

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

**Minutes of Committee Meeting held on
3rd September, 2021
Gracemere Manor,
21 Gracemere Boulevard,
Peregian Springs, QLD 4573**

Meeting commenced: 9.02 am.

1. Attendance: George West (Chairman), John Weeden (Treasurer), Tom Shaw, Pat Bowen, Arnold Vandenhurk.
Nole Beardwood, Community Operations Manager, Qld. North.
Apologies: Cheryl Hodges (Secretary).
2. Confirmation of Minutes of BCC meeting held on 11th August, 2021.
Minutes accepted as a true & correct record.

Moved: Arnold Vandenhurk Seconded: Pat Bowen

3. Business arising from Minutes :
 - 3.1 Street lighting replacement – Nole Beardwood.
 - 3.2 Convex mirrors, Lot 3 – Nole Beardwood.
 - 3.3 Flick responsibilities re termite infestation – Nole Beardwood.
 - 3.4 Up-date on fountain repairs – Nole Beardwood.
 - 3.5 Information document explaining residents' responsibilities for maintenance & replacement of items at villas – Nole Beardwood.

Items, 3.1 – 3.5 are addressed in Report, Item 8.

4. Outward Correspondence:
Nil.

5. Inward Correspondence:
 - 5.1 Pat Charlwood, 9/8/2021 – Re: Large root of tree in front of villa (correspondence addressed to Nole Beardwood).

Received: Tom Shaw Seconded: John Weeden

6. Business arising from Correspondence:
 - 6.1 (re 5.1) Nole Beardwood has this issue in hand. Concern with tree root/s will be monitored. Nole has spoken with resident who is happy with the outcome.

7. Treasurer's Report : John Weeden

This report is prepared for the September 2021 BCC meeting but is very short as no financial information is available for July. Apparently accounts staff are concentrating on preparing for the audit in September.

From the account statement received from ANZ bank the working account balance was \$149,588.86 at 31 July 2012.

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

8. Community Operations Manager, Qld. North – Nole Beardwood.

- **Street Lighting replacement (3.1)**
 - **Metalla Construction has provided below quotation**
 - Installation of 30 x hot dip galvanised street poles
 - 3.6mm thick x 6m long
 - Excavate to depth of 2m with vacuum excavation
 - Concrete in ground to depth of 2m with 32MPA Concrete
 - \$18,449 + GST
 - \$21,549 + GST Optional Black Powder Coat Finish
 - Awaiting additional Quotation for MSS Construction

- **Convex Mirrors, Lot 3 (3.2)**
 - **Metalla Construction has provided below revised quotation**

SCOPE OF WORKS – Convex Mirrors

- Allow for service detection in locations where mirrors are to be installed
- Excavate bored piers for each mirror by hand
- Supply and install 2 Hot dig galvanised poles 3.6mm thick 3.2m long
- Concrete in all posts 1.5m in the ground and approx. 1.8m from ground level with 32MPA concrete
- Concrete will finish approx. 50mm above ground level and domed to stop water pooling
- Supply and install 2 safety mirror 600mm in polycarbonate



<u>Convex Mirrors</u>	Cost	GST	Total
Construction related to above Scope of Works	\$ 2,570	\$ 257	\$ 2,827

- CM has requested alternate quotation for MSS Construction – TBA

- **Flick responsibilities re: Termite Infestation (3.3)**

- CM can confirm Flick has confirmed a dedicated team member to address / service existing Bait stations moving forward
- CM can confirm Flick team member has addressed the previously raised resident concerns in regards to non or missed servicing of existing bait stations within last month. Residents have been communicated with confirming service.
- CM has spoken with Samantha Webb – Branch Manager Flick Sunshine Coast and will inform Committee on findings

Outcome: Flick does not hold a warranty for the bait stations – the warranty comes from the manufacturer & if we decided to do so, we would be charged for taking out a warranty!!

The question was asked – “What happens if Flick does not service the bait stations correctly?”

Answer “there is no indemnity against Flick for that!!”

Nole Beardwood will request a quote for a warranty to be taken out by the Body Corporate & report back to our next meeting.

- **Fountain Repairs / Proposed Landscaping Quotation (3.4)**

- Nicklin Electrical - cost for existing Fountain Pump replacement @ \$185 + GST / cost to install two x time clocks to control fountain and lights @ \$450 + GST
- CM has met with Andrew (General Manager Hedge Property Services) who has recommended the following:
 - Remain with current Fountain foundation walls and install soil, plants mulch and drainage cell
 - Plant Carissa Desert Star as border planting / Clivia inside planting which will grow higher than Carissa and have orange burst of year round flowers above the white flowers of Carissa & install 4 x Teddy Bear Magnolia to border each corner as a feature – these magnolia’s also flower a large white flower in season
- Quote @ \$4,982 including GST

Action: Decision on fountain repairs OR proposed landscaping will be held over until our next Meeting – in the interim, the fountain pump will be replaced.

- **Pending / New action items:**

- **Villa 50** – Incoming resident has raised concern with Balcony Structural issues – rusting foundations on exterior posts and cracking and broken waterproofing membrane to balcony tiles. CM is aware of issue as was raised with Higgins Painting in previous years, however on inspection has worsened with tiles physically cracked and exposed stop angle with waterproofing membrane damaged
- CM has met with resident and Matt from Metalla construction to inspect - repair quotation below:

Action: Nole Beardwood to get another quote before decision made to proceed.

SCOPE OF WORKS – Villa 50 Balcony

- Install planks and trestles to the grassed area below to work from as required
- Remove all tiles along the front edge of the balcony only approx. 17 tiles
- Grind tiles glue and waterproofing
- Use a steel brush and grinder to remove rust from the bottoms and tops of 4 rusted posts bring the post back to bare metal
- Apply rust converter to effected areas
- Paint all 4 post to match existing
- Waterproof front of balcony where tiles were removed
- Install new water stop angle
- Supply and install new 330 x 330 tiles to front edge only

Villa 50 Balcony	Cost	GST	Total
Construction related to above Scope of Works	\$ 6,016.00	\$ 601.60	\$ 6,617.60

- **Mulching update** – Hedge has taken delivery of 1 of 4 – 10 sq. mtr Mulch runs and have completed gardens in Links & Sea Oak. CM working with Josh from Hedge on scheduling in remaining 30 sq. mtr.
- **Villa 11 / 81 – Structural Building Cracking** – Issue has been raised with out-going residents and refurbishment of ILU’s 11 & 81 (both Freehold) of structural cracking within the unit requiring Engineer to be engaged to review and recommend actions. CM to explain further.
 - Quotation @ \$3,850 to engage structural engineering service.
 - **Outcome:** Nole Beardwood to engage a structural engineer to review & to recommend action/s in regard to structural cracking.
- **Villa 179 – Insurance Claim Garage** – CM to discuss with Committee resident request for insurance claim for damaged panelling on Garage Door, CM to explain further.
 - Quotation @ \$1,409 for replacement of B&D Panel lift sectional door
 - Outcome:** Nole Beardwood to speak with residents to explain alternate ways of dealing with the matter.

Resident Concerns – feedback for discussion

- Villa 160 – Resident has raised issues with Tree stumping (from previous removal of established trees) – CM to arrange for Quote to remove & grind stumps
Action: Approval given for Nole Beardwood to get quote to remove the 3 tree stumps. If quote is under \$500, action to go ahead.
- Villa 166 – Resident has advised Root issues are prevalent in rear garden from established trees bordering property – Hedge will remove and maintain an eye of trees for future health. Resident also advises that lack of drainage has waterlogged garden bed and is requesting drainage to be installed – CM to seek approval for quotation from Committee
Action: Nole to address root problems, but drainage issue should be actioned by the resident.
- Yarran Road Speed Bump / entry – Resident has raised concern with design – CM to discuss with Committee options for resolving
- **Action:** Resident to be advised to drive over the gate entry slower.
- Hedge Shaping Request – Residents in 96 / 118 have requested Hedges to be shaped in their chose figures by the Gardner’s
Action: The personalized shaping of hedges is not approved by the committee.

9. General Business :

9.1 Appointment of new Community Business Manager – Nole Beardwood.

Kelly Luck commences on 20th September. Nole will be on site to help Kelly settle in to her new role here.

9.2 AGM – George West is unable to attend the AGM on 24th September - Nole will ask Cathy Pashley (BC Advisor to Aveo) to chair the meeting.

9.3 John Weeden asked for Committee’s advice on Term Deposits which have matured?
 A letter from the Secretary, counter signed by the Chairman, to the Bank authorizing the Treasurer, John Weeden to action re investment of Term Deposits when they become due.

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

Close of Meeting: **10.10 am.**

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 Chairman

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 Date