

**MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE OXFORD TOWN HALL, 34 MAIN STREET, OXFORD ON WEDNESDAY 2 JULY 2025 AT 6.30PM.**

**PRESENT**

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

**IN ATTENDANCE**

G Cleary (General Manager Utilities and Roading), K Howat (Parks and Facilities Team Leader), S Binder (Senior Transportation Engineer), N Puthupparambil (Transportation Engineer), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

**1. APOLOGIES**

Moved: T Robson                      Seconded: P Merrifield

**THAT** an apology for absence be received and sustained from M Brown.

**CARRIED**

**2. PUBLIC FORUM**

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

**3. CONFLICTS OF INTEREST**

Item 7.6 – T Robson declared a conflict of interest as he was a member of the Dark Sky Committee.

**4. CONFIRMATION OF MINUTES**

**4.1. Minutes of the Oxford-Ohoka Community Board Meeting – 4 June 2025**

Moved: N Mealings                      Seconded: M Wilson

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

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 4 June 2025, as a true and accurate record.

**CARRIED**

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

There were no matters arising.

**5. DEPUTATIONS AND PRESENTATIONS**

**5.1. Dave McPherson – Pearson Park Advisory Group**

D McPherson was not present and would be rescheduled for the August meeting.

## 6. ADJOURNED BUSINESS

### 6.1. Applications to the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund – K Rabe (Governance Advisor)

K Rabe took the report as read.

T Robson noted that the Club had applied for funding on 3 July 2024 for money towards attending a New Zealand Junior Rugby Festival. He queried if that was the same event. N Mealings noted that the Club had applied to attend the event previously however for a different team.

T Fulton noted that the senior club and junior club were managed by two separate financial bodies. A lot of grant funders did not provide for uniforms or casual sporting non-playing attire. He enquired if the Board could specify the funding should be used for uniforms only. K Rabe agreed that Board could specify how the funds were to be spent.

Moved: N Mealings

Seconded: R Harpur

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

(a) **Receives** report No. 250526093031.

(b) **Approves** a grant of \$500 to the Ohoka Rugby Club for playing uniforms.

**CARRIED**

T Robson and P Merrifield against

N Mealings commented that her son had attended the tournament on three occasions. The festival was a great development opportunity for kids, and it really contributed to lifelong participation in sport by giving those kids that confidence and experience. A number of kids that attended the festival still played rugby. Her son was now playing in the Colt's Team and a number of those in the team were kids that went to this tournament. The Club were actively fundraising for this.

R Harpur noted the fact that the Club attending and competing put North Canterbury on the map.

## 7. REPORTS

### 7.1. Request for Approval to Install a Stop Control at High Street / Church Street / Weld Street Intersection – S Binder (Senior Transportation Engineer) and N Puthupparambil (Transportation Engineer)

N Puthupparambil spoke to the report noting approval was sought for a stop control on High Street/Church Street intersection. He took the report as read.

T Robson noted at previous meetings the Board had discussed similar issues with other intersections in that area on Victoria Street and Powells Road. He asked if there was any thought to do a revision of that whole block. S Binder believed Powells Road/McJarrows Road had already been actioned. Staff would note the request and investigate further. S Binder noted that at a general level there were over 300 rural intersections across the district and a substantial number probably did not meet the guidance for give way versus stop controls. There was a lot of work underway to try and proactively address that situation however staff had not prioritised that over other activities. The Council had started ramping up the rural intersection crossroads safety programme.

Moved: N Mealings

Seconded: M Wilson

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

- (a) **Receives** Report No. 250616108139.
- (b) **Approves** the following intersection control changes pursuant to section 2 of the Land Transport Rule: Traffic Control Devices 2004, with effect from the date of installation of appropriate signage:

| Item | Road to be Controlled                    | Road to Remain Uncontrolled | Type of Control to be Imposed | Type of Control to be Revoked |
|------|------------------------------------------|-----------------------------|-------------------------------|-------------------------------|
| 1    | Church Street (West leg of intersection) | High Street                 | Stop                          | Give Way                      |
| 2    | Weld Street (East leg of intersection)   | High Street                 | Stop                          | Give Way                      |

- (c) **Circulates** this report to the Utilities and Roading Committee for information.

**CARRIED**

N Mealings commented staff had highlighted all the information the Board needed to know about this matter. Staff had received the service request which highlighted concerns regarding drivers failing to give way, and had inspected the intersection and seen that there was poor visibility for oncoming traffic.

7.2. **Main Street Oxford Proposed Parking Changes – S Binder (Senior Transportation Engineer)**

S Binder took the report as read. He reinforced that there was strong public comment on parking in Main Street and the consultation had focused on three questions which showed there was general opposition to all the restrictions proposed.

T Fulton asked what the rationale was behind the consultation. S Binder explained the Council had just finished the Parking Management Plans for the Rangiora Town Centre and Kaiapoi Town Centre. As part of the process of preparing those, staff reached out to the Woodend-Sefton and Oxford-Ohoka Community Boards to enquire if there were any parking concerns in the Oxford Town Centre and Woodend/Pegasus Town Centre. The Parking Management Plans were setting the process for the next 20 years, potentially expanding parking supply.

Moved: T Robson

Seconded: T Fulton

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

- (a) **Receives** Report No. 250613107551.
- (b) **Approves** retaining the status quo parking restrictions without any change.
- (c) **Notes** that consultation on two new parking restriction changes was undertaken in March / April 2025 – outside Pearson Park and outside the diner and boutique. Putting P60 time restrictions on existing unrestricted parking was opposed by 75-76% of respondents, while maintaining the existing P30 restrictions were opposed by 61% of respondents.

**CARRIED**

T Robson commented that the Board were supporting the feedback received however, it was a shame for some of the residents of Ringwood who had expressed not being able to get parks outside their homes. He believed the Board had made the right decision.

T Fulton accepted that Main Street parking had general areas of concern. He did feel there were other areas off Main Street that had not been captured. The results were pretty comprehensive, and he was happy to support the motion.

7.3. **West Eyreton Scout Group Storage Shed – K Howat (Parks and Facilities Team Leader)**

K Howat took the report as read.

There were no questions from members.

Moved: T Robson                      Seconded: T Fulton

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

- (a) **Receives** Report No. 250609103631.
- (b) **Approves** the installation of a 3m x 3m shed behind the West Eyreton Community Hall located at 2 Earlys Road to be used for storage of equipment for the West Eyreton Scout Group.
- (c) **Notes** all costs associated with this proposal would be met by the scout group including purchase, fabrication, installation, insurance and ongoing management, plus removal if required.
- (d) **Notes** that any security measures for the storage shed is the responsibility of the West Eyreton Scout Group and Council takes no responsibility for the shed or its contents.
- (e) **Notes** that the West Eyreton Scout Group are responsible for insuring items placed or stored within the shed and Council is not obligated to cover the cost of any damage.
- (f) **Notes** that the West Eyreton Community Hall Management Committee support the placement of the storage shed at the location.
- (g) **Notes** that no accelerants, flammable substances, or hazardous goods will be stored within the shed.

**CARRIED**

7.4. **General Landscaping Project – Ecological Enhancement between Tram Road and Wards Road – K Howat (Parks and Facilities Team Leader)**

K Howat spoke to the report noting the Board currently had \$3,083 left in its 2024/25 general landscaping budget which excluded what was allocated for the 2025/26 year. The project was to enhance the informal walkway that ran between Wards Road and Tram Road. A local couple who had volunteered to lead the initiative had approached S Barkle. Swannanoa School had indicated that they were keen to be involved in assisting with planting.

In response to T Fulton's query regarding the proposed roundabout K Howat stated the project would not affect the proposed work.

S Barkle noted the report said that Swannanoa School would be donating some plants, however there was no confirmation of that occurring.

S Barkle asked if \$3,000 would be enough for the project. K Howat explained the original planting plan was quoted at \$9,000, however that was without any voluntary input and had been from a contractor. It was estimated the area would need approximately 730 plants at \$4 per plant which totalled \$2,920 with another \$1,000 for plant guards. There could be the possibility of getting some funding from the biodiversity fund. It could be done in stages as plants were available.

N Mealings enquired if the school and community were unable to propagate those seedlings, did staff have a supplier in mind as she was aware of a local supplier that would be happy to help. S Barkle noted that the couple involved in initiating the project were in contact with that supplier.

R Harpur asked if it was the same couple who had done the landscaping around the storage pond on Wards Road. K Howat replied that it was.

Moved: N Mealings                      Seconded: M Wilson

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

- (a) **Receives** Report No. 250609103202.
- (b) **Approves** the allocation of up to \$3,000 for the purchase of plants to support the community led enhancement project of the informal walkway located between Wards Road and Tram Road.
- (c) **Notes** that all funds will be managed by Council staff including plant purchases.
- (d) **Notes** that the Board currently has \$3,083 available to allocate to general landscape projects within the Oxford Ohoka ward from the Boards General Landscaping Budget (PJ 101052.000.5223).
- (e) **Notes** that majority of the required plants will be donated by Swannanoa School and local residents.
- (f) **Notes** that the Council's Biodiversity Team will provide oversight and input into the selection of plant species to ensure that all plantings are ecologically appropriate and contribute positively to the enhancement of local biodiversity.

**CARRIED**

N Mealings was happy to move the motion as it allowed for community involvement. She commented this was a great project to tidy up what used to be a very messy five road intersection which was also very dangerous. Twenty years ago, the intersection was changed to what it was now to make it safer, however the area was left languishing, and it was time something was done to tidy it up.

M Wilson noted it was a good idea to look where people were already going and what they were using. A lot of the youth already used the track, so it was great to see that it was being recognised. It was great to see community wanting to get involved including the Swannanoa School.

**7.5. Oxford-Ohoka Community Board's 2025/2026 Discretionary Grant Fund and 2025/26 General Landscaping Budget – K Rabe (Governance Advisor)**

K Rabe spoke to the report noting it was an annual report the Board received at the beginning of each financial year setting out its General Landscaping Budget and Discretionary Grant Budget. She noted that as the Community Boards had undertaken a significant review of the Discretionary Grant Funding criteria in late 2024, staff would not be reviewing the criteria again until after the elections and the new Board was elected.

Moved: T Robson                      Seconded: P Merrifield

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

- (a) **Receives** Report No. 250617109641.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2025/26 is \$14,330, with a carry forward from the 2024/25 financial year to be reported back in August.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2025/26 is \$6,470, with a carry forward from the 2024/25 financial year of \$152, bringing the total to \$6,622.

- (d) **Approves** the Board's 2025/26 Discretionary Grant Fund Application Criteria and Application Form which is unchanged (Trim No. 210603089866).
- (e) **Approves** the Board's 2025/26 Discretionary Grant Accountability Form which is unchanged (Trim No. 210603089980).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2025/26 financial year (July 2025 to June 2026).

**CARRIED**

7.6. **Applications to the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund – K Rabe (Governance Advisor)**

K Rabe spoke to the report noting the Oxford Dark Sky Group were seeking funding towards the cost of a second light meter.

N Mealings noted the report said that the application partially complied with the Boards policy. She asked if travel costs were able to be covered. K Rabe stated that was why it partially complied. The criteria did not say that the Board did not cover travel costs but generally Boards did not.

Moved: M Wilson                      Seconded: T Fulton

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

- (a) **Receives** report No. 250526092955.
- (b) **Approves** a grant of \$381 to the Oxford Dark Sky Group towards the purchase of a second light metre.

**CARRIED**

**8. CORRESPONDENCE**

Nil.

**9. CHAIRPERSON'S REPORT**

9.1. **Chairperson's Report for June 2025**

- Wolffs Road Bridge Meeting – discussed the details of becoming an official society which would require a bank account being set up.
- Met with a group of Council staff, Councillors and community members to discuss the resurgence issues in that area. Valuable meeting hearing various opinions, there was a lot of local knowledge about channels.
- Water Race Advisory Group Meeting – There would be an All Drainage Group meeting in August 2025.
- Watched the Proposed District Plan Council meeting – interesting to see the information about the medium density and how it would pan out in the future.
- All Boards Briefing.
- The Board had to revoke the use of Andrew Schultz for the Woodstock Quarries and Ohoka Development. The Board were not moving away from representing the community however the cost involved in having a lawyer do admin type things was starting to cost the ratepayer without little benefit.

Moved: N Mealings

Seconded: R Harpur

**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. Woodend-Sefton Community Board Meeting Minutes 9 June 2025.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 11 June 2025.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 June 2025.
- 10.4. Bylaw Programme Update June 2025 – Report to Council Meeting 3 June 2025 – Circulates to all Boards
- 10.5. Stock Movement Bylaw 2020 Review – Report to Council Meeting 3 June 2025 – Circulates to all Boards
- 10.6. Section 155 Report for Review of Signage Bylaw 2019 – Report to Council Meeting 3 June 2025 – Circulates to all Boards.
- 10.7. Health, Safety and Wellbeing Report April 2025 to Current – Report to Council Meeting 3 June 2025 – Circulates to all Boards.
- 10.8. 190 High Street Bin Storage Issues and Options – Report to Utilities and Roding Committee Meeting 17 June 2025 – Circulates to all Boards.
- 10.9. Infrastructure Resilience Fun Proposed Projects for 2025/26 and Work Plan Following the May 2025 Flood Event – Report to Utilities and Roding Committee Meeting 17 June 2025 – Circulates to all Boards.
- 10.10. Adoption of the Annual Plan 2025/2026 – Report to Council Meeting 17 June 2025 – Circulates to all Boards.

Moved: S Barkle

Seconded: T Robson

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

- (a) **Receives** the information in items.10.1 to 10.10.

**CARRIED**

## 11. **MEMBERS' INFORMATION EXCHANGE**

### **N Mealings**

- Violence Free North Canterbury Quiz Night Fundraiser – Great turnout at the Rangiora RSA to fundraise for the important work Violence Free North Canterbury did in the community.
- Attended WasteMINZ Conference – there were many interesting and inspiring projects and initiatives on show, however of special interest to the Board was the Ministry for the Environment had published a baseline report on Construction and Demolition waste, which made up 70% of all waste disposed of at levied (class 1-4) facilities, of that, 80% was soil or rubble. Valuable soil resources were being lost to landfill. This contributed to landfill overuse, emissions, and high project costs. The Minister said managing surplus soils was a long-standing challenge, with no national rules or clear guidance on how to reuse them, so to address this, the Ministry for the Environment were supporting a WasteMINZ proposal to fund a national soils management framework which was timely for the Board. In addition to a better approach to remediating contaminated sites, six

priority waste priorities for the ministry at present were farm plastics, tires, synthetic refrigerants, a plastic packaging stewardship scheme, e-waste (including batteries).

- Sat in on the National Community Boards Zoom.
- Social Services Waimakariri Hui – Meeting of local social services providers to share information and issues to better serve the community. An older person's housing report showed that publicly funded services were becoming more limited, making it increasingly important for people to plan for old age and choose to live closer to services.
- Utilities and Roading Committee Meeting.
- Council Meeting Adoption of Annual Plan – Average rates rise across the district was 4.98%, which was in line with the Long Term Plan forecast.
- Rural Waste Workshop – Attended a workshop at the Mandeville Sports Centre held by the Waimakariri Landcare Trust with presentations from Environment Canterbury and AgRecovery and attended by several local farmers. Really interesting with some useful ideas.
- Community Wellbeing North Canterbury Volunteers Event – Celebrated the Community Wellbeing North Canterbury Trust's amazing helpers for Volunteer Week.
- Canterbury Biodiversity Champions Meeting – Currently working through the revitalisation of the Canterbury Biodiversity Strategy and related issues.
- Community Wellbeing North Canterbury Trust Board Meeting who farewelled longstanding Board member B Davey as he retired from the Board after seven years of valuable contribution to the Trust.
- Council Workshop.
- Waimakariri Youth Council Meeting – WaiYouth were planning a school holidays cooking class at the John Knox Centre on 22 July 2025. There was a new Run Club planned at Dudley Park for youth after school called the 'Dudley Dashers'. The Inclusive Sports Festival would be held on Friday 4 July 10am to 1pm at Mainpower Stadium.
- Attended the Community Emergency Hub Launch at West Eyreton School.
- Attended the Rewiring Aotearoa Event at the Rangiora RSA.
- Ohoka Rugby Colts Semi Final at the Mandeville Sports Centre – the passing of local identity and life member G Armstrong was acknowledged.
- Council Meeting – From the May 2025 flood event 181 service requests had been received, all collated, triaged and categorised into 49 investigations and 80 maintenance tasks were identified to be responded to. Works were underway for a bigger outlet to the Cust Main Drain from Bradleys Road to alleviate some of the pressure onflow through to affected Threlkelds Road properties.
- The Proposed District Plan was adopted by the Council on 24 June 2025.

#### **M Wilson**

- Violence Free North Canterbury Network Quiz Night – Great community event. Statistics and stories shared demonstrated the significant impact family violence had on the community.
- Camp Quality 40<sup>th</sup> anniversary at Living Springs – 40 years of providing camps for children with cancer. Had been attended by some children and their siblings from Waimakariri over the years.
- Waimakariri Health Advisory Group Meeting – Nicki Carter and Mary Sparrow presented their work into older persons services. There was a lack of funding and services across the board. 'Aging in Place' was not well supported. There were concerns with Domiciliary care. Education was needed so people could plan for old age and chose to live close to services. People would need to pay for help, there was no silver bullet. All funded antenatal education had been withdrawn in Waimakariri.
- All Boards Briefing – District Plan update.

#### **R Harpur**

- Waimakariri Access Group Meeting.
  - Inclusive Sports Day would be held on Friday 4 July 2025 from 10am to 12pm. This would cover a wide range of sports including wheelchair basketball and

- boccia. Two Paralympians, Zack Lappin and Evan Clulee, were involved in organising the even along with Council staff.
- There would be a Disability Forum at Rangiora High School on 30 August 2025 at 1:30pm. A number of guest speakers would be in attendance with the focus being on transitioning from school to the workforce.
- The Hapai Card was discussed with the Waimakariri Libraries now accredited. This was a discount card which could be used by caregivers as well. There were a large number of businesses featured on the Hapai website offering benefits to card holders.
- The Council's Community Development Strategy for 2025-2035 was discussed. The four main points were: A safe and healthy community, welcome and inclusion, informed and empowered, and engaged and connected. Access Group members were encouraged to make a submission on the Council's Let's Talk website.
- The mobility parking currently under construction beside the Rangiora Town Hall was discussed. Questions were raised around the current location of the nearby bus stops which were to be looked at.
- Other issues raised were cutdowns at kerbs to allow better wheelchair access. The cutdown outside the Town Hall was to remain.
- The bus stop in Charles Street Kaiapoi was to be relocated.
- The mobility park near Paris for the Weekend in Kaiapoi was discussed.
- A request was made for a mobility park in Oxford outside the Oxford Pharmacy.
- There was a complaint made about car stops at Rangiora New World. Could these be removed and replaced with kerbing.
- There was a request made to install a pedestrian crossing on Oxford Road near Charles Upham Drive. The Council informed them that it would need to be approved and at least 50 people crossing the road per hour would be the criteria.
- Attended the All Boards Briefing.

#### **T Fulton**

- North Canterbury Neighborhood Support Meeting.
- Canterbury Water Management Zone Committee Briefing – Mayoral Forum proposals. There was disappointment at the initial proposal to combine governance of Waimakariri with part of Selwyn and Christchurch, based on Freshwater Management Units. Mayoral Forum advised the current proposal was not acceptable to Waimakariri.
- Council Briefing.
- Canterbury Water Management Zone Committee Mayoral Forum Online Hui.
- Ohoka Mandeville Drainage Group meeting at Des Lines' for resurgence channel consultation – A good discussion about possible additions to Stage One works and possibilities for Stage Two.
- Attended Oxford Art Gallery exhibition launch and shared kai.
- Met with Tim and Val Parott in Ohoka regarding roading issues.
- Landmarks meeting.
- Council Workshop.
- Proposed District Plan Adopted by the Council.
- All Boards Briefing.
- Hikurangi Subduction AF8 public meeting in Kaiapoi.
- Council Meeting.
- The Council adopted the Annual Plan 2025/26 – There was unanimous support for the report and budget, excepting one abstention.
- Joined Mayor Gordon at a drop-in session in Ohoka – keen interest on the Carter Group/RIL plan for Ohoka.
- Wolffs Road footbridge meeting.
- Responded to complaint about West Eyreton motorbike riders.

**T Robson**

- Pearson Park Advisory Group Meeting – stage roof was discussed, a report would be coming to the Board on the matter. They approved some path upgrades and moving a seat. They heard an application from the Mens Shed to extend the pétanque course.
- All Boards Briefing.

**12. CONSULTATION PROJECTS**

Nil.

**13. BOARD FUNDING UPDATE**

**13.1. Board Discretionary Grant**

Balance as at 1 July 2025: \$6,622.

**13.2. General Landscaping Fund**

Balance as at 1 July 2025: \$14,330, carry forward to be calculated.

The Board noted the funding update.

**14. MEDIA ITEMS**

Items identified to be shared on the Board's webpage.

**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 6 August 2025 at the Mandeville Sports Club.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 8.16PM.

**CONFIRMED**



\_\_\_\_\_  
Chairperson

6 August 2025

\_\_\_\_\_  
Date

