

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

**COMMUNITY TITLES SCHEME 31142**

**Minutes of Committee Meeting held on**

**5<sup>th</sup> June, 2020**

**Gracemere Manor,**

**21 Gracemere Boulevard,**

**Peregian Springs, QLD 4573**

Meeting commenced: 9.00am.

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

Apologies: John Weeden, Treasurer.

2. Confirmation of Minutes of BCC meeting held on 6<sup>th</sup> March, 2020.

Minutes accepted as a true & correct record.

Moved: Tom Shaw.    Seconded: Arnold Vandenhurk.

3. Business arising from Minutes :

3.1 Bollard & Roadway repairs – Nole Beardwood.

3.2 Clothesline Walls villas 9,10,104 – Nole Beardwood.

3.3 Drainage Issues, Lot 3 – Nole Beardwood.

3.4 Up-date on water meters – Nole Beardwood.

**All items, 3.1 – 3.4 are addressed in Manager’s Report, Item 8.**

4. Outward Correspondence:

4.1 Richard Fahy, 12/3/2020 – Re: Anomalies in available figures for Treasurer to compile monthly report.

4.2 Pat Charlwood, 12/3/2020 – Re: Gyprock Plaster tape peeling.

4.3 Lot Owner Residents, 25/3/2020 – Notice re suspended BCC Meetings.

4.4 Steve Hill, 9/4/2020 – Re: Responsibility for swimming pool & request for bench seat at Yarran Road entrance gate.

Endorsed: Terry Gleeson.    Seconded: Pat Bowen.

5. Inward Correspondence:

5.1 Pat Charlwood, 12/3/2020 – Re: Gyprock Plaster tape peeling.

5.2 Gerhard Sliwa Received 13/3/2020 – Re: Air conditioning Villa 115.

5.3 Richard Fahy, 23/3/2020 – Re: Financial Reports.

5.4 Pat Charlwood, 16/3/2020 – Re BCC March 2020 Minutes.

5.5 Richard Fahy, 26/3/2020 – Re: Changes to Aveo Management structure.

5.6 Richard Fahy, 26/3/2020 – Re: Transfer of monies to Sinking Fund.

5.7 Steve Hill, 9/4/2020 – Re: Responsibility for swimming pool & request for bench seat at Yarran Road entrance gate.

5.8 Mary Wearing-Smith, 6/5/2020 – Re: Mouldy terracotta tubs next to Mailboxes opposite villa.

- 5.9 Steve Hill, 18/4/2020 – Financial Wonderments?  
5.10 Nole Beardwood, 11/5/2020 – Re: Action taken on 5.8  
5.11 Nole Beardwood, 19/5/2020 – Re: Higgins Painting Schedule.  
5.12 Nole Beardwood, 21/4/2020 – Copy of Inward & Outward Correspondence re resident’s injury in Crestbrook Place.  
5.13 Nole Beardwood, 27/5/2020 – Bait stations’ locations (identification!).  
5.14 Brenda Langmaid, 28/5/2020 – Repairs to Atrium.  
Received: Terry Gleeson.                      Seconded: Pat Bowen.

6. Business arising from Correspondence:

- 6.1 (re 5.1) The advice that the Body Corporate Committee has received is that this is not a structural issue. It is therefore the responsibility of the owner of the villa to rectify the problem.  
6.2 (re 5.2) Nole Beardwood will address this issue with Air Conditioning Contractor.  
6.3 (re 5.3) Village Manager has stated that the anomaly has been fixed & the Reports from now on should be accurate.  
6.4 (re 5.4) Noted & filed.  
6.5 (re 5.5) Noted & filed.  
6.6 (re 5.6) Noted & filed.  
6.7 (re 5.7) Steve Hill’s concerns have been addressed. Swimming pool is the RAC’s responsibility.  
6.8 (re 5.8) Mouldy pots have been cleaned and relocated.  
6.9 (re 5.9) Steve Hill’s concerns & questions have been addressed &/or directed to the appropriate channel.  
6.10 (re 5.10) Noted & filed.  
6.11 (re 5.11) Refer to Manager’s Report, Pending Items.  
6.12 (re 5.12) Refer to Manager’s Report, 3.1  
6.13 (re 5.13) The Body Corporate must do everything to ensure that white ants do not return to the village to cause destruction as has happened in the past. The decision was made to endorse Flick’s suggestion that a small area surrounding the bait stations will be poisoned to allow easy identification by service personnel.  
6.14 (re 5.14) This is not a Body Corporate matter as Aveo own the building & the repairs would be taken from the Capital Replacement Fund.  
Aveo is looking at ways to address this issue - Tom Shaw has made some suggestions which Nole Beardwood will take on board and investigate.

7. Treasurer’s Report :

Nole Beardwood gave a brief report which showed that the Sinking Fund Budget is in surplus by \$66,800 at the end of April.

8. Community Business Manager’s Report : Nole Beardwood.

- **Bollard & Roadway Repairs commencement date (3.1)** VM can advise Sea Oak drive paver replacement currently on pause. Focus on area of concern has moved to Crestbrook Place and full section of paver replacement due to OHS risk mitigation and recent incident.
- VM has received one quote from Metalla Construction @ \$12,212 + GST
- VM awaiting second quote from Concrete Foreshore
- Note as per FY20 CRF Budget cost will be Aveo Capital Replacement not sinking fund

## **Bollards**

- New SBLs 2 Solar Bollards have been installed adjacent V117 & V92
- VM has inspected at night-time and new bollards throw much better light and far improved over current
- VM to request feedback from Committee

**Outcome:** The supplier is prepared to come on site to discuss alternative styles with Committee members. We are firm in our opinion that the light from any source must reflect onto the roadway.

### • **Clothes Line Walls – Villa 10 / Villa 9 / Villa 104 (3.2)**

- VM following up with Matt from Metalla Construction as further inspections were required and contractor was unable to access site due to Covid restrictions. VM will follow up with Metalla and bring information and pricing to next meeting.

### • **Drainage Issues Lot 3 (3.3)**

- Significant drainage and landscaping works will be undertaken in Lot 3 towards the end of June to resolve the current drainage issues being faced by ILU's within the new stage. Works will include laying of new larger and additional underground pipes and pits and addressing lack of fall issues with current drainage.
- Landscaping works will include levelling / mulching and turf of several areas within Lot 3.
- Interruption will be unavoidable to residents during this process and necessary communication will be provided to affected residents.
- Aveo / Development will be responsible for the cost of these works not affecting sinking fund balance.

### • **Water Meter Update (3.3)**

- No further correspondence received from Unity Water in regard to pending water meter issue.
- VM to follow up with account manager and advise next meeting.

### • **Pending / New action items:**

- **Leaking Gutter V126** - Quote received from Eastern Plumbing to excavate new storm water drain from guttering as current gutter has backfall issue causing guttering to overflow when it rains. New gutter to be installed to existing storm water drain @ \$1,980. BC to approve works.

**Outcome:** Nole Beardwood was asked to obtain a second quote for this work. Committee members then unanimously passed a Motion for work to proceed based on best quote obtained. Moved: Pat Bowen. Seconded: Terry Gleeson.

- **Summary of work completed** – Work has been limited due to Covid restrictions; however, the following has been conducted on behalf of Body Corporate:

- Various visits to rectify timer of Gracemere gate – Nicklin Electrical
- V26 reinstall flashing on roof – DS Roofing
- Repair to tiled entry on doorway Villa 20 – Action Maintenance
- V181 Quarterly Sewer drain clean – Eastern Plumbing
- Cleared Block drains V36 & V37 – Eastern Plumbing
- Cleared Block drain Gracemere Entry Gate – Eastern Plumbing
- Repair Broken drainpipe work Villa 122 & 123 – Eastern Plumbing
- Repair leaking Gutter V99 – Eastern Plumbing

- Replace solar bollards outside V92 and V117 – Nicklin Electrical
  - Remove and make safe fallen bollard outside V167 – Nicklin Electrical
  - Repair damaged fountain electrical cable – Nicklin Electrical
  - Repair faulty TV antenna V37 – Sunshine Coast Antennas
- **Garden shed works** – VM to discuss with committee suggested landscaping and concrete works for Garden Shed area as proposed by Viv for approval  
**Outcome:** Labour to be carried out by Viv & Noel Giles. Cost for materials only is \$1,464. Nole Beardwood has approached Aveo to pay half. Approval given by Committee members for project to proceed. Nole Beardwood to follow up with Viv.
  - **Higgins Paintings Schedule** – FY 20 Painting schedule has been placed on hold due to Covid 19 restrictions. VM has confirmed with Matthew from Higgins that work will commence 2<sup>nd</sup> week of July. Notifications of work to follow from village administration to residents.
  - **Budget FY 20/21** – VM to consult with Exec Committee on timing and requirement to meet to review and prepare FY 20/21 Sinking Fund Budget.  
**Outcome:** Meeting to be held within the next two weeks. BC Finance sub-committee to comprise, George West, John Weeden & Pat Bowen.

**Resident Concerns – feedback for discussion**

- V115 Mr G Sliwa – A/C leak and damage as per inwards correspondence  
**Outcome:** Nole Beardwood will address this issue with the Air Conditioning Contractor.

9. General Business :

9.1 Body Corporate Reports at Residents’ Association Quarterly Meetings – George West. The Chairman told the committee that in future he would not be attending any Residents’ Association Quarterly or Annual General Meetings. Consequently, a volunteer from the Body Corporate Committee will be required to present the Body Corporate report at these meetings.

The Chairman informed the Body Corporate Committee that the Residents’ Association representatives on the Finance Sub-committee had blocked the participation of the Body Corporate representatives in formulating the G.S.F and the M.R.F. budgets for the next financial year.

After much discussion, the consensus of the committee was puzzlement, as nobody could see any benefit to the residents from this action.

The Village Manager, in fact, said he was concerned that the two groups not working together could result in a financial disadvantage to all residents.

9.2 Date of BC AGM – Friday, 25<sup>th</sup> September, 2020 at 10.00am – Cheryl Hodges.

This date was agreed to & confirmed by all Committee members.

Date of next meeting: **Friday, 3<sup>rd</sup> July, 2020 at 9.00am** in Gracemere Manor.

Close of Meeting: 11.10am.