

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
KATIKATI COMMUNITY BOARD MEETING NO. KKC25-4
HELD IN THE CENTRE - PĀTUKI MANAWA DIGITAL HUB, 21 MAIN ROAD, KATIKATI (BOYD
ROOM) ON WEDNESDAY, 23 JULY 2025 AT 6.30PM**

1 PRESENT

Chairperson J Clements, Member A Earl, Member T Sage, Cr A Henry and Cr R Joyce.

2 IN ATTENDANCE

R Leahy (Senior Governance Advisor), R Garrett (Governance Manager) and E Watton (Acting General Manager Strategy and Community).

OTHERS IN ATTENDANCE

6 members of the public including:

Cr A Sole

Waihī Beach Community Board Member R Goudie

3 APOLOGIES

APOLOGY

RESOLUTION KKC25-4.1

Moved: Cr A Henry

Seconded: Cr R Joyce

That the apology for absence from Deputy Chairperson N Mayo be accepted.

CARRIED

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Chairperson J Clements declared an interest in agenda item 9.2 and 9.4.

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 SHARON OLSEN-CARSON – VARIOUS MATTERS

Mrs Olsen-Carson was in attendance to request an update on the naming of Highfields Stormwater Pond, the future use of the strategic land behind Kotahi Lane and the weeds in Highfields Stormwater Pond. The Board advised the following:

- Council would look to undertake a naming process to name Highfields Pond. It was noted that there was currently no naming process to name a stormwater pond.
 - Council had yet to make a decision regarding the strategic land behind Kotahi Lane. The Community Board had recommended that Council turn the land into a herbarium.
 - The Board were unaware of when the weeds would be removed from Highfields Stormwater Pond, but would follow this matter up with Council staff.
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7.2 KEITH HAY – LOCAL WATERS DONE WELL

Mr Hay, Chairperson of the Katikati-Waihi Beach Residents and Ratepayers Association, was in attendance to discuss Local Waters Done Well. He noted the below points:

- Many members of the Katikati-Waihi Beach Residents and Ratepayers Association lived rurally and did not have the benefits of Council drinking water or wastewater and stormwater infrastructure.
 - Mr Hay expressed that his members were concerned that if Council partnered with Tauranga City Council (TCC) in a multi-Council Controlled Organisation for water services, TCC might use their superior voting power to require ratepayers who did not use Council's water services to pay for them anyway.
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7.3 JOHN BOTHWELL – YOUTH PARK UPDATE

Mr Bothwell, was in attendance on behalf of the Katikati Community-Led Development Steering Group to provide an update to the Board on the Youth Park at Moore Park. He noted the below points:

- The group had met with Council staff regarding the project.
 - A Memorandum of Understanding between Council and the Katikati Community-led Development Steering Group had to be developed before work could progress on the project.
 - Consultation on the project would be undertaken with the neighbouring properties on Fairview Road.
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7.4 COUNCILLOR ALLAN SOLE – KATIKATI COMMUNITY BOARD

Councillor Allan Sole was in attendance to give thanks to the Katikati Community Board for their advocacy and work in the community.

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 28 MAY 2025

RESOLUTION KKC25-4.2

Moved: Member A Earl

Seconded: Cr A Henry

1. That the Minutes of the Katikati Community Board Meeting held on 28 May 2025 as circulated with the agenda be confirmed as a true and correct record with the following amendment made to the attendance in the minutes:
 - Member T Sage was on a leave of absence.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

CARRIED

9 REPORTS

9.1 KATIKATI COMMUNITY BOARD - WORKSHOP NOTES - 24 JUNE 2025

The Board considered the workshop notes from 24 June 2025 and no discussion was held.

9.2 KATIKATI COMMUNITY BOARD - CHAIRPERSON'S REPORT - JULY 2025

The Board considered the Chairperson's Report dated 23 July 2025. The report was taken as read with further discussion as below:

- The Board felt that a brass plaque may be stolen and a stainless steel plaque may fit in more with the maritime theme of the Landing where the 150th commemoration plaque would be placed.
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RESOLUTION KKC25-4.3

Moved: Chairperson J Clements

Seconded: Cr A Henry

1. That the Chairperson's report dated 23 July 2025 titled 'Katikati Community Board - Chairperson's Report - July 2025' be received.

CARRIED

Due to a conflict in interest in agenda item 9.2, Chairperson J Clements vacated the role as Chairperson and Member A Earl assumed the role for the remainder of the item.

RESOLUTION KKC25-4.4

Moved: Cr A Henry

Seconded: Cr R Joyce

2. That the Katikati Community Board approve up to \$2,500 from their Reserves Account towards a granite plinth and stainless steel plaque with the inscription "Commemorating the 150th Anniversary of the arrival of Ulster Irish in Katikati 1875 – Katikati Community Board 2025", to be commissioned by Council staff.

Chairperson J Clements abstained from voting.**CARRIED**

9.3 KATIKATI COMMUNITY BOARD – COUNCILLOR’S REPORT – JULY 2025

The Board considered a report from Councillor Henry dated 23 July 2025. The report was taken as read.

RESOLUTION KKC25-4.5

Moved: Cr A Henry

Seconded: Chairperson J Clements

That Councillor Henry’s report dated 23 July 2025 titled ‘Katikati Community Board – Councillor’s Report – July 2025’ be received.

CARRIED

Due to a conflict in interest in the agenda item 9.4, Chairperson J Clements vacated the role as Chairperson and Member A Earl assumed the role for the remainder of the item.

9.4 KATIKATI COMMUNITY BOARD – GRANT APPLICATIONS – JULY 2025

The Board considered a report from the Senior Governance Advisor dated 23 July 2025. The report was taken as read, with further discussion as below:

- The Board was happy to support the event and noted there would be a number of community events that would take place in Katikati over the weekend of 12-14 September 2025.
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RESOLUTION KKC25-4.6

Moved: Cr A Henry

Seconded: Member T Sage

1. That the Senior Governance Advisor’s report dated 23 July 2025 titled ‘Katikati Community Board – Grant Applications – July 2025’ be received.
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2. That the Katikati Community Board **approves** the grant application from Focus Katikati Trust for \$2,500 towards costs associated with the 'Katikati 150 Years Celebration'.

Chairperson J Clements abstained from voting.

CARRIED

9.5 REQUEST FOR FUNDS – KATIKATI YOUTH PARK

The Board considered a report from the Senior Governance Advisor dated 23 July 2025. The report was taken as read, with further discussion as below:

- The Board supported the proposal, but felt that their funds should go towards stage 1 of the project, which was the basketball half court.
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RESOLUTION KKC25-4.7

Moved: Cr R Joyce

Seconded: Cr A Henry

1. That the Senior Governance Advisor's report dated 23 July 2025 titled 'Request for Funds – Katikati Youth Park' be received.
2. That the Katikati Community Board approve up to \$20,000 from the Katikati Community Board Reserves Account towards stage 1 of the Katikati Community-led Development Steering Group's proposal to develop a Katikati Youth Park area at Moore Park.

CARRIED

9.6 KATIKATI COMMUNITY BOARD – PROJECTS AND OPERATIONS REPORT – JULY 2025

The Board considered a report from the Senior Governance Advisor dated 23 July 2025. The report was taken as read, with further discussion as below:

- It was suggested that the incoming Board consider funding planter boxes and furniture for the Market Square project.
 - It was noted that the final costs for the Market Square project would not be available until the next triennium.
 - The incoming Board could progress work to seek a name for the Market Square.
 - It was suggested that the Board approach Open Air Art for ideas for a bus shelter outside the Arts Junction, which could be presented to the incoming Board for consideration.
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RESOLUTION KKC25-4.8

Moved: Chairperson J Clements

Seconded: Member T Sage

That the Senior Governance Advisor's report dated 23 July 2025 titled 'Katikati Community Board – Projects and Operations Report – July 2025' be received.'

CARRIED

9.7 KATIKATI COMMUNITY BOARD – FINANCIAL REPORT – MAY 2025

The Board considered a report from the Finance Business Partner Lead dated 23 July 2025. The report was taken as read.

RESOLUTION KKC25-4.9

Moved: Cr R Joyce

Seconded: Cr A Henry

1. That the Finance Business Partner Lead's report dated 23 July 2025, titled 'Katikati Community Board – Financial Report – May 2025', be received.

CARRIED

9.8 2025 TRIENNIAL ELECTIONS – UPDATE AND PROTOCOLS

The Board considered a report from the Governance Manager dated 23 July 2025. The report was taken as read.

RESOLUTION KKC25-4.10

Moved: Member A Earl

Seconded: Member T Sage

1. That the Governance Manager's report dated 23 July 2025 titled '2025 Triennial Elections – Update and Protocols' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy, as the report is process-based and for elected members' information.

CARRIED

10 INFORMATION FOR RECEIPT

Nil

The Meeting closed at 8.04pm.

In accordance with Standing Order 28.4, these minutes were confirmed as a true and correct record.



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Chairperson J Clements

CHAIRPERSON



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Miriam Taris

INTERIM CHIEF EXECUTIVE