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**MINUTES**  
of the  
**SAXTON FIELD COMMITTEE MEETING**  
held  
**9.30 am, Wednesday, 20 November 2019**  
at  
**Saxton Netball Pavilion, Stoke, Nelson**

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**Present:** Tasman District Council: Councillors K Maling, T Tuffnell  
Nelson City Council: Councillors J Edgar, T Skinner

**In Attendance:** Tasman District Council: Community Development Manager (S Edwards),  
Reserves and Assets Projects Officer (G Thorn), Executive Assistant (T  
Fifiield)  
Nelson City Council: Community Services Manager (R Ball), Events and  
Venues Advisor (L Haack), Property Parks & Facilities Asset Manager (A  
Petheram), Event Project Manager (P Robertson)

**1 OPENING, WELCOME**

Community Development Manager, Susan Edwards, welcomed everyone to the first meeting of the Committee.

**2 APOLOGIES AND LEAVE OF ABSENCE**

Nil

**3 PUBLIC FORUM**

Nil

**4 DECLARATIONS OF INTEREST**

Nil

**5 LATE ITEMS**

Nil

**6 PRESENTATIONS**

Nil

## 7 REPORTS

### 7.1 Appointment of Chairperson for 20 November meeting

Ms Edwards spoke to the report which sought a Chairperson for today's meeting.

It was agreed that Cr Edgar be appointed as Chairperson.

**Moved Cr Maling/Cr Tuffnell**

**SFC19-11-1**

**That the Saxton Field Committee:**

**1. receives the Appointment of Chairperson for 20 November meeting report RSFC19-11-1; and**

**2. appoints Cr Edgar as Chairperson of the 20 November 2019 inaugural meeting.**

**CARRIED**

### 7.2 Saxton Field Activity Report

Glenn Thorn, Reserves and Assets Projects Officer, spoke to the report which updated the Committee on the progress of the capital projects for 2019/2020.

He noted:

- the work below Saxton Pond has been completed - this is the last remaining piece of tidy up work to the pond area;
- there has been some vandalism at Saxton Field and Police have arrested a couple of people.

It was noted that the Reserve Management Plan publicity wording had a "management" feel to it which may have people focusing on the management aspect, as in who takes bookings verses what we are doing with the growth and vision of Saxton Field.

Lynette Haack, Events and Venues Advisor, said a marketing report will be included in the Committee's next agenda. She said feedback from the Committee's recent workshop has been compiled into a summary which will also be included in the report. The next step will be to engage a marketing group to see what we need to focus on in regard to the marketing strategy.

Ms Haack and Paula Robertson, Event Project Manager, provided the Subcommittee with an update on the upcoming Bay Dreams event:

- currently ticket sales also requiring camping facilities are down on the previous year, so it looks as though the majority of campers would be able to stay at Rutherford Park. If this is the case, there would be no provision for camping at Saxton Field;
- a small portion of campers could go to other camping grounds in Nelson;
- bus services will still be running in areas and if there is a need, Bay Dreams would still run a bus service to Richmond and may run one to Motueka if needed;
- if camping doesn't proceed at Saxton, it means the pavilion etc would be available for other bookings this summer.

Mr Petheram said the completion of the Athletics track was on time and he is very happy with the outcome.

It was noted that both Councils are working on improvements to the entranceway from

Champion Road as it's quite narrow.

**Moved Cr Skinner/Cr Tuffnell**  
**SFC19-11-2**

**That the Saxton Field Committee receives the Saxton Field Activity Report**

**CARRIED**

### **7.3 Appointment of Independent Chair to Saxton Field Committee**

Ms Edwards spoke to the report which sought the Committee's agreement to membership of an interview panel to assist the Chief Executives of the Councils to identify and recommend to the Councils a suitable person for the role of the independent chair of this Committee.

**Moved Cr Maling/Cr Edgar**  
**SFC19-11-3**

**That the Saxton Field Committee:**

- 1. receives the Appointment of Independent Chair to Saxton Field Committee report RSFC19-11-3; and**
- 2. appoints Councillors Tuffnell and Skinner to be the Interview Panel to assist the Chief Executives (or their delegates) to undertake a recruitment process for the Independent Chair of the Saxton Field Committee and to recommend a preferred candidate to both Councils; and**
- 3. agrees that the Councillors in 2. above have the authority to appoint a replacement member for them in the event of their unavailability for any reason.**

**CARRIED**

The meeting concluded at 10.00 am

Date Confirmed:

Chair: