

**MINUTES OF A MEETING OF THE  
CROMWELL COMMUNITY BOARD  
HELD IN THE CROMWELL SERVICE CENTRE, 42 THE MALL, CROMWELL  
AND LIVE STREAMED VIA MICROSOFT TEAMS ON TUESDAY, 6 MAY 2025 COMMENCING  
AT 2.00 PM**

**PRESENT:** Ms A Harrison (Chair), Mr B Scott, Cr S Browne, Cr C Laws, Ms M McConnell (via Microsoft Teams), Mr W Sanford

**IN ATTENDANCE:** P Kelly (Chief Executive Officer), S Righarts (Group Manager - Business Support), D Scoones (Group Manager - Community Experience), L van der Voort (Group Manager - Planning and Infrastructure), N Lanham (Economic Development Manager), G Robinson (Property and Facilities Manager), G Bailey (Parks and Recreations Manager), M Burnett (Parks Officer Strategy and Planning), A Mason (Media and Marketing Manager), R Williams (Community Development Advisor), G Chrystall (Facility Experience Manager), H Giles (Property and Facilities Officer Cromwell), Z Zeelie (Team Leader Statutory Property), M Ridd (Statutory Property Officer), P Quinn (Project Manager Property), M Tohill (Communications Officer), S Reynolds (Governance Support Officer)

## 1 APOLOGIES

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### COMMITTEE RESOLUTION

**Moved:** Browne  
**Seconded:** Sanford

That an apology from Cr N Gillespie and an apology for early departure from Ms McConnell be received and accepted.

**CARRIED**

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## 2 PUBLIC FORUM

### Caitlyn Dykes - Cromwell and Districts Promotion Group

Ms Dykes described the objective of the group to promote Cromwell as a great place to stay, play and visit. She outlined the group's organized events and emphasized their dedication to ongoing growth and development. Ms Dykes thanked the community for their support and acknowledged the volunteers who work tirelessly to ensure the professional delivery of the events.

### Friends of the Cromwell Cemetery - Katie Seymour and Cheryl Sanders

Ms Seymour and Ms Sanders spoke to their application for grant funding to construct a rabbit proof fence in the Cromwell Cemetery. They outlined their ambition to work alongside CODC to restore the cemetery to a well-maintained and cared for site that everyone could be proud of. They noted their belief that the construction of a rabbit-proof fence was essential as it would ensure the graves were protected from future damage.

Ms Seymour and Ms Sanders then responded to questions.

### Andy Erskine - Cromwell Speedway

Mr Erskine outlined the events that the Cromwell Speedway ran and noted the safe and structured environment for motorsport they offered, that brought families together and gave youth the opportunity to learn mechanical and driving skills. He detailed the contribution that the club make towards to local economy and tourism. He wanted the board to consider the terms for the club in

the proposed lease and the clubs ambition to create a sustainable model for operating into the future.

Eve O'Brien - Central Otago Friendship Network (via telephone)

Ms O'Brien gave an overview of the work that the charitable trust do to help connect and support individuals who experience isolation or loneliness. The trust currently had two part-time support workers and approximately 30 volunteers and supported over 70 individuals.

Ms O'Brien noted that this grant application is to help them extend their services in Cromwell and to provide more consistent support within the ward and to help link up with other agencies in the area.

Ms O'Brien then responded to questions.

### 3 CONFIRMATION OF MINUTES

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#### COMMITTEE RESOLUTION

**Moved:** Scott  
**Seconded:** Sanford

That the public minutes of the Cromwell Community Board Meeting held on 25 March 2025 be confirmed as a true and correct record.

**CARRIED**

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### 4 DECLARATIONS OF INTEREST

Members were reminded of their obligations in respect of declaring any interests. There were no further declarations of interest.

### 5 REPORTS

Note: By permission of the meeting item 25.3.9 was heard first.

#### 25.3.9 PROPOSAL TO APPROVE A NEW LEASE WITH CENTRAL SPEEDWAY CLUB CROMWELL INCORPORATED

To consider entering into a new lease agreement with Central Speedway Club Cromwell Incorporated over the land situated on Sandflat Road, Cromwell comprising 8.3217 hectares more or less being Lot 1 DP 403966 ("The Leased Area").

Discussion followed on the opportunity to rebate some of the money accrued from rent payments back to the Cromwell Speedway club to allow them to further develop the property. It was noted that the board would need to be provided with the clubs financial statements in order to make a decision on any potential rebate.

It was confirmed that board wanted to maintain the lease with Cromwell Speedway and that option 3 in the report would not be considered.

#### COMMITTEE RESOLUTION

**Moved:** Browne  
**Seconded:** Scott

That the Cromwell Community Board recommend:

That the report is left to lie on the table to allow the board to be provided with updated financials, from the group to ascertain what, if any rebate might be applicable.

**CARRIED**

### **25.3.2 2024/25 COMMUNITY AND PROMOTIONS & EVENTS GRANTS APPLICATIONS - 2ND FUNDING ROUND**

To consider the second round of the community and promotions & events grant applications for the 2024/25 financial year. To consider applications to the 2025/26 year promotions and events grant.

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#### **COMMITTEE RESOLUTION**

**Moved:** Sanford

**Seconded:** Browne

- A. Receives the report and accepts the level of significance
- B. Approves a grant of \$4,000 to the Central Otago Friendship Network for the Cromwell Social Connection Support project.
- C. Requests that the Friends of the Cromwell Cemetery Group complete a project plan, in consultation with the Central Otago District Council's Parks and Recreation Department, and resubmit an application in the next funding round.
- D. Approves a grant of \$97,500 To Cromwell and Districts Promotions Group for Light Up Winter, Street Party and Fireworks and National Cherry Pit Spitting Championships 2025 events.
- E. Notes that any grants approved for funding from the 2025 -26 financial year draft Long-term Plan budget are subject to budgets remaining unaltered and the approval and adoption of 2025-2034 Long Term Plan.
- F. Notes that it is each grant recipient's responsibility to obtain and/or have in place the appropriate consents, plans and licences (including resource consent, health and safety plans etc.) as required by legislation, agencies, property owners and/or individuals to undertake the projects.

**CARRIED**

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Note: Ms McConnell left the meeting at 3.12 pm and did not return.

Note: The meeting was adjourned at 3.15 pm and resumed at 3.26 pm

### **25.3.3 CROMWELL HALL OPERATING DECISIONS**

For the board to make regular decisions on how the Cromwell Memorial Hall will operate once opened. This is a progress report to consider recommendations to Council on the proposed operations of the Cromwell Memorial Hall.

The was noted that in order to appeal to all members of the community and to increase revenue consideration would need to be given to a broad variety of commercial opportunities to deliver an operating model that maximised all the facets of the building.

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**COMMITTEE RESOLUTION**

**Moved:** Browne  
**Seconded:** Laws

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Supports the café space and cinema and catering kitchen being considered for lease to commercial operators through Councils normal procurement process.
- C. Recommends to Council that staff seek broad options through expressions of interests to run spaces in recommendation B so all opportunities could be considered.
- D. That staff bring a report back to Cromwell Community Board for its consideration.

**CARRIED**

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**25.3.4 MUSEUM FITOUT WITHIN THE CROMWELL MEMORIAL HALL**

For the board to receive the report and make recommendations to Council for CODC officers to facilitate the fitout of the Museum in the new Cromwell Memorial Hall facility. It was noted that indication from external funders had been favourable but that this was not yet guaranteed.

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**COMMITTEE RESOLUTION**

**Moved:** Scott  
**Seconded:** Laws

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council officers facilitate the fitout of the museum in the new Cromwell Memorial Hall
- C. Recommends to Council to delegate financial authority to the Chief Executive in the amount \$1.6 million enabling awarding the design and fitout to nominated suppliers as per the procurement policy process, subject to successful external grant funding of \$500,000.
- D. Recommends authorising the Chief Executive Officer to do all that is necessary to give effect to these resolutions.

**CARRIED**

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**25.3.5 APPROVE DRAFT CROMWELL RACECOURSE RESERVE MANAGEMENT PLAN FOR CONSULTATION**

To consider approving the draft Cromwell Racecourse Reserve Management Plan 2025 for consultation. The board requested that all affected parties and users of the Racecourse Reserve and Anderson Park take part in the submission process in order for the board to have the full picture of how the areas were used and any potential issues with the draft management plan.

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**COMMITTEE RESOLUTION**

**Moved:** Browne  
**Seconded:** Laws

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That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the draft Cromwell Racecourse Reserve Management Plan 2025 for public consultation in accordance with Section 41 of the Reserves Act 1977. The land is legally described as Lot 1 DP 301554, Cromwell District, part Certificate of Title 64/76.
- C. Agrees that the Cromwell Community Board will hear submissions received on the draft Plan.

**CARRIED**

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### **25.3.6 CROMWELL CEMETERY EXTENSION STAGE 1**

To approve the Cromwell Cemetery Development Plan for Stage1.

It was discussed that Stage 1 would not herald the aesthetic improvements that some members of the community were asking for, but that this was part of a long-term vision to improve all aspects of the site.

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#### **COMMITTEE RESOLUTION**

**Moved:** Sanford  
**Seconded:** Scott

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the Cromwell Cemetery Development Plan for Stage1 subject to the adoption of the 2025-34 Long-term Plan.

**CARRIED**

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### **25.3.7 ROAD NAME APPROVAL REPORT - SHANNON FARM**

To consider a request to name eight roads in the Shannon Farm subdivision in Cromwell.

The board considered the names proposed and agreed that some of the suggested names were repeats of existing roads and that the use of fruit varieties was not appropriate in this context.

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#### **COMMITTEE RESOLUTION**

**Moved:** Laws  
**Seconded:** Sanford

That the Cromwell Community Board

Leave the report to lie on the table and request that the developer to look at the history of the area and the CODC approved road naming list and come back to staff with future suggestions.

**CARRIED**

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Note: Mr Scott declared an interest in item 25.3.8 and did not take part in the discussion or vote on the item.

**25.3.8 CROMWELL GOLF CLUB - FUNDING REQUEST**

To consider a request from the Cromwell Golf Club for financial assistance with the purchase of a new Turf Cutter using funds held in the Club's Fund Account.

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**COMMITTEE RESOLUTION**

**Moved:**           **Laws**  
**Seconded:**       **Browne**

That the **Error! No document variable supplied.**

- A.    Receives the report and accepts the level of significance.
- B.    Recommends that the Board approves funding of \$6,950.00 (exc. GST) from the Cromwell Golf Club fund to purchase a new turf cutter, subject to the provision of a copy of the invoice being submitted to staff.

**CARRIED**

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**6 MAYOR'S REPORT**

Her Worship the Mayor was not present at the meeting.

**7 CHAIR'S REPORT****25.3.11 CHAIR'S REPORT**

The Chair gave an update on activities and issues since the last meeting.

- Had attended the ANZAC ceremony at the Cromwell Cemetery noting the special service, the speakers and the good numbers in attendance.
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**COMMITTEE RESOLUTION**

**Moved:**           **Browne**  
**Seconded:**       **Harrison**

That the report be received.

**CARRIED**

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**8 MEMBERS' REPORTS****25.3.12 MEMBERS' REPORTS**

Members gave an update on activities and issues since the last meeting.

Mr Scott reported on the following:

- Attended a planning meeting with Cromwell and Districts Promotions Group to discuss the planned quiz night with Peter Williams.
  - Attended a meeting with the Cromwell Friends of Cromwell Cemetery Group.
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- Attended the ANZAC day service at Bannockburn and was honoured to read the names of the fallen from Bannockburn and Nevis Valley.
- Met with Peter Kelly and other staff to discuss the future of the Cromwell Golf Club.

Cr Browne reported on the following:

- Attended the Central Otago Athletics day.
- Transported children to the 'Top Bike' event at Molyneux Park, noting the well supported day out and great collaboration from outside agencies.
- Attended the Wakatipu High School production of Mama Mia.
- Attended commissioner training for the hearings panel.
- Attended an AA forum for Central Lakes, considering a submission to NZTA to reduce the speed limit reduction at McNulty Road onto SH8.
- Attended the Cromwell ANZAC day service.
- Attended an Cromwell community response group meeting, noted they are planning another community day to encourage people to get prepared for an emergency event.

Mr Sanford reported on the following:

- Attended a kids 'online safety' meeting that was held at the Cromwell College.
- Attended two Long-term Plan public workshop, noting the poor attendance.
- Went to Speedway twice over Easter.
- Went to Wheels at Wanaka.
- Attended the Lowburn ANZAC day service.
- Attended the AF8 workshop in Alexandra.
- Attended meetings with the Friends of Cromwell Cemetery.

Cr Laws reported on the following:

- Gave an update on the March and April Council meetings.
- Attended the Long-term Plan public sessions, noting the low numbers.
- Attended a Friends of Cromwell Cemetery meeting.
- And the same night attended an Old Cromwell meeting.
- Attended the ANZAC day service in Tarras, noting the good turnout and moving speeches.

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## COMMITTEE RESOLUTION

Moved:           Browne  
Seconded:       Sanford

That the report be received.

**CARRIED**

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## 9 STATUS REPORTS

### 25.3.13 MAY 2025 GOVERNANCE REPORT

To report on items of general interest, receive minutes and updates from key organisations and consider the status report updates.

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## COMMITTEE RESOLUTION

Moved:           Laws

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**Seconded: Scott**

That the report be received.

**CARRIED**

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## **10 DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 17 June 2025.

## **11 RESOLUTION TO EXCLUDE THE PUBLIC**

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### **COMMITTEE RESOLUTION**

**Moved: Scott**

**Seconded: Browne**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Plain English Reason</b>
<b>Confidential Minutes of Ordinary Board Meeting</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity
<b>25.3.14 - May 2025 Confidential Governance Report</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity

**CARRIED**

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The public were excluded at 4.30 pm and the meeting closed at 5.02 pm

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**CHAIR / /**