

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
MAKETU COMMUNITY BOARD NO. MKCB26-2
HELD IN THE MAKETŪ COMMUNITY CENTRE, WILSON ROAD, MAKETŪ
ON TUESDAY, 21 APRIL 2026 AT 6.30PM**

1 PRESENT – NGĀ MEMA KEI KONEI

Chairperson S Elliott, Cr S Beech, Member C Thomas and Member W Moko.

2 IN ATTENDANCE – I TAE AKE

E Logan (Governance Advisor) and M Taris (Interim Chief Executive) and K Little (Operations Manager).

2 members of the public and Cr L Rae and Cr G Dally

ZOOM

Deputy Chairperson A Waterhouse

3 APOLOGIES – NGĀ WHAKAPAHĀ

Nil

4 CONSIDERATION OF LATE ITEMS – NGĀ TAKE TŌMURI

Nil

5 DECLARATIONS OF INTEREST – NGĀ TUKITUKINGA

Nil

**6 TRANSFER OF PUBLIC EXCLUDED ITEMS – TE WHITINGA O TE AO MĀRAMA KI
NGĀ TAKE MUNA**

Nil

7 PUBLIC FORUM – WĀHANGA TŪMATANUI

7.1 COLLEN WATERHOUSE – VARIOUS ISSUES

Mr Waterhouse was in attendance to discuss the below topics:

Spencer Avenue Reserve Cycleway/Walkway Project

- Mr Waterhouse sought clarification regarding the Spencer Avenue Reserve cycleway.
- He was not opposed to the project but raised concern that, if entrance ways were not adequately designed, motorbikes could access the cycleway.
- He encouraged Council to install signage prohibiting motorbikes.
- He noted the presence of rare bird species in the area and expressed concern that motorbike activity may disturb wildlife.
- Mr Waterhouse advised he had not received any communication from Council regarding the project.

Staff responded as follows:

Council did not actively police cycleways across the district and instead relied on members of the public to report incidents or inappropriate behaviour via the Antenna app or a Service Request.

Council did not have the resources to deploy staff for after-hours responses, during the night.

The Governance Advisor would pass these requests on to the Reserves and Facilities Team to consider.

Spencer Avenue Culvert

- Mr Waterhouse queried whether Council was installing an additional culvert on Spencer Avenue.
- He noted that Maketū had been experiencing some very high tides and sometimes he believed that the flood gates were being left open which caused flooding within Maketū.

Members made the following comments:

- Members advised Mr Waterhouse that a decision report on the Spencer Avenue Culvert was included in the agenda and would be considered by the Board.
 - Members noted that the floodgates at the Kaituna operated on float switches and were the responsibility of the Bay of Plenty Regional Council (BOPRC). They further noted that BOPRC had manually closed the gates during the recent cyclone. Members advised that they had requested BOPRC to keep the floodgates closed during significant weather events or forecast storms, however, a formal response had not yet been received.
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8 MINUTES FOR CONFIRMATION – TE WHAKATAU I NGĀ MENETI

8.1 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 24 FEBRUARY 2026

RESOLUTION MKCB26-2.1

Moved: Member C Thomas

Seconded: Member W Moko

1. That the Minutes of the Maketu Community Board Meeting held on 24 February 2026 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

CARRIED

9 REPORTS – NGĀ PŪRONGO

9.1 MAKETŪ COMMUNITY BOARD – CHAIRPERSON'S REPORT – APRIL 2026

The Board considered a report dated 21 April 2026 from the Chairperson. The report was taken as read, with further discussion on the below.

RESOLUTION MKCB26-2.2

Moved: Member S Elliott

Seconded: Cr S Beech

1. That the Chairperson's report 21 April 2026 titled 'Maketū Community Board – Chairperson's Report – April 2026' be received.

CARRIED

9.1.2 HAPIMANA ROAD CULVERT

- Staff had held a hui with Te Arawa Lakes Trust and the property owner to seek a resolution regarding the intentional blocking of the culvert on Hapimana Road. It was agreed that Council would investigate diverting the culvert to connect to an existing stormwater drain further along the road, subject to assessment of costs, funding arrangements, and potential cost-sharing.
- Council staff were meeting internally to confirm the next steps and approach.
- Members raised concerns regarding large blocks of concrete, metal pipes, stones, and rocks within the road corridor, which were causing vehicles to swerve across the centre line.

Staff would raise a Services Request on behalf of the Board to request that the objects were cleared from the road corridor.

9.1.3 LITTLE WAIHĪ ROAD SLIP

- The Governance Advisor advised Members that the request to install a more permanent barrier at the slip site on Little Waihī Road had been relayed to Council's Maintenance Manager.
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9.2 MAKETŪ COMMUNITY BOARD – COUNCILLOR'S REPORT – APRIL 2026

The Board considered a report dated 21 April 2026 from Cr Beech, who spoke to his report.

RESOLUTION MKCB26-2.3

Moved: Cr S Beech
Seconded: Member S Elliott

1. That Councillor Beech report dated 21 April 2026 titled 'Maketū Community Board – Councillor's Report – April 2026' be received.

CARRIED

9.3 MAKETŪ COMMUNITY CENTRE

The Board considered a report dated 21 April 2026 from the Operations Manager, who introduced the report. There was further discussion

- Staff noted that while the Board played an important role in representing the interests and views of the Maketū community, it did not hold legal authority to make decisions relating to the management of Council assets, nor to employ or oversee individuals undertaking operational roles at Council facilities, including volunteers.
 - Staff confirmed that the management of the Maketū Community Centre (MCC), including day-to-day operations, costs, and arrangements relating to staffing or volunteers, remained the responsibility of Council's Property Team.
 - Staff acknowledged that the booking system would likely need to operate as a hybrid of electronic and non-electronic systems in the first instance.
 - Members requested that the rules and regulations established in 2001 outlining the use of the MCC be reinstated, noting the historical contributions of the Maketū Fire Station, Rotary, and Coastguard to the facility. Members also requested consideration be given to reinstating previous arrangements regarding non-charged use of the building by these groups.
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RESOLUTION MKCB26-2.4

Moved: Cr S Beech
Seconded: Member C Thomas

1. That the Operations Manager's report dated 21 April 2026 titled 'Maketū Community Centre' 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.
3. That Maketū Community Board recommends that Council's Property Team will
 - a) Implement an electronic on-line booking system for the Maketū Community Centre; and
 - b) Engage a cleaner for two hours per month

CARRIED

9.4 SPENCER AVENUE WEST (OTUMAKORO STREAM) CULVERT RENEWAL PROJECT UPDATE

The Board considered a report dated 21 April 2026 from the Project Engineer Transportation. The report was taken as read, with further discussion on the below.

ITEM LEFT TO LIE ON THE TABLE

RESOLUTION MKCB26-2.5

Moved: Member W Moko
Seconded: Member C Thomas

That the Board allow this item to lie on the table until the Board knows the outcome of its submission to the Annual Plan.

CARRIED

9.4.1 SPENCER AVENUE WEST (OTUMAKORO STREAM) CULVERT PROJECT

- Board members expressed concerns regarding the unexpected increase in project costs.
 - Staff advised that cost reductions had been applied across Council and recommended that, if the Board considered the project a high priority for the community, they submit a late submission to the Annual Plan and advocate strongly for its inclusion, noting that a significant contribution from the Board's budget would strengthen the proposal.
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- Members reiterated that they did not support the inclusion of fish-friendly flap valves in the project design and emphasised that their preference was for a standard culvert upgrade without additional features.

9.5 MAKETŪ COMMUNITY BOARD – PROJECTS AND OPERATIONS REPORT – APRIL 2026

The Board considered a report dated 21 April 2026 from the Governance Advisor. The report was taken as read.

- Members confirmed that the mural project was still on going.

The Governance Advisor would investigate whether a confirmed date had been set for the Park Road Reserve Seawall project.

RESOLUTION MKCB26-2.6

Moved: Cr S Beech

Seconded: Member S Elliott

- That the Governance Advisor's report dated 07 April 2026 titled 'Maketū Community Board – Projects and Operations Report – April 2026' be received.

CARRIED

9.6 MAKETŪ COMMUNITY BOARD – FINANCIAL REPORT – FEBRUARY 2026

The Board considered a report dated 21 April 2026 from the Finance Partner's report. The report was taken as read.

RECOMMENDATION

- That the Finance Partner's report dated 21 April 2026 titled 'Maketū Community Board – Financial Report – February 2026' be received.
- That the Maketū Community Board approve for the remaining committed funds from the below resolutions to be released back into the Reserves Account:

Meeting Date	Project	Account	Spent	Remaining Committed
20 Feb 2024 (MKC24-1.3)	Approve up to \$15,000 for costs related to the Book Sharing Shelter subject to approval from the Reserves & Facilities Manager.	Reserves	(5,957)	(9,043)

10 INFORMATION FOR RECEIPT – KŌRERO TE WHIWHIA

10.1 MAKETŪ COMMUNITY BOARD – WORKSHOP NOTES – DECEMBER 2025

The workshop notes were received.

No further discussion was had.

The Meeting closed at 7.50pm.

Confirmed as a true and correct record at the Maketū Community Board meeting held on 16 June 2026.

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Member S Elliott
CHAIRPERSON