

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

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

Meeting commenced: 9.00 am.

1. Attendance: George West (Chairman), Cheryl Hodges (Secretary), John Weeden (Treasurer), Tom Shaw, Terry Gleeson, Arnold Vandenhurk.
Nole Beardwood – Retirement Living Community Manager.

Apologies: Pat Bowen.

2. Confirmation of Minutes of BCC meeting held on 4th October, 2019.

Minutes accepted as a true and correct record.

Moved: Terry Gleeson.

Seconded: Tom Shaw.

3. Business arising from Minutes :

3.1 Water & silt build up (rear of villas 78 & 79) – Nole Beardwood.

Defer to Manager's Report, Item 8.

3.2 Removal of 2 Eumundi trees, villa 137 – Nole Beardwood.

Defer to Manager's Report, Item 8.

3.3 Trip Hazard Identification Report – Nole Beardwood.

Defer to Manager's Report, Item 8.

3.4 Bollard & Roadway repairs commencement date? Nole Beardwood.

Defer to Manager's Report, Item 8.

4. Outward Correspondence:

Nil.

5. Inward Correspondence:

5.1 Barbara Tuckfield, 14/10/2019 – Re: Shade on light at rubbish bins' bay, Links Cove.

5.2 Yarran Road Residents, 25/10/2019 – Re: State of nature reserve on Yarran Road.

Received: Terry Gleeson.

Seconded: John Weeden.

6. Business arising from Correspondence:

6.1 (re 5.1) Nole Beardwood will investigate further & report back at next Committee meeting.

6.2 (re 5.2) A letter will be addressed to the Sunshine Coast Council asking them to address the issue of an ongoing maintenance program for the Nature Reserve on the west side of Yarran Road. Refuse dumped at this site is of concern to residents, not only for the unsightly mess but also as a fire hazard.

7. Treasurer's Report : John Weeden.

This report is prepared for the November BCC meeting with the financial information available for September.

INCOME:

We still have not seen the Statement of Income & Expenditure for July and the descriptions on the August and September Statement are different to those used in the Budget document.

eg. In the Statement of Income we have:-

“1772 Sinking Fund Contribution – NT

1773 Sinking Fund Contribution – Taxable

1774 Sinking Fund Contribution – C/Prop”

What does NT and C/Prop mean? The descriptions in the Budget are:-

“1772 Body Corp Sink Fund Lot 134 Ta

1773 Body Corp Sinking Fund ILU Tax

1774 Body Corp Sink Fund Lot 183 Tax”

I feel the descriptions in the budget are more accurate so why can't the Statement of Income be adjusted to agree?

In both the Budget and the Statement of Income is an item relating to Aveo Way contribution to the Sinking Fund. In the Budget this is zero because the income is based on the total number of ILUs and SAs. When a freehold ILU or SA is sold it becomes an Aveo Way lease so the number of lease ILUs and SAs can vary throughout the year. However, when the income is collected each month it is listed separately against freehold and Aveo lease ILUs and SAs so to compare actual income versus budget it is necessary to add Aveo contributions to Recurrent Charges Income.

For September the ytd total income was \$39,027 compared to a ytd budget of \$42,501 (or \$3,474 short)

There are two other items of income; interest on the working account of \$9.31 and on the term deposits of -\$817.

The \$9.31 is shown in the Account Statement, but why is the other amount negative?

EXPENSES:

From the Statement of Expenditure there was expenditure in six accounts:-

Quantity Surveyor Reports; \$131 This is an accrued amount.

Schedule Maintenance – Lifts: -\$576 This is reversing the amounts from previous months which should have been charged to GSF.

R&M Building: \$2,187 for street signs.
R&M Electrical: \$30.75. Purchase of lamps.
R&M Plumbing: \$581. For blocked Toilets at V94.
R&M Garden & Grounds: \$2,254. This was for \$1,329 for irrigation system and \$925 for mulch.

BALANCE SHEET:

On the Balance Sheet are listed five Term Deposits totalling \$252,490 and a working account of \$34,048 (which agrees with the Bank Statement).

Total Accounts Receivable was \$25,309 and Total Liabilities was -\$7,451 giving Net Assets of \$304,397.

Moved: Arnold Vandenhurk.

Seconded: Cheryl Hodges.

8 Community Business Manager's Report : Nole Beardwood.

- **Water and Silt Build up V78 & V79 (3.1)**

- VM has spoken with Mike Keily (Facilities Development Manager) at St Andrews and can confirm Mike is familiar with this issue as matter occurred a few years back. Mike has advised he has instructed his grounds team to clean area out as well, as review tree foliage, and trim as needed – scheduling for this work will occur over the extended school holiday break early December.

- **Removal of 2 Eumundi trees Villa 137 (3.2)**

- VM has consulted with Viv who will remove the Eumundi trees and replace with a hedge of Lilli Pilley; VM has spoken with resident who is happy with this approach.
- Viv back from A/L Monday 4th November.

- **Trip Hazard Identification report (3.3)**

- VM has forwarded report to committee for review as per last meeting. VM has met with contractor and will update committee with progress during committee meeting.

Outcome: Nole Beardwood presented an Inspection Findings & Proposal for repairs prepared by Safe Footpaths. The priority this year should be to concentrate on broken concrete areas as identified in the report & which have been budgeted for.

It was moved, Terry Gleeson & seconded Arnold Vandenhurk “that the Body Corporate accept Option 3 in the report to repair hazards above 15mm @ a cost of \$2,408 + GST.” Unanimously agreed by Committee members.

- **Bollard & Roadway Repairs commencement date (3.4)**

- VM has been provided with options for bollards from Nicklin Electrical and will present to committee
- VM to update committee on status of CRF funding for road repairs for FY 19 / 20 FY

Outcome: This will be placed on the Agenda for next month. George West asked if Nole can identify how many bollards are needed & what we have budgeted for?

Nole was also asked to further investigate the types of lighting available to illuminate roadways only & not the area higher up!

Pending / New action items:

- **Villa 111 – Update** - VM has consulted with Luke from Action Maintenance to engage works, awaiting residents return from overseas leave in early December to approve tile replacement choice. VM to update completion date and costings once tile is chosen.

- **Villa 78 / 79 – Fencing update**
 - VM has issued work order to Fencescape for approval to proceed with replacement of 16 meters of fencing to rear of Villa's 78 – 79 @ \$3,780 + GST. 50% of cost will be shared with St Andrews at completion of works.
 - VM to update committee on progress next meeting.

- **Roofing Works – DS Roofing**
 - DS roofing have completed yearly works quota for FY19/20. ILU's 15 – 26 + 126 / 127 + 160 – 169 have had tiles replaced / gullies repaired / Ridge Caps repaired etc at approved cost of \$16,175 including GST. Invoice has been approved and submitted.
 - Daniel from DS roofing commented on number of tiles requiring replacement on each Villa and possibility of running out of replacement tiles earlier than anticipated.

- **Gracemere / Yarran Road Gate Update**
 - VM has requested quote to install timer on Yarran Road Gate (6am – 6pm) awaiting pricing to be forwarded from Nicklin Electrical.
 - Gracemere gate unfortunately has a failed control board – replacement has been approved @ \$590 + GST ETA on delivery 7 days. Control board also provided power to keypad, so as a result, entry side has been turned off also as when closed – entry via keypad was not possible. VM is consulting with Noosa Garage Doors and will have replaced as soon as part arrives.

Resident Concerns – feedback for discussion

- **Pavers Sea Oak – Villa 74 to Villa 89**
 - Resident raised concerns in poor condition (movement & noise) of pavers in Sea Oak. VM has spoken with Programmed who have advised that refilling and repacking with sand is not a viable option as due to water flow as when it rains sand is washed out and pavers become loose again.
 - VM has consulted Matt from Metalla Concreting to present quote for concreting in pavers for permanent solution. VM to update committee at next meeting.

- **Mowing Commencement Times**
 - VM has received complaints from resident in regards to mowing commencing at 7am. VM to consult with committee and seek direction on commencement time.
 - Outcome:** Council Regulations state that mowing can't begin before 7.00am so we are not breaking any Regulations there! Concern for the gardeners is that as Spring/Summer progresses, weather becomes hotter!
 - It was suggested that Viv be asked to change the roster of mowing to alternate starting point in village. Then it would be only once a month for a particular starting area to be woken early!

- **Roof Gutter Cleaning**
 - VM to discuss roof gutter cleaning (requests from two villa's for maintenance to attend too). Contractually due to OHS risk Maintenance staff unable to use ladder to height required for roof guttering.
 - VM to discuss options with committee
 - Outcome:** George West believes that in the original scope of works for Maintenance, our gutters were cleared when necessary.
 - Nole Beardwood will check the original scope of works & compare against the last two scopes.
 - For residents' interest, Home Assist will organize to have gutters cleared at a small fee.

9. General Business :

9.1 Distribution of BCC Minutes by email to Aveo Way residents – Cheryl Hodges.

We have received 13 responses from Aveo Way residents to receive the BCC Minutes via email.

9.2 Future BC Information Meeting/s for all residents to discuss issues & concerns – George West.

George believes that all residents have ample opportunities to ask questions of the Body Corporate – namely, at Resident Association Quarterly Meetings; residents can also write to the Body Corporate with any queries/questions (Aveo Way residents write to Nole Beardwood); residents can also speak to any Committee member – we are available at any time to listen to residents’ concerns.

Following discussion it was decided that the Body Corporate does not hold extra meetings as reflecting on numbers in attendance at the Body Corporate AGM & the Residents’ Association Quarterly Meeting last week, we can only assume that residents are “happy” with the way things are going and/or there are enough meetings/avenues for residents to address their issues to these Committees.

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

Close of Meeting: 10.40 a.m.

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Chairman

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Date