

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

**Minutes of Committee Meeting held on
Friday 4th August, 2017 at 9.00am
Gracemere Manor,
21 Gracemere Boulevard,
Peregian Springs, QLD 4573**

Meeting commenced at 9.00 am

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

Apologies: Nil.

Observers : Tom Shaw.

2. **Confirmation of minutes of previous Committee meeting held 7th July, 2017.**
Accepted as a true and correct record.

Moved: Arnold Vandenhurk. Seconded: Bronwyn West.

3. Business arising from Minutes :
 - 3.1 Solar lights in Links Cove & Beachgrass Crescent – Ailyn Lewis.
Sample solar light received & tested. Light output was good – defer further discussion to General Business (11.4).
 - 3.2 Report on fault list – new car park. Sharon Bateman. Defer to Manager's Report.
 - 3.3 Gate access on common property, top of Yarran Road – Sharon Bateman.
Bob Jack had submitted a Petition to the Body Corporate (after informing Sharon Bateman) registering residents' objection to the permanent closure of the pedestrian gate. Development Department has rejected the request based on OH&S concerns. However, Troy Thompson (Development) has asked Sharon Bateman to put forward a business plan. Sharon will work with Bob Jack to formulate a plan acceptable to all parties.
 - 3.4 Clearance of tree debris on golf course, rear of Links Cove – Cheryl Hodges.
Call received by Secretary from Phillip Redley on behalf of Ian Denny. Phillip will be at Peregian Golf Course from 19th August – Secretary will arrange for Phillip to meet with Body Corporate Committee members to discuss issues raised by residents & Committee members. We will also visit areas of concern with him. Suggested date is Wednesday, 23rd August at 9.00am. Secretary to confirm with members.
 - 3.5 Replacement of 4 fountain lights – Ailyn Lewis has requested pricing from Nicklin Electrical and lights should be installed within 2 weeks!
 - 3.6 Report on following issues – a) Garden strip, villas 182 & 183 – plants replaced?
Completed – residents happy.

b) Sea Oak Drive letterboxes – repaired? Not completed yet. New staff have commenced with PPS. Viv is the new leading hand so the expectation is that the job will be completed by our September meeting.

c) Garden box at end of Links Cove – repaired?

Refer above point (b).

d) Ground works at end of Sea Oak Drive – progress?

Refer above point (b).

4. Outward Correspondence :

4.1 Acknowledgement letters for Nomination to Body Corporate Committee, 21/7/2017.

Jackie Stewart, Cheryl Hodges, John Weeden, Terry Gleeson, Tom Shaw, Arnold Vandenhurk, Bronwyn West.

4.2 Ian Denny, 24/7/2017 – Re: debris on golf course land along 9th fairway.

4.3 Frank Craig, 24/7/2017 – Re: New Entrance Gate:- Yarran Road and Correspondence dated July 2, 2017.

4.4 Anna Palthe, 24/7/2017 – Re: Rusted window frame, villa 77.

4.5 Jill Ashenden & Kim Zimmerman, 24/7/2017 – Re: Garden strip between villas.

4.6 David Gordon, 26/7/2017 – Re: Rear window breakage from golf ball.

4.7 David Gordon, 31/7/2017 – Re: Glass breakage.

Endorsed: John Weeden

Seconded: Arnold Vandenhurk

5. Inward Correspondence:

5.1 Bob Jack, 12/7/2017 – Petition regarding pedestrian gate, Yarran Road.

5.2 David Gordon, 14/7/2017 – Re: Rear window broken by golf ball.

5.3 David Gordon & John Catlow, 14/7/2017 – Re: Debris on golf course along Links Cove.

5.4 Jan Corlett, 16/7/2017 – Re: Garden between villas 92 & 93.

5.5 Ron & Anita Marshall, 23/7/2017 – Re: “Call help line” wiring installation.

5.6 David Gordon, 25/7/2017 – Re: Account for glass breakage.

5.7 Harriet Rutherford, 25-7-2017 – Re: Mould on internal walls.

5.8 David Gordon, 29/7/2017 – Re: Glass Breakage.

5.9 David Gordon, 31/7/2017 – Re: Glass Breakage.

Accepted: Bronwyn West.

Seconded: Terry Gleeson.

6. Business arising from Correspondence :

6.1 (re 5.1) Refer to 3.3

6.2 (re 5.2) Defer 5.2, 5.6, 5.8 – discuss & reply with 5.9 correspondence.

6.3 (re 5.3) Refer to 3.4

6.4 (re 5.4) Sharon Bateman will liaise with Viv to review the condition of specified garden bed.

Note: Correct procedure would be to put any gardening requests in the Maintenance/Garden book at the Manor. If Viv considers the request to be beyond their scope, the resident would then be advised to write to the Body Corporate Committee.

6.5 (re 5.5) Sharon Bateman agreed that wiring installations regarding Tunstall replacement units were not satisfactory. Sharon has an extensive list from residents of complaints which will be forwarded to Aveo Connect with the expectation that they are responsible and will fix any

problems residents have! This is a Management issue and will be dealt with by Sharon Bateman.

6.6 (re 5.6) Refer 6.9

6.7 (re 5.7) Sharon Bateman & Cheryl Hodges will address this issue in correspondence following further investigation into past records of Villa.

6.8 (re 5.8) Refer 6.9

6.9 (re 5.9) To allow members of the Committee to freely discuss the subject of this correspondence, and payment procedure, Margaret Gordon & Tom Shaw (observer) were asked to leave the meeting. Secretary had drafted a letter in reply on behalf of Body Corporate for discussion. A number of misinformed and incorrect statements in David's letter were addressed and an apology expressed by the Body Corporate for incorrect information given to David regarding responsibility for the glass replacement.

However, Committee members took umbrage at the slur on the "unprofessional and highly insulting" conduct of Committee members and have requested a withdrawal of this statement. The account for payment of replacement glass was passed unanimously and it was suggested that the money given to David by the golfer responsible for the breakage be donated to the Residents' Association.

7. Treasurer's Report : John Weeden. Tabled and read by John Weeden.

As this report is the end of year report, John asked for it to be circulated to all residents with the Minutes.

Moved: John Weeden Seconded: Arnold Vandenhurk

8 Community Business Manager's Report : Sharon Bateman.

- Carpark - Troy Thompson (Development) will be here Monday to discuss fault list!
- Villa 182 & 183 – Refer 3.6(a).
- PPS replacement – Viv is now the leading hand of our gardening team.
- Now that the gardening team is more cohesive and Viv has taken over as leading hand, the gardening schedule will be re-established (and put on Notice Board) so that residents can be aware of when the gardeners will be in their street. Residents will also be aware of when the time comes for trees to be pruned in readiness for the growing months! Please note that the Body Corporate is responsible for common property, therefore grounds, and when heavy pruning is required it just has to be done! It is not up to residents to prevent, and in some cases abuse, gardening staff whilst carrying out their duties!
- Budget for Body Corporate variance/reversals will show in end of financial year statement.
- Car parking area at gardeners' shed to be relooked at. Refer 3.6 (d).
- Pedestrian gate (Yarran Road), Development will not fund any alterations. Refer 3.3
- Villa 129 – issues discussed and action planned. Refer 6.7
- The Body Corporate requests that residents be very careful and more aware of what they flush down toilets and sinks!

The plumbing costs for the village are a huge drain on the Sinking Fund budget (excuse the pun!!) and this ultimately reflects back to residents' costs when budgets are set.

Sharon Bateman has purchased a plunger which will be utilized by John in the first instance when a resident reports a blockage at their villa to Management. If unable to

clear the problem, Management will organize Brad Collett (0419 997 018) from Eastern Plumbing to make a visit - Brad is very familiar with the village plumbing works!!

9. Community Assistant Manager's Report: Ailyn Lewis.

- Villa 9 – Body Corporate approved cost for new garage motor after residents presented the yearly service records.
- Cycad at Manor entrance – Reported to reception as an obstruction when using the round-a-bout in front of the Manor as well as when driving out from Manor verandah. Body Corporate approved removal of cycad and replacement with suitable low growing plants.

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

11. General Business :

11.1 Cleaning of fountain pond. Viv has now sourced the right blend of chlorine for this area – had to bear in mind water splashing out on plants!!

11.2 Bronwyn West queried purchase of replacement front porch light covers.

Ailyn Lewis will order today and replace Villa 184 porch light cover as soon as delivered.

11.3 Villa 46 – shade cloth on rear porch still has not been removed. This was put up without Management approval and does not blend in with other external fittings in the village. Sharon Bateman will address.

11.4 Hedges to be trimmed and reshaped more appropriately to allow light to shine onto roadways. Ailyn to follow up with Viv when new solar lights are delivered and installed.

11.5 Secretary requested “No thoroughfare” signs to be placed at entrance to Links Cove, Sea Oak Drive & Sea Breeze Rise. All agreed. Sharon Bateman will organize.

11.6 Secretary raised the concern that not all residents are obtaining a copy of the Body Corporate Committee meeting Minutes – either by sourcing them on the web site or obtaining a hard copy from the Library.

We are very conscious of trying to keep residents up to date with developments and to explain what is happening, and why, within our village. Many issues we deal with affect all residents as well as bringing reminders to residents regarding procedures.

Committee members agreed that from now on we will go back to the system of hard copying and distributing our monthly Committee meeting Minutes to residents.

Date of next meeting: Friday, 1st September, 2017 at 9.00am in Gracemere Manor.

Close of Meeting : 10:53 am

Chairperson:

Date:

Body Corporate Committee

C.T.S. 31142

Gardening/Security Reports – August, 2017

GARDENING REPORT: BRONWYN WEST.

The hard pruning of trees, shrubs and hedges has almost been completed. There have *been some residents who have challenged the gardeners as they have gone about this essential task.* All residents must note that the gardeners are only doing what the BC Committee has instructed them to do. Residents must not confront the gardeners at any time. If there is an issue with anything the gardeners do then this should be directed to the Management or BC Committee **NOT** the gardeners.

Spring will soon be here and all those trees, hedges and shrubs that have been pruned will show strong signs of regrowth.

SAFETY & SECURITY: MARG. GORDON.

- There was a power blackout in the village on Monday 24/07/'17 starting at 5.50p.m. Power came on again at 8.30p.m.except for the street lights!
- Tuesday and Wednesday the street lights in Links Cove did not come on until 7.30p.m., so I asked Management to reset the time clocks after the blackout.
- Thursday the lights in Links Cove were still out until 8p.m!
- On Friday a.m. I reported to Ailyn Lewis re the lights being out until 8p.m. Viv had dealt with the time switches.
- Ailyn rang the electrician on Friday morning. He obviously didn't come as we had no street lights again until after 8p.m.
- I rang Natalie (the Night carer) to ask her to tell the people who were at the BBQ to be careful when walking home.
- The street lights in Links Cove are still not coming on and off at the correct set times.

This hopefully should be corrected on Monday 31st July when John returns to work.

On Monday, 31st. The electrician came, and between he and John (maintenance man) they adjusted the street lighting to come on at 5.30 pm and to go off at 5.30 am.

Ailyn has the loan of a solar bollard from Ideal lighting at Maroochydore which we have trialled and found that it gives out a satisfactory light. Have to check the cost.

Also we will have to check for broken pavers and have same changed as necessary.

Thursday, 03/08/17.

John Weeden came out with me last night (Wednesday) and we checked the darker areas in the streets. He suggested that we change the yellow diffusers in some lights to white as well as getting some solar lights.

Some of the hedges adjoining lights require further trimming.

Ailyn asked me to check the lighting of the signs on the exterior walls at the entrance to the Village. The left hand side lights up; but the right hand side does not.
