

## Tinwald Reserve Board

30 May 2022



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### ***Tinwald Reserve Board Minutes 30 May 2022***

Minutes of the Tinwald Reserve Board meeting held on 30 May 2022, commencing at 7.30pm, at the Vintage Car Club

#### **Present**

Cr Leen Braam, Ainsley Braam-Smith, Robin Kilworth, Graeme Ackroyd and Cr Diane Rawlinson

#### **Apologies**

David Oakley

#### **In attendance**

Steve Fabish (Group Manager -Community Services, Community Services) Clare Harden (Ashburton District Council minutes)

#### **Correspondence**

#### **Confirmation of Minutes**

**That** the minutes of the Tinwald Reserve Board meeting held 26 April 2022, be taken as read and confirmed.

Kilworth/Braam -Smith

Carried

#### **Holiday Park Manager Report**

- The curtain upgrade has been completed.
- Camp saver is working well, this gives a discount to NZCA members and is bringing in more members to the park.
- Shower base still needing fixing, waiting for plumber to complete this job.
- Bin, Talk to Hernando, to get the lady to do them. The Staff member is happy to do them just needs the OK. .
- The Board thanked Jarod & Naden for their work over the last 2½ years and wished them luck for the future.

**That** the report be received.

Carried

#### **Holiday Park Managers Recruitment**

- Steve discussed buying the cleaning gear from the Pinks.
- Leen discussed the Board undertaking a visit the Holiday Park once every three months.
- Steve has talked to John Wood about looking after the Holiday Park for a 6 week period until a holiday park manager can be recruited.

**That** the Board appoint Leen Braam and Ainsley Braam (and Robin Kilworth as back up) to assist the GM of Community Services with the recruitment and contract process.

Ackroyd /Rawlinson

Carried

**That** the contract process be supported by Robin & Leen to support this process.

Ackroyd /Rawlinson

Carried

**Future Management contract supervision**

- Contract to state that the Chair of the Board is the point of contact and managerial support from Council
- Contract between Manager & Council with the Board overseeing the contract.
- Two way reporting to be looked into to keep the communication lines open.
- Fee structure to be brought into line with the Council's fee structure and added to the policy. Look at a workshop on the new contract that will cover this.
- Open spaces have supplied an older mower to cover mowing for the short term.

**Pool Report**

- Steve talked about the design work that is needed for a pool upgrade and adding a pool upgrade to the LTP.

**Finance**

**That** the Board receive the April Finance Report

Kilworth/Braam-Smith

Carried

**Plains Trust Report**

- Water leak being investigated at the museum.
- Cameras are on hold they will need to follow the Council policy as this is Council land.
- The Trust would like to paint the pool fence. Board is happy to cover that paint cost if needed. The Board note that this will need to follow that domain for paint colour.
- The Board has received a letter from the Plains Museum Trust re storage space. The Board discussed the Domain plan

**That** the Board and Plains Trust Museum representative meet and walk over the site to see what the storage options are that would link to the long term plan.

Kilworth/Ackroyd

Carried

The Meeting concluded at 9.00pm

**Next meeting 27 June 2022**

Dated 27/06/2022

\_\_\_\_\_ **Chairman**

**Action Seclude for Holiday Park Managers & Reserve Board.**

| <b>Date</b>  | <b>Action</b>                        | <b>Responsible</b>    | <b>Complete</b>                   |
|--|--------------------------------------|-----------------------|-----------------------------------|
| <b>06/2021</b>   | Lights for Domain                    | Clare Harden          |                                   |
|  | Curtains Carpet                      | Holiday park managers |                                   |
|  | Domain rubbish bins                  | Clare Harden          | Waiting for reply from Waste team |
|  | New Signs                            | Leen Braam            | Waiting for delivery              |
| 06/2021  | Non-slip added to the Lodge & Studio | Holiday park managers |                                   |
| Trees, look at tendering the trees, that need to be felled | Leen to talk to Terri                | Cr Leen Braam         |                                   |
| Why the 4c on the report?                                  | Finance to update                    | Clare Harden          | Waiting for reply                 |
| Loan of the lodge what was the total cost of this.         | Finance to update                    | Clare Harden          | Waiting for reply                 |