

**MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE OXFORD TOWN HALL, 34 MAIN STREET, OXFORD ON WEDNESDAY 7 MAY 2025 AT 6.30PM.**

**PRESENT**

S Barkle (Chairperson), T Robson (Deputy Chairperson), M Brown, T Fulton, R Harpur, N Mealings, P Merrifield and M Wilson.

**IN ATTENDANCE**

G Cleary (General Manager Utilities and Roading), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer)

**1. APOLOGIES**

There were no apologies.

**2. PUBLIC FORUM**

There were no members of the public present for the public forum.

**3. CONFLICTS OF INTEREST**

There were no conflicts declared.

**4. CONFIRMATION OF MINUTES**

**4.1. Minutes of the Oxford-Ohoka Community Board Meeting –2 April 2025**

Moved: M Wilson                      Seconded: T Robson

**THAT** the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 2 April 2025, as a true and accurate record.

**CARRIED**

**4.2. Matters Arising (From Minutes)**

There were no matters arising.

**5. DEPUTATIONS AND PRESENTATIONS**

Nil.

**6. ADJOURNED BUSINESS**

Nil.

## 7. **REPORTS**

### 7.1. **Ratification of the Oxford-Ohoka Community Board's submissions to the Waimakariri District Council and Environmental Canterbury's draft 2025-26 Annual Plans – K Rabe (Governance Advisor)**

K Rabe took the report as read.

Moved: M Brown                      Seconded: M Wilson

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250414065417.
- (b) **Retrospectively ratifies** its submission to the Waimakariri District Council draft 2025-26 Annual Plan (Trim Ref: 240328049611).
- (c) **Retrospectively ratifies** its submission to Environmental Canterbury's draft 2025-26 Annual Plan (Trim Ref: 240328049934).
- (d) **Notes** that the Board Chairperson and/or Deputy Chairperson will speak at the Environmental Canterbury and Waimakariri District Council Submission Hearings to convey the Board's view in person on Tuesday, 6 May 2025.

**CARRIED**

### 7.2. **Applications to the Oxford-Ohoka Community Board's 2024/25 Discretionary Grant Fund – K Rabe (Governance Advisor)**

K Rabe took the report as read.

N Mealings noted that the sum of the requests exceeded the amount the Board had left in its budget. However, she noted that as the Youth Rugby Festival would not be held until September/October and proposed that the application be laid on the table to the next financial year.

Moved: N Mealings                      Seconded: M Wilson

**THAT** the Oxford-Ohoka Community Board:

- (e) **Lays** the application from the Ohoka Rugby Club on the table till the 2025/26 financial year.

**CARRIED**

P Merrifield had concerns with the Waimakariri Dog Training Club Inc application for the competition ribbons. It seemed like manipulation to state that the Club would not be able to afford quality ribbons and would only be able to award to first place winners. He also noted the Club seemed to have a healthy bank balance.

P Merrifield noted while assessing the applications, that the Oxford Pony Club application benefitted 40% of the Board's Ward, the Ohoka Rugby Club application was 80% and the Waimakariri Dog Training Club Inc. was 60%. He suggested the Board could divide the remaining budget by the percentage of benefit to the ward.

N Mealings suggested, as the Board still had one month left of the financial year, they could do the remaining two applications with the percentages which would leave some funding for June.

M Brown stated that you could get very basic ribbons, or you could get much nicer ones which substantially varied in cost. He noted that the Board did not know what the money in the Club's bank account was for, nothing it could have other capital works planned.

M Wilson believed in the current financial climate, and how hard it was for groups to raise money, with the mainly volunteer base, that Groups were struggling to achieve outcomes. In the district there were lots of opportunities to be involved in a lot of different activities which built community and connection.

T Fulton noted that there had been a lot of discussion regarding the Boards criteria and ward-based population, however this was on one means of assessing applications. There was a good point about community connectedness and helping these clubs/groups in what had been a tough few years.

N Mealings commented, basing our funding percentage, on who lived in the ward versus whether the group/event was based there were two different things. There were many clubs that had people coming from outside the ward or district, however they were bringing vibrance, richness and economic benefit to the area. Anything that built the reputation of the ward benefited the area.

M Wilson noted that some learnings that clubs had post-earthquake and post covid was that they needed to have a bit of money in reserve because they did not know what was going to come in the future.

Moved: S Barkle                      Seconded: T Fulton

That the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250326052256.
- (b) **Approves** a grant of \$600 to the Oxford Pony Club to cover the registration costs for two coaches to attend the New Zealand Pony Club Association Conference
- (c) **Approves** a grant of \$500 to the Waimakariri Dog Training Club Inc. towards the purchase of competition ribbons.

**CARRIED**

## **8. CORRESPONDENCE**

Nil.

## **9. CHAIRPERSON'S REPORT**

### **9.1. Chairperson's Report for April 2025**

- Community Meeting in Oxford – Attended a community meeting in Oxford, arranged by the renters and ratepayers' group. Was an informative meeting in regard to hearing various points of view and trying to clarify some erroneous points. Also gave an opportunity to explain what we, as a Community Board do, how we function and gave an update on the Woodstock Quarries Limited.
- Oxford Dog Park Opening – A lovely event, attended by some keen owners and dogs. Overall, really good feedback. The only three suggestion that she heard were some owners nervous about having big and small dogs together, the newly planted oak trees – were these appropriate for a dog area and overtime some exercise equipment/basic agility gear would be well received. Thanked staff for organising the opening and all those who attended. We hoped that Oxford dog owners would be able to enjoy this area for years to come.
- Wolffs Road Suspension Bridge – Met with the committee, discussed elements of the project and foundational aspects of the committee.
- ANZAC Day Services – attended the Ohoka and West Eyreton ANZAC services. Was an honour to be there to pay respect for those who fought on our behalf and the sacrifices they and their families made for our freedom.
- Contacted by resident by Mandeville/Logans/Bailey's corner regarding the Council staff site meeting. They were somewhat disappointed with the outcome and still felt like they were no further ahead with a solution. They were more than happy to install cameras or whatever they needed to however just want some guidance as to how

they should go about this. Perhaps some advice from local police may be more useful?

- Names of significance for road names. Added in local flora and fauna names. Kanuka, Koromiko, Kowaro (mudfish).
- Met with James Ensor regarding the Mandeville walkway. Fence going across walkway that would link Truro Close to Mandeville Park Road which made the walkway useable. Also discussed some areas of concern in relation to local drainage. What was the drainage plan for the McHughs/Mandeville Road/Mandeville Park Road section of the subdivision.
- Received updated evidence from Woodstock Quarries Limited. Currently reading through it. The Board needed to decide next steps it would be taking. Waimakariri District Council and Environment Canterbury would look at the evidence that had been presented and would decide if they had enough information to base mediation from or decide to go straight to hearing.

Moved: T Robson                      Seconded: M Brown

**THAT** the Oxford-Ohoka Community Board:

- (a) **Rejects** going into mediation.

**CARRIED**

- Wards Road walkway – met onsite with the residents and Ken Howat. Wonderful couple with a great vision and enthusiasm for contributing to their community. Swannanoa School would also like to be involved in this project. Next steps, K Howat would write a report to come to the board. Spraying of the area needed to happen regardless. Discussed the involvement of volunteers to keep the costs down as much as possible. This could be quite a community engagement project.
- Presented Annual Plan submission to the Waimakariri District Council.
- Presented to Environment Canterbury Annual Plan Submissions Hearing. Expressed the fact that the Board was lodging the same submission for six years in a row with little change.
- Meeting about the Woodstock Quarries Limited. The Board had until 16 May to decide whether or not they wanted to enter into mediation.
- Attended the Oxford Gym Extension Opening. Fantastic asset for the community and had a tremendous turnout with some great speeches.

Moved: N Mealings                      Seconded: M Brown

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** the verbal report from the Oxford-Ohoka Community Board Chairperson.

**CARRIED**

## **10. MATTERS FOR INFORMATION**

- 10.1. Rangiora-Ashley Community Board Meeting Minutes 9 April 2025.
- 10.2. Kaiapoi-Tuahiwi Community Board Meeting Minutes 14 April 2025.
- 10.3. Woodend-Sefton Community Board Meeting Minutes 15 April 2025.
- 10.4. Woodend-Sefton Community Board Extraordinary Meeting Minutes 28 April 2025
- 10.5. Transport Choices (Strategic Cycleway) Project Update – Report to Council Meeting 4 March 2025 – Circulates to Woodend-Sefton and Kaiapoi-Tuahiwi Community Boards

- 10.6. Submission to Central Government Consultations October 2024 to March 2025 – Report to Council Meeting 1 April 2025 – Circulates to all Boards
- 10.7. ANZAC Day Services 2025 – Report to Council Meeting 1 April 2025 – Circulates to all Boards
- 10.8. Health, Safety and Wellbeing Report February 2025 to Current – Report to Council Meeting 1 April 2025 – Circulates to all Boards

**Public Excluded**

- 10.9. Submission of District Drinking Water Safety Plans – Report to Utilities and Roading Committee Meeting 15 April 2025 – Circulates to all Boards

Moved: T Robson                      Seconded: M Wilson

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** the information in items.10.1 to 10.8.
- (b) **Receives** the separately circulated public excluded information in item 10.9.

**CARRIED**

**11. MEMBERS' INFORMATION EXCHANGE**

**T Robson**

- Pearson Park Advisory Group – discussed the concern raised at the last Board meeting about the lack of action, since then K Howat received a quote to change some paths which had been raised multiple times and to do some other works in the park.
- ANZAC Day – Oxford ceremony very good.
- Presented the Waimakariri District Council and Environment Canterbury Annual Plan Submissions Hearings.
- Attended a meeting on the Woodstock Quarries.

**T Fulton**

- ANZAC Day Services in Oxford, Cust and West Eyreton. The West Eyreton Service feedback regarding the incorrect placement of the flagpole, which was situated behind a wall.
- Went to the Paddy's Market.
- Oxford Dog Park Opening. Well done to Rover the Rottweiler.
- Extraordinary Council meeting – loan funding the Rangiora Health Hub proposal.
- Wolffs Road Bridge – considering as a group, a Memorandum of Understanding with the Council. Conversations as to how the group would interact with Council.
- Attended a Cust Family Reunion.
- Attended the Oxford Gym Extension Opening.

**M Brown**

- Attended the Paddy's Market – the Lions got some good fundraising from the event.
- Lions held a golf tournament and some of the proceeds had been donated to the Medical Center for improved satellite communication for the rural nurses.
- West Eyreton – new business had opened up. West Eyreton Hire.
- Cust Pub had been sold. It was closing on 19 May for three months and would open under new owners.
- Wes Eyreton ANZAC Day Service started early, and many people missed it.

**M Wilson**

- Oxford Dog park Opening – Long awaited and nice to see it finally in action. Plenty of dogs with owners turned up for the first frolic. Rover the Rottweiler made an appearance and even won a prize.
- Alcohol and Drug harm Prevention Steering Group – apologies given as was away on holiday.

- Ohoka ANZAC Day Service – Well attended. The Ohoka community came together in recognition of those that bravely fought to protect our freedom.
- Ohoka Community Hub Launch – A number of interested residents who were keen to see this hub get underway.

### **R Harpur**

- Mandeville Sports Club Meeting – lot of the clubs attended, and their long term plans were discussed. There was discussion regarding the trees along the entrance way on the western side which were apparently going to be felled.
- Waimakariri Access Group:
  - discussed the toilets at the Ashley Gorge and the dog park, there were plans to renew those toilet facilities. The width of the accessible doors were discussed.
  - The Council were looking at the possibility of supplying changing spaces at the Rangiora Dudley Pool.
  - Bollards were discussed, they seemed to be installed too far apart, and chains were being installed between them which could be an issue for visually impaired people.
  - The debrief after the training day – positive success. Suggesting that it was made compulsory for all Council staff and members.
  - The North Canterbury Inclusive Sports Festival would be held 4 July 2025 and the Boccia Courts would hopefully be finished by 4 July 2025.
- Attended the Ohoka ANZAC Day Service – impressed to see many people there from so many different age groups. Very well attended.

### **N Mealings**

- Property Portfolio Working Group.
- Race Unity Poster Competition Prizegiving – Attended event at Mainpower Stadium and saw some amazing artwork from some very talented students from primary to high school age, with performances from Tuahiwi Kapa Haka Group. Very well attended with wonderful support from friends and families of the recipients as well.
- Council Workshop and Briefing Session.
- Waimakariri Tree of the Year Prizegiving.
- Zones 5 and 6 Conference – Held at Novotel, Christchurch Airport, with speakers on infrastructure planning, Health New Zealand, Housing, Business Canterbury, technology, Resource Management Act reform, emergency management and climate resilience, Brad Olsen from Infometrics, and various government ministers as well as updates from individual councils.
- Oxford Dog Park Opening – Attended the long awaited official opening of the Oxford Dog Park, along with several waggy-tailed happy canines and their humans!
- Canterbury Climate Action Planning Reference Group – An update of progress for the Canterbury Mayoral Forum - group of 10 Canterbury councils' representatives who were collaborating on the Canterbury Climate Action Plan.
- Social Services Waimakariri Hui – This month's meeting was a forum dedicated to thinking about and developing a social services disaster response plan, specifically considering Whanau, food security, animals, health and pastoral care. A very worthwhile exercise!
- Utilities and Roading Committee Meeting – Mill Road roadworks complete, but remediation of berm yet to be done. Ohoka Wastewater Treatment Plant works out for tender. All Drainage Groups meeting to be held 16 July.
- Council Workshop.
- District Planning and Regulation Committee Meeting.
- Alcohol and Drug Harm Prevention Steering Group Meeting – Recap over the recent forum held and how we could incorporate this sector feedback into our action plan that was under review.
- Good Friday Cake Competition at the Ohoka Farmers Market – As a trustee of Community Wellbeing North Canterbury Trust, had helped run the cake stall for the Good Friday competition which the Ohoka Farmers Market generously organised to benefit the Trust. Some amazing (and very tasty) cakes were entered, with all sold for a great cause!
- Extraordinary Council Meeting.

- Ohoka ANZAC Day Service – Lovely service as always, well attended at Ohoka Hall. A photo of WW2 Nurse Christmas was given to the Hall Committee to display alongside photos of other fallen soldiers.
- ANZAC Day Services – Attended services at Oxford, Cust and West Eyreton. It was a beautiful day, and all the services were well attended with people paying their respects.
- Community Wellbeing North Canterbury Trust Board Meeting – First meeting with the three new Trustees, a new Chair and Deputy Chair and Minutes Secretary after previous Trustees' terms had finished. The Trust was in good heart with some great new Trustees to continue on the solid foundations laid by previous board members.
- Waimakariri Youth Council – First meeting with six newly recruited Waimakariri Youth Council members. Looks to be a very engaged group of Youth Councillors and looked forward to seeing what they achieved! \*Youth Week events would be held from 18-28 May, Including an Oxford Skate Jam on 18 May from 1-4pm.
- Portfolio Update.
- Oxford Gym Extension Opening – Attended the official opening to celebrate the awesome new extension to the Oxford Gym. Well done to T Fulton and all the team involved. It looked amazing and the community would really enjoy having the upgraded facility which would be well used!
- Ohoka Domain Working Bee – Worked at the monthly working bee at the Ohoka Bush. It was looking good in spite of the rain event earlier in the week.
- Ohoka Community Emergency Hub Launch – Attended the long-awaited launch of the Community Emergency Hub at the Ohoka School Hall. Great to finally have this awesome initiative underway!
- Council Meeting and Workshop.
- Annual Plan Submissions Hearing – Held in Kaiapoi. 23 parties presented their submissions in person to the Council.

#### **P Merrifield**

- Renters and ratepayers meeting at the Oxford Town Hall – Good meeting, no unpleasant surprises or verbal attacks. It was appreciated that the Board turned up in numbers.
- Oxford Museum Monthly Meeting – Still trying to help with external storage solution.
- Oxford Dog Park Opening – Took Rover the Rottweiler along to join in.
- Wolffs Road Bridge Meeting – Spent some time debating the Memorandum of Understanding that came from the Waimakariri District Council. A need to get together with Council to understand what was needed.
- ANZAC Day Services – Oxford and Cust – Very good turnout to both ceremonies. Unfortunately, at Cust the aircraft flyover drowned out what was happening for a short while.

## **12. CONSULTATION PROJECTS**

### **12.1. 2025 Environmental Awards**

<https://letstalk.waimakariri.govt.nz/2025-environmental-awards>

Applications close 28 June 2025.

The Board noted the consultation project,

## **13. BOARD FUNDING UPDATE**

### **13.1. Board Discretionary Grant**

Balance as at 31 March 2025: \$1,102.

### **13.2. General Landscaping Fund**

Balance as at 31 March 2025: \$3,083.

The Board noted the funding update.

14. **MEDIA ITEMS**

15. **QUESTIONS UNDER STANDING ORDERS**

Nil.

16. **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board is scheduled for 6.30pm, Wednesday 4 June 2025 at the Oxford Town Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 8:05PM.

**CONFIRMED**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

**Workshop  
(8:05pm to 8:31pm)**

- *Members Forum*
  - *Woodstock Quarries.*