

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

Minutes of Committee Meeting held on

4th March, 2022

Gracemere Manor,

21 Gracemere Boulevard,

Peregian Springs, QLD 4573

Meeting commenced: 9.02 am.

1. Attendance: George West (Chairman), Cheryl Hodges (Secretary), John Weeden (Treasurer), Tom Shaw, Pat Bowen, Arnold Vandenhurk.
Nole Beardwood, Community Operations Manager – Qld North.
Apologies: Nil.

2. Confirmation of Minutes of BCC meeting held on 4th February, 2022
Minutes accepted as a true & correct record.

Moved: Pat Bowen.

Seconded: Arnold Vandenhurk.

3. Business arising from Minutes :

3.1 Safety hazard on roadway outside V. 15 – Nole Beardwood.

3.2 ILU Fencing Issue, villa 116 – Nole Beardwood.

3.3 Light issue outside villa 96 – Nole Beardwood.

3.4 Re: Large tree on golf course at rear of villa 120 – Nole Beardwood.

Items, 3.1 – 3.4 are addressed in Report, Item 8.

4. Outward Correspondence:

4.1 Steve & Jane Hill, 12/2/2022 – Re: Light issue outside villa.

4.2 Marie McCabe, 12/2/2022 – Re: State of gardeners' area at end of Sea Oak Drive.

Endorsed: Tom Shaw.

Seconded: John Weeden.

5. Inward Correspondence:

5.1 Jan McNamara, 13/2/2022 – Re: Alterations & Additions Application to front lawn.

5.2 Jemma Barker, 15/2/2022 – Re: Cleaning of gutters on villas.

Received: Pat Bowen.

Seconded: John Weeden.

6. Business arising from Correspondence:

6.1 (re 5.1) Nole Beardwood to discuss request further with resident to clarify what exactly is requested. BCC does not approve laying of artificial turf in front gardens.

6.2 (re 5.2) As stated previously in correspondence with residents, cleaning of gutters is the responsibility of residents.

7. Treasurer's Report : John Weeden

This report is prepared for the March 2022 BCC meeting with the financial information available for January 2022.

INCOME

The income from ILUs and SAs for the month of January was \$8,722 **below** the budget for the month. Extra information has been added to the printout for the Statement of Income & Expenditure for the quarter and the actual income is \$3,608 **below** budget and the actual income for ytd is \$9,078 **below** budget. This is all very confusing and even more so when comparing with the Detail Trial Balance where three of the five individual balances for income do not agree with the Statement of Income & Expenditure.

EXPENSES

During January there was expenditure in five Accounts.

Quantity Surveyor costs of **minus \$588**. This agrees with the detailed trial balance as does the actual ytd figure but as this is **minus \$3,184 (same as last month) and it is probably a mismatch between actual and accrued costs.**

Insurance Claim Expense:- \$1,834 **Insufficient info to identify this expense.**

R&M Electrical:- \$230 for repairs to bollards.

R&M Plumbing:- \$1,389. The annual back flow inspection cost \$1,029 and "something" at entrance to village cost \$360.

R&M Garden & Grounds:- \$2,764. This was for road marking (\$1,500), lay turf at rear of V80 (\$495) Stump removals (\$400) and various minor hardware items (\$369).

Total Actual Expenditure for December was \$5,629 and actual ytd was \$124,224 compared to a budget ytd of \$129,125. This is 3.8% under budget.

BALANCE SHEET

The Balance Sheet for January still appears to be incorrect as it lists four Term Deposits each for \$50,000 and one for \$53,740. I have commented on several occasions that this last one should be \$53,865. Since then a further Term Deposit was due to be rolled over on 30th November 2021 but Accounts have been unable to provide a new Certificate.

The working account of \$114,945 agrees with the Bank Statement and Reconciliation Report at 31 January 2022.

Total Accounts Receivable was \$19,829 and Total Liabilities was -\$2,794 giving Net Assets of \$385,721 (an increase of \$253 since last month).

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

8. Community Manager – Nole Beardwood.

- **Safety Hazard Roadway outside Villa 15 (3.1)**
 - Safe Foot Paths have been engaged to address the 17 "medium "risks as itemised in full village report completed in 2021. Awaiting an ETA from Nick from Safe Footpaths in regard to anticipated date of works for Peregian. Once determined, will ensure paving outside Villa 15 is addressed as part of works.
- **ILU Fencing Issue Villa 116 (3.2)**
 - No further information to advise at this time
- **Light issue outside Villa 96 (3.3)**

- Light has been turned off at request of resident, currently chasing supplier (KTM Electrical) for options and costings to provide shroud for light. NB to update committee at next BC meeting.
Outcome: BCC members requested that light be turned back on for safety of ALL residents.
- **Large tree on Golf Course Villa 120 (3.4)**
- NB has spoken with David Villani (Development officer – Aveo Peregrian Springs) who has advised that an arborist has inspected the trees adjacent the Golf Course and Villa 120 and has identified no trees at risk in this area. David advised he is happy to supply the Body Corporate documentation advising as such as required. Committee to advise.
Outcome: Nole Beardwood to request copy of arborist’s report for Committee’s information.
Copy of report to be sent to resident.
- **Pending / New action items:**
- **Roof Tile Replacement / Repair project update**
- Acting Caretaker has authorised DS Roofing to proceed with planned / budgeted works for roofing project in Dec 2022. Works have had to be locked in this far out due to lack of availability for DS Roofing (and all roofers currently). At this stage (subject to any operational needs changing) work this year will be on retiling and removing three carports within the Serviced Apartment Carports (near Manor). Costs for these works will be as quoted \$16,063.64 + GST. Reasoning behind scheduling these work is due to low quantity of replacement original tiles being available for any future ILU roof works – retiling these carports will provide a large stock supply for future ILU roof works.
Outcome: As this will be an ongoing problem (original tile colour no longer available), Committee members unanimously agreed that any broken tiles be replaced by one of nearest colour match. Therefore, there will be no need to use the carport tiles thus saving \$16,000.
- **Manor Roof Leaks / ILU Roof Leaks – Caretaker Update**
- Existing leak in SA 227 has been worsened by the recent rain event occurring, resulting in resident’s roof collapsing. NB is working with Luke from Action Maintenance on fixing issue – leak is stemming from large valley running along Manor roof space of SA 227. Luke is re-waterproofing area and is confident that works should be completed by Friday 4th March (subject to weather conditions). NB has arranged for Plasterer and Painting contractor to be engaged next week to re-fit ceiling in bedroom / bathroom and wardrobe.
- Leak developed in ILU 88 garage ceiling during weekend’s weather event causing plasterboard ceiling to collapse in small area in garage. Luke from Action Maintenance has addressed issue (flashing coming away from valley) and area has not leaked again during recent rains. Plasterer and Painter engaged next week to refit and repair / paint.
- NB will continue to monitor for any further advised leaks from residents and arrange for repairs as needed. Will also summarise total costs for works and advise BC Chairperson total costs once works are undertaken and determine if insurance claim to be processed.
- **Blocked Stormwater drains 29, 31, 130 / drainage root issues / flooding**
- Several issues have been identified with tree roots (mainly fig tree roots) causing blockages within storm water drains within village. Images provided below of before and after roots as advised by resident from Sea Oak Drive (Michael from Hedge cleared drains on this occasion)
- Also reported through recent events that storm water drains are root bound (preventing correct flow) in ILU 130 / 31 and 29. Flooding as a result noticeable in these ILU’s during recent weather event. Eastern Plumbing engaged to assist with flooding issues last week and NB has arranged for quotations to repair as below:
- Quote from SMP Plumbing – jet clean main storm drain at 130 and utilise large jetting truck to clear storm water in water pits and drains in unit 29 & 31 @ \$1,471.40 + GST
- Awaiting quote for same works from Eastern Plumbing Group
- NB seeking Committee approval to proceed with cheapest quote
Outcome: Unanimous approval given.

- **Villa 68 Render issues**
- Resident in ILU 68 advised that render has cracked and fallen away from rear outside patio wall (as per image below) NB has arranged for quotation from Action Maintenance @ \$790 + GST – Work Order has been issued to contractor
- **154 Gutter replacement issues – Metalla Construction.** Resident in ILU 154 has advised on issue with drainage in front roofing gutter, gutter has broken away from existing clips and fall has been affected resulting in overflow rather than correct gutter outage flow.
- Metalla Construction has provided the below quotation @ \$2,021 + GST to repair
- Caretaker requesting approval from Body Corporate to proceed with works
Outcome: Approval given.
- **Hedge improvement update**
- NB to discuss with committee improvements with Hedge performance noted since review meeting and actions taken to date including placement of new site supervisor Michael.
 - ❖ **Suggested that gardeners re-establish roster plan of works for village & that it is distributed to residents.**

Resident concerns / items to be raised with Committee

- Villa 186 CCTV approval
 - NB to discuss with Committee approval of Alterations and Additions form for CCTV to be installed on exterior of Villa 186
 - ❖ Approval given for this installation on the basis that front of the villa is directly onto a public road.
 - Villa 186 request to prune hedges Yarran Road
 - NB to discuss with Committee approval for dense hedges to be pruned along Yarran road due to these hedges concealing youths frequenting the area after hours – security risk
 - Villa 179 Concerns raised re: Hedge mowing frequency and quality of Mowing works
 - Property services
 - ❖ These issues have been addressed by Nole Beardwood.
 - New LED Street Lights
- NB to table summary provided by resident John Davies for Committee review and discussion
- ❖ George West & Pat Bowen will do a “walk about” one evening to assess placement & effectiveness of newly installed lights.

9. General Business :

9.1 Additional street lights – George West.

Discussed above in conjunction with Manager’s Report.

9.2 Tom Shaw reported that crack in outside of villa wall has not been looked at 3 months after being reported. Nole Beardwood to ask Luke (Maintenance contractor) to render crack & Tom is to monitor.

9.3 Emergency Generator for Manor – Tom Shaw.

Nole Beardwood responded that bearing in mind the size required, it would be diesel & also asked, “Where would it be placed – bearing in mind the noise factor?”

(These units are very noisy). Who then pays for regular service & maintenance?

As it would be an MRF cost this would ultimately be residents paying!!

Also a generator would only run the lights in the Manor.

9.4 Following complaints from several residents, the Secretary has been asked to forward a letter to Management regarding a dog in a villa which is of concern to other residents walking along the street or sitting on their front verandah. The dog is unrestrained whilst outside the villa, there is no dog fence at rear at villa (this would be on Body Corporate land & therefore our concern) and residents have reported that its excrement is not picked up & removed by the owner.

Date of next meeting: **Friday, 1st April, 2022** at **9.00am** in Gracemere Manor.

Close of Meeting: 10.45 am.

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Chairman

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Date