

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

**COMMUNITY TITLES SCHEME 31142**

**Minutes of Committee Meeting held on  
4<sup>th</sup> December, 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), Arnold Vandenhurk, Tom Shaw. Pat Bowen.  
Richard O'Connell - Retirement Living Community Manager.  
Apologies: Nil.

2. Confirmation of Minutes of BCC meeting held on 6<sup>th</sup> November, 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 Water quality & water filter replacements, villas 25 & 26 - Richard O'Connell.  
(Report following discussion with Unity Water on 9/11/2020).

3.3 Responsibility for cleaning of gutters on villas - Richard O'Connell.

**Items, 3.1 - 3.3 are addressed in Manager's Report, Item 8.**

4. Outward Correspondence:

4.1 Mary Wearing-Smith, 9/11/2020 - Trimming of noted shrub completed.

Endorsed: Tom Shaw.      Seconded: John Weeden.

5. Inward Correspondence:

5.1 Richard O'Connell, 16/11/2020 - Seeking approval for water leak in Manor roof.

5.2 Tom Shaw, 24/11/2020 - Re: Broken tiles at front entrance (outside).

5.3 Sunshine Coast Council, 2/12/2020 - Notification of Decision Made by Council -  
re Development Application, St Andrews Anglican College.

Received: Pat Bowen.

Seconded: Arnold Vandenhurk.

6. Business arising from Correspondence:

6.1 (re 5.1) Approval given.

6.2 (re 5.2) Village Manager to follow up.

6.3 (re 5.3) Noted & filed.

7. Treasurer's Report : John Weeden.

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

INCOME

The income from ILUs and SAs for October was \$3,990 **below** budget for the month and \$3,987 **below** the ytd budget.

EXPENSES

During October there was expenditure in six Accounts.

Quantity Surveyor costs of -\$316 was shown for the month giving \$85 ytd. The Detail Trial Balance has various figures added in and reversed out but still gives \$85 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?*

Contractor – Pest Control:- -\$2,423 was reversed out but the ytd total of \$21,038 for termite control agrees with the Detail Trial Balance.

R&M Building:- \$455 for some work at the Manor.

R&M Plumbing:- \$2,454 for a number of jobs. \$327 for gutter work; \$917 for an installation at V13; \$90 for adjusting a tempering valve and \$1,120 for installing a filter at V25.

R&M Garden & Grounds:- \$96 for several irrigation items.

Painting:- - \$3,552 reversed out for previous wrongly coded item bringing the ytd figure to \$85,112 compared to the total year budget of \$88,000.

Total Actual Expenditure ytd was \$119,281 which was way over budget for the ytd due to the painting being slipped because of Covid-19 and finished early in the 2020/21 financial year.

BALANCE SHEET

On the Balance Sheet are listed five Term Deposits totalling \$252,490 and a working account of \$19,653.

Total Accounts Receivable was \$40,641 and Total Liabilities was -\$958 giving Net Assets of \$311,825.

Moved that report be accepted: John Weeden.      Seconded: Cheryl Hodges..

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

**Street lighting ( 3.1)**

- The CM has presented a proposal to Aveo to request support funding from Aveo as a capital item. This is being currently being reviewed. A suggestion was made to install a single solar street light prior to proceeding to confirm all agree on product choice.
- **Water quality & water filters added to villa 25 & 26 (3.2).** CM had a meeting with Unity water Monday 9<sup>th</sup> and they confirmed their responsibility for water quality stops and the main meter at gate. All internal plumbing and water meters are the village's responsibility. We can request a test of water at the main meter.

**Outcome:** Richard has met with Unity Water to discuss a range of issues. Unity Water's responsibility stops at the main water meter at the front gate! Richard O'Connell will get 3 quotes for further investigation into this issue.

- **Repairs & maintenance of gutters - responsibility (3.3)**

- This has been confirmed as the responsibility of the BC to maintain assets, which includes gutters.

**Outcome:** This does not mean that gutters will be cleared on request – the Body Corporate is only responsible if gutters are damaged or need clearing due to overhang of trees, as for example in Links Cove along the Golf Course. Each case would be assessed on an individual basis.

**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 on Thursday 10<sup>th</sup> -15<sup>th</sup> December. .
- **Access gate to school villa 14 & 71.**
- Carry over. Replace rotten gate and post. Quote received \$720. CM has received support from the facility manager at school to agree on 50/50 share cost. Job order has been issued to Fencer.
- **Water leak to Manor roof repairs.**
- Work order has been issued.

9. General Business :

9.1 Recent Flick bait station checks – concern expressed as a number of villas were “missed” during this inspection. As previously decided, the gardeners have been instructed to spray a small area around each bait station so that Flick service men can easily identify each unit. It is imperative that this is done to avoid any re-occurrence of infestations as have occurred in the past. If termites gain a hold again in the village, the Body Corporate is responsible to pay for the repairs which means each one of us will be contributing to the cost through our levies!!

9.2 John Weeden raised the issue as reported to him of two garage doors in Crestbrook Place which have been replaced with two doors of different colours.  
Richard O’Connell to address.

Date of next meeting: **Friday, 5<sup>th</sup> February, 2021** at **9.00am** in Gracemere Manor.

Close of Meeting: 10.34 am.

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Chairman

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Date