
MINUTES
of the
MOTUEKA COMMUNITY BOARD MEETING

held
2.00pm, Tuesday, 16 December 2025
at
Motueka Library, Wallace Street, Motueka

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

Present: Board Members C Hutt (Chairperson), J Katene, L Lusk (Deputy Chairperson), D Ogilvie, Deputy Mayor B Maru, Councillors K Ferneyhough and T Walker

In Attendance: Golden Bay Community Board , (G Knowles), Golden Bay Community Board Member (C Bruning), Group Manager – Customer and Community (J Ridd), Emergency Management Manager, (J Kennedy), Emergency Management Advisor (K King), Management Accounting Manager (P Egan, Zoom), Horticultural Officer - Motueka & Golden Bay (L Hall, Zoom), Governance Manager (R Byrne, Zoom) and Governance Officer (R Grover)

The order of items differed from the agenda.

1 OPENING KARAKIA, WELCOME

Chairperson Hutt welcomed everyone to the meeting and invited Golden Bay Community Board Chairperson, Grant Knowles to join the meeting table.

2 APOLOGIES AND LEAVE OF ABSENCE

Nil

4 DECLARATIONS OF INTEREST

Chairperson Hutt declared an interest in item 8.1 Motueka Historical Wharf Restoration Project Update Report.

Board Member Ogilvie declared an interest in item 8.1 Motueka Historical Wharf Restoration Project Update Report.

5 LATE ITEMS

Nil

6 CONFIRMATION OF MINUTES

Moved Councillor Ferneyhough/Deputy Chairperson Lusk

MCB25-12-1

That the minutes of the Motueka Community Board meeting held on Tuesday, 25 November 2025, be confirmed as a true and correct record of the meeting.

CARRIED

7 PRESENTATIONS

7.1 Civil Defence presentation - Community Emergency Preparedness Plan (CEPP)

Emergency Management Manager, Joe Kennedy and Emergency Management Advisor, Kathy King provided a presentation (tabled) and answered questions.

Existing emergency planning efforts in the community were discussed and the importance of coordination between different agencies and organisations in emergency situations was noted.

Next steps included:

- Arrange a community meeting and establish a community emergency team
- Decide as a community the best way to work through the guide and create the plan.

It was noted that templates and further information can be requested from info@ntem.govt.nz

Action: Kathy King (Nelson Tasman Emergency Management) to email additional copies of the Community Emergency Preparedness Plan (CEPP) handouts to Board Members.

Attachment 1 NTEM - Presentation

8 REPORTS

8.1 Motueka Historical Wharf Restoration Project Update Report

Chairperson Hutt and Board Member Ogilvie had previously declared an interest in item 8.1 Motueka Historical Wharf Restoration Project Update Report, and took no part in the discussion or decision.

Heritage Wharf Restoration Group Chairperson, Isobel Mosley presented the report and noted \$10,000 of funding had been gratefully received from the Motueka Community Board as part of the \$126,000 total funding raised which enabled an application to progress to NZ Lotteries Grants for funding consideration.

The Board discussed progressing an Annual Plan submission workshop in January 2026.

Action: John Ridd to notify the Board of the key timelines for Annual Plan considerations – March/April 2026 timing was noted.

Action: John Ridd to liaise with council staff to progress an Annual Plan Board workshop in February 2026.

Moved Deputy Chairperson Lusk/Board Member Katene
MCB25-12-2

That the Motueka Community Board

1. receives the Motueka Historical Wharf Restoration Project Update Report RMCB25-12-4.

CARRIED

8.2 Discretionary Fund Report - December 2025

Chairperson Hutt presented the report.

Sarah Thompson attended on behalf of Motueka Riding for the Disabled.

Jane Henderson attended on behalf of Motueka Community House.

Caz Gray attended on behalf of Tasman Bay Guardians.

Moved Board Member Ogilvie/Board Member Katene
MCB25-12-3

That the Motueka Community Board

1. receives the Discretionary Fund Report December 2025 RMCB25-12-5; and
2. grants or declines applications as follows:

Applicant	Request	Grant/Decline
Motueka Riding for the Disabled	\$700.00	grant
Motueka Community House	\$700.00	grant
Tasman Bay Guardians	\$700.00	grant

3. notes there are no accountability forms to be received for December 2025.

CARRIED

8.3 Financial Summary Report - November 2025

Management Accounting Manager, Paul Egan presented the report and answered questions.

Action: John Ridd to liaise with Paul Egan to progress a financial workshop for February 2026 - ahead of the annual plan board workshop to set next year's board budget.

Moved Chairperson Hutt/Deputy Chairperson Lusk

MCB25-12-4

That the Motueka Community Board

- 1. receives the Financial Summary Report - November 2025 RMCB25-12-6.**

CARRIED

8.4 Board Report - December 2025

Chairperson Hutt presented the report.

The Board discussed several key items, including opportunities for consultation for inclusion in the Board Report, national legislative changes affecting local government, and the need for more local sea level rise measurement data. The status of Plan Change 81 was discussed, with concerns about housing development and the need for a submission if council receives an exemption from the government.

The Board agreed to a workshop on Board Member Ogilvie's comprehensive report (item 6.5), which was submitted in November 2025, to better understand its contents.

The Board agreed to monthly meetings from 3.00 - 5.30pm on Tuesdays, noting the proposal to hold six-weekly informal sessions would not be actioned.

Mr Ridd advised not removing any bins from Decks Reserve, to leave current bins where they are and bring in three additional bigger bins (not skip bins) to address the rubbish overflow issue.

Discussion took place around issuing a general letter of support for the Motueka Swimming Pool Project. Deputy Mayor Maru and Ward Councillors Walker and Ferneyhough advised they could not support the letter as further funding was being sought for the pool project through the annual plan process.

The board discussed reduced funding for stormwater sump upgrades and the impacts of this.

Action: Chairperson Hutt to draft a general letter of support for the Motueka Swimming Pool project to be progressed to the February 2026 Board Meeting for board agreement, to be signed by the Community Board elected members only and send to the Mayor and Councillors.

Action: John Ridd to liaise with Board Member Ogilvie regarding future requests to Council.

Action: Chairperson Hutt to schedule a workshop in late January/early February 2026 to review Board Member Ogilvie's comprehensive report, subject to the Board's delegations.

Action: John Ridd to schedule a workshop to review the Tasman District Council

properties in Motueka (including the kindergarten site).

Action: John Ridd to liaise with staff and schedule a workshop in February 2026 to present a comprehensive special projects update, including what has been completed in the last 2-3 years and upcoming projects.

Moved Chairperson Hutt/Councillor Ferneyhough

MCB25-12-5

That the Motueka Community Board

1. **receives the Board Report - December 2025 RMCB25-12-7.**

CARRIED

8.5 Special Projects Update Report

John Ridd presented the report.

Board Member Ogilvie advised that the Motueka Cemetery Gates were finished and installed.

The Board discussed footpath suitability and accessibility issues.

Action: Chairperson Hutt to request an updated footpath matrix from Jamie McPherson for circulation to all board members.

Action: Steve Elkington to provide options and costings for widening the Vosper Street footpath, following a site visit with Board Member Ogilvie.

Moved Board Member Ogilvie/Deputy Chairperson Lusk

MCB25-12-6

That the Motueka Community Board

1. **receives the Special Projects Update Report RMCB25-12-8.**

CARRIED

3 PUBLIC FORUM

3.1 Lloyd Reid - Flooding

Mr Reid provided a presentation (tabled). He raised concerns about flood management on his property, noting efforts to raise land and create flood channels. He confirmed his land-raising was a permitted activity, but he has since received an abatement notice from council requiring soil removal.

Attachment 1 Lloyd Reid - Presentation

3.2 Victims of TDC – 8 week rule

Mr Hughes addressed current housing challenges in Motueka, highlighting the 8-week-rule that converts a temporary shelter into buildings. He suggested extending this timeframe to 108 weeks as a temporary solution to alleviate housing challenges within the community.

Mr Hughes noted that the Community Board does not have the delegation to make

recommendations to Council on these matters.

3.3 David Armstrong – Maintenance of Special Projects

Mr Armstrong noted that there was a focus on projects that suffer from time and wear, including:

- Hexagon seating nest
- Benches requiring upkeep and staining
- Faded playground signage.

He spoke about the ongoing maintenance for special projects, noting an asset register for special projects would be beneficial, and he encouraged the Board to look at budgeting for maintenance of special projects when scoping in future and to include maintenance costs for past projects (speaking notes tabled).

The Board discussed the management and funding of maintenance for special projects and it was noted that special project maintenance gets added to the Council's works programme.

Action: Grant Reburn to clarify special project maintenance planning and scoping processes.

Attachment 1 David Armstrong - Speaking Notes

3.4 Ray Hellyer – Compliance – filling of flooding channels

Mr Hellyer raised concerns about inconsistencies in compliance issues regarding filling in the Shaggery River flood channel and Bachelor's Ford Road.

He requested that the Motueka Community Board investigate the inconsistency in compliance actions regarding filling in the Shaggery River flood channel and Bachelor's Ford Road, and report the findings to Council for action (speaking notes tabled).

The Board agreed to investigate the matter further.

Board Member Katene noted that Geotech were doing the testing on the river fill.

Attachment 1 Ray Hellyer - Speaking Notes

9 CORRESPONDENCE

Nil

10 CONFIDENTIAL SESSION

Nil

The meeting concluded at 4.45pm.

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