

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

**Minutes of Committee Meeting held on
5th March, 2021
Gracemere Manor,
21 Gracemere Boulevard,
Peregian Springs, QLD 4573**

Meeting commenced: 9.00 am.

1. Attendance: Cheryl Hodges (Secretary), John Weeden (Treasurer), Arnold Vandenhurk, Tom Shaw.

Richard O'Connell – Retirement Living Community Manager.

Apologies: George West (Chairman), Pat Bowen.

It was unanimously agreed that Cheryl Hodges would chair the meeting in the absence of the Chairman.

2. Confirmation of Minutes of BCC meeting held on 5th February, 2021.

Minutes accepted as a true & correct record.

Moved: Tom Shaw. Seconded: Arnold Vandenhurk.

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.

3.3 Rock wall issue at rear of villa 93 – Richard O'Connell.

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

4. Outward Correspondence:

4.1 Glenda & Bruce Townsend, 13/2/2021 – Re: Garden Maintenance.

4.2 Pat Charlwood, 13/2/2021 – Re: Issue of air conditioner.

4.3 Steve Hill, 14/2/2021 – Re: Issues with fountain at front entrance to Manor.

4.4 Mary Wearing-Smith, 14/2/2021 – Re: Damaged garage door.

4.5 Jan Corlett, 14/2/2021 – Re: State of rock walls at rear of villa.

4.6 Bob & Ann Horsley, 14/2/2021 – Re: Overflow of water from guttering at rear of villa.

Endorsed: John Weeden. Seconded: Tom Shaw.

5. Inward Correspondence:

5.1 Pat Charlwood, 15/2/2021 – Re: Air conditioner.

5.2 David Gordon, 26/2/2021 – Re: Overflowing gutter on villa.

Received: Arnold Vandenhurk. Seconded: Tom Shaw.

6. Business arising from Correspondence:

6.1 (re 5.1) Reinforcing our earlier correspondence to Pat Charlwood, we reiterate our decision to leave discussion of this matter to the Manager, Richard O'Connell with whom Pat has had meetings & exchanged written correspondence.

6.2 (re 5.2) Richard O'Connell to follow up

7. Treasurer's Report : John Weeden.

This report is prepared for the March 2021 BCC meeting with the financial information available for January.

INCOME

The income from ILUs and SAs at the end of January was \$6,772 **below** the budget for the month and \$7,053 **below** the ytd budget.

EXPENSES

During January there was expenditure in six Accounts.

Quantity Surveyor costs of \$134 – this is an accrued cost.

Income Tax Expense costs of \$521 – this is an accrued cost.

Contractor – Pest control:- a reversal of \$12,399 for moving the annual termite inspections cost back to GSF accounts.

R&M Roof:-\$3,173 for repairs at Villa 16, an inspection at Villa 124 and new flashing on Manor roof (\$2,806).

R&M Building:- \$687 for cracked tiles at Villa 106 (\$306) and “100% Final Claim” (\$327).The actual ytd (\$4,382) is over ytd budget (\$2,917) and is getting close to total year budget of \$5,000.

R&M Plumbing:- \$2,785 Annual backflow test (\$1,028), 6 monthly service of the irrigation system (\$508), Replace faulty backflow device outside kitchen (\$434) (*shouldn't that be charged to MRF 183*) and work on the men's toilet on ground floor (\$814). (*shouldn't that be MRF183 or MRF134 depending which toilet*).

Total Actual Expenditure ytd was \$123,501 which was **under** budget for the ytd (\$129,964).

BALANCE SHEET

On the Balance Sheet for January are listed five Term Deposits totalling \$252,490 and a working account of \$75,815. This agrees with Bank Statement at 31 Jan 2021.

Total Accounts Receivable was \$41,023 and Total Liabilities was - \$6,527 giving Net Assets of \$362,802.

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

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

3.1. Street lighting

- New Audit Company CBRE on site next week and the poor lighting issue will be raised. Electrician carried out a full village lighting audit and we have had 12 bollard lights repaired.
- **3.2. Water quality & water filters added to villa 25 & 26** Further investigation required. Yet to be action.

- **3.3. Rock wall at wall at rear of villa 93.** Follow up required.
Outcome: Richard O'Connell & Tom Shaw to inspect & to seek further advice regarding tree roots on top of rock wall.
- **4.3. Manor fountain.** CM has responded to resident. Planned empty and a full clean of the fountain is scheduled for March/April. General operation & lighting will be investigated at the time.
- **4.4. Villa 13 Garage door.** Work has been completed and accounts organised with insurer.
- **4.6. Villa 107 overflowing gutter.** Work has been conducted, but resident has indicated that there is still some over flowing water issues. To be investigated further.
Outcome: Richard O'Connell to follow up this issue with some urgency as it has been unsolved for some time.
- **New action items/Updates:**
Updates
- **Higgins Painting annual schedule.** Meeting today with Higgins to confirm this year's work, which is planned to start in April.

Accounts –

- **R& M plumbing.**
 - Back flow replacement \$\$434 correct coding to BC
 - Manor men's toilet ceiling repairs \$814. Re code to MRF 134.

Additional items raised:

- **Air conditioning in Manor** – Richard O'Connell is pressing Aveo to urgently address this issue (Capital Replacement item). Two more quotes are being obtained next Monday (8th March) as previous quotes were outside time limit for acceptance! Richard will escalate the issue as it is now considered an emergency as various parts of current system continue to break down.

9. General Business :

9.1 Notice to new residents re email copy of Body Corporate Committee Minutes – Cheryl Hodges.
Reminder notice to go in next Newsletter Report which will reach ALL residents.

9.2 Proposed construction development at St Andrews Anglican College – George West. Secretary will write to Sunshine Coast Council stating that in the past (e.g. regarding building of Swimming Pool complex & the expansion of The Lanes Café trading hours), we have received notification of these projects, but to date we have not received any notification regarding this current matter.
A letter also to be written to the Residents' Association expressing the Body Corporate's support in this matter.

9.3 Tom Shaw raised the issue of spraying around the termite bait stations.
Large areas of grass were affected!!
Richard reports that the gardeners now have a piece of equipment which restricts the area around the stations to be sprayed!

9.4 Re: Bowling Green - this WILL be resurfaced! New quotes are needed as old time frame (for acceptance) has expired! Richard has acquired new quotes & it is now up to Aveo to approve & give the green light for work to go ahead. (Another Capital Expenditure item!)

Date of next meeting: **Thursday, 1st April, 2021** at **9.00am** in Gracemere Manor.

Close of Meeting: 10.15 am.