

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

**Minutes of Committee Meeting held on
2nd August, 2019
Gracemere Manor,
21 Gracemere Boulevard,
Peregian Springs, QLD 4573**

Meeting commenced: 9.06 am.

1. Attendance: George West (Chairman), Cheryl Hodges (Secretary), Tom Shaw, Terry Gleeson, Pat Bowen.
Nole Beardwood – Retirement Living Community Manager.

Apologies: Arnold Vandenhurk, John Weeden.

2. Confirmation of Minutes of BCC meeting held on 5th July, 2019.
Minutes accepted as a true and correct record.

Moved: Tom Shaw.

Seconded: Terry Gleeson.

3. Business arising from Minutes :

3.1 Repair of bricks in roadways – Nole Beardwood.

Defer to Manager's Report, Item 8.

3.2 Cracked tiles, rear patio quote, villa 111 – Nole Beardwood.

Defer to Manager's Report, Item 8.

3.3 New street signs to replace five faded ones – Nole Beardwood.

Defer to Manager's Report, Item 8.

4. Outward Correspondence:

4.1 8/7/2019 - Acknowledgement of Nominations for BC Committee positions for 2019/2020 - George West (Chairman), Cheryl Hodges (Secretary), John Weeden (Treasurer), Committee members – Terry Gleeson, Pat Bowen, Tom Shaw, Arnold Vandenhurk.

4.2 David Gordon – 11/7/2019 – Explanation of procedure if errant golf ball causes damage to a Villa.

Endorsed: Terry Gleeson.

Seconded: Pat Bowen.

5. Inward Correspondence:

5.1 Kim Zimmermann, 9/7/2019 – Re: Leaking gutter.

5.2 Isabel Burnett, 10/7/2019 – Re: Excessive water usage at villa 155.

5.3 Pat Charlwood, 16/7/2019 – Re: Cracked tiles, Villa 111.

5.4 Sharon & Bob Jack, received 23-7-2019 – Re: Yarran Rd & Dog Park Gardens.

5.5 Elton & Margaret Ord, 23/7/2019 – Re: Faulty water meter.

5.6 Margaret Armstrong, received 31/7/2019 – Re: In ground Sprinkler System.

Received: Terry Gleeson.

Seconded: Tom Shaw.

6. Business arising from Correspondence:

6.1 (re 5.1) Nole Beardwood to address issue & organize repair/replacement of leaking gutter. Resident advised that in future such issues should be placed in Maintenance Book in Manor which would elicit a quicker response.

6.2 (re 5.2) Advice was given by Unity Water that the meter could be replaced with a temporary unit whilst the existing meter is sent to Melbourne for testing.

As a compromise, it was Moved by Pat Bowen, Seconded by Terry Gleeson and unanimously agreed by the Committee, that the Body Corporate pay the estimated \$300 fee to have this procedure undertaken.

6.3 (re 5.3) Nole Beardwood is awaiting quote from Noosa Own Building.

The resident will be asked to provide a quote from the contractor of their choice.

6.4 (re 5.4) Nole Beardwood, the Head Gardener & George West viewed the area in question & as it is an area of Council responsibility, the residents should take their issue up with the Sunshine Coast Council.

6.5 (re 5.5) On behalf of the Body Corporate, Nole Beardwood gave approval for the faulty water meter at Villa 9 to be replaced by Unity Water.

6.6 (re 5.6) Nole Beardwood to address issue with Viv.

7. Treasurer's Report : John Weeden.

In the absence of the Treasurer, Nole Beardwood up-dated Committee members on issues raised by John Weeden at the July BCC meeting. Questioned transfers have been made.

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 Daniel Rundle Principle Development Planner for SC council and he has advised that Yarran Road is the only road related to the village that has a shared cost / maintenance arrangement (hence council have recently installed two “No through Road” signs at each end). All other roads and thoroughfares within village grounds are responsibility of Body Corporate as village has entered a Body Corporate Scheme of arrangement with council.

Outcome: An allowance has been included in the Sinking Fund Budget for 2019/2020. Aveo has also committed to making a contribution.

BCC members unanimously approved expenditure on this item when the 2019/2020 Budget is passed by residents. Nole Beardwood will then action repairs to bricks in roadways in order of priority.

● **Cracked tile repair for rear patio Villa 111 (3.2)**

- VM has consulted Luke from Action Maintenance to review and recommend repair. Luke has provided quote for \$1,350 + GST. Luke has also provided guidance in regards to process for replacing tiling – and does not recommend removing and replacing tiles without removing structure wall prior.

- VM has consulted with Noosa Own Building (Jim) to investigate and provide alternate quote (at resident request) – quote being completed 01st August VM to forward once received.

● **New Street signs to replace old / faded one (3.3)**

- AVM has liaised with Steve from Coolum Signs who has provided the following Aveo approved options for new street signage within the village

- Steve has also completed a village survey and will be recommending to increase signage numbers within new stage as well as increasing street sign size to ensure signage is more prominent. Pricing etc. to follow, as soon as received.
Outcome: BCC members approved \$2,695.00 for 9 new signs as per “Pinetree Drive” sample. Nole Beardwood to organize ASAP.

Pending / New action items:

- **Bathroom Window replacement V82**
 - VM can advise window has been replaced as approved in prior BC meeting and resident is happy with outcome
- **Roof Tile Progress works**
 - VM has consulted with DS Roofing who have recommended that work to value of \$16,175 on 16 x ILU’s (poorest condition) is to be completed to keep project active and undertake work as budgeted within the 19/20 FY.
 - VM to present full proposal and seek committee approval to proceed.
Outcome: Nole Beardwood has been asked to check the presented work quote for \$16,175 for 16 villas which were identified as being in the poorest condition of all villas. If satisfied with the response, Nole will contact all committee members, who have agreed to then approve the above quote, for work to begin ASAP.
- **Retaining Wall quote Villa 34**
 - VM can advise works have been approved as per previous committee meeting, image below. Area much improved and drainage problem has been resolved for resident.
- **Pedestrian Safety throughout Village** - As per last meeting, VM can advise annual prune continues throughout the village with the majority of these areas being addressed.
- **Peregian Springs Drive - Gate Panel**
 - VM can advised as approved in previous committee meeting, new pedestrian security panel for Peregian Springs pedestrian gate has been completed and installed.
- **Rotting Fence Post – rear of V78 – V79**
 - VM has been advised of poor condition of fence posts behind Villa 78 / 79 and near vicinity (image as below) condition is poor / rust affected and likely to result in fence collapsing if not rectified. VM has received quote from Fencescape to dismantle and remove approx. 18mtrs of fence posts and to supply and install new fence posts to marry in with existing @ \$3,780. VM to discuss with committee and also consult re: joint cost sharing with St Andrews.
Outcome: Nole to advise committee members following discussion with St. Andrews.

Resident Concerns – feedback for discussion

- VM to present information from file of 129 for permission for alterations and additions for Villa 129.
Outcome: John (maintenance) to see if it is within his scope of works – if not, Nole to obtain a quote to have issue rectified.

9. General Business :

9.1 Sinking Fund Budget up-date – George West.

Small adjustments made to Sinking Fund Budget – now complete.

9.2 Body Corporate Committee members decided unanimously that the Manager, Nole Beardwood is given approval to approve repairs up to the level of \$500 without waiting to bring issue to BC meeting.

9.3 It was suggested that the BC look at drawing up a five year plan, based on the Quantity Surveyor's Report, to identify the needs of the village.

The Chairman, George West will look at the feasibility of putting together a Five Year Plan so that we can have a better idea of what the increases in the BC Levy should be over the next five years. Unanimously agreed.

❖ Tom Shaw left the meeting at 10.45am

9.4 AGM preparations - well under way.

Date of next meeting: **Friday, 6th September, 2019** at 9.00am in Gracemere Manor.

Close of Meeting: 10.47 am

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Chairman

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Date