



TAKAPUNA BEACH

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Takapuna Beach Business Association 2025 Annual General Meeting Minutes

6:00 P.M.

Wednesday 15th October 2025

**Pacific Room, The Spencer Hotel
Takapuna Beach**

**Takapuna Beach Business Association
Annual General Meeting 2025**

**6:00 P.M.
Wednesday 15th October
The Spencer Hotel, Takapuna**

Attendees: Attendees are listed in the Attendance Register attached to these minutes as Attachment 1.

Apologies: Apologies are listed and attached to these minutes as Attachment 2.

Resolved: That the apologies be accepted.

Moved: Rob Clark / Kate Chivers. All in favour. Motion carried.

CALL TO ORDER

TBBA Chair Alex Bicheno called the meeting to order at 6:07PM

I. Welcome – TBBA Chair, Alex Bicheno

TBBA Chair Alex Bicheno welcomed everybody and acknowledged Devonport-Takapuna Local Board Member Peter Allen, previous TBBA Chair Andrew Hill and the existing 2024/2025 TBBA Board Members. He formally opened the 2025 Takapuna Beach Business Association Annual General Meeting confirming a quorum was in place.

He informed the body of the purpose of the meeting, as follows:

- To confirm the previous AGM Minutes and discuss any matters arising
- To receive reports on activities from the last year
- To approve the annual financial statements and audit report
- To approve the new Strategic Plan and next years Business Plan
- To approve the budget for the coming financial year
- To elect a Chairperson for the TBBA
- To elect a Board of Governance for the TBBA
- To appoint an auditor
- To discuss any General Business, if there is any.

Notice of the 2024 Annual General Meeting was issued in accordance with the Rules of the TBBA Constitution which requires 14 days' notice specifying the place, date, and time of the meeting and the nature of the business proposed to be transacted at the meeting.

He also informed the body that it is acknowledged that some of the TBBA Board Members are also sponsors of the TBBA. He assured the body that through the Constitution and Board Charter, any potential conflicts of interests are actively addressed, recorder and resolved, and members have a copy of the Conflicts Register in their AGM documentation.

II. **Minutes of the 2024 TBBA Annual General Meeting**

Confirmation of the Minutes from the Takapuna Beach Business Association 2024 Annual General Meeting held on Wednesday 25th September at The Spencer Hotel, Takapuna.

Resolved: To accept the minutes of the 2024 TBBA AGM confirmed as a true and correct record.

Moved: Kate Chivers / Rob Clark. All in favour. No members against. No discussion from the body. Motion carried.

III. **Annual Reports**

i. **Chair's Report – TBBA Chair, Alex Bicheno**

Alex took his written report as read and highlighted the main points of interest from the past twelve months.

Alex thanked the TBBA Board Members for their work over the year, personally acknowledging all the board members in the room, as well as staff members Terence Harpur, Hannah Stoddart and the TBBA staff and contractors.

Alex mentioned this year has been a year of quiet sustained momentum for our beachside community, and he is grateful for the trust members have placed in the board, the energy of the TBBA members, and the shared belief that Takapuna remains New Zealand's most liveable and welcoming beach side hub for commerce, culture and connection. Alex finished by expressing he is looking forward to another year of shared success, bold conversations and a Takapuna that continues to shine.

ii. **CEO Report – TBBA CEO, Terence Harpur**

Terence welcomed members and remarked on the busy and successful year it's been advocating for members, marketing Takapuna, producing events and helping businesses become better at being in business.

Terence talked about having made great strides this year in the mission to make Takapuna the place “where you want to live, work and play” and “to enhance the economic, social and environmental landscape of Takapuna through bold advocacy, active promotion and enabling business excellence”.

The TBBA's dedication and hard work has yielded tangible results across all the key pillars of activity. From securing vital infrastructure investments to hosting a vibrant calendar of events and providing members with crucial support, the TBBA has had another busy and successful year, including winning the 2Degrees Auckland Business Awards for Community

Contribution. Terence expressed thanks to the TBBA board members, the dedicated TBBA team, the invaluable sponsors, and all TBBA members for their continued support.

Terence highlighted efforts to strengthen the local economy were reflected in the GDP growth of 3.8%, and that result being a testament to the resilience and strength of the local businesses. Retail spending reports consistently show Takapuna outperforming competitors, month-to-month, where other retail centres are reporting significant declines in this tough economic environment.

TBBA has proudly produced and supported over 20 large-scale events this year, with the highlight again being Takapuna Winter Lights, attracting over 50,000 people to Takapuna and won Best NZ Community Event (over 3,000 people) 2024. Our other main key events like Christmas Festival, Easter Festival, Matariki Market and Takapuna Latin Fiesta all attracted thousands of people and continue to contribute to a vibrant community atmosphere.

Terence acknowledged and thanked the North Shore Ward Councillors and Devonport-Takapuna Local Board members, for their continuous hard work and support of the TBBA and members. He also thanked the TBBA sponsors for their continued support, as well as the TBBA Board of Governance for their guidance, passion and efforts over the last 12 months. Terence also thanked Marketing and Events Executive Hannah Stoddart for her continued hard work and passion for the TBBA and Takapuna, as well as Dan Move for his work on Takapuna Winter Lights and the wider team of staff, for their help throughout the year.

Property owner Mike Single raised concerns over the state of Takapuna believing that the town was in decline and businesses are struggling. He questioned the accuracy of the numbers presented, as well as the design of Hurstmere Road with the inclusion of the cycleway, which he felt had a negative impact, and the town planning of Takapuna in general, lack of car parking and easily accessed car parks by older people. A number of Board members present discussed these issues and clarified items, Simon O'Connor talked about town planning, retail spending numbers, car parking, Steve Shute mentioned the role of the Business Association and the amount of work that has been completed to make tangible improvements, TBBA compared to other BIDs, and Alex Bicheno mentioned the accuracy of the data provided by independent companies. Other members also added to the conversation in support of the positive state of Takapuna compared to other areas and negative impacts the economy has on business.

Resolved: That the Chair and CEO Report be accepted.

Moved: Rob Clark / Nicky Partridge. All in favour. No members against. Question was raised and discussed as above. Motion carried.

IV. Financial Report

i. Approval of Annual Financial Statements and Audit for 2024-2025

TBBA Chair Alex Bicheno thanked Treasurer Glenn Read for his time spent as TBBA Board Treasurer, and acknowledged that since Glenn couldn't be present today, Board Member Andrew Hill would be presenting the Treasurer's Report for this year.

TBBA Board Member Andrew Hill presented the Treasurer's Report covering the Audited Financial Statements for 2024-2025.

Andrew informed the body that the annual financial statements have been signed by TBBA Chair Alex Bicheno, Treasurer Glenn Read, and audited by BVO Audit NZ.

Maria Kuo - raised a question about providing further information and detail on the expenses in the audit report. Andrew responded, agreeing to provide further details on the expenses indicated in the financial report.

Resolved: That the annual financial statements be approved.

Moved: Andrew Hill / Simon O'Connor. All in favour. No members against. Question was raised and discussed as above. Motion carried.

ii. Strategic Plan 2026-2031 and Business Plan 2026-27

Alex updated the body on the work done by this year's Board Members to put together a high level Strategic Plan to guide the business association's activities and focus for the coming years. Alex highlighted that this plan is a "living" document, and will be constantly visited, checked and refreshed as situations and environments change, and/or as necessary.

Terence updated the body on the proposed business plan for the coming year, talking through the main action points for the year, which are in line with the pillars of the strategic plan - bold advocacy, active promotion and events and enabling business excellence. Terence spoke through the highlights of each section and some key actions.

Property owner Mike Single questioned if we had the right strategy as Takapuna was in decline and the design of the town centre was poor. He suggested we should be getting in town planners, or 20 student planners, to re-design the town centre. Board member Simon O'Connor spoke about centre design, his professional experience as a town planner and the decision making authority the association actually had and the role of Council. Other members added to the conversation in support of the associations plan and actions, commenting on the high positive impact the association has compared to other business associations.

Resolved: That the Strategic Plan 2026-2031 and Business Plan 2026-27 be approved.

Moved: Alex Bicheno / Steve Shute. All in favour. No members against. Questions was raised and discussed as above. Motion carried.

iii. Draft Income and Expenditure 2026-2027 Budget

Alex presented the draft 2026-2027 budget and specifically noted that there is a proposed 9% increase/ \$50,000 to the current BID Targeted Rate to continue to offer the continued level of operations and services to members, increase security services, marketing and fully budget for Takapuna Winter Lights.

A question was raised by property owner Mike Single about why such a high increase of 9%, with relation to the current cost of living and cost on local business owners. A number of BID members reiterated that the increase was not much, approximately \$65 per year / \$5 a month for a property with a CV of \$2m, and the Board felt that increase would provide sufficient value. A question was raised again by Mike Single what the money would be spent on. Chair Alex Bicheno confirmed it would be primarily on the extra security, marketing and events to support TBBA members. He also noted that Takapuna has one of the lowest BID rates in Auckland, and pointed to the comparison table in the agenda booklet.

Resolved: To approve the draft budget for the following financial year 2026/27 which includes a BID targeted rate grant amount of \$604,622 including an 9% increase or \$50,000 to the BID targeted rate grant for 2026/27 financial year. Further ask the Devonport-Takapuna Local Board recommend to the Governing Body the amount of \$604,622, be included in the Auckland Council draft 2026/2027 annual budget consultation process.

Moved: Alex Bicheno / Andy Thompson. All in favour. No members against. Questions was raised and discussed as above. Motion carried.

V. Election of Chairperson

Terence Harpur addressed members and took the opportunity to thank Chair Alex Bicheno for his hard work and dedication over the last year in leading the Business Association.

Terence then informed the members that the TBBA received one nomination for the position of Chairperson for Alex Bicheno, partner at Mortimer Hirst Takapuna.

As there are no other nominations for the position of Chairperson, Alex Bicheno of Mortimer Hirst Takapuna was declared as the elected Chair.

Terence invited Alex to address the members. Alex spoke to the members acknowledging the rest of the Board and thanking them for their assistance and work over the last twelve months, and how he is looking forward to another fantastic, positive year of growth in Takapuna.

VI. Election of Board of Governance

Alex Bicheno took the opportunity to thank all the current board members for their time and efforts this past year, and acknowledged two retiring Board Members. Alex thanked Devonport-

Takapuna Local Board Member Peter Allen for his assistance, guidance, and input to the Board over the last 12 months, his support for our community and businesses have been an incredible contribution to the TBBA's success, and wished Peter all the best with his next ventures.

Alex also thanked long-standing Board Member Rob Clark of Simpson Western, who has chosen to retire from the Board after 16 years on the Board. Rob's dedication and passion for Takapuna has been invaluable, and his contributions will be sorely missed. On behalf of the TBBA Board Members, past and present, and the TBBA staff, Alex thanked Rob for his many years of service, wished him well for the coming years, and presented him with a plaque and thank you gift for his time on the TBBA Board.

Alex informed the members that the Association received 10 nominations for a maximum of 8 positions on the Board. Due to this, there was an election held by members in attendance. All full and eligible members were given a nomination form upon entry and instructed about how the election would take place. Voting was completed by members on voting forms, then handed to two adjudicators to count the votes, TBBA staff members, Hannah Stoddart and Gypsy Hyde. Alex thanked everyone in the room who cast their votes, and thanked the two adjudicators for their time to assist with receiving and counting the votes.

The votes were counted and results were confirmed by the adjudicators, and Alex congratulated the following as the 2025-2026 TBBA Board of Governance:

- | | |
|--------------------|--------------------------|
| 1. Kate Chivers | Turner Hopkins |
| 2. Andrew Hill | BDO Takapuna |
| 3. Janet Marshall | Colliers |
| 4. Simon O'Connor | Sentinel Planning |
| 5. Nicky Partridge | Street Organics |
| 6. Glenn Read | Quartz Wealth |
| 7. Steve Shute | Rosie's Red-Hot Cantina |
| 8. Andy Thompson | House of Travel Takapuna |

VII. **Appointment of Auditor**

Rule 18 of the TBBA Constitution addresses the matter of the appointment of the auditor, as follows:

“18.1 The Auditor shall be appointed by the Association on an annual basis to carry out the functions set out in this Rule.

18.2 No person who is an Office or a member of the Governance Board may be appointed as Auditor”

Resolved: That BVO Audit be appointed as auditor of the Takapuna Beach Business Association for the financial year ending 30 June 2026.

Moved: Rob Clark / Andy Thompson. All in favour. No members against. No discussion from the body. Motion carried.

VIII. General Business

Clayton Tikao – Raised a question about how the TBBA can advocate to commercial developers for construction mitigation in terms of reducing the impact on carparking around town for local businesses and their customers, with construction staff not using all of the carparking. Terence said this kind of conversation and advocacy is something the TBBA is constantly doing, and is happy to continue advocating for this to find an acceptable way forward with organisations like Auckland Transport, Council departments, and the individual developers or contractors. It however cant force a developers staff not to park in the local car parks.

Timothy Yen – raised a comment about advocating for businesses to be more focussed on sustainability practices and using less fuel. Alex acknowledged this.

Warren Fernandes – raised a query about how the TBBA BID Boundary was set, as it runs down only one side of Auburn Street. Terence informed the body that the BID Boundary was outlined and set by Auckland Council many years ago, but that it's in the proposed Strategic Plan to look into expanding the BID, which would change those boundaries.

Alex thanked attendees to coming to the AGM and the discussion. He closed the meeting and invited everyone to stay for networking.

ADJOURNMENT

The meeting was adjourned at 7.28 P.M.

Attachment 1 – Attendance Register

Attendees:

Last Name	First Name	Organisation
Allen	Peter	Devonport-Takapuna Local Board
Ann Moore	Shelley	Elegance Events
Bee	David	Gallagher Insurance
Bicheno	Alex	Mortimer Hirst
Borrie	Ed	MBS
Brown	Kevin	Lautrec Technology Group Ltd
Chivers	Kate	Turner Hopkins and KC Legal
Clark	Rob	Simpson Western
Compton	Lisa	Northspan Wellbeing - Wingspan Trust
de Zwart	Ryan	Colliers
Fernandes	Warren	Repro Graphics Nz Ltd
Gao	Mia	Gallagher Insurance
Giblin	Becky	Phab
Hill	Andrew	BDO Takapuna
Hoggard	Bart	Simpson Western
Hyatt-Brown	Juliet	Lautrec Technology Group Ltd
Kim	Rosa	NZ paradise development ltd
Kim	Susanna	NZ paradise development ltd
Kuo	Maria	426 Lake Road Partnership
Lane	Dave	NAI Harcourts
Lane	Lesley	NAI Harcourts
Lockwood	Murray	MSC Consulting
Longman	Lexi	Phab
Marmont	Erin	North Harbour Club
Martin	Jamie	StretchLab Takapuna
McCarthy	James	Gallagher Insurance
O'Connor	Simon	Sentinel Planning Ltd
Partridge	Nicky	Street Organics NZ Ltd
Shute	Steve	Star Hospitality Group
Single	Michael	Cazna Properties Limited
Standfield	Thomas	Harper Digital
Thompson	Andy	House of Travel
Tikao	Clayton	O-Studio Takapuna
Yen	Timothy	426 Lake Road Partnership
Yen	Paul	426 Lake Road Partnership

TBBA Staff

Harpur	Terence	Chief Executive
Hyde	Gypsy	TBBA Staff
Stoddart	Hannah	Marketing and Events Exec

Proxy Votes:

Members Name	Organisation	Proxy Vote
Phil Shannon	Turner Hopkins	Kate Chivers
Paul Janssen	Turner Hopkins Services Ltd	Kate Chivers
Sarah Dann-Hoare	Project Employ	Andrew Hill
Jimmy O'Brien	Colliers	Ryan de Zwart
Marnie Leask	Manganata Properties c/o Viranda Properties	Ryan de Zwart
Halena Ng	Halena Ng Family Trust	Ryan de Zwart
Blake Greenhalgh	Cathay Properties Ltd c/o Aspire Property Management	Ryan de Zwart
Sarah Wrait	Pearnold Ltd c/o Azure Property	Ryan de Zwart
Kay Hu	Seven Hills Eatery	Ryan de Zwart

Attachment 2 - Apologies

Last Name	First Name	Organisation
Wrait	Sarah	Pearnold Ltd (c/o Azure Property)
Leask	Marnie	Manganata Properties (c/o Viranda Properties)
Ng	Halena	Halena Ng Family Trust
Greenhalgh	Blake	Cathay Properties Ltd (c/o Aspire Property Management)
Williams	Michael	Tuarua Farms Ltd
Marshall	Janet	Colliers
Hills	Richard	Auckland Council
Karen and Brett	Wilson	Galaxie Properties
Ranger	Liz	Pupuke Birdsong Project
Dann-Hoare	Sarah	Project Employ
Sykes	Hannah	Project Employ
Norton	Emily	Project Employ
Olsen	Kelly	Northspan Wellbeing - Wingspan Trust
Powell	Melissa	Devonport-Takapuna Local Board
Wiltshire	Ben	Wiltshire Property Group
Read	Glenn	Quartz Wealth
Hu	Kay	Seven Hills Eatery