

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

**Minutes of Committee Meeting held on
Friday 2nd June, 2017 at 9.00am
Gracemere Manor,
21 Gracemere Boulevard,
Peregian Springs, QLD 4573**

Meeting commenced at 9.02am

1. Attendance : Jackie Stewart (Chairperson), John Weeden (Treasurer), Cheryl Hodges (Secretary), Arnold Vandenhurk, Bronwyn West, Margaret Gordon, Terry Gleeson. Ailyn Lewis Retirement Living Communities Assistant Manager._

Apologies: Sharon Bateman Retirement Living Communities Business Manager

Observers : Nil

2. **Confirmation of meeting of previous Committee meeting held 5th May, 2017.**

Accepted as a true and correct record.

Moved: Terry Gleeson Seconded: Bronwyn West

3. Business arising from Minutes :

3.1 Solar lights in Links Cove & Beachgrass Crescent – Ailyn Lewis.

Incorrect solar light delivered – waiting on representative to deliver correct one.

3.2 Progress on extra car parking spaces – Sharon Bateman.

Safety barrier fencing erected today. Bins at end of Links Cove relocated near kitchen recycling area. Refer to Manager's Report for more information.

3.3 Repair to roof valley & subsequent follow up painting of interior ceiling, V 114.
Ailyn Lewis.

Job completed & resident happy with result.

3.4 Rusted window frame Villa 77 – Sharon Bateman. Defer to Manager's Report.

3.5 Gate access on common property, top of Yarran Road – Sharon Bateman.
Defer to Manager's Report.

3.6 Clearance of tree débris on golf course, rear of Links Cove – Sharon Bateman.
Defer to Maintenance Report.

4. Outward Correspondence:

4.1 Anna Palthe, 7/5/2017 – Re: Repair of rusted window frame – Villa 77.

- 4.2 Martin Duell, 7/5/2017 – Repair of broken mowing strip surrounding villa.
- 4.3 Elton & Margaret Ord, 7/5/2017 – re: Problems with Tunstall unit.
- 4.4 Secretary, RAC, 7/5/2017 – Forwarding correspondence as in 4.3

Endorsed: John Weeden

Seconded: Margaret Gordon

5. Inward Correspondence:

- 5.1 Brian & Trish Kelly, 12/5/2017 – Re: Cleaning of driveways & roadways.
- 5.2 Geoff Lucas & Sandra Ferber, 28/5/2017 – Re: Damaged Skylights.

Accepted: Arnold Vandenhurk.

Seconded: Terry Gleeson.

6. Business arising from Correspondence:

6.1 re 5.1 Noted that previous correspondence on subject has been addressed and reply sent to residents – issue to be presented at Body Corporate AGM in September. Ailyn Lewis will obtain whole village quote and individual villa quote for job and information will be presented for discussion at the AGM in September.

6.2 re 5.2 Length of warranty of building to be confirmed by management who will then inform residents of outcome and course of action to be taken.

Moved: Arnold Vandenhurk

Seconded: Terry Gleeson

7. Treasurer's Report : John Weeden. This report is based on financials for April 2017.

INCOME:

The Actual Income from ILUs, SA and Aveo Way Contribution (\$75,940) is \$17.36 above my calculations for this ten months.

At Line 7990 the Total Income for the ten months (which includes interest and sundry income) is \$85,727 which is \$19.50 above budget ytd.

EXPENSES:

In April there were items of expense in six categories - some appeared quite normal but several required further information.

(These and some items from the March financials still requiring further information were discussed with the CBM at a subsequent meeting.)

Total expenditure for the month was \$8,608 with the two main items being \$3,720 for roof repairs and \$3,900 for plumbing (major blocked drain).

Total expenditure ytd is \$180,088 (well under budget ytd) but the wash down and painting still has to be paid for.

BALANCE SHEET:

The Balance Sheet at the end of April shows \$104,681 Cash at Bank and the Bank Reconciliation shows “unpresented cheques” of \$139,877 (mainly termite baiting) and outstanding deposits of \$10,578 giving a balance of \$233,980 which agrees with the Bank Statement.

Two Term Deposits total \$250,000 giving Net Assets of \$356,649.

Moved: Arnold Vandenhurk Seconded: Cheryl Hodges

8 Community Business Manager’s Report: Sharon Bateman.

Actual email received re carpark:

- *The Car Park works will commence Monday morning at approximately 7.00am, Safety/construction fencing will be installed this Friday in preparation. The works are anticipated to take 3-4 weeks pending weather and no unforeseen issues.
Sharon is there someone I can contact about disconnecting the existing irrigation lines and if needed who is the best site contact should Halls need to contact someone. (Halls Contractors have been given the contact details of the gardeners to discuss the irrigation.)*
- Villa 77: Site inspection 30/5/2017, the lot owner was advised the issue isn’t BC responsibility; we will assist the lot owner in sending the appropriate tradesman to assist.
- Relocation of letterboxes is almost complete, the residents that requested relocations to Crestbrook, this process has started.
- Gate access on common property, discuss with Troy Thompson re safety. (Top of Yarran Road). Troy Thompson has advised this access will be blocked permanently, this has been advised by the OHS team.

Sharon Bateman
Community Business Manager
Aveo Peregrin Springs Country Club

9 Community Assistant Manager’s Report:

- Overall feedback on Higgins Maintenance, Painting and Wash down has been very positive. Issue of moving outdoor furniture etc. prior to work commencing will be discussed further.
- Villa 114 – Ceiling has been painted and roof valley repair completed.
- Aveo Connect – approx. 12 villas/SAs have not handed in forms for upgrade of Tunstall units to go ahead.
- Bollard lighting update - Refer 3.1
- Fountain lighting – 4 pond lights need to be replaced. Ailyn Lewis to obtain quote.

10. Maintenance Reports : Bronwyn West (Gardening), Arnold Vandenhurk (Maintenance).
Margaret Gordon (Security).
See attached.

11. General Business :

11.1 Date of Body Corporate AGM - Friday, 29th September, 2017 at 10.00am.

Preliminary notice including Nomination Form for Committee member/s and notification that any Motion to be included at the AGM must be in the hands of the BC Secretary by 30th June, 2017, will be distributed to Lot Owners this weekend.

11.2 – Smoke Detector Notices to be sent to residents. John Chester able to change batteries. Residents to supply batteries. Request to be placed in G & M book.

11.3 – Relocation of main drive mailboxes – will be completed & in operation early next week.

11.4 – Margaret Gordon enquired re update on Troy Thompson’s visit regarding trees on golf course at rear of villas in Links Cove. Margaret has been in contact with Sunshine Coast Council who suggested a letter from the Body Corporate explaining the

danger of trees infected with white ants and undergrowth in times of fire & request the golf club’s co-operation in dealing with the removal/cutting of such débris.

Before writing to Council, Secretary will write to Sharon Bateman for an update on Troy’s visit last month and his suggestion that an arborist would be sent to review the situation.

11.5 – Villa 26 – Contaminated water sample submitted. Ailyn Lewis will obtain samples from other villas at “end of line” in Beachgrass Crescent and will check records regarding previous time of problem, at villa 26, before contacting Unity Water to pursue issue. Ailyn will also check records to obtain when filter on pipe at Villa 26 was last flushed by plumber.

Date of next meeting: Friday, 7th July, 2017 at 9.00am in Gracemere Manor.

Close of Meeting: 10.38am

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Chairperson

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Date

Gardening/Security Reports attached

Body Corporate Committee

C.T.S. 31142

Gardening/Security Reports – June, 2017

GARDENING REPORT: BRONWYN WEST.

With the continual warm dry days, the sprinkler system has been turned on again as of 29th May, 2017.

Miles Porteous, PPS, has stated that generally hard pruning of hedges is conducted through mid to late winter on selected hedges that over time become too high to safely and efficiently maintain.

If done in winter the hedges regrow quickly with the natural spring flush covering the bare limbs with new foliage.

Selected semi deciduous plants can be pruned commencing early June and will be conducted during the normal gardening cycle.

Miles, with Steve and the gardening team, will identify which areas require hard pruning.

SAFETY & SECURITY: MARG. GORDON.

The front gate is now closing at 6p.m. and reopening at 6a.m.

Residents I have spoken to seem to be happy with the Solar light over the Key pad at the gate when coming in at night.

Still a few problems with the street lighting. John has changed a couple of globes.

Ailyn Lewis ordered a sample of a Solar bollard and it has arrived.

John is to install it at front of Villa 117, Links Cove so we can test it there.

I still think some of the hedges need to be trimmed a little lower and shaped on an angle allowing more light.
