

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

**Minutes of Committee Meeting held on
4th September, 2020
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), Terry Gleeson, Arnold Vandenhurk, Tom Shaw.
Richard O'Connell – Retirement Living Community Manager.
Apologies: Pat Bowen.
Observer: Jan Corlett.

2. Confirmation of Minutes of BCC meeting held on 7th August, 2020.
Minutes accepted as a true & correct record.

Moved: Arnold Vandenhurk. Seconded: Terry Gleeson.

3. Business arising from Minutes :

3.1 Bollards Replacement – Richard O'Connell.

3.2 A/C leak & damage, villa 115 – Richard O'Connell.

3.3 Mould repair on back verandah at Villa 13 – Richard O'Connell.

3.4 Water pooling in swale at Villa 14 – Richard O'Connell.

3.5 Spraying around each bait station for ease of identification – Richard O'Connell.

3.6 Stage 2 of “medium” footpath trip hazards assessment – Richard O'Connell.

3.7 Problem of spring between villas 182 & 183 – Richard O'Connell.

All items, 3.1 – 3.7 are addressed in Manager's Report, Item 8.

4. Outward Correspondence:

4.1 Margaret Armstrong, 12/8/2020 – Re: Pooling water in swale beside villa.

4.2 Mary Wearing-Smith, 12/8/2020 – Re: Rotted top of post on back verandah.

4.3 Barbara Tuckfield, 13/8/2020 – Re: Mould on shade over window & window cleaning of apartments.

4.4 Patricia Gale, 23/8/2020 – Acknowledgement of letter withdrawing from Nomination for 2020/2021 Committee.

Endorsed: Terry Gleeson. Seconded: John Weeden.

5. Inward Correspondence:

5.1 Richard O'Connell, 20/8/2020 – Re: Orca Solar Lighting proposal.

5.2 Project Urban, Sunshine Coast Council, 20/8/2020 – Re: St. Andrew's Development Permit to establish a food & drink outlet.

Received: John Weeden.

Seconded: Terry Gleeson.

6. Business arising from Correspondence:

6.1 (re 5.1) Richard O'Connell, 20/8/2020 – Re: Orca Solar Lighting proposal.

Refer to Item 8, Manager's Report.

6.2 (re 5.2) Project Urban, Sunshine Coast Council, 20/8/2020 – Re: St. Andrew's Development Permit to establish a food & drink outlet.

Richard O'Connell will follow up with St. Andrew's for more specifics.

7. Treasurer's Report : John Weeden.

No Financial Report available this month due to H.O. preoccupation with EFY & AGM Report preparations!

8. Community Business Manager's Report: Richard O'Connell.

- **Road Repairs** - Update on Crestbrook Place and full section of paver replacement due to OHS risk mitigation and recent incident. Also, damage to concrete around storm water drain at Manor entrance. Works proceeding on 14th September, to be completed over 3 days. Traffic management advise to follow.
- Contractor appointed - Metalla Construction @ \$20,560+ GST
- Note as per FY20 CRF Budget cost will be Aveo Capital Replacement not sinking fund
- **Bollards (3.1)**
 - Further to our meeting, we have received further info from John Warren- Orca lighting re solar lighting. I have gone back to John asking for:
 - After hours, walk around for next Tuesday 8th at 6.30pm to assess current lighting. (committee member to attend with CM)
 - Provide full quote to include freight and installation for 18 units.
 - Confirm the nearest location where committee can view lights.
- **Clothes Line Walls – Villa 10 / Villa 9 / Villa 104**
- CM has received quote to repair villa 104 for minor repair (as per previous work villa 10) at \$1,078 - works completed.
- **A/C Leak and Damage – Villa 115 (3.2)**
 - Quote provided from Metella construction. (attached) for repair/replacement of ceiling damage area. \$7,370. Possible insurance claim. It has been confirmed the villa owner purchased the A/C unit, which caused the damage. Our BC advisor has indicated this falls under owner responsibility and if insurance claim is processed, the excess would need to be covered by them. CM to follow up with villa owner.
- **Verandah post rot. Villa 13 (3.3)**
- Repair work completed by handyman.
- **Water Pooling in swale at Villa 14 (3.4)**
- Carry over to next meeting. (awaiting heavy rain period to access)
- **Spraying around bait stations (3.5)**
- It has been agreed by Programmed that team will maintain access to bait stations by wiper sniper around all access points and part of normal program.

- **Footpath trip hazards - schedule repairs. (3.6)**
Suggested discussions on the next stage of repairs as per the audit provided. Carry over to next meeting. CM to provide further quotes for work.
- **Ground water issue villa 182 & 183 roadway. (3.7)**
Further investigation work revealed underground irrigation main had a leak, which was coming up through roadway. Plumber has cut concrete, dug up area and repaired. Re instatement of area completed.
- **Pending / New action items:**
- **Drainage / Landscaping Issues Lot 3**
- All work completed 25th August. Landscaping and turf management, is now being managed by our onsite team.
- **Leaking Gutter V126** - VM has received alternate quote from Skipper Plumbing at \$649 Work completed.
- **Higgins Paintings Schedule**
- Repainting + buildings wash down. All has been completed.
- CM has requested Higgins to proceed with Manor building gable wash (as per BC expense) and window cleaning (as SA –GSF expense) as quoted.
- **Driveways to Units 188 / 189**
- Cracks forming on underneath of driveway concrete structure.
- CM has organised temporary supports added while we get full engineer report. Also to notify insurer for possible QBCC claim with builder. Inspection conducted & waiting report.
- **Access gate to school villa 14 & 71.**
- Replace rotten gate and post. Quote received \$720. CM to approach facility manager at school to agree on 50/50 share cost.

- ❖ **Richard O’Connell has organized a meeting each month (on the 3rd Wednesday of the month) with Miles Porteous from Programmed Property Services at 11.00am – BC Committee members will attend to discuss gardening issues.**

9. General Business :

9.1 Procedure for AGM in these Covid-19 times.

Secretary to contact Cathy Pashley, Body Corporate consultant to Aveo, as to correct procedure for holding the AGM.

9.2 Chairman recorded his thanks on behalf of Committee members to Terry Gleeson who is not seeking re-election to the Committee.

Date of next meeting: **Friday, 2nd October, 2020 at 9.00am** in Gracemere Manor.

Close of Meeting: 10.15 am.

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Chairman

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Date