

**BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB**

**COMMUNITY TITLES SCHEME 31142**

**Minutes of Committee Meeting held on  
5<sup>th</sup> July, 2019  
Gracemere Manor,  
21 Gracemere Boulevard,  
Peregian Springs, QLD 4573**

Meeting commenced: 9.01 am

1. Attendance: George West (Chairman), Cheryl Hodges (Secretary), John Weeden (Treasurer), Tom Shaw, Terry Gleeson

Nole Beardwood - Retirement Living Community Manager.

Apologies: Arnold Vandenhurk, Pat Bowen.

2. Confirmation of Minutes of BCC meeting held on 7<sup>th</sup> June, 2019.  
Correction to Item 8 (3.6) - quote approved - "\$1,244.10"  
Minutes then accepted as a true and correct record.

Moved: John Weeden.

Seconded: Tom Shaw.

3. Business arising from Minutes :

3.1 Repair of bricks in roadways - Nole Beardwood.

Defer to Manager's Report, Item 8.

3.2 Fire Compliance Update - Nole Beardwood.

Defer to Manager's Report, Item 8.

3.3 Cracked tiles, rear patio quote, villa 111 - Nole Beardwood.

Defer to Manager's Report, Item 8.

3.4 Bathroom window replacement, villa 82 - Nole Beardwood.

Defer to Manager's Report, Item 8.

3.5 Pedestrian safety throughout village - Nole Beardwood.

Defer to Manager's Report, Item 8.

3.6 New street signs to replace five faded ones - Nole Beardwood.

Defer to Manager's Report, Item 8.

4. Outward Correspondence:

4.1 Annette Owen, 15/6/2019 - Requesting suggestions regarding heavy traffic entering Yarran Road Gate.

4.2 Notice to Lot Owners re email list for receipt of Agenda & BCC Minutes.

Endorsed: Tom Shaw.

Seconded: Terry Gleeson.

5. Inward Correspondence:

5.1 David Gordon, 26/6/2019 - Questions re insurance cover of golf ball damage from PG Course.

Received: John Weeden.

Seconded: Terry Gleeson.

6. Business arising from Correspondence:

6.1 (re 5.1) Secretary to write to David Gordon explaining that the Body Corporate will investigate each incident on its merit when it occurs. Just to reiterate our advice in 9.4 of Minutes, 7<sup>th</sup> June – if “...you can identify the player responsible, please contact the Golf Club in the first instance, then let our Reception “girls” know.”

7. Treasurer’s Report : John Weeden.

This report is prepared for the July BCC meeting and is based on the financials for May 2019.

INCOME

The total income from SAs and ILUs for the month was \$1,199 below the Budget for the month and the ytd total is \$7,075 below the Budget ytd (last month it was \$5,875 below).

*What is the reason for this apparent ongoing and increasing discrepancy? This same question was asked last month with no apparent answer forthcoming. Also as we are attempting to finalise the next Budget can we rationalise the line items e.g. Account 1774 has no actual income but the budget shows \$3,830 and Acc 1822 has an actual amount of \$4,729 but the budget shows zero.*

*(The point was made that residents are expected to pay their levies on time & if this doesn’t happen there is a penalty, BUT the Accounts Dept. can’t seem to get their act together & transfer their owed amount back into the Sinking Fund on time!)*

EXPENSES

Expenses for May were shown in six Account numbers:-

Quantity Surveyor Reports:- \$129.50 is an accrued amount each month.

Acc 2443 Schedule Maintenance Lifts:- In the Detail Trial Balance an amount of \$270.83 is reversed out but an amount of \$541.66 is then added. Ytd the total is \$5,912 even though there is no money in the Budget. *I thought this item was to be transferred to GSF.*

Acc 2474 R&M Lift:- No money expended in May but ytd has amounted to \$2,674 from a budget of \$5,086. *Why are the above two items required?*

R&M Roof:- \$381 Roof plumbing works at Villas 1 &126.

R&M Electrical:- \$1,990. Replacement of 10 RCDs at various villas for \$875. *Shouldn’t this be an individual residents’ cost?* The balance (\$1,115) is made up of various electrical jobs relating to installation of new transmitter, weatherproofing, tracing fault in external light and LED lights.

R&M Plumbing:- \$4,323 to Eastern Plumbing for repairs at Villas 26, 137, 140 and 141.

R&M Gardens & Grounds:- \$232 for various items. This item at ytd \$14,409 has now exceeded the total budget of \$11,064.

Total Actual Expenditure ytd is \$126,829 compared to the Budget ytd of \$164,532.

BALANCE SHEET

The Balance Sheet for 31st May showed a Cash balance of \$46,605.08 which agrees with the Bank Statement.

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

The Total Cash is \$297,865 but Total Accounts Receivable of \$6,811 and Total Liabilities of \$1,009 give Net Assets of \$305,686.

Moved: John Weeden.

Seconded: Cheryl Hodges.

## 8 Community Business Manager's Report : Nole Beardwood.

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

- *Item is pending – Subject to BC sinking fund budget forecast and approved Aveo contribution to costing.*
- Council update: VM has spoken with SC council and has had question re: council responsibilities for road expense sharing proposed to Daniel Rundle (Principal Development Planner). VM awaiting outcome.

### • **Fire Compliance Update (3.2)**

- *Item is pending – works to be scheduled early in next FY subject to sinking fund budget allowances*

**Outcome: Now off the Agenda.**

### • **Cracked tile repair for rear patio Villa 111 (3.3)**

- VM has consulted Luke from Action Maintenance to review and recommend repair. Luke has provided quote for \$1,350 + GST.
- VM to present alterations and additions form on file and discuss with Committee on required action.
- **Outcome: The bulk of the quote was to remove an addition that the resident had installed some time ago. The committee agreed to replace the tile, providing the resident removes the addition at their expense to allow the tile to be replaced.**

**Village Manager to discuss with resident, the solutions discussed at this BC meeting.**

### • **Bathroom Window replacement V82 (3.4)**

- VM has received quote from Sunshine Coast Glass for pricing to replace in safety glass (as needed) @ \$559.69 Inc. GST.
- Committee to advise approval to proceed.

**Outcome: Quote for safety glass replacement at cost of \$559.69 was approved by BCC.**

### • **Pedestrian Safety throughout Village (3.5)**

- VM has met with Viv (Programmed) within month outlying concerns with hedges & line of site safety concerns etc. Viv advised annual pruning program is commencing within late June early July – areas as determined will be addressed.
- VM to update committee on progress next committee meeting.

**Outcome: Nole Beardwood met with Viv who advises that the annual pruning program has commenced & that discussed issues will be addressed.**

- **New Street signs to replace old / faded one (3.6)** VM has spoken to Steve from Coolum Sign works in regards to ideas and costs associated with replacing existing street signs with the village, Coolum signs scheduled to meet with Ailyn next week to arrange village walkthrough and quote.

## Pending / New action items:

- **Roof Tile Progress works –**

- VM can advise following roof repair works have been completed - Villas 154 to 159 costing @\$3,552. Invoice has been approved and sent for payment.

- VM to discuss with committee appetite for further works this early in financial year.

**Outcome: The 2019/2020 Budget has to be approved by residents before we can commit to any expenditure next year.**

- **Retaining Wall quote Villa 34 -**

- VM has provided a work order to Action Maintenance for \$1,244.10 to complete retaining wall for Villa 34.

- Work to commence week commencing 15<sup>th</sup> July.

- **Garden Works – Villa 126 -**

- Works undertaken within month to address grounds concerns as raised by resident of Villa 126 that gardens surrounding villa were at a lower standard to remainder of village. New planting and mulch has been completed and as per images area has improved greatly.

## Resident Concerns – feedback for discussion

- VM has been contacted by resident of Villa 186 in regards to gardening works undertaken by neighbouring residents on gardens and grounds bordering on Yarran Road and common property gardens located below and in close proximity to unit.

- VM to discuss with committee stand point on committees thoughts & directions in regards to residents involvement and alterations to common property gardens and grounds.

- VM has met with resident of Villa 129. Resident explained to VM that rear of property and pergola extension had previously experienced water damage and mould issues in prior year. Resident explained that work had been undertaken at resident cost to repair leak (resident believes cost should have been covered by BC but was not approved) and resident advised that work undertaken has at this stage fixed leaking issues and dampness and mould issues. Resident advised as part of works undertaken the astro turf coating on external patio flooring was required to be pulled up and replaced, resident advised that when contractors who completed works relayed the astro turf it was just placed back down loosely and not glued in correctly as originally prior to works undertaken. As a result astro turf has stretched and is not fitting correctly causing resident concerns and a potential trip hazard (as per images).

- Resident is requesting BC fund astro turf to be lifted and correctly reglued back to original condition. BC to update VM on action to be taken.

- **Outcome: The BCC decided that as the turf was not laid by the Body Corporate this is a resident's responsibility.**

## 9. General Business :

### 9.1 AGM Nominations submitted – Cheryl Hodges.

All current members of the BCC have Nominated for positions on the BCC for the period September, 2019 – 2020. There will therefore be no election process required.

### 9.2 Response to emailing Agenda/Minutes to Lot Owners – Cheryl Hodges.

To date 24 residents have responded to receive Minutes via email.

### 9.3 Sinking Fund Budget up-date – George West.

George gave a brief overview of up-dated Budget figures for the Sinking Fund.

Date of next meeting: **Friday, 2<sup>nd</sup> August, 2019 at 9.00am** in Gracemere Manor.

Close of Meeting: 11.00 am