

**UNCONFIRMED MINUTES**

**OF THE WAIHEMO COMMUNITY BOARD MEETING  
HELD IN THE WAIHEMO SERVICE CENTRE, PALMERSTON  
ON MONDAY, 1 SEPTEMBER 2025 AT 6:00 PM**

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

**IN ATTENDANCE:** Mayor Gary Kircher  
Lisa Baillie (Deputy Chief Executive)  
Joanne O'Neill (Director Strategy, Performance and Design)  
Arlene Goss (Governance Services Lead)  
Claire Foster (Property Manager)

**VISITORS:** Vanessa Barsby  
Cliff Day  
Jo Lassen  
Dugald MacTavish  
Rachael Welton  
Frans Schlack

**MEETING OPEN**

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

**1 APOLOGIES**

**RESOLVED WCB 2025/012**

Moved: Mr Kerry Stevens  
Seconded: Cr Jim Thomson

That the apology received from Chris Hepburn, Hampden School, for the public forum, be accepted.

**CARRIED**

**2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3 PUBLIC FORUM**

Dugald MacTavish spoke regarding his request for a carpark for the use of Hampden Community Energy and Hampden School. He tabled an email which was circulated to community board members before the meeting. A copy of this is available on request as an attachment to these minutes.

Council has tabled a report regarding the carpark at Item 6.1 on the agenda for this meeting. Mr MacTavish said there was no need for the problems mentioned in the report to stop the proposal. The council was concerned that the effluent disposal on the site would be affected by the car park.

He did not think the problems brought up by the council staff regarding the effluent disposal system were real.

He also raised safety concerns about children crossing the road. He felt that more parking along the side of the road wouldn't solve that problem. He asked the community board to support his carpark proposal and suggested the way forward was to approve a modified option 2, and option 7, as listed in the report.

Rachael Welton then spoke. She said trucks were driving quickly past the school. Having extra carparking off road would be good for the school, as well as the Community Energy workshop.

Member Kerry Stevens asked how much money they had on hand to put towards the project. Mr MacTavish said he has asked for a quote to build a carpark inside their block and did not yet have a figure. The group has about \$15,000 to put into an accessway that is already consented and the committee might be able to put more funds towards it from fundraising efforts. No discussion has been held with the school regarding a financial contribution.

Cr Thomson asked about the large trucks that went down that road and there was some discussion on how to stop large trucks from using those back streets. Cr Thomson offered to raise this problem with roading staff as a safety concern.

*Chair Heather McGregor brought forward Item 6.1 on page 20 of the agenda and asked the Property Manager, Claire Foster, to speak to this paper.*

## **6.1 HAMPDEN COMMUNITY ENERGY AND HAMPDEN SCHOOL CAR PARKING**

The purpose of this report was to update the Community Board on the current requirements and options for effluent disposal for 41 Lincoln Road, Hampden and provide options for community parking on Norwich Street, Hampden.

This paper was for information rather than decision-making, and staff asked for guidance on what direction the board wanted to go so it could be investigated further.

Members asked questions about details in the report and these were answered.

There was some discussion about moving topsoil from the carpark area and using it to create bunds on the dispersal field, to increase the surface area and promote effluent dispersal.

Cr Stevens also showed the meeting a photograph of the speed limit sign near the school and believed it was not working because it did not state that the limit was 50km/h at times when the 30km/h sign did not apply. Trucks were exiting state highway one at 100km/h and not slowing down.

The community board was concerned about the safety issues and wanted staff to act on them as soon as possible to protect children crossing the road.

### **RESOLVED WCB 2025/013**

Moved: Mr Kerry Stevens

Seconded: Cr Jim Thomson

That the Waihemo Community Board requests that staff further investigate Options 2 and 7 in the staff report on page 22 of the agenda for this meeting, as follows:

**Option 2** - Investigate extending the community housing effluent dripline by a further 100-200m to allow a wider land soakage area, but with the drainage field to be extended in such a way that the parking can be implemented as well, also using the excess top soil from the parking area to help create a better drainage field

<b>Advantages</b>	<b>Disadvantages</b>
Ensures that Council's obligations for safe nutrient enriched water to land are fully met. Adds additional capacity to the soakage area.	Doesn't offer land to community in sought af location.

**Option 7** - School implements travel plans to change parent behaviours and encourage walking.

<b>Advantages</b>	<b>Disadvantages</b>
Lowest financial impact to all parties.	May take time to embed. Doesn't solve HCE parking needs.

**CARRIED**

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

### **4.1 PUBLIC MINUTES OF THE WAIHEMO COMMUNITY BOARD MEETING HELD ON 7 JULY 2025**

#### **RESOLVED WCB 2025/014**

Moved: Mrs Tanya Bell  
Seconded: Mrs Carol Watson

That the Waihemo Community Board confirms the public minutes of the Waihemo Community Board Meeting held on 7 July 2025, as circulated, as a true and correct record of that meeting, with a correction on page 9, where Cr Stevens should be changed to member Stevens.

**CARRIED**

## **5 DECISION REPORTS**

### **5.1 WAIHEMO MINOR IMPROVEMENTS BUDGET PRIORITIES**

The Waihemo Community Board has \$28,091.00 available for minor recreation improvement projects.

The board met with the locality lead and went through the suggested improvements. They agreed with the suggestion in the staff report regarding giving highest priority to the Dunback Domain trees, as these were a safety risk.

Kerry Stevens noted that on page 36 of the agenda, in the financial report, that the Palmerston Street Scape was budgeted for in the last financial year and there was \$53,000 budgeted and none of that was spent. Will the money roll over and the project still go ahead? Mayor Kircher thought this was "better off funding" and had been moved to pay for the Puketapu Track and new mountain bike track. Cr Thomson agreed.

However there was some uncertainty over whether this was correct from other members.

#### **RESOLVED WCB 2025/015**

Moved: Mr Kerry Stevens  
Seconded: Mr Paul Roy

That the Waihemo Community Board:

Approves three priority projects to progress from the Waihemo minor recreation improvement budget, namely the Dunback Domain first, Hampden Beach second, and Macraes streetscape third.

**CARRIED**

## 5.2 PALMERSTON COMMUNITY SAFETY CAMERA PROJECT

The purpose of this report was to provide the Waihemo Community Board with an update on the Palmerston Community Safety Camera project and to seek approval for funding to implement a solution that will enable the system to become operational.

The chair said this had been going on for four years and there were issues with vandalism in the street that were not being captured because the CCTV was not working. The board paid \$7,000 from the amenity fund and suddenly the cost was \$25,000. And now the community board was being asked to pay more.

Discussion took place on the incompetence of the manager putting up cameras without a connection being confirmed. Why should the community board pay for this?

The Mayor suggested that the community board recommend that council finds the money to pay the additional cost instead of it coming from the community board budget. This was agreed.

The chairwoman asked to get the cameras working before Christmas to protect the town Christmas tree from vandals.

### RESOLVED WCB 2025/016

Moved: Mr Paul Roy

Seconded: Mrs Carol Watson

That the Waihemo Community Board:

1. **Endorses** Option 2 – directional drilling and connection to the toilet block power supply, as scoped in the KB Contractors quote, subject to NZTA approval and Council coordination.
2. Requests that Council finds the additional \$6,383.80 (exclusive of GST) from council budgets to implement the recommended option.

**CARRIED**

## 6 MEMORANDUM REPORTS

### 6.2 CHAIRPERSON'S REPORT

The purpose of this report was to share the Chairperson's report with board members and the public. It was noted that member Carol Watson has served nine years on the board, not six as mentioned in the report.

### RESOLVED WCB 2025/017

Moved: Mrs Heather McGregor

Seconded: Mrs Tanya Bell

That the Waihemo Community Board receives and notes the information.

**CARRIED**

### **6.3 COMMUNITY BOARD MEMBERS AND WARD COUNCILLOR'S REPORT**

The purpose of this report was to convey reports from the Waihemo Community Board Members and the Waihemo Ward Councillor for the information of communities throughout the Waihemo Ward.

#### **RESOLVED WCB 2025/018**

Moved: Mr Paul Roy

Seconded: Mr Kerry Stevens

That the Waihemo Community Board receives and notes the information.

**CARRIED**

### **6.4 FINANCIAL REPORT TO WAIHEMO COMMUNITY BOARD (JULY 2025)**

This report is intended to update the Waihemo Community Board on financial matters and activities within the Waihemo ward.

Kerry Stevens asked about funding for the Palmerston streetscape. He would like clarity on what money was available for this project and if the project was still planned.

#### **RESOLVED WCB 2025/019**

Moved: Mr Kerry Stevens

Seconded: Mrs Tanya Bell

That the Waihemo Community Board receives and notes the information.

**CARRIED**

### **6.5 CORRESPONDENCE**

The purpose of this report was to present Board correspondence and to provide additional officer comments. The members received:

1. Response to Long Term Plan submission, for information.
2. Correspondence regarding historic bridge sign, for follow up.

The board thanked staff for the letter in response to their Long Term Plan submission. The sign at the historic bridge has been completed.

#### **RESOLVED WCB 2025/020**

Moved: Mrs Carol Watson

Seconded: Mrs Tanya Bell

That the Waihemo Community Board formally receives items of correspondence and considers officer comments (where available) and any actions in response.

**CARRIED**

### **6.6 BUILDING CONSENTS ISSUED IN THE WAIHEMO WARD DURING JUNE AND JULY 2025**

#### **RESOLVED WCB 2025/021**

Moved: Cr Jim Thomson

Seconded: Mr Kerry Stevens

That the Waihemo Community Board receives and notes the information.

**CARRIED**

## **6.7 COUNCIL INFORMATION REPORT**

Lisa Baillie noted an apology from the chief executive for not attending the meeting, and noted his report to council, which is the last one for the triennium.

She went over the highlights from his report and encouraged people to read it.

The Mayor said he met with Runanga at Moeraki and talked about how to work together in the next term. The swearing in ceremony for the new council was on October 22. A hui at Moeraki was planned for November 8.

Council was awaiting feedback from the Department of Internal Affairs on its water services delivery plan.

## **RESOLVED WCB 2025/022**

Moved: Mrs Carol Watson

Seconded: Mr Paul Roy

That the Waihemo Community Board receives and notes the information.

**CARRIED**

## **6.8 RETIRING ELECTED MEMBERS - VALEDICTORY SPEECHES**

The members discussed a plan for the newly-elected community board to join the Mayor and councillors in Oamaru in October for the inauguration ceremony, instead of holding a separate ceremony in the ward area. Anyone unable to attend in Oamaru will be sworn in at the beginning of the first community board meeting on November 12.

The chairperson asked to record that there was some discussion from board members regarding holding a combined ceremony in Oamaru. In the past the community boards had separate ceremonies in their own communities.

Each member gave their views on whether to join the combined ceremony. They noted the difficulties of travelling to Oamaru, but also the benefits of working more closely with the Mayor and councillors.

The retiring members then gave short speeches and were thanked by the chair.

### **Carol Watson**

She said she enjoyed her three terms on the community board and learned heaps. She thanked the chair, members and staff, and noted some successful projects that had been completed during her time on the board.

Member Tanya Bell thanked Carol and appreciated her wisdom and advice, and will miss her. The chairwoman also thanked her and recognised that it was hard to balance work and board duties at the same time.

### **Cr Jim Thomson**

Cr Thomson was resigning after four and a half years on the board. He said he originally offered to fill in for 18 months, but got the bug and stayed for another term. He thanked the board members for being the type of people who put their hands up rather than hands out. One of the things he

regretted was the failure to deal with flooding issues in Palmerston. His first meeting over flooding was in December 2022 and there were still issues that the regional council don't want to address. A highlight of his time has been being described as being rude. Some people's expectation of what council could deliver was totally unrealistic and he was direct in telling them. He would like to acknowledge the length of service of Mayor Kircher.

The chairwoman responded. Jim Thomson came in on a by-election right before Covid. The community board worked to set up immunisation buses and to support the community, and Jim was part of that effort. They had worked well together. Wished him well spending time with family.

**Mayor Gary Kircher**

He acknowledged and thanked Carol Watson and Cr Thomson. The Mayor has seen a lot of faces around the table and thought back to 2001 when he was first elected as a councillor. For too long there has been a lack of power around this (community board) table. He hoped that the new structure and locality officers would make things happen. He was still deciding what to do after leaving, and noted he had 21 years of service over 24 years. This was his last Waihemo Community Board meeting. He thanked them.

The chairwoman thanked the Mayor for showing up in Palmerston, in particular at Anzac Day services and school prizegiving's. This was appreciated by the community. And he also had not missed many board meetings, so thank you for that.

Gifts were handed out and the meeting ended. Supper was served.

**7 MEETING CLOSE**

The Chair declared the meeting closed at 7.21pm.