

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

**Minutes of Committee Meeting held on
6th November, 2020
Gracemere Manor,
21 Gracemere Boulevard,
Peregian Springs, QLD 4573**

Meeting commenced: 9.04 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 2nd October, 2020.
Minutes accepted as a true & correct record.
Moved: Arnold Vandenhurk. Seconded: Pat Bowen.
3. Business arising from Minutes :
 - 3.1 Street lighting 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.
 - 3.5 Water quality & water filter replacements, villas 25 & 26. Committee discussion re responsibility & Unity Water's position.
 - **Richard O'Connell is to meet with Unity Water representatives on Monday, 9th November & will raise this issue of division of responsibility for water pipes.**

Items, 3.1 - 3.4 are addressed in Manager's Report, Item 8.

4. Outward Correspondence:
Nil.

5. Inward Correspondence:
 - 5.1 Jeff Pearch, 14/10/2020 - Re: Broken external tiles outside laundry door.
 - 5.2 Mary Wearing-Smith, 27/10/2020 - Re: Trimming of shrub for safety reasons.
 - 5.3 Jeff Pearch, 4/11/2020 - Thanks for prompt fixing of tiles.

Received: John Weeden. Seconded: Tom Shaw.

6. Business arising from Correspondence:
 - 6.1 (re 5.1) Addressed by Richard O'Connell & repaired to resident's satisfaction.
 - 6.2 (re 5.2) Attended to by gardeners to resident's satisfaction.
 - 6.3 (re 5.3) Noted & filed.

7. Treasurer's Report : John Weeden.

This report is prepared for the November 2020 BCC meeting with the financial information available for September 2020.

INCOME

The income from ILUs and SAs for September was \$6,496 **above** budget for the month and \$3 **above** the ytd budget.

EXPENSES

During September there was expenditure in nine Accounts.

Quantity Surveyor costs of \$139 was added for the month giving \$402 ytd. The Detail Trial Balance has other figures but still gives \$402 ytd. These are accrued figures.

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?

Income Tax Expense \$547, an accrued amount.

Contractor – Pest Control:- \$8,551 for termite control system.

This should be checked as the ytd total is \$23,461 compared to the total budget of \$24,513.

R&M Plant & Equipment:-\$255 for Yarran Rd gate repair.

R&M Building:- \$1,125 for repair of moulding at V13 (\$195), external clean of gables (\$675) and repair Yarran Rd gate (\$255). *This should be checked to ensure it is not a duplication of the item in R&M Plant & Equipment.*

R&M Plumbing:- \$4,732 for sewer blockages at V18, V176 and V182 (\$3,887), clear mixer blockage (\$253) and gutter repair at V126 (\$590).

R&M Garden & Grounds:- \$206 for hire of rotary scrubber (\$135) and miscellaneous hardware items (\$70) from Peregian Hardware.

R&M General:- -\$480 has been reversed for "something" at V188/189 which was incorrectly coded last month.

R&M TV Antennae:- \$148 for supply of 3amp power supply.

Total Actual Expenditure ytd was \$122,567 which was way over budget for the ytd due to the painting being slipped and finished early in 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 \$11,035 which agrees with the Bank Statement on 31st September 2020.

Total Accounts Receivable was \$32,845 and Total Liabilities was -\$3,132 giving Net Assets of \$293,238.

Moved that report be accepted: John Weeden. Seconded: Tom Shaw.

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

Street lighting (3.1)

- 3 x full quotes to include freight and installation for 18 lights have been received. \$91K, \$98K and \$113K. Matella Constructions lodged the lowest quote, they will be requested to provide a location to view the lights currently operating. CM to present to Aveo for support with possible capital funding.

A/C Leak and Damage – Villa 115 (3.2)

- Work order issued for work to be carried out for patch and repair.

Water Pooling in swale at Villa 14 (3.3)

- Suggest item to come off minutes. (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. No urgent items. A quote from our handy man requested for review.

- **Now off Agenda** as work will be completed over time.

Water quality & water filters added to villa 25 & 26 (3.5).

CM has meeting with Unity water Monday 9th and will raise this issue.

Pending / New action items/Updates:

Driveways to Units 188 / 189

- Cracks forming on underneath of driveway concrete structure.
- Issue with driveway length identified and builder and engineer confirmed additional structural supports will be added to the driveways. Works to be carried out by builder.

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. Email sent to school awaiting response.
- **Off Agenda** - Will proceed when response from school received.

Storm Damage. A couple of trees on the boundary had branches fall onto the property. Golf club advised for removal and will be added to their clean-up plan.

9. General Business :

9.1 Gutter cleaning of villas – Query from resident.

Richard O’Connell will clarify responsibility for this “job.” Gutter guard presents a problem if rain is heavy as gutters cannot cope with flow of water.

Date of next meeting: **Friday, 4th December, 2020 at 9.00am** in Gracemere Manor.

Close of Meeting: 10.30 am.

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Chairman

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Date