

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

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

Meeting commenced: 9.03am

1. Attendance : Jackie Stewart (Chairperson), John Weeden (Treasurer), Arnold Vandenhurk, Tom Shaw, Terry Gleeson.

Nole Beardwood - Retirement Living Community Manager.

Apologies: Cheryl Hodges. Bronwyn West.

2. **Confirmation of Minutes of BCC meeting held on 1st February, 2019.**
Accepted as a true and correct record.

Moved: Terry Gleeson

Seconded: Tom Shaw

3. Business arising from Minutes :

3.1 Repair of bricks in roadways - Nole Beardwood.

Refer to Manager's Report, Item 8

3.2 Parking area at end of Sea Oak Drive - Nole Beardwood.

Refer to Manager's Report, Item 8

3.3 Roof tile repair action - Nole Beardwood.

Refer to Manager's Report, Item 8

3.4 Cleaning of roads & driveways - Nole Beardwood.

Refer to Manager's Report, Item 8

3.5 Fire Compliance Update - Nole Beardwood.

Refer to Manager's Report, Item 8

4. Outward Correspondence:

4.1 Geoff Lucas & Sandra Ferber, 11/2/2019 - RE: Insurance Coverage I.L.U. No.26.

4.2 Noel Giles, 11/2/2019 - Re: Dog fence between villas 88 & 89.

4.3 Steve Hill, 11/2/2019 - Re: Replacement of Water Stop Valve to Supply at Villa 96.

Endorsed: Terry Gleeson.

Seconded: Tom Shaw.

5. Inward Correspondence:

5.1 Nil

Accepted: N/A

Seconded: N/A

6. Business arising from Correspondence:
Nil.

7. Treasurer's Report : John Weeden.

BODY CORPORATE SINKING FUND - TREASURER'S REPORT
FOR MARCH 2019 MEETING

This report is based on the financials for January 2019.

INCOME

The total income from SAs and ILUs for the month was \$1,397 below the Budget for the month and the ytd total is \$7,033 below the Budget ytd. This is probably because the contributions are based on last years figures and not the figures approved at the last AGM. I previously have predicted that the contributions should catch up to budget by end of February.

EXPENSES

Expenses for January were shown in six Account numbers:-

Quantity Surveyor Reports:- \$129.50 is an accrued amount each month which gives \$906 ytd for the seven months and agrees with the Detail Trial Balance. (It did not last month.)

Natural Account 2443 Schedule Maintenance - Lifts. This account has 11 items of \$266.67 followed by 11 reversals for the same amount. Balance zero. The next item is 'Lifts Maintenance Aug17 to Jun18 for \$4,853' and then 'ACC Lift Maint. Fee 30/06/18 - 31/01/19 for \$1,920' This totals \$4,853 but there is no money in the budget for this item.

Natural Account 2474 R&M Lift:- \$27 for phone and sim charges. This account has expended \$2,2674 ytd and has a budget of \$5,086 for the year. WHY ARE THESE TWO ACCOUNTS NOT COMBINED?

R&M Plant & Equipment:-\$173 for "Lift passes Jan19 - Jan 20"

R&M Electrical:- \$365 for Comms Box.

R&M Gardens & Grounds:- \$1,182 consisting of \$1,086 to install a new filter and \$95 for sleepers and power board. This item at \$11,523 ytd is over the total budget for the year of \$11,064.

Total Actual Expenditure ytd is \$36,728 compared to the Budget ytd of \$121,900. (It is still too early in the year to get excited.) Up until last month the total amount budgeted for Painting for the year had not been allocated to a monthly budget but this month it is all allocated to January.

BALANCE SHEET

The Balance Sheet for January showed a Cash balance of \$60,053 which agrees with the Bank Reconciliation Report.

Term Deposits totalling \$251,260 are also shown.

Net Assets were \$344,409.

John Weeden Treasurer 25th February 2019

Moved: John Weeden.

Seconded: Arnold Vandenhurk.

8 Community Business Manager's Report : Nole Beardwood.

Body Corporate Managers Report 1st March 2019

• **Repair of Bricks (Pavers) in Roadways (3.1)**

- *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.*

- 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)
- **Sea Oak Parking Options (3.2):**
- Work has been completed on the Sea Oak parking project as per image below. Planting and mulching has been finalised and area looks much improved.
- **Roof Tile Progress works – VM to summarise (3.3)**
- VM awaiting feedback from Daniel - 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.
- Work required on Villa 71 & 178 due to broken ridge capping & broken tiles – VM has approved works @ \$737.00 inclusive of GST
- **Roadway cleaning – roads and driveways (3.4)**
- 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.
- **Fire Compliance Update (3.5)**
- 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*

Pending / New action items:

- **Higgins – Annual Painting Program**

- Year 7 of contracted painting maintenance program set to commence in March / 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. Meeting scheduled with Damien from Higgins / VM / AVM and John Weeden for Tuesday 5th March at 09.30 to discuss process. Further information to follow in next committee meeting.

- **Minor improvement works to entrance garden**

- Due to consistent traffic issues (vehicles driving through or mounting the new native gardens near manor entry) VM has arranged for minor works to be completed installing a new hardwood barrier and back filling a section adjacent to concrete with pebble. This will allow for more parking space and provide more room for vehicles so as garden isn't impacted.

- **Bollard Condition / Budgeting purposes**

- VM to raise issue with committee condition of current Bollard street lighting and discuss / propose action plan for committee review and response

- **Manufacture of Aluminium Panels for Lot 3 pedestrian gate**

- VM to present quote for \$722.70 inclusive for aluminium panelling to replace current Perspex panelling on Lot 3 pedestrian gate and seek committee approval to proceed.

Resident Concerns – feedback for discussion

- Building Insurance correspondence / Alterations and Additions policy = as per concerns raised from last BC meeting in regards to BC insurance responsibility for alterations and additions to Villa's. VM has sourced clarification from Cathy Pashley who has advised that any approved alteration and addition i.e.: enclosed patio extension will be responsibility of resident for servicing or maintenance, however does fall under the BC's responsibility for insurance as still forms part of the building. VM to discuss with committee current alterations and additions policy and planned changes.

- Lot 3 “Grey Water” works = works continue on having the grey water system fully operational for lot 3 with GPO installed outside V26 for solenoid valve for rain water tank (solenoid to rotate from grey water to mains water as needed) – Cost @ \$159.50 inclusive
- Villa 100 Tree = Resident advised concern in regards to large branch of tree that has split and fallen on adjoin fence (as per image below). VM has investigated and at this stage advises that branch does not pose any property risk, however will look to remove in future when arborist in on property.
- 10 klm Speed signs = Installed / Painted and completed as per image below, VM has received mixed feedback as to their success, however step in the right direction to control speed within the village.
- Unit 7 – Plumbing concerns = VM to discuss with committee letter received from Craig Montgomery (Montys Plumbing) into findings found whilst completing works on Villa 7. VM to discuss with committee and seek guidance

9. General Business :
Nil.

Date of next meeting: **Friday, 5th April, 2019** at 9.00am in Gracemere Manor.

Close of Meeting: 10.50am

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Chairman

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Date