

**MINUTES OF KAPITI COAST DISTRICT COUNCIL  
ŌTAKI COMMUNITY BOARD MEETING  
HELD AT THE GERTRUDE ATMORE SUPPER ROOM, MEMORIAL HALL, MAIN STREET,  
ŌTAKI  
ON TUESDAY, 2 FEBRUARY 2021 AT 7.00PM**

**PRESENT:** Ms Christine Papps, Ms Marilyn Stevens, Ms Shelly Warwick, Mr Stephen Carkeek, Cr James Cootes

**IN ATTENDANCE:** Mrs Janice McDougall, Ms Samara Shaw

**APOLOGIES:** Nil

**LEAVE OF  
ABSENCE:** Nil

**1 WELCOME**

The Chair welcomed everyone to the meeting including media.

**2 APOLOGIES**

There were none.

**3 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

There were none.

**4 PUBLIC SPEAKING TIME**

1. Emma Whiterod, on behalf of Manawanui Rikihana, spoke to their grant application.
2. Tanira Cooper, on behalf of Kapiti/Horowhenua Open Mens touch team, spoke to their grant application.
3. Meia Cook spoke to her grant application.
4. Sue Spellacey, on behalf of Lynnaire Stock, spoke to her grant application.
5. Peter Jensen spoke to his concerns about the changes to the Winstones/Ashford Park Walkway/Cycleway that has now been divided into two tracks. He also spoke to the Board about horse excrement on footpaths in Ōtaki and provided photos.
6. Angela Ford spoke to her concerns about the changes to the Winstones/Ashford Park Walkway/Cycleway.
7. Max Lutz provided some background around the Winstones/Ashford Park Walkway/Cycleway and then provided feedback to the Board about complaints he has received about motorbikes using this track

**5 MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses

Winstones/Ashford Park Walkway/Cycleway – there was discussion by the Board on this topic during public speaking. The Board noted it wanted communication around a solution to be conveyed to concerned community members.

- (b) Leave of Absence – there were none.
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting) – there were none.

It was noted that the Chair moved the Considerations of applications for funding report forward on the agenda and moved the Community Board member’s activities to after the reports.

**6 REPORTS**

**6.2 CONSIDERATION OF APPLICATIONS FOR FUNDING**

**COMMITTEE RESOLUTION OCB2021/1**

Moved: Ms Marilyn Stevens  
 Seconder: Mr Stephen Carkeek

That the Ōtaki Community Board approves a Sporting Activity Grant of \$500.00 to Meia Cook to help with the costs of attending the Touch Nationals.

That the Ōtaki Community Board approves a Sporting Activity Grant of \$500.00 to Manawanui Rikihana to help with the costs of attending the Touch Nationals.

That the Ōtaki Community Board approves a Sporting Activity Grant of \$500,00 to Lynnaire Stock to help with the costs of attending the NZ National Masters Hockey tournament in Tauranga.

That the Ōtaki Community Board approves a Sporting Activity Grant of \$500.00 to Kapiti-Horowhenua Open Mens touch team to help with the costs of participating at the National Touch Tournament in Christchurch.

**CARRIED**

**6.1 AMENDMENTS TO STANDING ORDERS FOR MEETINGS OF ŌTAKI COMMUNITY BOARD**

**COMMITTEE RESOLUTION OCB2021/2**

Moved: Ms Marilyn Stevens  
 Seconder: Ms Shelly Warwick

That the Ōtaki Community Board adopts the set of Standing Orders as at Appendix 1 of report ‘Adoption of Standing Orders or meetings of Paraparamu-Raumati Community Board– 2019-2022’.

That the Ōtaki Community Board adopts Clause 22.4 Option C as the general procedure for speaking and moving motions.

That the Ōtaki Community Board adopts under Clause 19.3

- The Chairperson or any other person presiding at a meeting has a deliberative vote and, in the case of an equality of votes, has a casting vote.

**CARRIED**

**6.3 COMMUNITY BOARD ATTENDANCE AT THE 2021 COMMUNITY BOARDS CONFERENCE**

**COMMITTEE RESOLUTION OCB2021/3**

Moved: Ms Marilyn Stevens  
 Seconder: Mr Stephen Carkeek

That the Ōtaki Community Board approves the attendance of Christine Papps and Shelly Warwick at the New Zealand Community Boards Conference in Gore on 22 to 24 April 2021.

That the Board Chair is authorised to appoint another delegate in the event that the original nominee cannot attend.

That the delegates will provide in a timely fashion written reports on their experience for publication in the Elected Members Bulletin.

**CARRIED**

**7 MEMBERS' BUSINESS**

(d) Community Board Members' Activities

Christine Papps attended the Council meeting in January and presented the Board's Long Term Plan submission.

Shelly Warwick circulated a document and provided the following updates:

- there are a few additional submissions that Ms Warwick would like the Board's support on:
  - E Tu Ōtaki group submission to LTP - LAP and staff help for community to provide robust opposition
  - Waitohu School Fireworks submission – to pay for the public port a loos and security for the event.
  - Waka Ama and Community submission – Te Roto Road and Winstones lake access and developmen to this recreational facility into the future.
- attended the Zero Waste Otaki opening;
- there had been discussions around road humps that were not installed at Rangioru Road, Ms Warwick will follow this up with the Road Safety Committee.

Cr Cootes provided the following update:

- has had a conversation with Legal Counsel at Council in regards to Councillor participation in the Long Term Plan discussions around conflicts of interest;
- attended the Ōtaki Health Camp Rotunda tour prior to Christmas, will look at further discussion on the Ōtaki Health Camp at the next meeting.
- have met with a local Te Horo resident and Greater Wellington Regional Council in regards to additional bus route in Te Horo;
- working with the Ōtaki Swim Club around a potential Long Term Plan application to assist with lane hireage;
- the Board needs to look at when the Greater Wellington Regional Council Long Term Plan submissions close;
- following up on a response regarding the Rangioru by the Sea submission from staff.

Marilyn Stevens attended the first meeting of the year for the Ōtaki Community network group.

**8 CONFIRMATION OF MINUTES**

**8.1 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION OCB2021/4**

Moved: Ms Christine Papps

Seconder: Ms Marilyn Stevens

That the minutes of the Ōtaki Community Board meeting on 10 November 2020 be accepted as a true and accurate record of the meeting.

**CARRIED**

**9 MATTERS UNDER ACTION**

**9.1 MATTERS UNDER ACTION**

It was noted that the matters under action in the agenda should read February 2021 not February 2020.

The Board agreed that remove Tasman Road speed issues off the matters under action. Cr Cootes had received feedback from the residents that the speedhumps were making a difference.

Ms Warwick asked if there was a list of what was being completed at the Ōtaki Civic Theatre. Council staff would look into this.

The Board wanted to formally acknowledge the work that was put in by Council staff to secure government funding for the Ōtaki Civic Theatre upgrade and the Youth Employment programme in Ōtaki.

**The Ōtaki Community Board meeting closed at 8.30pm.**

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**CHAIRPERSON**