



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Minutes

Ōtorohanga Community Board

2 February 2026

Ōtorohanga Community Board

Open Minutes of an ordinary meeting of the Ōtorohanga Community Board held in Waikōwhitiwhiti (Council Chambers), Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on Monday, 2 February 2026 commencing at 4.00pm.

Tanya Winter, Chief Executive

12 February 2026

Ōtorohanga Community Board membership

Chairperson	Bronwyn Tubman	Attended
Deputy Chairperson	Craig Thomas	Attended
Board Member and Ōtorohanga Ward Councillor	Tayla Barclay	Attended
Board Member, Ōtorohanga Ward Councillor and Deputy Mayor	Katrina Christison	Attended
Board Member	Leanne Massey	Attended
Board Member	Brendon McNeil	Attended
Mayor	Rodney Dow	Attended

Senior staff in attendance

Chief Executive	Tanya Winter	Attended
Group Manager Engineering & Assets	Mark Lewis	Apology
Group Manager Business Enablement	Graham Bunn	Attended

Commencement of meeting**Te tīmatanga o te hui**

Chairperson Tubman declared the meeting open at 4.01pm

Opening prayer/reflection/words of wisdom**Karakia/huitao/whakataukī**

Board Member Massey led the meeting in a recitation of the karakia provided in the agenda.

Apologies**Ngā hōnea**

There were no apologies.

Public forum**Hui tūmatanui**

There were no requests to speak.

Late items**Ngā take tōmuri**

There were no late items.

Declaration of a conflict of interest**Te whakapuakanga pānga taharua**

There were no declarations made.

Confirmation of minutes**Te whakaū i nga meneti**

Resolved 012: That the Ōtorohanga Community Board **CONFIRM** as a true and correct record of the meeting, the Open Minutes of the meeting held on 1 December 2025 as distributed.

Councillor Barclay | Deputy Chairperson Thomas

Matters arising:

Mayor Dow noted an amendment required on page 9 of the minutes (under Ōtorohanga Community Board attendance) which refers to “Deputy Mayor Dow Katrina Christison”.

Decision reports

Ngā pūrongo whakatau

Item 7 – Endorsement of the adopted Code of Conduct

ŌDC's Graham Bunn said the report was asking the Ōtorohanga Community Board to endorse the adoption of the current Code of Conduct (as adopted by Council at its meeting on 9 December 2025). He said elected members had previously attended a workshop about the Code of Conduct.

Resolved 013: That the Ōtorohanga Community Board:

- a) **ENDORSES** the adoption of the Code of Conduct by Ōtorohanga District Council at their December 2025 meeting; and
- b) **NOTES** that this Code of Conduct will remain in force until the national model is issued and adopted in accordance with forthcoming legislative requirements.

Deputy Mayor Christison | Board Member McNeil

Information reports

Ngā pūrongo mōhiohio anake

There were no reports.

Board Member updates

Deputy Mayor Christison tabled a sponsorship proposal that the previous Community Board had put together for the Ōtorohanga dog agility park. She said some local sponsors had already made a commitment to the project in terms of material supplies and that Board Members could make personal approaches to other potential sponsors if they wished to. In answer to a question from the Chairperson, Deputy Mayor Christison said ŌDC's finance team and Councillor Butcher were currently working on the financial details around sponsorship, including taxation.

Board projects

The new Board have no confirmed projects at this time.

Deputy Mayor Christison noted that construction of the Ōtorohanga outdoor gym has started (this was a project initiated by the previous Community Board).

Ōtorohanga General Reserve Fund

There were no distributions made.

Ōtorohanga Property Reserve Fund

There were no distributions made.

Discretionary Fund

Board Member Barclay asked if an update could be provided on the Christmas Market 2025 and how the Fund-raising Chicks Waikato had got on with their fundraising. Deputy Mayor Christison said she would find out and provide an update for the next Board meeting.

In answer to a question from Deputy Mayor Christison, ŌDC's Graham Bunn said Council has resolved to carry forward any unspent funds into the next financial year. This is decided by Council on a year by year basis.

Date	#	Recipient	Purpose	Amount (excl. GST)
01/12/25	O10	Fun-raising Chicks Waikato	Christmas Markets advertising	\$739.13
Total granted				\$739.13
Total remaining				\$ 8,404.87

Request for funding

Deputy Mayor Christison said she had hoped to put forward a funding request for the installation of solar panels at the Ōtorohanga Kiwihouse but Chairperson Tubman has said she would like to have a discussion with the Kiwihouse first.

Deputy Mayor Christison asked if Board Members would be interested in holding a community bulb planting day in the autumn. ŌDC's Jared Le Fleming suggested Board Members draw up a plan for the planting day including the location, types of plants and costs. He noted that Council staff would need to look at any future maintenance as a part of that consideration.

Deputy Mayor Christison asked if a Bylaw could be introduced to prohibit the sale of fireworks in Ōtorohanga. Chairperson Tubman said she had already broached that subject with ŌDC's Mark Lewis and had been advised there is going to be a national move towards banning fireworks. She said she agreed with the principle of a Bylaw but it might not be the best use of ŌDC's time and energy if it's going ahead nationally.

Resolution Register

ŌDC's Graham Bunn said the meeting schedule has now been approved so Resolution 07 can be removed from the Register.

Resolved 014: That the Ōtorohanga Community Board **APPROVE** the removal of Resolution 07 from the Register.

Board Member Massey | Deputy Mayor Christison

Public excluded

There were no reports.

Closing prayer/reflection/words of wisdom

Deputy Mayor Christison provided the following words of wisdom –

“As we come to the close of this meeting let’s acknowledge the time, thought and the care that’s gone into today’s discussions. The work we do doesn’t end when we leave this room; it carries out onto the streets, our communities and the people who call Ōtorohanga home. Every decision contributes in small but meaningful ways to the place we are building together. Thank you for showing up, listening and working for the best interests of our community.”

Meeting closure

Chairperson Tubman closed the meeting at 4.22pm.

Workshops

The following open workshops and briefings were held:

- a) Rotary Park and Bob Horsfall Reserve
- b) Monthly discussion with staff on items raised in public forum or outstanding matters.

There being no further matters, the session ended at 5.40pm.