

---

**MINUTES**  
of the  
**GOLDEN BAY COMMUNITY BOARD MEETING**

held  
**1.00pm, Monday, 15 December 2025**  
at  
**Tākaka Office, 78 Commercial Street, Takaka**

---

The [video recording](#) of this meeting is available on the Council's YouTube channel

**Present:** G Knowles (Chair), C Bruning, H Dixon, A Downard-Wilke (Deputy Chair), Councillors C Butler and M Hume, and Motueka Community Board Chair C Hutt.

**In Attendance:** Motueka Community Board Member C Hutt, Chief Operating Officer (S Manners), Governance Manager (R Byrne), Team Leader – Management Accounting (P Egan, via Zoom), Policy Planner – Natural Resources (E Hawke), Catchment Advisor (K Bunting, via Zoom), Horticultural Officer – Motueka and Golden Bay (L Hall) and Governance Officer (K Myburg)

The order of items differed from the agenda.

**1 OPENING KARAKIA, WELCOME**

**2 APOLOGIES AND LEAVE OF ABSENCE**

Nil

**3 PUBLIC FORUM**

Nil

**4 DECLARATIONS OF INTEREST**

Chairperson Knowles declared an interest in item 8.2 – Board Report December 2025, regarding the Takaka Village Green.

Deputy Chairperson Downard-Wilkie subsequently declared an interest in item 8.2 – Board Report request for a liaison appointment for Golden Bay Cycle and Walkways Society Inc.

---

**PUBLIC FORUM:** Council provides the opportunity for public forum input at its ordinary meetings. The views and opinions expressed in public forum do not necessarily reflect the position of the Tasman District Council, Council officers or elected members.

Deputy Chairperson Downward-Wilke declared an interest in item 8.4 – Discretionary Fund Application - Golden Bay Cycle & Walkways Society Incorporated.

## **5 LATE ITEMS**

Chairperson Knowles requested to add Tākaka Skills Park as a minor late item.

## **6 CONFIRMATION OF MINUTES**

**Moved Councillor Butler/Board Member Bruning**  
**GBCB25-12-1**

**That the minutes of the Golden Bay Community Board meeting held on Monday, 17 November 2025, be confirmed as a true and correct record of the meeting.**

**CARRIED**

## **7 PRESENTATIONS**

### **7.1 Transportation Report**

Item 7.1 was withdrawn and would be presented to the next meeting.

### **7.2 Freshwater Protections Plan Change 84**

Policy Planner Natural Resources, Erin Hawke and Catchment Advisor, Kat Bunting, presented the report and answered questions.

**Action:** The Board to be updated after each Manawhenua ki Mohua hui, and provided with a copy of the cultural monitoring report.

**Action:** Officers to liaise with Joseph Thomas regarding a tour around the monitoring sites in Golden Bay.

**Action:** Officers to provide the Board with a presentation to the next meeting regarding the science of aquifers, how nitrogen travels through the aquifers and how much of the nitrate comes directly from the farms.

**Action:** Officers to notify Board Members when the Minister approves notification for Plan Change 84.

## **8 REPORTS**

### **8.1 Golden Bay Community Board Appointments**

Governance Manager, Robyn Byrne, presented the report and answered questions.

Item 8.1 was adjourned, to follow the Board Report which included confirmation of a new liaison position.

### **8.2 Board Report - December 2025**

Chairperson Knowles presented the report and had previously declared an interest in item 8.2 –

Board Report December 2025, regarding the Tākaka Village Green.

**Action:** Chairperson Knowles to write to the Transportation Team at Tasman District Council to request a 'Turning Difficult, no Exit' signs at Keoghan Road, Charlett Point Road and Fraser Road.

**Action:** Councillor Butler to arrange a meeting between the Chair of the Pakawau Residents Association and Stephen Batt.

It was agreed that clauses 3 and 4 be added to the officer's recommendation.

The motion was taken in parts.

**Moved Board Member Knowles/Board Member Dixon**  
**GBCB25-12-2**

**That the Golden Bay Community Board**

1. receives the Board Report - December 2025 RGBCB25-12-4 report; and
2. notes the content of the Board Chair's Update; and
4. agrees to purchase a \$200 Prezzy card, exclusive of costs, for Rod Baigent in recognition of his outstanding service of mowing of the road reserve at Seddon Street, Puponga, for decades, as acknowledged by the Transport Management team at Tasman District Council.

**CARRIED**

Board Member Downward-Wilke declared an interest in Golden Bay Cycle and Walkways Society Inc and abstained from voting.

**Moved Board Member Knowles/Board Member Dixon**  
**GBCB25-12-3**

3. agrees to appoint a Golden Bay Community Board liaison to the Golden Bay Cycle and Walkways Society Inc.

**CARRIED**

Chairperson Knowles updated the Board on the Tākaka Skills Park project.

**Action:** The Golden Bay Community Board requests a council report on the Skills Park project. The report should outline the current status of the project, including the level of council funding, the expected timing for transfer of the land, and the steps required to support the venture. The purpose of the report is to keep the Board informed about the overall process and to clarify the role of the Community Board within it.

#### **8.1 Golden Bay Community Board Appointments (Reconvened)**

**Moved Board Member Dixon/Board Member Downard-Wilke**  
**GBCB25-12-4**

**That the Golden Bay Community Board**

1. receives the Golden Bay Community Board Appointments RGBCB25-12-3; and

2. agrees that the following Community Board members will be the liaison for Council and Council Standing Committee meetings; and

**Council Standing Committee**

**Liaison representative**

Council	Golden Bay Community Chairperson Grant Knowles
Strategy Finance and Performance Committee	Axel Downward-Wilke
Environment Regulatory and Operations Committee	Clarissa Bruning
Information Forum	Henry Dixon

3. appoints the following representatives to community organisations for the three years of the 2025 – 2028 triennium; and

**Community Organisation**

**Liaison representative**

Bainham Hall Management Committee	Mark Hume
Collingwood Area School	Henry Dixon
Collingwood Hall Management Committee	Mark Hume
East Takaka Recreation Reserve Committee	Celia Butler
Golden Bay Community Arts Council	Grant Knowles
Golden Bay Cycle and Walkways Society Inc	Celia Butler
Golden Bay Heritage Trust	Axel Downward-Wilke
Golden Bay High School	Henry Dixon
Golden Bay Honours Committee	Clarissa Bruning
Golden Bay Museum Board	Grant Knowles
Golden Bay Promotions Association	Axel Downward-Wilke
Golden Bay Shared Recreation Facility	Clarissa Bruning
Heritage Golden Bay	Axel Downward-Wilke
Keep Golden Bay Beautiful	Grant Knowles
Kotinga Hall Management Committee	Clarissa Bruning
Manawhenua ki Mohua	Clarissa Bruning and Henry Dixon
Onekaka Hall Management Committee	Henry Dixon
Pakawau Hall Management Committee	Mark Hume
Pōhara Hall Management Committee	Grant Knowles

<b>Port Tarakohe Health &amp; Safety and Operational Group</b>	<b>Henry Dixon</b>
<b>Rockville Recreation Reserve Management Committee</b>	<b>Henry Dixon</b>
<b>RSA</b>	<b>Clarissa Bruning</b>
<b>Tākaka Aerodrome Health &amp; Safety and Operational Group</b>	<b>Grant Knowles</b>
<b>Upper Takaka Recreation Reserve Committee</b>	<b>Clarissa Bruning</b>

4. requests staff to advise the Council, the management committees and other organisations of the liaison appointments made at the 15 December 2025 meeting; and
5. notes that all previous appointments to external organisations and committees cease from the date of this meeting, 15 December 2025.

**CARRIED**

**8.3 Financial Summary**

Team Leader Management Accounting, Paul Egan, presented the report.

**Moved Board Member Bruning/Councillor Hume**  
**GBCB25-12-5**

**That the Golden Bay Community Board**

1. **Receives the Financial Summary RGBCB25-12-6 Report.**

**CARRIED**

**8.4 Discretionary Funding Application**

Board Member Downward-Wilke had previously declared an interest in item 8.4 Discretionary Funding Application - Golden Bay Cycle & Walkways Society and did not speak or vote on the matter.

**Moved Board Member Bruning/Councillor Butler**  
**GBCB25-12-6**

**That the Golden Bay Community Board**

1. receives the Discretionary Funding Application RGBCB25-12-7; and
2. receives the Discretionary Funding Accountability Forms from
  - 2.1 Golden Bay Boys and Girls Show (Attachment 5); and
  - 2.2 Golden Bay Disc Golf (Attachment 6); and
  - 2.3 Golden Bay Museum Society Incorporated (Attachment 7); and
  - 2.4 Sentient Clan Services (Attachment 8); and
  - 2.5 Abbeyfield Golden Bay (Attachment 9); and
  - 2.6 He Matapuna Ora Charitable Trust (Family Start) (Attachment 10); and
  - 2.7 Big Brothers Big Sisters Nelson Tasman (Attachment 11); and

**2.8 Golden Bay High School (Attachment 12); and**

**2.9 Collingwood Tennis Club (Attachment 13); and**

**2.10 Golden Bay Community Arts Council (Attachment 14); and**

**2.11 Golden Bay Animal Welfare Society (Attachment 15); and**

- 3. grants or declines the Golden Bay Community Board Discretionary Fund applications as follows:**

<b>Applicant</b>	<b>Request</b>	<b>Grant/Decline</b>
<b>The NBS Tinbun Triathlon</b>	<b>\$500.00</b>	<b>Grant</b>
<b>Golden Bay Cycle &amp; Walkways Society</b>	<b>\$500.00</b>	<b>Grant</b>

- 4. notes that should the applications be successful, to comply with clause 6.5 of the Discretionary Fund Policy, the applicants are required to report back to the Golden Bay Community Board on the project and how the funding was used, within 6 months.**

**CARRIED**

## **8.5 Special Projects**

Chairperson Knowles presented the report..

**Action:** Chairperson Knowles to liaise with Robert Deck to request seating for the Dangerous Kitchen fence.

**Moved Board Member Knowles/Board Member Downard-Wilke  
GBCB25-12-7**

**That the Golden Bay Community Board**

- 1. receives the Special Projects RGB25-12-8 report**

**CARRIED**

## **9 CORRESPONDENCE**

Nil

## **10 CONFIDENTIAL SESSION**

Nil

The meeting concluded at 3.35pm.

Confirmed as a correct record of proceedings by resolution on Enter date .

Unconfirmed