

TASMAN AREA COMMUNITY ASSOCIATION

NOTICE OF MEETING & AGENDA

2025 AGM

Thursday 28 August 2025

7.30 pm Tasman Church

SPECIAL GUEST PRESENTATION:

Tasman Emergency Management

Kathy King and Kay Anderson from NTEM Richmond will take us behind the scenes of the Richmond Emergency Operations Centre to showcase the recent Tasman Storm events.

1. APOLOGIES

2. MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

3. MATTERS ARISING

4. CHAIRMAN'S REPORT

5. OTHER REPORTS:

- a) Tasman Memorial Reserve**
- b) L.E.H. Baigent Reserve**
- c) Kina Reserve**
- d) Te Mamaku Native Corridor report**

6. FINANCIAL REPORT

7. GENERAL BUSINESS

8. NOMINATIONS: Mayor Tim King will oversee the nomination and election of Committee and Officers

Existing committee members are all standing, except Michael Markert and Hamish Rush

Current nominations for officers:

Chairman – Greig Caigou (nom David S.) Seconded:

Secretary – David Short (nom Greig C.) Seconded:

Treasurer – Marijke Caigou (nom David S.) Seconded:

9. TEA, COFFEE AND LIGHT SUPPER

TASMAN AREA COMMUNITY ASSOCIATION

MINUTES OF ANNUAL GENERAL MEETING

1930hrs Thursday 25 July 2024 at Tasman Church

The meeting was preceded:

Annette Litherland of NZ Landcare Trust spoke about re-wilding Tasman, an overview of what is being done in the Moutere catchment and in the sub-catchment of Tasman. This included Inanga breeding site restorations, wetlands, the Mapua Dawn Chorus and the Kina Birdsong as well as the Te Mamaku Drive project. She discussed with the audience how future work could be funded and how different types of re-wilding projects could be achieved. After some Q & A Michael Markert thanked the speaker and followed with a quick presentation of where the Te Mamakau project has progressed from, along with the latest update on planting and the fantastic growth rate achieved thus far. Michael also reported that this project is now formally in the hands of the Tasman Environmental Trust for administration and finance purposes but with his widening team continuing the work on the ground, which he thanked.

1. Present

Committee members: Hamish Rush (Chair), Greig Caigou (Sec), Mary Lithgow (Treasurer), Steve Richards, Michael Markert, Richard Clement, David Short, Councillors Trindi Walker & Mike Kininmonth, Peter Wilkes. Mayor Tim King was also in attendance and oversaw with the election of Officers.

Also present were 11 total other residents of the area.

Apologies

No formal apologies were received.

2. Minutes of Previous Annual General Meeting

These had been circulated via email and were approved after a correction was made to the Reports section, naming Baigents Reserve instead of Kina (Moved: Richard Seconded: David)

3. Matters Arising

As above correction.

4. Chairman's Report

This had been circulated via email and was read by Hamish Rush, with an opportunity provided for any questions. Motion to approve the report (Moved: Greig Seconded: Steve) Passed

5. Other Reports

a) Tasman Domain: Steve Richards: Clay has been dumped onsite to be used for upgrading and some reforming of the pump track. Steve reported the community orchard doing well (especially the Macadamia's, when you find them!

b) Reserves: David Short: Baigents Reserve looked after previously by Richard Clements, who was acknowledged in this regard. David reported there had been a lot less hooning in the reserve and acknowledges the work being done around camera surveillance and David Eastons work with temporary fencing over the Winter keeping vehicles off fragile areas when the grounds are more wet. Two interpretative signs have been added and Richard/TDCouncil and Hothouse have done a good job in making that happen. The community picnic was reasonably well attended, but we will look at whether we continue with that next year.

- c) **Kina Reserve & Camp:** The Caretaker is doing an amazing job. Rubbish had been an issue in the past and is now resolved and the small skip has been moved solely for campers use. Other users will need to be responsible to pack out whatever they bring in.
- d) **Te Mamaku Drive:** restoration project already presented

6. Financial Report

These had been circulated via email and one full copy was made available to each table of the meeting

Mary explained the more complicated Performance Report required now for TACA, and this was tabled as read.

She detailed the scope of activities undertaken by TACA and separately covered the accounting for the TeMamaku finances and the activities of the TACA

1. TeMamaku Project finances have essentially 'netted out', in that Grants in corresponds to expenses out, with the balance remaining of as yet unspent grants has been transferred to TET.

2. TACA finances demonstrated a net loss, and with the amounts coming in compared to what we are spending raises an alert that the kitty will be empty within a couple years at the current rate we have been drawing down on saved funds. Accumulated funds are \$4971.

More money will need to come in over upcoming years to cover administration and other spending, for such things as Mill Point reserve, Bagnets reserve and other community activities, such as running an ANZAC day event. TDC support funds are reducing, and costs are increasing with things like the cost of our accounting package. The committee will need to address these things going forward.

Mary covered the notes provided in her documents, rightly acknowledging the services provided 'in kind' on page 13.

It was also made clear what the related parties amounts were.

Mary sought to have the community ratify the documents that were presented, as they had already been approved by the reviewer and the committee.

A payment will be made to the Editor of Tasman Times in future and Mary presented a motion for approval;

Motion: To pay the Editor of the Tasman Times \$600 at the end of June 2025

(Moved Mary Seconded: Hamish) Passed

Tony Pearson has done a review of the accounts for the last 2 years.

Motion: That Tony review accounts in 2025

(Moved Mary, Seconded Michael Markert) Passed

Proposal to raise the subscription fee to \$10 for a family/business for the upcoming year.

Richard Clement spoke regarding the need to move to "one person/one vote" to keep things simple, especially if there are any future contentious matters. (He pointed out that our obligations and rules under the re-registration of our Constitution will need to be really clear coming from this AGM.)

Motion: That Subscriptions go to \$10 per person, for the 24/25 year

(Moved: Mary Seconded: Hamish) Passed.

7. Nominations and voting (overseen by Mayor Tim King)

Nominations were called for prior to the AGM; current committee members were all standing:

Michael Markert, Richard Clement, Greig Caigou, Steve Richards, David Short, Hamish Rush

Motion: To accept these nominations and for the Officers

(Moved: Steve Richards Seconded: Hamish Rush) **All were re-elected**

Nominations were called for the 3 Officers at the TACA; the following had been received

Chairman – Greig Caigou (Nominated by David Short, Seconded: Steve Richards)

Secretary – David Short (Nominated by Greig Caigou, seconded Richard Clement)

Treasurer – Marijke Caigou (Nominated by David Short, seconded Richard Clements)

Note 1: With Hamish and Mary stepping down as Officers, they are to be removed as signatories. Further, with Marijke and David's appointment they are to be added as signatories to the NBS Bank Account.

Note 2: Greig Caigou raised the matter that in accepting the nomination as Chair that he be removed as signatory for the Association if his wife is to take up the role of Treasurer. This was agreed and will be an item of business to be completed by the August meeting of the committee.

(Moved: Greig Caigou Seconded: Richard Clements) Passed

All Elected

8. General Business

1. Timing of the AGM: Mary raised the matter of considerable pressure on the Treasurer to have financial reporting suitably processed, reviewed, and approved by committee prior to a July date for AGM, so soon after the end of the financial year.

Moved: That the AGM occur within 3 months of the end of the financial year starting 2025,

(Moved: David Easton Hamish: Seconded) Passed

2. No other items of General business were received

Meeting closed at 9:15pm

Tea and Coffee served with a good number of folks staying to chat.

TACA Chair report

Greetings to you all. Tēnā koutou katoa

I've had the responsibility of being the Chairperson for the last year and have found myself in the presence of a group of hard-working committee members. They initiate tasks on behalf of the Tasman Community and are often engaged in a very hands-on manner . . . sourcing and protecting native plantings, aiding future planning for our catchment, turning up at Civil Defence Centres during Emergencies and all the way through to tracking Council Grants and completing forms for Charities Services compliance. All such tasks are unpaid as these volunteers represent you and add value within your community.

Some matters that re-appear on our radar are future housing development issues for the Tasman area along with such things as walking and cycling strategies and submitting on speed zones though the village. Also making a regular appearance on our agenda is how to mitigate ongoing concerns for the health of our waterways and bird nesting sites as well as minimising vandalism and anti-social behaviour at your beachfront Baigent Reserve.

What I am interested in doing through this report however is highlighting two things;

1. The many and varied tasks of the committee . . . from meetings and 'paperwork' through to hands-on, grass-root effort for the betterment of your community.
2. The very pressing need for new faces and energy in our Association going forward. Now is the time for some of you to lend a hand . . . the task is not onerous, and you can be enriched and proud of living in this area while being the recipient of others effort alongside your own. **Will you come join us?**

My thanks to the committee who are doing the mahi right now. David Short as Secretary, Steve Richards and Hamish Rush and these three together have an outstanding 64 years combined service to this community and Association. They are stalwarts of service. Much gratitude to Richard Clements in this regard also, and these four "troopers" have been the backbone of some huge gains in this area. This recent year our Treasurer Marijke Caigou has undertaken all the financial and other reporting functions, while Simon Thomas continues to enhance the bi-yearly Tasman Times. Thank you all.

Michael Markert will step down from the committee this year and he has been a key driver of the Te Mamaku Native Corridor project, and this massive planting endeavour is growing well now and closing in on the final stages planned. Thank you so much Michael for your initiative and unceasing dedication to this.

I also must pay tribute to TDC Councillors who reliably show up to our committee meetings . . . they are a direct link to the Council and bring added information and insights to the increasingly more complex matters we have conversations around. They are wise advocates, and we appreciate and value their input.

I'm looking forward to more years of living in and enjoying everything the Tasman community has to offer.

With thanks, ngā mihi nui
Greig Caigou (Chair - TACA)

TACA Other Reports AGM 2025

Tasman Domain

Community efforts continue to enhance Tasman Domain, with volunteers and TACA members working on environmental projects, reserve maintenance, and local events. The Domain remains a hub for recreation and community gatherings, with ongoing improvements in facilities and environmental care. Recent planting initiatives and weed control especially along Rush Lane and at the Aporo Sculpture help keep the area attractive and usable year-round, reflecting the shared commitment of residents to protect and enjoy this special green space.

L.E.H. Baigent Reserve

Baigent Reserve has seen steady progress in both maintenance and biodiversity restoration. Volunteer working bees have removed weeds, cleared tracks, and prepared areas for planting species suited to sandy soils such as pōhutukawa, kānuka, and ngaio. Shade sail repairs are underway after storm damage, and predator trapping continues to protect local birdlife. Visitors are reminded to keep dogs under control, especially during nesting seasons for little blue penguins and banded dotterels. While vandalism and unpermitted fires continue to be an ongoing issue in the reserve, the Committee is committed to try to keep work on solutions.

Kina Beach Camp & Reserve

Caretaker Jenny Mason continues to keep Kina Beach Camp welcoming, maintaining its relaxed, traditional camping style with minimal rules, affordable rates, and a strong sense of community. Regular visitors, including local preschool groups, enjoy the beachside setting and informal gatherings. The adjacent Kina Beach Reserve offers space for dog walking and picnics, with recent plantings supported by local volunteers and trapping activities reducing predator numbers.

Te Mamaku Native Corridor Project

Since its 2022 start, the Te Mamaku Native Corridor Project has planted over 35,000 trees along SH60, transforming 6.5 hectares of former scrub into a burgeoning, thriving native habitat. Recent grants and local donations funded the 2025 winter planting of 10,500 trees. Volunteers and contractors are working together on planting, weed control, and track improvements, aiming to connect biodiversity corridors and encourage public enjoyment via walking and riding tracks. A new trapline is also enjoying early successes. Plans are unfolding to continue land clearing in the latter part of 2025 and planting in the winter of 2026 southwards beyond the proposed Tahimana subdivision.

Tasman Stream project

The Tasman Stream Project team recently met with Council, Tasman Bay Guardians, and local experts to review priority areas across Tasman, Kina, Field Creek, Machine Gully, and parts of Mariri. Discussions focused on the need for more than standard 3 m riparian setbacks—wider plantings, space for re-meandering, and addressing fish passage issues. While lower sections are constrained by nearby infrastructure, high-profile areas could become “showcase” restoration sites. Plans include a landowner interest and condition survey, working sub-catchment by sub-catchment to identify restoration opportunities. Funding is being sought for this groundwork, with community feedback welcomed at this early stage.

PERFORMANCE REPORT

Entity Name

Tasman Area Community Association (TACA)

For the year ended

30 June 2025

Entity information

Entity Identifier

CC33036

Entity type

Incorporated Society

Entity's purpose/mission

TACA is committed to fostering and promoting the social, environmental, cultural and economic interests of residents in the Tasman area. This area extends from the Moutere Bluff to Mariri, and includes Kina Peninsula. Where appropriate, TACA will publicise and distribute information on matters of relevance to the local community.

Entity structure and governance arrangements

TACA is a small, community-based organisation run by a management committee elected each year at the Annual General Meeting in July. The committee includes three key roles - Chair, Secretary and Treasurer - along with at least three (and up to seven) additional members from the local community. Together, they help with our communications, community events, civil defence responsibilities, and the local domains and reserves.

Entity's main sources of funds and other resources

TACA is funded through public donations, membership subscriptions, and Community Consultation Grants from the Tasman District Council. This year, TACA also introduced advertising in our twice-yearly bulletin, the 'Tasman Times', as a way for local businesses to support our work and connect with the community. TACA also applies for funding from other organisations from time to time to help support specific projects or activities when needed.

Entity's reliance on volunteers and donated goods or services

TACA is totally reliant on the amazing support of its volunteers - from those on the management committee to those that regularly roll up their sleeves at the working bees. This year's focus on native planting has been especially heartening, with generous donations of time, plants, guards, and stakes from community-minded locals.

Entity Name

Tasman Area Community Association (TACA)

For the year ended

30 June 2025

Statement of Service Performance

Description of key activities provided this year

2025

2024

Te Mamaku Native Corridor Project: - land cleared in spring - trees/shrubs planted in winter	2 ha 10,750 trees	3.8 ha 12,200 trees
Mill Point Site Recovery Project: - site maintenance (fertilising and weeding) and trees/shrubs planted	102 plants	60 plants
Civil Defence and AF8 Response in Tasman: - volunteers assisting (14 people for most of 2025. One moved out of the area.) - volunteers trained - volunteers assisting at Motueka CD Centre for call-outs - training sessions provided for local Community CD Centre representatives - the Community Emergency Preparedness Plan - community survey to source skills and equipment in an emergency	13 people 4 people 6 people 1 session completed completed	10 people 10 people
AED Services - volunteer recruited to maintain AED Monitoring Device at Tasman Store	1 person	1 person
LEH Baigent Reserve Maintenance: - weeding and planting (80 plants, mats and guards) - shade sail repairs	20 volunteers 2 shade sails	- -
Kina Beach Cleanup - volunteers assisting - rubbish collected	20 people 170 kg	- -
Community Events held: - Public Meeting on the Aporo E-Coli issue - Public Meeting on the Tasman Stream project - ANZAC Day service	40 attendees 32 attendees 200 attendees	- - 250 attendees
Communications - Tasman Times (community newsletter) - number of editions published - Tasman Times (community newsletter) - number of copies printed and distributed - Website - tasmancommunity.org.nz (2025 saw the addition of the Civil Defence page) TACA's website also provides access to an electronic copy of Tasman Times.	2 editions 600 copies 1 website	2 editions 600 copies 1 website

Entity Name

Tasman Area Community Association (TACA)

For the year ended

30 June 2025

FINANCIAL INFORMATION

Statement of Receipts and Payments

	This year	Last year
Operating receipts (money deposited into the bank account)		
Donations, fundraising and grants	\$4,336	\$85,940
Fees and other receipts from members	\$395	\$119
Receipts from selling goods or providing services	\$2,225	\$0
Bank account interest and other investment income	\$73	\$495
Other receipts	\$0	\$0
Total receipts	\$7,028.55	\$86,554
Less operating payments (money withdrawn from you bank account)		
Fundraising costs	\$0	\$326
Payments to employees and volunteers	\$0	\$0
Payments related to providing goods or services	\$6,250	\$116,056
Grants and donations paid	\$0	\$0
Other payments	\$0	\$0
Total payments	\$6,250	\$116,381
Operating surplus/(deficit) for the year (accrual basis)	\$778	(\$29,827)
Accrual adjustments at year end	(\$572)	\$710
Operating surplus/(deficit) for the year (cash basis)	\$207	(\$29,117)
Te Mamaku Funds paid on 5/7/2024 to Tasman Environment Trust (fund managers)	(\$28,640)	\$28,640
PLUS opening total of all bank accounts and cash on hand	\$34,322	\$34,798
Closing total of all bank account balances and cash on hand	\$5,888	\$34,322

Statement of Resources and Commitments

SCHEDULE OF RESOURCES

Description of significant resource	Source of value	This year	Last year
Bank Account Funds		\$5,888.03	\$34,321.83
No other significant resources			

SCHEDULE OF COMMITMENTS

Description of significant commitment	This year	Last year
Tasman Defibrillator Funds - Unspent Income	\$556.18	\$710.28
Te Mamaku - Unspent Income	\$0.00	\$28,640.47
No other significant commitments		

SCHEDULE OF OTHER INFORMATION

Description of grant and its condition or restriction	This year	Last year
All grants with conditions were spent by 30 June 2025		

Entity Name

Tasman Area Community Association (TACA)

For the year ended

30 June 2025

Financial Information Notes

Basis of preparation

This Performance Report is prepared on a cash-basis in accordance with XRB's Tier 4 Simple Format Reporting Requirements. The charity is eligible to apply these requirements and has elected to do so. (**Last year:** Tier 3 accrual basis - adjustments made in this year's Performance Report)

Treatment of GST

Tasman Area Community Association is not GST registered.
All amounts in this report are GST inclusive.

Related party transactions

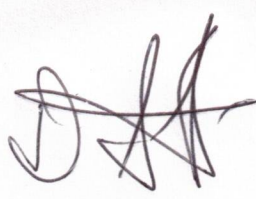
There were no related party transactions this year. (**Last year:** Two loans of \$8,500 each, from two Management Committee members. Both loans were repaid on 16/5/2024.)

Events after the balance date

None. (**Last year:** none)

This performance report has been approved by those charged with governance.


Greig Caigou
CHAIR


David Short
SECRETARY

INDEPENDENT REVIEW TO THE MEMBERS OF THE TASMAN AREA
COMMUNITY ASSOCIATION (TACA) Charity Reg. No. CC33036
OF THE FINANCIAL REPORTS OF THE ASSOCIATION
FOR THE YEAR ENDED 30TH JUNE 2025


SCOPE

The Managing Committee of TACA is responsible for the preparation and presentation of the financial reports and the information contain therein and has determined that the accounting policies used are consistent with the financial reporting requirements of the Association's constitution and the Charities Commission requirements and are appropriate to meet the needs of members.

The financial review has been prepared for distribution to members for the purposes of fulfilling the Committee's financial reporting requirements under its constitution and no other persons may place any reliance on this report nor use it for any other purpose than that for which it was prepared.

REVIEWER'S REPORT

In my opinion the financial reports fairly present, in all material respects, the financial transactions of TACA for the year ending 30th June 2025 and fairly reflect the financial position as at that date.

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke, positioned above a solid horizontal line.

Anthony R Pearson

25th July 2025

FCCA. CGMA.