

**TASMAN AREA COMMUNITY ASSOCIATION**

**NOTICE OF MEETING & AGENDA**

**Thursday 25 September 2025**

**7.30 pm Tasman Church**

1. MINUTES OF PREVIOUS MEETING
2. MATTERS ARISING
3. FINANCE
4. TACA Vision for 2025    TASMAN STREAM
5. REPORTS    TASMAN DOMAIN

**L.E.H. BAIGENT AND KINA BEACH RESERVES**

**TE MAMAKU DRIVE PROJECT UPDATE**

6. EMERGENCY MANAGEMENT
7. FUTURE/PROPOSED DEVELOPMENTS AND COUNCILLOR INPUTS
8. CORRESPONDENCE OUTWARDS/INWARDS
9. GENERAL BUSINESS
  - (a) Potential Community Event
  - (b) Grant application for generator for Emergency Management

**Please log any General Business with the Chair before 6pm 25 September 2025**

**NEXT MEETING: AGM 7.30 pm Thursday 30 October 2025**

# TASMAN AREA COMMUNITY ASSOCIATION

## Minutes

**31 July 2025**

**7.30 pm at Tasman Church**

**Present:** Greig Caigou (Chair); Marijke Caigou (Treasurer); David Short (Secretary); Richard Clement; Steve Richards; Councillor Mike Kininmonth.

**Apologies:** Michael Markert; Councillor Trindi Walker; Hamish Rush.

The Minutes of the previous meeting were read and accepted (A: Richard Clement ; S: Marijke Caigou).

### **1. MATTERS ARISING**

Mike Kininmonth has asked for an update on about Development Contributions & Reserves Contributions. David asked if TACA could lobby to Councillors about how the contributions were spent. Regarding Reserves contributions it was suggested to get Reserves Manager, Grant Reburn to a meeting to explain. It was advised that the money is available for the growth of public assets ie to create new reserves.

### **2. FINANCE**

MC tabled her year end Finance Report for 2024- 2025.

She reported that of the \$225 still owing for the Tasman Times, \$150 had been paid and asked if David could make contact with the last bill payment owed to seek payment.

She raised the issue of sending a Mailchimp email to promote the August AGM, the Emergency Management speaker and a notice that the annual \$10 membership fee is now due. The email would go out on 07 August with a reminder on 21 August. Another email would also go to members with the Agenda, Minutes of the 2024 AGM and annual Finance report on 18 August.

MC has submitted the reconciliation for our 2024 grant and our 2025 TDC Consultation grant. She has also completed our annual Performance Report which

was tabled and reviewed by the Committee. She proposed a motion that the Performance Report be signed and sent to the Charities Commission (Approved: MC, seconded: Steve Richards). She thanked David & Richard for their contributions in helping to complete the report.

MC will look into getting a tax exemption certificate from IRD for Tasman Times advertising.

MC was congratulated on the quality of the financial reporting and the excellent content she has produced since joining as Treasurer last year.

### **3. VISION FOR TACA 2025**

Nothing important to report on Tasman Stream project. DS will contact TDC Moutere Catchment Adviser, Helen Forsey, to follow up with progress on E.coli investigation. DS also met with Scott Keen from Tasman Bay Guardians who had just completed stream testing at key points where tributaries join Tasman Stream and would report back on his findings and liaise too with Helen.

Steve noted that Tasman had been very lucky in the recent July storms and had escaped quite unscathed compared to other parts of Tasman District.

### **4. REPORTS**

**Tasman Domain** - Steve Richard had nothing to report apart from AkeAke that had blown over on the July storm.

DS advised that planting of the Rush Lane and Aporo Sculpture berms would proceed on 07 August with mats & guards to be installed by volunteers shortly afterwards.

**L.E.H. Baigent and Kina Beach Reserves** - SR advised that the Shade Sail post is still to be installed with a digger to be supplied free of charge by Motueka Hire once the storm damage work has quietened down. It was requested for DS to follow up with Richard Hilton about the sign going up on the old toilet to advise that it was closed.

David Easton has organised a working bee for 02 August to remove and chip Sydney Golden wattles and Tree Lucerne with more trees to be planted the following Saturday 09 August.

DS reported that after the July storm felled a tree on Kina Beach Camp Manager, Jenny Mason's housebus, he had found that her biggest challenge to continue living in the bus was material. Contact with Philip Woolfe, ITM Motueka, resumed in 2 sheets of marine ply and some framing timber. The Committee asked DS to email Philip to thank him for his generosity.

**Te Mamaku Project** - DS advised that with a loyal volunteer team and contractors we had finished the tree planting on Block 6 and that they had celebrated the completion of 35k trees in the ground in three years. There had been significant media presence to celebrate this milestone.

DS and Michael Markert had also presented the project to the MDCA July meeting with great acclaim.

MC suggested that she would create a new Service Performance spreadsheet stored on Dropbox for Committee members to update any info online on an ongoing basis whoever it happened.

## **5. EMERGENCY MANAGEMENT**

Richard advised that the organisations's name had been changed from Civil Defence to Emergency Management. He reported that it had been a very busy month for Tasman after the floods and storm events and that we had provided 8 people at the Motueka Recreation Centre on 3 occasions. He suggested that there had been a lot of good learnings during that time in filling in for the Motueka EM team.

There had also been a useful debrief session at Tasman Church on 22 July. RC had also had a debrief meeting with Kathy King and that our input would be included in the overall debrief of the flood events.

RC has approached Kathy for a title and content for AGM Guest Speaker presentation. He also advised that he planned to begin a review of our EM Preparedness Plan.

He also advised that he intended to relinquish his leadership role possibly in January but at latest in August 2026.

## **6. FUTURE/PROPOSED DEVELOPMENTS & COUNCILLORS' UPDATES**

Nothing to report.

## **7. CORRESPONDENCE**

Nothing to report.

## **8. GENERAL BUSINESS**

A discussion took place in which RC, DS & GC advised that they would be giving notice at this meeting that they would be stepping down at the 2026 AGM in August from their roles as Committee Members, Secretary & Comms Officer and Chairperson. It was resolved that we should begin a process to create an exit strategy and plan for our replacements with a new set of (desirably younger) people to take over TACA.

It was resolved that all Committee members present (GC, MC, RC, SR, & DS) would continue in their roles as Chair, Treasurer, Secretary, Comms Officer and Committee members for the next year.

**GC resolved to approach Hamish Rush to see if he will stand again for another year.**

The Committee unanimously resolved to carry over the \$10 per person annual membership for the next financial year.

The meeting closed at 9.15pm.

NEXT GENERAL MEETING: Thursday 25 September, 7.30 pm at Tasman Church.