

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

**Minutes of Committee Meeting held on
2nd October, 2020
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), Arnold Vandenhurk, Tom Shaw. Pat Bowen.
Richard O'Connell – Retirement Living Community Manager.
Apologies: Nil.

2. Confirmation of Minutes of BCC meeting held on 4th September, 2020.
Minutes accepted as a true & correct record.

Moved: Arnold Vandenhurk. Seconded: Pat Bowen.

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

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

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

4. Outward Correspondence:

4.1 Sunshine Coast Regional Council, 9/9/2020 – Response to the Proposed Development Permit submitted by St Andrews' Anglican College.

4.2 Pat Charlwood, 10/9/2020 – Regarding matters pertaining to the AGM.

4.3 Pat Charlwood, 10/9/2020 – As above.

Endorsed: John Weeden. Seconded: Pat Bowen.

5. Inward Correspondence:

5.1 Ron Heather, 4/9/2020 – Re: Damaged tiles at rear of property.

5.2 Richard O'Connell, 8/9/2020 – Information regarding St Andrews' Development Application.

5.3 Pat Charlwood, 9/9/2020 – Re: Matters pertaining to the AGM.

5.4 Pat Charlwood, 10/9/2020 – As above.

5.5 Pat Charlwood, 11/9/2020 – As above.

5.6 Sandra Ferber, Received, 29-9-2020 – Re: Several issues of concern in the village.

5.7 Sunshine Coast Council, 30/9/2020 – Re: Acknowledgement of Submission, St Andrews' Development Permit.

Received: Pat Bowen.

Seconded: Arnold Vandenhurk.

6. Business arising from Correspondence:

6.1 (re 5.1) Job completed by gardeners & resident happy with result.

6.2 (re 5.2) Noted & included in Secretary's letter to Sunshine Coast Council.

6.3 (re 5.3) Noted & filed.

6.4 (re 5.4) Noted & filed.

6.5 (re 5.5) Noted & filed.

6.6 (re 5.6) Security & speed within the village are the only 2 items for Body Corporate to address. Richard O'Connell will follow up these issues.

6.7 (re 5.7) Noted & filed.

7. Treasurer's Report : John Weeden.

This report is prepared for the October 2020 BCC meeting with the financial information available for August 2020.

INCOME

You may recall that we received no financial information for July and the question asked regarding why the income always seems to be below budget has not been answered. The income from ILUs and SAs for August was \$5,392 **above** budget for the month but \$6,494 **below** the ytd budget. Each month this item has brought a question as to why we are always below budget but in April extra money was added to bring the total \$968 **above** budget. At the end of May we had slipped back to \$677 **below** budget and at the end of the financial year we were \$1,531 **below** budget.

It would seem that an amount of \$12,005 was contributed from Aveo Way but at the end of August the total income was below budget again.

EXPENSES

During August there was expenditure in seven Accounts.

Quantity Surveyor costs of \$1,840 was added for the month but the Detail Trial Balance started with -\$1,577 so the year to date figure is only \$263.

Apparently there was no Quantity Surveyor's Report for the Body Corporate Sinking Fund for 2019/20. Will there be a report for 2020/21?

R&M Building:- \$980 for "something" installed at V104

R&M Plumbing:- \$632 for investigating a water leak between V182/183 (\$450) and unblocking a drain at V112 (\$182).

R&M Garden & Grounds:- \$199 for 5 miscellaneous items under \$100 from Peregian Hardware.

R&M General:- \$480 for "something" at V188/189.

R&M TV Antennae:- \$298 for supply and fit antenna.

Painting - Units / SAs:- \$88,664 for painting of village.

Total Actual Expenditure ytd was \$93,094 which was way over budget for the month and ytd due to the painting being slipped into the 2020/21 financial year because of Covid-19.

BALANCE SHEET

On the Balance Sheet are listed five Term Deposits totalling \$252,490 and a working account of \$84,541 which agrees with the Bank Statement for 31st August, 2020.

Total Accounts Receivable was - \$50,998 and Total Liabilities was - \$6,010 giving Net Assets of \$284,417.

Moved that report be accepted: John Weeden. Seconded: Arnold Vandenhurk.

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

- **Road Repairs** - Update on Crestbrook Place and Manor entrance. Works underway and to be completed by next Tuesday 6th Oct.
 - **Over the next couple of months**, John Chester will progressively replace cracked/damaged bricks with those from the supply salvaged during the roadway repairs. This will retain the brick "relief" sections currently installed in front of the Manor.
- **Street lighting (3.1)**

CM has requested 3 full quotes to include freight and installation for 18 lights.
Follow up on nearby locations for inspection.

 - **When Richard O'Connell** has received the three quotes, he will put together a proposal to put to Aveo.
- **A/C Leak and Damage – Villa 115 (3.2)**
 - Carry over for next meeting. CM to have further follow up with villa owner and insurance company.
 - **Following discussion** approval was given for Richard O'Connell to proceed with repair to damaged section of ceiling if resident is agreeable.
- **Water Pooling in swale at Villa 14 (3.3)**
 - Carry over to next meeting. (awaiting heavy rain period to access)
- **Footpath trip hazards - schedule repairs. (3.4)**

John has completed a property walk and identified area's that will be addressed in the next round of work. A quote from our handy man requested for review.
- **Pending / New action items:**
 - **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. Issue with driveway length identified and builder and engineer are back on site next week for further investigation.
 - **Access gate to school villa 14 & 71.**
 - Carry over. Replace rotten gate and post. Quote received \$720. CM to approach facility manager at school to agree on 50/50 share cost.
 - **Antenna and Foxtel reception repairs.**

With recent storm, we lost Manor TV & Foxtel reception. Replacement of a range of components was required to rectify. Two invoices. \$352 & \$1,355. The Committee agreed that any repair to the antennae is a Body Corporate expense. However, repairs to components would be an MRF 183 expense - Richard O'Connell will confirm these costs.
 - **Manor Auto doors**

The Auto door at the entrance to the Manor has failed and needs a new belt to repair. Estimated cost \$1,200
 - **Lot 3 Bench seats re stain.**

Program in place to re-stain 10 bench seats per week to complete all villas over the next few months.

Replacement of expiring smoke alarms.

For discussion.

- **Clarification** from Richard of Freehold & Freehold/Leasehold residents’ responsibility to upgrade their smoke alarms as will be required by law in 2022 in all new/refurbished buildings.
- **Re: Water samples** from villas 25 & 26 – this has been an on-going problem! Flushing of lines once a year has been carried out at the Body Corporate’s expense but the quality of water coming through the lines is very poor & unacceptable. In the past, filters have been put in place in villas 25 & 26 to deal with this. However, the Committee believes this is an issue for Unity Water.

This issue will be placed on the November Agenda for further discussion & follow up action.

9. General Business :

9.1 As mentioned by several residents, the sign on the bank of mail boxes in Sunrise Place AND the two Disabled parking spaces in front of the mail boxes, contradict each other!! Richard O’Connell to follow up.

- Richard O’Connell then left the meeting at 10.33am.

Date of next meeting: **Friday, 6th November, 2020** at 9.00am in Gracemere Manor.

Close of Meeting: 10.38 am.

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Chairman

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Date