

**-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, 16 SEPTEMBER 2025
COMMENCING AT 2.00 PM**

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

IN ATTENDANCE: T Alley (Mayor), P Kelly (Chief Executive Officer), L Fleck (Group Manager - People and Culture, Acting Group Manager - Community Vision), D Rushbrook (Regional Deals Lead), D Scoones (Group Manager - Community Experience), P Morris (Chief Financial Officer), R Williams (Community Development Lead), G Chrystall (Facility Experience Manager), A Mason (Media and Marketing Manager), G Robinson (Property and Facilities Manager), A Crosbie (Policy and Strategy Lead), G Bailey (Parks and Recreation Manager), M Burnett (Parks Officer Strategy and Planning), S Reynolds (Governance Support Officer)

1 APOLOGIES

COMMITTEE RESOLUTION

Moved: Sanford
Seconded: Scott

That apologies from Cr S Browne be received and accepted and apologies for early departure from Ms McConnell be received and accepted.

CARRIED

2 PUBLIC FORUM

Dylan Rushbrook – Cromwell Bike Park

Mr. Rushbrook spoke to the funding request for the bike park, noting recent improvements on the site, including tree removal, which has created a need for shade sails. He outlined plans to install irrigation to help with damping down the course and watering planned native plantings. He noted that the application included plans for a storage container, but that this would be postponed at this stage. Once further improvements are complete, the group planned to hold an open day to showcase the site.

Lisa Lowrey and Gina Rimmer – Cromwell Early Learning Centre

Messrs. Lowrey and Rimmer spoke to their grant application for \$30,000 to continue the purchase of the property adjacent to the childcare centre, aiming to expand the facility to accommodate town growth. They had secured \$607,797 to date through external grants and fundraising, with the requested amount intended to cover consent compliance, engineering, and surveying costs.

The pair then responded to questions.

Kurt Snook – Carrick Winery Pedal and Pour Event 2025

Mr Snook noted Ms Richardson's apologies and spoke on behalf of Cromwell Mountain Biking, who were involved in volunteering and overseeing the Pedal and Pour event. He highlighted that the group had been working hard to ensure the tracks were prepared in readiness for the increased number of entries to this year's event. Mr Snook noted that the event was open to bikers, walkers, and runners, offering a variety of distances to appeal to a broad range of

participants and that this year there was the additional of the involvement of other wineries to the programme. He also acknowledged Carrick's ambition to provide a community-focused event, potentially running at a loss, and the desire to establish it as a long-standing fixture in the calendar.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Scott
Seconded: Laws

That the public minutes of the Cromwell Community Board Meeting held on 5 August and 19 August 2025 be confirmed as a true and correct record.

A typographical error was noted on the minutes from 19 August and this would be amended.

CARRIED

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

25.7.2 CONSIDERATION OF THE PROVISION OF A CHAIRPERSON'S GRANT FUND

To consider making provision for a Chairperson's Fund for the Cromwell Community Board's Community and Events and Promotions Grants.

COMMITTEE RESOLUTION

Moved: Laws
Seconded: Gillespie

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees in principle to establish a Chairperson's Fund.
- C. Authorises the Cromwell Community Board Chair to approve applications under the Chairperson's Fund in accordance with the Grants Policy.
- D. Notes the Chairperson's Fund enables a grant of up to \$1000 per application, and the total amount a Chair could allocate is \$2500.
- E. Notes that this funding is not ringfenced and is dependent on the amount remaining after each funding allocation round.
- F. Notes that applications will be assessed by Council staff to ensure they meet the grants' criteria, and that the outcome will be reported at the next meeting of the Cromwell Community Board.

CARRIED

Note: Mr Sanford noted a conflict in the Promotions and Events Grants as he intended to join the Mountain Bike Club in the future and therefore did not take part in the discussion or vote on this part of item 25.7.3.

25.7.3 2025-2026 COMMUNITY AND PROMOTIONS AND EVENTS GRANTS APPLICATIONS - FIRST ROUND

To consider the first round of the community and promotions and event grant applications for the 2025/26 financial year.

The grants for Community and Promotions and Events grant were considered separately and resolved as below.

COMMITTEE RESOLUTION

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

That the Cromwell Community Board:

- A. Receives the report and accepts the level of significance.
- B. Approves a grant of \$30,000 to the Cromwell Early Learning Centre Inc. towards the subdivision, change in use and building consent costs of the Centre's expansion.
- C. Approves a grant of \$20,000 to the Cromwell Bike Park Inc towards the purchase and installation of shade sails and a new irrigation system, subject to formal approval being received from the CODC Parks Department for the installation of both projects.
- D. Recommends the Council reimburse the Cromwell Community Board community grants account from the Cromwell Reserves Contributions fund, for the Cromwell Bike Park Inc grant application.

CARRIED

COMMITTEE RESOLUTION

Moved: **Gillespie**
Seconded: **Scott**

That the Cromwell Community Board:

- E. Approves a grant of \$2,500 to Carrick Winery for the Pedal and Pour Community Cycling Event 2025.
- F. Notes that it is the 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

Note: By permission of the meeting items 25.7.5 and 25.7.6 were heard first.

Note: Ms McConnell left the meeting at 2.59 pm and did not return.

25.7.5 DRAFT CROMWELL RACECOURSE RESERVE MANAGEMENT PLAN FOR APPROVAL

To approve the amended Draft Cromwell Racecourse Reserve Management Plan 2025 and recommend it to Council for formal adoption under the Reserves Act 1977.

COMMITTEE RESOLUTION

Moved: Gillespie

Seconded: Scott

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Subject to the changes identified by the board at this meeting, approves the amended Draft Cromwell Racecourse Reserve Management Plan 2025, incorporating changes following consultation.
- C. Recommends to Council that the amended Cromwell Racecourse Reserve Management Plan 2025 be adopted under delegated authority from the Minister of Conservation, in accordance with Section 41 of the Reserves Act 1977

CARRIED

Note: Mr Scott declared a conflict of interest in item 25.7.6 and did not take part in the discussions or vote on the item.

25.7.6 CROMWELL GOLF CLUB - FUNDING REQUEST

To consider a request from the Cromwell Golf Club for financial assistance with the removal of trees and site reinstatement, using funds held in the Club's Fund Account.

COMMITTEE RESOLUTION

Moved: Gillespie

Seconded: Harrison

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends that the Board approves funding of \$8,000 from the Cromwell Golf Club fund to assist with the removal of the trees.
- C. Directs that this funding be subject to the provision of a copy of the invoice for the removal of the trees.

CARRIED

Note: The meeting was adjourned from 3.15 – 3.21 pm.

Note: Naomi Petersohn from Dunstan East Side Trail Trust joined the meeting via telephone for item 25.7.4.

25.7.4 DUNSTAN EAST SIDE TRAIL TRUST COMMUNITY GRANT ACCOUNTABILITY REPORT

To consider the accountability report from the Dunstan East Side Trail Trust for their 2023/24 community grant.

Ms Petersohn spoke to a PowerPoint presentation outlining the work completed by the trust. See attached presentation.

COMMITTEE RESOLUTION

Moved: Laws
Seconded: Sanford

That the report be received.

CARRIED

25.7.7 CENTRAL OTAGO HELICOPTER VIEW 2026-2035

To consider the forecast on residential development for Central Otago between 2026-2035 and tools within the Regional Deals proposal to address growth challenges. See presentation attached.

COMMITTEE RESOLUTION

Moved: Laws
Seconded: Sanford

That the report be received.

CARRIED

Attachments

1 CO Helicopter View - Presentation

6 MAYOR'S REPORT**25.7.8 MAYOR'S REPORT**

Her Worship the Mayor reported on her recent activities, see attached.

COMMITTEE RESOLUTION

Moved: Scott
Seconded: Laws

That the Cromwell Community Board receives the report.

CARRIED

Attachments

1 Mayors Report

7 CHAIR'S REPORT

25.7.9 CHAIR'S REPORT

The Chair thanked all members of the board for their contributions this triennium, noting that as a group they had been cohesive, allowed all voices to be heard, and demonstrated strong decision-making. She acknowledged the tangible progress on many agenda items, including the transformation of the Cromwell Memorial Hall, while noting that considerable work remained. She highlighted that a change in representation would mean a re-prioritisation of strategy for board, and expressed anticipation for seeing the key projects take form, specifically the implementation of the endowment land investment strategy and the development of the town centre.

The Chair also recognised the significant contribution of Cr Gillespie, commending the rigour of his decision-making. She noted that his departure would leave a substantial gap at both the board and Council tables, and wished him every success in his campaign for the Otago Regional Council.

COMMITTEE RESOLUTION

Moved: Harrison
Seconded: Laws

That the report be received.

CARRIED

8 MEMBERS' REPORTS

25.7.10 MEMBERS' REPORTS

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

Cr Laws reported on the following:

- On a personal note, she thanked everyone on the board and acknowledged their mutual respect and achievements, and expressed how much she had enjoyed being part of it.
- Had attended the Cromwell Community House AGM, acknowledging this fantastic organisation who do a lot for the community, specifically noting their strong financial management and a supportive board of trustees.
- Had attended an Old Cromwell Meeting and asked staff to follow up on the group's request to investigate the issues with the roof of the Chinese village and also the requests for improvements to McNulty House.

Mr Sanford reported on the following:

- He noted that he felt it had been a successful term for the board and that he had found it a rewarding experience. He particularly acknowledging Cr Gillespie and expressing that he had been fortunate to have worked with him. He also recognised the Chairs leadership throughout the triennium.
 - He commented that the LGNZ conference had been a highlight of the term, outlining the valuable learnings from this conference.
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Cr Gillespie reported on the following:

- Gave a review of recent Council meetings.
- He noted that he believed the new board would need to give careful consideration to a road-naming strategy to develop a more sustainable and satisfactory approach for naming new roads.
- He noted the importance of community involvement in the naming of the Cromwell Memorial Hall and considered that the new board should carefully plan this engagement, as future community participation would be vital to the facilities success.
- He reflected on his first time sitting at the board table from 1998, noting that from the outset he had been in very experienced company. He observed the changes over the years, including the transition from paper-based agendas to the introduction of computers and laptops by 2013. He recalled that meetings were long, frequently exceeding the maximum allowance of four hours, and extensions were requested due to the amount of reports they were required to cover. He noted that he became Chair in 1991 and reflected on his motivation to get involved; to ensure that Cromwell would be a great place for children to grow up and have the same opportunities he had, which he believed had been achieved in part due to the collective decisions made around the table.
- He acknowledged the hard times faced by the board but observed that progress had been made, including the creation of a masterplan, which continued to serve as a blueprint for future developments.
- He thanked the Chair for her leadership and advocacy on behalf of the board, and recognised former Mayor Cadogan and Mayor Alley for their leadership, noting that Her Worship's guidance had been a strong support for both the board and the Council. He also acknowledged the support of his family, noting the significant personal sacrifices they had made in his service.

Mr Scott reported on the following:

- He noted that he had enjoyed sitting at the table during the last term. He acknowledged the board's achievements and expressed that he was particularly impressed with the Chair's leadership, especially in relation to district-wide funding discussions.

COMMITTEE RESOLUTION

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

That the report be received.

CARRIED

9 STATUS REPORTS

25.7.11 SEPTEMBER 2025 GOVERNANCE REPORT

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

COMMITTEE RESOLUTION

Moved: Laws
Seconded: Sanford

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 3 November 2025.

11 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Scott
Seconded: Gillespie

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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
Confidential Minutes of the Cromwell Community Board Meeting held on 5 August 2025	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
25.7.12 - Bannockburn Industrial Subdivision Sale & Purchase Agreement	s48(1)(d) - that a right of appeal lies to any court or tribunal against the decision of the Central Otago District Council in these proceedings	That the right of appeal lies to any Court or Tribunal against the CODC in these proceedings.
25.7.13 - September 2025 Confidential Governance Report	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

The public were excluded at 4.42 pm and the meeting closed at 5.26 pm