

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

**Minutes of Committee Meeting held on
Friday, 1st February, 2019
Gracemere Manor,
21 Gracemere Boulevard,
Peregian Springs, QLD 4573**

Meeting commenced: 9.03 am.

- 1. Attendance :** Jackie Stewart (Chairman), Cheryl Hodges (Secretary), Terry Gleeson, Tom Shaw, Bronwyn West.
Nole Beardwood, Retirement Living Community Manager.

Apologies: John Weeden (Treasurer), Arnold Vandenhurk.

- 2. Confirmation of Minutes of BCC Meeting held on 7th December, 2018.**
Accepted as a true and correct record.

Moved: Bronwyn West. **Seconded:** Terry Gleeson.

3. Business arising from Minutes :

- 3.1** Quotes for Garden Edging – Nole Beardwood.
Refer Manager’s Report, Item 8.
- 3.2** Road sign stencils – Nole Beardwood.
Refer Manager’s Report, Item 8.
- 3.3** Repair of bricks in roadways – Nole Beardwood.
Refer Manager’s Report, Item 8.
- 3.4** Parking area at end of Sea Oak Drive – Nole Beardwood.
Refer Manager’s Report, Item 8.
- 3.5** Roof tile repair action – Nole Beardwood.
Refer Manager’s Report, Item 8.
- 3.6** Information re cleaning of roads & driveways – Nole Beardwood.
Refer Manager’s Report, Item 8.

4. Outward Correspondence:

- 4.1** Marty & Roz Duell, 10/12/2018 – Replacement of garden edging.
- 4.2** Cheryl Ford, 10/12/2018 – Re: Dividing hedge between villas 163 & 164.
- 4.3** Mike Jordan, 10/12/2018 – Re: Dividing hedge between villas 163 & 164.

Endorsed: Bronwyn West. **Seconded:** Tom Shaw.

5. Inward Correspondence:

- 5.1** Geoff Lucas & Sandra Ferber, 18/12/2018 – Re: Clarification of Body Corporate insurance cover for air conditioner, hot water service, external blinds & shutters.
- 5.2** Noel Giles, 30/12/2018 – Re: Dog fence between Villa 88 and Villa 89.

5.3 JS Hill, 20/1/2019 – Re: Replacement of Water Stop Valve to Supply at Villa 96.

Accepted: Tom Shaw.

Seconded: Terry Gleeson.

6. Business arising from Correspondence:

6.1 (re 5.1) Nole Beardwood will address these questions with the residents.

6.2 (re 5.2) No breaches of the by-laws were made & following discussion with residents involved, all parties are now happy with the outcome.

6.3 (re 5.3) Issue was addressed & actioned by Nole Beardwood.

7. Treasurer's Report : John Weeden.

In the absence of the Treasurer, report was read & clarified by Nole Beardwood.

Moved: Cheryl Hodges.

Seconded: Bronwyn West.

8. Community Manager's Report : Nole Beardwood.

• **Kwik Kerb inspection & quote (3.1)**

Boss Building Maintenance has provided a quote per linear metre (L Shaped "Lawn Edge) which is cemented into ground and will provide a more durable option than original kwik kerb. Cost for required 276 Sq Metre (as per Viv's Audit) = \$13,137.60 inc GST.

Kwik Kerb has provide two quotations (two separate contractors):

- Kwik Kerb Caloundra @ \$28 p/meter with slurry + \$26 p/meter without slurry (recommended) = \$7,728 or \$7,176
- Endless Edges @ \$18 p/meter (work on weekends only + village to dispose of old kerbing) = \$4,968

- *VM to recommend that works are paused until next financial year and discussed at sinking fund budget process to determine if works to proceed further. VM will advise contractors as such.*

• **Road sign stencil - update (3.2)**

As mentioned in previous managers' report, quotes were being requested for work to be outsourced to line marking company as financial more economical to proceed with works this way rather than purchasing expensive paint (x 3 colours) and village maintenance to undertake. Quote produced and accepted by Dillon Linemarking @ \$605 (inc GST) to paint 16 x 10kph stencils + disabled symbol in blue and white for manor visitor parking. Works completed in red within period, however line marking has found to be not visible enough and further works required (in fill of 10 kph sign with white background & black lettering) to be completed on Monday 4th Feb @ 6am. Additional cost of \$350 + GST - total cost for works once completed at \$1050.50 + GST.

• **Repair of Bricks (Pavers) in Roadways (3.3)**

As per last Committee meeting VM has received a revised quotation from Boss Building Maintenance and has spoken with Geoff from Concrete4shore in regards to a sturdier application for roadway area in front of Manor. Revised cost comparison below:

- 1) Driveway Circa Area (quote to remove pavers and replace with concreted 150mm thick 32 mpa strength / F92 steel mesh and steel reinforcement pad)
- Boss Building @ \$24,960 + GST
- Concrete 4 Shore @ \$14,000 + GST

- 2) Sea Oak Drive – 20 square metres of paving to be rectified
- Boss Building @ \$9,000 + GST (125mm thick 32 mpa strength)
- Concrete 4 Shore @ \$2,400 + GST (100mm thick – lessor mpa)

- *VM can advise nothing further to report VM to raise with Mark Eagleston (Community Manager North Qld) in regards to Aveo contribution and liability on issue.*

- **Sea Oak Parking Options (3.4):**

Work continues on Sea Oak parking area over the Christmas period with the area prepped landscaping wise in time for planting and mulching to occur (circa commencement on week commencing 11th February). Part of the prep working was to install coppers logs as a barrier to prevent mulch escaping etc.

Pending works

Programmed to landscape / Increase planting / mulch to surrounding areas @ approved quote of \$1,265 including GST – likely to commence 11th Feb

- Line marking x 3 to be painted on new concreted areas (to be completed in house)
 - ❖ **VM to update further next meeting.**

- **Roof Tile inspection – VM to summarise (3.5)**

DS Roofing have completed the replacement of the maintenance shed roof @ \$5291 (inc GST) and have securely stored tiles within the gardeners area.

VM has spoken with Daniel from DS Roofing who is currently collating an action plan to present to the committee which will prioritise areas for the committees review and discuss as to when rectification works are to commence – this current FY or next

- ❖ **VM to forward update committee next meeting on ETA of report / meeting.**

- **Roadway cleaning – roads and driveways (3.6)**

Due to compliance requirements and other pending works for programmed team, works for road cleaning project have been paused since last committee meeting. At this stage VM is aiming for works to commence early to mid-March

- ❖ **VM can confirm Aveo will enter with Body Corporate in 50 / 50 cost allocation for works.**

Pending / New action items:

- **Lift – NBN Changeover**

VM can advise lift 3G emergency phone back up (as per compliance regulation in case NBN power failure) has been installed into Manor lift and is operational.

- **Fire Compliance Update**

VM can update committee on Fire compliance issues:

1. Five yearly Hydrostatic Testing – needs to be completed on all Hydrants within the village for Fire compliance reasons.
Quote received from FSQ @ \$8,500 + GST for pressurized Hydrants (3) for Manor and all Hydrants within ILU's (Town water pressure based Hydrants)
Quote received from Diligent Fire @ \$3,332 + GST for Manor pressurized Hydrants only (No ILU Hydrants). Contractor advises for compliance reasons only the pressurised hydrants are required to be hydrostatically tested.
VM has been advised that all hydrants (town water & pressurised) need to be tested, VM is working with FSQ on revising of pricing for quote. VM has also been advised water will need to be turned off to conduct testing – as a result looking at staging testing over a period of 2 – 3 days to minimise inconvenience to residents.

- *Works still pending - nothing further to update / VM to advise next meeting*

- **Flick Termite External Baiting Stations works**

Flick has undertaken works for \$14,168.78 + GST to undertake annual Termite Visual inspection & chemical bait station top up V71 – V125 (Zone A). With Zone B, C and D completed over next upcoming months. These works form part of the annual \$50,413 amount as budgeted in sinking fund for Pest Control (Termite)

- **Higgins – Annual Painting Program**

Year 7 of contracted painting maintenance program set to commence in April 2019, 14 x ILU's in Stage 10 are set for a full exterior repaint as part of contract, remaining ILU's and Community Centre will continue with maintenance wash and touch up as required.

❖ **VM will be meeting with Damien from Higgins closer to commencement and will update committee accordingly.**

Resident Concerns – feedback for discussion

- **Steve Hill – V96** = Letter received from Steve Hill on request to replace Stop Valve (supply) for his unit. Quote requested and approved @ \$204 + GST from Eastern Plumbing. ETA on works pending.
- VM had been approached by resident in **V137** in regards to potential water leak at rear of villa, upon inspection VM found area waterlogged (even though rain was not evident for a period of time) VM engaged Eastern Plumbing Group to investigate and it was found that area is in low point and overflow from retaining wall at rear and run off pools in low point. Resident advised issue has been prevalent for a long period of time and raised with previous VM with no result. Eastern Plumbing has presented a quote for \$1,823.80 (inc GST) to excavate trench and add 2 x 250 pits (as a water holding tank) connect with existing pit and fill with 20mm rock for better drainage.
VM to seek approval from committee to proceed.
Outcome: Ground is very wet now & smell is offensive. Unanimous vote by Committee members to proceed with work suggested by Eastern Plumbing to rectify problem.
- **Yarran Road Gate** = VM has received several requests from residents to improve remote signal length / strength on the Yarran road gate, the issue is that the planting surrounding the wireless signal sensor has grown and is impeding the signal – VM is reluctant to remove garden foliage as it benefits the look at feel of the area, solution provided by Darren from Noosa Doors is to install an external aerial on top of the wall above motor and sensor at a cost of \$250.

VM to seek approval from committee to proceed.

Outcome: Committee members voted unanimously not to proceed with request to install an external aerial as there are many more pressing matters needing to be addressed.

9. General Business :

9.1 Jackie Stewart – concern re inaction to remove trees in golf course grounds near swimming pool fence.

Nole Beardwood has taken this issue up with the Golf Club & the following explanation was given – Sunshine Coast Council now requires a written report from an arborist before any tree is cut down in their area! A report was received by the Council last week & approval has been given to remove the tree. This report was one of many but Nole was assured that the removal would take place ASAP!

Nole has also been approached by several PSCC residents regarding the area within the golf course along Links Cove. Residents have requested that this area be “cleaned up” but this will not happen as the Council has deemed it a non - fire risk area. Golf Course management will also not touch the area – they have already taken legal action against 11 residents in the Peregian Springs area who have taken it upon themselves to remove vegetation!!

9.2 Disability Parking Bay at entrance to Manor – The purpose of this designated space is for short term parking by residents visiting the Manor. Nole Beardwood will address this issue with Manor residents.

Date of next meeting: Friday, 1st March, 2019 at 9.00am in Gracemere Manor.

Close of Meeting: 10.30 am.

Chairman:

Date: