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**CONFIRMED MINUTES  
OF THE WAIHEMO COMMUNITY BOARD MEETING  
HELD IN THE HAMPDEN COMMUNITY HALL, 25/27 LONDON STREET HAMPDEN  
ON MONDAY, 12 MAY 2025 AT 6:00 PM**

**PRESENT:** Member Jim Thomson, Member Tanya Bell, Member Kerry Stevens, Chair Heather McGregor, Member Paul Roy, Member Carol Watson

**IN ATTENDANCE:** Mayor Gary Kircher  
Joanne O'Neill (Director Strategy Performance and Design)  
Arlene Goss (Governance Services Lead)  
Erik van der Spek (Network Manager)  
Melanie Jones (Community and Economic Development Manager)  
Sonia Martinez (Strategic Engagement and Communications Manager)  
Maria Barta (Puketapu Community Trust)  
Hamish McFarlane (Puketapu Community Trust)  
Chris McCarthy  
Taranaki Smith  
Andy Clare (Puketapu Community Trust)  
David Saunders (Shag Point Community)

**MEETING OPEN**

The Chair declared the meeting open at 6pm and welcomed everyone present.

**1 APOLOGIES**

**RESOLVED WCB 2025/001**

Moved: Member Kerry Stevens

Seconded: Member Carol Watson

That the apology received from Chief Executive Alex Parmley be accepted.

**CARRIED**

**2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3 PUBLIC FORUM**

David Saunders asked to speak on behalf of Shag Point residents and ratepayers. He noted there was a road counter on the Shag Point road and was pleased with this. He raised issues around weed spraying, saying this was haphazard.

Stormwater that flowed from the new subdivision at Shag Point was causing damage and slips. He said maintenance was needed on drains and culverts. The water had twice run through someone's property.

The Mayor asked if the new locality officer was looking into these issues. The locality officer role was created to allow one point of contact. Mr Saunders said the Palmerston locality officer had been out to look at the stormwater problem and was aware of the issues.

Hamish McFarlane then spoke on behalf of the Puketapu Community Trust. He asked if the issue of access to Puketapu was being discussed at this meeting. Yes, in public excluded due to it involving

financial negotiations. Mr McFarlane supported council efforts to buy the land involved. Discussion included the complexity of this issue and the reasons for slow progress.

Mr McFarlane asked if the trust could get back to regular meetings with the community board, as a lack of communication was leading to misunderstandings and tension. The chair suggested that a group include two representatives from the board, two from the trust, one from council and one from Runanga.

Both speakers were thanked for attending and raising their issues.

## **4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

### **4.1 PUBLIC MINUTES OF THE WAIHEMO COMMUNITY BOARD MEETING HELD ON 10 MARCH 2025**

#### **RESOLVED WCB 2025/002**

Moved: Cr Jim Thomson  
Seconded: Mr Kerry Stevens

That the the Waihemo Community Board confirms the Public minutes of the Waihemo Community Board Meeting held on 10 March 2025, as circulated, as a true and correct record of that meeting.

**CARRIED**

## **5 DECISION REPORTS**

### **5.1 HAMPDEN SCHOOL STORMWATER**

The purpose of this report was to determine whether the Waihemo Community Board would contribute to the cost of stormwater pipe repairs in the Hampden School grounds.

Hampden School has a stormwater pipe that passes through its grounds, which has failed. As the pipe takes flow from other community infrastructure, Hampden School has requested that the Waihemo Community Board make a contribution to the cost of repair.

Member Kerry Stevens said he has spoken to the principal, who is frustrated at the stormwater issues on the playground. Mr Stevens was in favour of the community board contributing this money (\$9106.76 plus GST). He also asked council staff to look at the long-term ownership of the pipe.

The chairwoman asked if this discussion could be put on hold until Mr van der Spek, the council network manager, arrived at the meeting. He arrived about 10 minutes later and the discussion continued.

Mr van der Spek said if the school wanted Council to take ownership of the pipe they had been asked to submit this to the Long Term Plan process, but had not done so. This was just one of the stormwater problem areas in the ward, and others would be brought to the community board soon.

The board agreed to approve the cost of repairs to the pipe, as requested by the school.

#### **RESOLVED WCB 2025/003**

Moved: Mr Kerry Stevens  
Seconded: Mr Paul Roy

That the Waihemo Community Board:

1. Waihemo Community Board approves the full cost of repairs (Quoted at \$9106.76 plus gst) to come from the Hampden Amenity Rate.

**CARRIED**

## **6 MEMORANDUM REPORTS**

### **6.1 WAITAKI GATEWAY AND TOWNSHIP SIGNAGE**

The purpose of this report was to provide an update on the development of the new Waitaki Gateway and Township signage, and seek community board feedback on the designs and next steps.

Melanie Jones, Community and Economic Development Manager, and Sonia Martinez, Strategic Engagement and Communications Manager, joined the meeting and gave a presentation on the new Waitaki Brand Identity and town signage.

They noted that the new signs had been added to the council asset register to ensure maintenance and replacement took place in the future.

Questions were raised about the materials to be used, and whether they would age well.

NZTA rules required signs that were easily read from a moving car.

Several options for the Palmerston sign were presented. These would be given to suppliers to quote on, so prices could be compared for different materials.

Melanie and Sonia asked for feedback from the community board members. They would like to start installing the new signs at Palmerston.

The chairperson confirmed that a third sign had been requested for Palmerston, to be placed at the state highway 85 entry to town. Discussion took place on the cost of three signs and whether all three could be afforded. The chair mentioned that \$20,000 had been put aside in 2021 and was this money still available? Melanie Jones said she was looking into this.

The sign needed to be simple and not include too many details. Members agreed to keep it simple with good contrast. They did not like the blue highlights, but preferred the rust colour and white alone.

Public consultation would take place on Let's Talk with a short survey. The aim would be to consult quickly.

### **RESOLVED WCB 2025/004**

Moved: Tanya Bell

Seconded: Paul Roy

That the Waihemo Community Board endorse the proposed approach for the design and installation of gateway and township signage across the district, featuring the new Waitaki logo and identity.

**CARRIED**

### **6.2 CORRESPONDENCE**

The purpose of this report was to present board correspondence and to provide additional officer comments where these have been sought by the Chair, and for actions to be agreed in response.

#### **Gilligan/ Brough Street Intersection**

A letter to the Waihemo Community Board expressing concern about Gilligan/ Brough intersection was received. The letter expressed concern about vehicle speeds since the intersection was changed.

Speed counters have been introduced on this road. The concerns about speed have also been expressed by the police officer who lives there. There was also a house with five children who regularly walked on the road.

Member Kerry Stevens suggested thanking the writer and noting their concerns, and pass this to the locality officer to work with staff on the best outcome for this section of road.

The community board said they were concerned about making decisions without input from roading experts. A resolution was passed as below.

**RESOLVED WCB 2025/005**

Moved: Mr Kerry Stevens

Seconded: Mrs Carol Watson

That the Waihemo Community Board receives and notes the concerns in the letter and refers the matter to the locality officer to work with the resident and the relevant council staff.

**CARRIED**

**6.3 BUILDING CONSENTS ISSUED IN THE WAIHEMO WARD DURING FEBRUARY AND MARCH 2025**

The purpose of this report was to provide board members with a list of building consents issued in the Waihemo Ward during February and March 2025.

**RESOLVED WCB 2025/006**

Moved: Mr Paul Roy

Seconded: Cr Jim Thomson

That the Waihemo Community Board receives and notes the information.

**CARRIED**

**6.4 FINANCIAL REPORT TO WAIHEMO COMMUNITY BOARD (MARCH 2025)**

This report is intended to update the Waihemo Community Board on financial matters and activities within the Waihemo ward. The chairperson noted that cameras were installed but not operational. Wiring needed to be connected from the public toilets, so there may be more costs in the future for this.

**RESOLVED WCB 2025/007**

Moved: Mrs Carol Watson

Seconded: Mr Kerry Stevens

That the Waihemo Community Board receives and notes the information.

**CARRIED**

**6.5 CHAIRPERSON'S REPORT**

The purpose of this report was to share the Chairperson's report with board members and the public. The chairwoman noted that she had met with the local MP regarding speed limits through Hampden, and had also attended the hearing of submissions related to the grazing licence application for the Waihemo Recreation Reserve.

**RESOLVED WCB 2025/008**

Moved: Mrs Heather McGregor

Seconded: Mr Paul Roy

That the Waihemo Community Board receives and notes the information.

**CARRIED**

**6.6 COMMUNITY BOARD MEMBERS AND WARD COUNCILLOR'S REPORT**

The purpose of this report was for members of the board and the Waihemo Ward councillor to report on their activities.

It was noted that Cr Jim Hopkins had attended the Anzac Day service on 25 April, not Cr Jim Thomson.

**RESOLVED WCB 2025/009**

Moved: Cr Jim Thomson

Seconded: Mrs Carol Watson

That the Waihemo Community Board receives and notes the information.

**CARRIED**

**6.7 COUNCIL INFORMATION REPORT - LINKS TO COUNCIL MEETING AGENDA PAPERS**

The purpose of this report was to provide links to agenda papers and any related attachments for recent Council Meetings and events, along with the Chief Executive's summary of discussions at Council Meetings (where available), for the information of Community Board members and their Ward communities.

The Mayor asked Cr Thomson to update on the district plan review. He explained that submissions were extended for a further week, on request from a law firm that was acting on behalf of a group of residents.

Unfortunately there have been mapping issues on council's website, which have been fixed and council has apologised for this.

They are expecting a large number of submissions. Councillors have requested a report from staff on how to take account of changes at a national level that are upcoming. Council will consider options that include an option to park the plan awaiting changes at a national level.

Although this project has been going on for a long time, there were a lot of people who had only just discovered they had overlays on their property.

The Mayor updated the community board on progress with the Long Term Plan. The governance team and staff have been working on reducing the rates rise, and will keep working on that until May 27.

The water services delivery plan needed to be delivered to DIA by September 27. Consultation on the matter was happening currently. The Mayor explained the background to this matter and the four options that were part of the consultation process.

The consultation period on this matter was ending in June.

Cr Thomson said in Waihemo the three waters issues were with sewage dispersal fields, and consent abatement notices. Truck stop stations were also a problem because people were using them to dump waste other than stock waste. Currently this waste was being trucked to Timaru.

Member Tanya Bell asked if rural ratepayers would be facing higher rates rises than urban ratepayers this year. The Mayor said it came down to the work that was being done and where. More work on roading and increased valuations would have an impact on rural ratepayers.

Discussion took place on rates and how they were set in urban and rural areas.

Joanne O'Neill then updated on work towards the upcoming elections. A project team has been created to manage the elections and the induction of new elected members.

**RESOLVED WCB 2025/010**

Moved: Mr Paul Roy

Seconded: Cr Jim Thomson

That the Waihemo Community Board receives and notes the information.

**CARRIED**

**7 RECOMMENDATION TO EXCLUDE THE PUBLIC**

**RESOLVED WCB 2025/011**

Moved: Mrs Carol Watson

Seconded: Mr Kerry Stevens

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

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>Puketapu Land Acquisition</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

**8 RESOLUTION TO RETURN TO THE PUBLIC MEETING**

**RESOLVED WCB 2025/012**

Moved: Mr Kerry Stevens

Seconded: Mrs Tanya Bell

That the Waihemo Community Board resumes in open meeting and decisions made in the public excluded session are confirmed and made public as and when required and considered.

**CARRIED**

**9 MEETING CLOSE**

The Chair declared the meeting closed at 8.22pm.