulates to all Boards

### **Public Excluded**

- 9.9. Rangiora Airfield – New Lease Agreements – Report to Council Meeting 4 March 2025 – Circulates to all Boards

Moved: P Redmond

Seconded: I Fong

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.8.
- (b) **Receives** the separately circulated public excluded information in item 9.9.

**CARRIED**

## 10 **MEMBERS' INFORMATION EXCHANGE**

### **B Cairns**

- Relay for life, attended both the day session and returned later to attend the very moving evening session. Well attended, great to see the event being held in Kaiapoi at the Kaiapoi Rugby Football Club.
- Attended the Dr Tim Williams speech which was arranged by Kaiapoi Promotions. Very interesting talk about the history and impacts of this conflict.
- North Canterbury Neighbourhood Support reviewed the status of the group and working harder to get funding.
- Pines Beach food forest, clearance of dangerous trees, donated apple tree planted, and a planting day would soon be arranged. Waiting for the area to be cleared of felled trees. Loads of local interest and support.
- Worked at Pegasus/Woodend food forest, moving mulch and pruning trees. Lots of great fruit still around.
- Attended the three volunteer expos, Rangiora was well attended with smaller numbers at the other two. Good networking event though.
- Conducted a pruning workshop at Kaiapoi Food Forest, which drew people from all over Canterbury.
- Attended the Kaiapoi Fun Run, great turn out.
- Enterprise North Canterbury funding committee met to decide on the last funding round for this financial year. Ten applicants, all received something, but not enough funds to meet what they asked for.
- Attended Silverstream garage sale and was invited to the residents' dinner.
- Attended the various draft annual plan community engagement events. Low turn out at all.
- Attended Ronel's Cuppa that is arranged by Waiora Links, they had a good turn out to talk annual plan, really good discussions afterwards with residents.
- Attended Last Wednesday Club meeting, which featured three local businesses showing their products and services. Really good event.
- Attended youth strategy meeting.
- Attended a number of Welcoming migrant meetings, which would have action plans.
- Attended Oxford A & P show.
- Attended Rangiora Promotions Sunday Fun Day, around 1,500 attended this ticketed event.
- Attended Sefton tug of war...great community event and fundraiser.
- Returning to conduct pruning workshop at Sefton School, which will raise funds for them.
- Attended the opening along with a day visit to Pegasus Bay art show. Was invited to attend the Race Unity Poster competition prize giving, lots of talented youth in the district, with the Tuahiwi School taking away top prize for their involvement.
- Attended a martial arts fund raiser in Kaiapoi.
- Attended Market in the Park in Rangiora, asked the organiser to ask where people came from who attended... 45% Rangiora, 7% Kaiapoi, Oxford 2%, Woodend 11%, Hurunui 4%, Christchurch 26%, with the balance International and balance of NZ.
- Attended monthly Food Secure North Canterbury meeting and then the public forum which covered food security in time of disaster, along with Jo Seagers writing recipes using rescued food, growing potted veges project.
- Gabby Alloway who had managed Community Wellbeing food bank in Kaiapoi was leaving to take up a new role in health sector. Gabby had put a huge amount of effort into helping those struggling in our community.
- Attended Down by the River event at Pines Beach hall, this was such good fun.
- Attended Farm Strong event which covered mental health issues in the rural sector.
- Attended Royal Honours event for local recipients, so much good work is being done by so many.
- Attending the AF8 event

### **I Fong**

- Coastal Rural Drainage Advisory Group Meeting – Drain cleaning on track prior to winter.
- Sefton Hall Committee – The new hall custodian handed her notice in, as there was too much work for her with her new job. They were now advertising for a new custodian. The new hall drawings would be available on the 17th April 2025, then they can move forward with pricing etc, they then will be planning when to sell the old hall. Still waiting from Main Power for the design and pricing for the new power line upgrade into the domain. Looks like a new transformer etc was installed by the main gate into the domain. Ray White real estate had the old library and section for sale, it would be auctioned at their premisses in Rangiora this week.
- Sefton Tug of War – Judged and called the event.
- Pegasus Residents Association – Governance had dealt with all of the group's questions from the meeting.

### **R Mather** (update e-mailed in)

- Greypower – Delivered Chatter and Woodpecker magazines to Jan Pentecost (Sefton) for Greypower meeting (which she was unable to attend).
- Council Meeting – Attended Council meeting to listen to report on path from Ravenswood to Woodend. Approval given by Councillors, subject to approval from the New Zealand Transport Agency.
- Cuppa in the Communi-tea – The guest speaker was Maria from the Greenspace team, and she was given plenty to follow up on.
- Pegasus Community Centre Project Steering Group Meeting.
- Mayor's Drop-in at Woodend – Joined the Mayor for this session which was very poorly attended by members of the public. Suspected the venue was part of the problem, as there was nothing else happening there and no foot traffic like there was at a library (where these drop-ins are well attended).
- New Zealand Transport Agency Briefing – Attended the NZTA update to Council regarding B2P project including Woodend bypass.
- Woodend-Sefton Community Board Monthly Meeting – Board meeting held at Sefton Hall with public consultations for Waikuku Beach volleyball and Pegasus youth project discussed and approved.
- Draft Annual Plan Drop-in at Woodend – This ran from 4pm to 7pm at the Woodend Community Centre with the Mayor and two Councillors in attendance. Disappointingly, no one came along with questions or comments on the draft annual plan.
- Woodend-Sefton Community Board Annual Plan Workshop – Board workshop to discuss the Annual Plan submission. Sad to again see a lack of Board members in attendance.
- Mayor's Drop-in at Pegasus – Joined the Mayor and Councillor Redmond for this session held at the Pegasus Community Centre. Two people came in with concerns to discuss with the Mayor.
- Council's Plant Giveaway – Attended the Rangiora plant give away for the first time and was delighted to come away with a few Gaura for my garden. This is a great initiative by the Council and was well attended. Well organised by the Greenspace team.
- Greypower – Delivered Chatter and Woodpecker magazines to Jan Pentecost (Sefton) for the April Greypower meeting. Did not attend, as Board members were not given time to report at the Annual General Meeting.
- Feedback from residents in Mary Ellen Street who have concerns about roots from the street trees coming into their property.
- Feedback from residents wanting the path between Woodend and Ravenswood completed.
- Contributed to Environment Canterbury and Waimakariri District Council Annual Plan submissions.
- Discussed with Mayor and Councillor Redmond the options for a second access to Pegasus.

**11 CONSULTATION PROJECT**

**11.1 Waimakariri District Council Draft Annual Plan 2025/26**

<https://letstalk.waimakariri.govt.nz/draft-annual-plan-2025-26>

Consultation closes Monday 21 April 2025.

The Board noted the consultation project.

**12 BOARD FUNDING UPDATE**

**12.1 Board Discretionary Grant**

Balance as at 31 March 2025: \$3,425.

**12.2 General Landscaping Budget**

Balance as at 31 January 2025: \$14,326.

The Board noted the funding update.

**13 MEDIA ITEMS**

Nil.

**14 QUESTIONS UNDER STANDING ORDERS**

Nil.

**15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**16 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

*Section 48, Local Government Official Information and Meetings Act 1987.*

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

Moved: S Powell                      Seconded: R Redmond

That the public is excluded from the following parts of the proceedings of this meeting.

16.1     Public Excluded Minutes of the Woodend-Sefton Community Board meeting of  
          11 March 2025

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:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
16.1	Public Excluded Minutes of the Woodend-Sefton Community Board meeting of 11 March 2025	Good reason to withhold exists under section 7	To protect information where the making available of the information would disclose a trade secret as per LGOIMA Section 7 (2)(b(i)).

**CARRIED**

**CLOSED MEETING**

*The public excluded portion of the meeting was held from 7:21pm to 7:22pm.*

**OPEN MEETING**

**NEXT MEETING**

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 12 May 2025 at the Woodend Community Centre, School Road, Woodend.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 7:23PM.

**CONFIRMED**



\_\_\_\_\_  
Chairperson

12 May 2025

\_\_\_\_\_  
Date

**Workshop (5:56pm to 6:21pm)**

- *Recreation Capital Programme Update – Duncan Roxborough (Strategic and Special Projects Manager) and Justine Rae (Senior Advisor Assets and Capital)*
- *Members Forum*