

MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 14 JULY 2025 AT 5.30PM.

PRESENT

S Powell (Chairperson), B Cairns, R Mather, P Redmond and A Thompson.

IN ATTENDANCE

S Hart (General Manager Strategy, Engagement and Economic Development), D Caird (Senior Policy Analyst) and A Willis (Contract Specialist), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

1 APOLOGIES

Moved: S Powell Seconded: P Redmond

THAT apologies for absence be received and sustained from M Paterson and I Fong.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts declared.

3 CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board Meeting – 9 June 2025

Moved: P Redmond Seconded: R Mather

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 9 June 2025.

CARRIED

3.2 Matters Arising (from minutes)

There were no matters arising.

3.3 Notes of the Woodend-Sefton Community Board Workshop– 9 June 2025

Moved: B Cairns Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Receives**, the circulated Notes of the Woodend-Sefton Community Board workshop, held on 9 June 2025.

CARRIED

4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Woodend-Sefton Community Board's 2025/26 Discretionary Grant Fund and 2025/26 General Landscaping Budget – K Rabe (Governance Advisor)

K Rabe spoke to the report noting this 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.

S Powell noted that in its Annual Plan submission, the Board had requested that the general landscaping budget be reviewed, however given the amount allocated for the 2025/26 financial year that had not occurred. K Rabe explained that item would be discussed at a workshop being set up with the Mayor, Councillors and Community Board members in the near future.

P Redmond noted the discretionary grant form has examples of what the Board could fund, which included costs associated with events. He queried what sort of events this referred to and if this should be clarified as community events. K Rabe stated most of the applications that came through were for community events.

Moved: P Redmond

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 250618110792.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2025/26 is \$14,640, with a carry forward from the 2024/25 financial year to be reported back in August 2025.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2025/26 is \$6,980, with a carry forward from the 2024/25 financial year of \$2,875, bringing the total to \$9,855.
- (d) **Approves** the Board's Draft Discretionary Grant Fund Application Criteria and Application Form (Trim No. 210603089866).
- (e) **Approves** the Board's Draft Discretionary Grant Accountability Form (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

P Redmond commented that he found it difficult to be fair when considering the discretionary grant applications with the purpose of the fund to benefit the wider community in some respects, however this was sometimes difficult to define.

R Mather noted it was a challenge to define and to know if the Board were getting it right. However, it was a discretionary fund which indicated that the Board should use its discretion when making decisions. She was pleased that the carryover from the previous year had occurred and which now put the onus on the Board to find groups who required funding assistance.

6.2 Application to the Woodend-Sefton Community Board's 2025/26 Discretionary Grant Fund – K Rabe (Governance Advisor)

K Rabe spoke to the report noting the Woodend Netball Club sought funds towards hosting their end-of-season prize-giving. She noted that other Community Boards had provided funding for prizegiving events in the past. The Club were not an incorporated society, however they were a sports club which she felt allowed them to apply to the fund.

B Cairns enquired if the Club were aware that if they went to the library, they could get their certificate lamination for \$2 instead of \$3.75. K Rabe would inform the Club.

P Redmond asked if the Board had funded any similar applications. K Rabe noted that the Board had not.

Moved: R Mather Seconded: S Powell

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 250618110653.
- (b) **Approves** a grant of \$400 to the Woodend Netball Club towards hosting the end-of-season prize-giving.

CARRIED

R Mather commented that it was clear that the Club could get the lamination done quite a bit cheaper. She had concerns about the proposed funding to be spent on treats, however she supported funding the Club a lesser amount than requested.

S Powell noted that she supported funding for the Woodend Netball Club; however, she believed that \$750 was quite expensive for a local prizegiving. The Board needed to consider it that the money came from ratepayers.

B Cairns was impressed with the Club's fundraising which included merchandise sales and pie sales. He agreed that \$400 was a more appropriate amount.

7 CORRESPONDENCE

7.1 Woodend to Ravenswood Footpath Connection – Joanne McBride (Roading and Transportation Manager) and Kieran Straw (Civil Projects Team Leader)

Trim Reference: 250703120853.

7.2 Toilet Renewal and Waikuku Beach Development Plan Wording – Julie Mason (Landscape Architect)

Trim Reference: 250703120874.

Moved: S Powell Seconded: P Redmond

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the tabled information in items 7.1 and 7.2.

CARRIED

8 CHAIRPERSON'S REPORT

8.1 Chairpersons Report for June 2025

Moved: S Powell Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (Trim: 250707122766).

CARRIED

9 **MATTERS FOR INFORMATION**

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 4 June 2025.
- 9.2 Rangiora-Ashley Community Board Meeting Minutes 11 June 2025.
- 9.3 Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 June 2025.
- 9.4 Bylaw Programme Update June 2025 – Report to Council Meeting 3 June 2025 – Circulates to all Boards
- 9.5 Stock Movement Bylaw 2020 Review – Report to Council Meeting 3 June 2025 – Circulates to all Boards
- 9.6 Section 155 Report for Review of Signage Bylaw 2019 – Report to Council Meeting 3 June 2025 – Circulates to all Boards.
- 9.7 Health, Safety and Wellbeing Report April 2025 to Current – Report to Council Meeting 3 June 2025 – Circulates to all Boards.
- 9.8 190 High Street Bin Storage Issues and Options – Report to Utilities and Roding Committee Meeting 17 June 2025 – Circulates to all Boards.
- 9.9 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.
- 9.10 Adoption of the Annual Plan 2025/2026 – Report to Council Meeting 17 June 2025 – Circulates to all Boards.

Moved: P Redmond

Seconded: B Cairns

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.10.

CARRIED

10 **MEMBERS' INFORMATION EXCHANGE**

B Cairns

- Waimakariri Access Group meetings – the Council's Roding team spoke about the new bylaw proposed regarding bollards/sandwich boards and obstructions on footpaths.
- North Canterbury Neighbourhood Support –were reviewing its annual strategy.
- Kaiapoi Food Forest Annual General Meeting – new Chairperson was appointed; educational building had been put on hold until funds were found to complete project.
- Attended Waimakariri Road Safety Meeting.
- Pegasus Park Run – celebrating 400 runs.
- Our Places and Spaces event, workshop talked to groups about the good and not so good of reserves.
- Hikurangi and tsunami events, Pegasus and Pines Beach were well attended based on population base. Kaiapoi had low numbers, at one of those two people were from Christchurch.
- The Sterling Teddy Bears picnic – grandchildren of residents were hosted.
- Kaiapoi High School end of term event – Cactus Leadership program.
- Kaiapoi Museum monthly meeting – consultant was being contracted to provide guidance of collections. An engineer had viewed the stairway to establish the suitability of having a lift.
- Reverend Sandy farewell event from St Barts Church, Kaiapoi.
- Rangiora Promotions Annual General Meeting – made a profit of in excess of \$50,000 for the year.
- Inclusive Sports event at Mainpower stadium – two hour event, lots of smiles and lots of fun.
- Church working bee – small group of residents cleaning the hall and doing maintenance.
- Northbrook Reserve meeting to discuss the possibility of a food forest in the reserve, staff were to report back to the Community Board.

- Food Secure North Canterbury meeting – North Canterbury mapping of food producers and growers, Oxford would be holding cooking for men classes.
- Waimak United young women's football tournament – three-day tournament with 779 players attending from around the South Island.
- Kaiapoi Promotions monthly meeting – looked to hold a Women in Business seminar, spring festival.
- Enterprise North Canterbury funding meeting and discussed and approve/consider applications – Down By the River were to hold a jazz event in multiple locations in the district in October 2025.
- Mayoral meet the residents drop in session in Silverstream.
- Met with an event planner to discuss Waitangi day 2026.
- Kaiapoi Art expo opening, have a go event on the Saturday.
- Blackwells Winter festival – lots of people in town for the art and winter event.
- Youth Action Plan meeting – discussed presentation to the Community and Recreation Committee regarding the process, over 1,110 submissions from ages 12 to 24 year olds.
- Noaia visit regarding food forest designs and how he could help regarding youth training program.

R Mather

- It was good to see some things progressing well, such as the bus stop in Ravenswood, the Ravenswood path, start of the shelter at the dog park and hopefully the seats on Pegasus Boulevard would be installed by the end of 2025.

P Redmond

- Attended a Royal Commonwealth Society Lunch to celebrate King Charles III birthday.
- Attended various Rural Drainage Group meetings. Generally, very favourable comments.
- Attended Ronel's Last Cuppa – discovered Al knew all about Ronel. For six years she had helped with social connection and isolation.
- Waimakariri Health Advisory Group – were to write a letter with the Mayor to Awanui Labs over poor service in Kaiapoi.
- Waimakariri Road Safety Working Group – Girls can do car Maintenance.
- Attended several Mayoral drop ins at Waikuku and Kaiapoi.
- Attended several Tsunami presentations. Mixed numbers attended. Another round of drop ins were coming up in August 2025 in Waikuku, Oxford and Woodend.
- North Canterbury Sport and Recreation Trust Board Meeting – new sauna almost operational at Mainpower Stadium.
- District Licensing Committee Training – himself, Councillor P Williams and N Atkinson and Board Member J Gerard were commissioners. Their terms outlived the elections, but several new members would be inducted next term.
- Roading Portfolio – there was a spike in roading complaints specifically potholes which was reflective of the weather events in April and May.
- Received a letter from the Ombudsmen regarding the State Highway One speed limit increase from 80km/h to 100km/h.

11 CONSULTATION PROJECTS

Nil.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 1 July 2025: \$9,855.

12.2 General Landscaping Budget

Balance as at 1 July 2025: \$14,640, carry forward to be determined.

The Board noted the funding update.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 11 August 2025 at the Woodend Community Centre, School Road, Woodend.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 6:03PM.

CONFIRMED



Chairperson

11 August 2025

Date

Workshop (6:04pm to 7:20pm)

- *Woodend Pegasus Area Strategy – Dianna Caird (Senior Policy Analyst)*
- *Members Forum*