

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL  
ŌTAKI COMMUNITY BOARD MEETING  
HELD IN THE GERTRUDE ATMORE SUPPER ROOM, MEMORIAL HALL, MAIN STREET,  
ŌTAKI  
ON TUESDAY, 29 APRIL 2025 AT 7.03PM**

**PRESENT:** Mr Cam Butler, Mr Simon Black, Mrs Jackie Elliott, Ms Christine Papps, Cr Shelly Warwick

**IN ATTENDANCE:** Ms Kris Pervan, Ms Anna Smith, Mr Andrew Torr, Mr Dave Hardy, Ms Philippa Ross-James, Mr Chris Moller (NZTA)

**WHAKAPĀHA | APOLOGIES:** Nil

**LEAVE OF ABSENCE:** Nil

**1 NAU MAI | WELCOME**

The Chair, Mr Cam Butler, welcomed everyone and opened the meeting with karakia.

**2 WHAKAPĀHA | APOLOGIES**

There were no apologies received for this meeting.

Item – 6 (b) Matters of an Urgent Nature - was moved forward from another part of the minutes.

**6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS**

(b) The Chair raised the matter of securing additional carparking at Te Horo Hall and with the agreement of the board deferred discussion on the matter until *Item 10.1 Matters Under Action*.

**3 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE | DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

There were none.

**4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME**

Mallery Henderson spoke to agenda *Item 8.1 Consideration of Applications for Funding* regarding her application for funding to assist with the cost of travelling to officiate at the 2025 Roller Derby World Cup in Austria. Ms Henderson answered questions from members.

Merryn Malcolm, on behalf of the Kāpiti Loss and Grief Support Trust spoke to agenda *Item 8.1 Consideration of Applications for Funding* regarding their application for funding to assist with the

cost of running the WAVES Bereaved by Suicide Support Group. Ms Malcolm answered questions from members.

The meeting adjourned at 7:23 pm to allow public forum to take place.

*Members of the public spoke to the Ōtaki Community Board during public forum regarding the proposed review of the Freedom Camping Bylaw, and the proposal for Freedom Camping carparks at Ōtaki Beach.*

The meeting resumed at 7:32 pm.

## 5 NGĀ TEPUTEIHANA | DEPUTATIONS

There were no deputations scheduled for this meeting.

## 6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

- (a) No leaves of absence were requested during the meeting.
- (b) Item – 6 (b) Matters of an Urgent Nature was moved to an earlier point in the meeting.
- (d) Community Board Members' shared highlights from their recent activities.

Mr Black had a recent meeting with Horowhenua CCTV Trust, and a visit to Ōtaki River to view the results of flood resilience project work.

Cr Warwick attended the Ōtaki ANZAC Day commemorations.

## 7 HE KŌRERO HOU | UPDATES

### 7.1 ŌTAKI CIVIL WORKS UPDATE

Andrew Torr, Project Manager Peka Peka to Otaki (PP20), Expressway Integration, Dave Hardy, Project Management Office Manager, Philippa Ross-James, Senior Advisor Communications and Engagement, and Chris Moller, Senior Project Manager, New Zealand Transport Agency spoke to the presentation contained within the agenda and answered questions from members.

## 8 PŪRONGO | REPORTS

### 8.1 CONSIDERATION OF APPLICATIONS FOR FUNDING

#### COMMITTEE RESOLUTION OCB2025/9

Moved: Mr Cam Butler

Seconder: Ms Christine Papps

- A. That the Ōtaki Community Board approves a grant of \$750 to Mallery Henderson to assist with the cost of travelling to officiate at the 2025 Roller Derby World Cup in Austria.
- C. That the Ōtaki Community Board approves a grant of \$750 to the Kāpiti Loss and Grief Support Trust to assist with the cost of running the WAVES Bereaved by Suicide Support Group.

**CARRIED**

**COMMITTEE RESOLUTION OCB2025/10**

Moved: Mr Cam Butler  
 Seconder: Mr Simon Black

- B. That the Ōtaki Community Board leave to lie on the table until the 10 June 2025 Ōtaki Community Board meeting, the grant application from the Ōtaki & Districts Memorial RSA & Community Club to assist with the cost of purchasing a replacement Battery Powered Portable Sound system for the Ōtaki RSA to be used at outdoor occasions.
- D. That the Ōtaki Community Board notes the accountability reports received as attachment 5-7.

**CARRIED**

**9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**

**9.1 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION OCB2025/11**

Moved: Ms Christine Papps  
 Seconder: Cr Shelly Warwick

That the minutes of the Ōtaki Community Board meeting of 11 March 2025 be accepted as a true and correct record.

**CARRIED**

**10 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION**

**10.1 MATTERS UNDER ACTION**

The Ōtaki Community Board discussed the matters under action.

The Board also discussed the need for improved carparking outside the Te Horo Hall and passed the following resolution.

**COMMITTEE RESOLUTION OCB2025/12**

Moved: Mr Cam Butler  
 Seconder: Mrs Jackie Elliott

That the Ōtaki Community Board recognises the need for additional carparking facilities for the Te Horo Hall and recommend that Council investigate the use of 52 School Road as a solution.

**CARRIED**

The meeting adjourned at 9:00 pm and resumed at 9:05 pm.

The Board also discussed the review of the Freedom Camping Bylaw and the number and location of proposed carparks that would be available for Freedom Camping in Ōtaki as raised during public forum. Board members agreed to prepare a submission from the Ōtaki Community Board for the Freedom Camping Bylaw review.

**11 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA**

The Chair closed the meeting with karakia.

**The Poari ā-Hapori o Ōtaki | Ōtaki Community Board meeting closed at 9:25 pm.**

.....  
**HEAMANA | CHAIRPERSON**