

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

Minutes of Committee Meeting held on

1st July, 2022

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), Tom Shaw, Pat Bowen, Arnold Vandenhurk.

Apologies: Nil.

2. Confirmation of Minutes of BCC meeting held on 3rd June, 2022

Minutes accepted as a true & correct record.

Moved: Arnold Vandenhurk.

Seconded: Pat Bowen.

3. Business arising from Minutes :

3.1 ILU Fencing Issue, villa 116 – Cosimo Ronconi. Refer Item 8.

3.2 Issues with new street lighting – Cosimo Ronconi. Refer Item 8.

3.3 Unrestrained dog on Body Corporate property – Cosimo Ronconi.

Cosimo Ronconi will follow up this issue which is still on-going & has not been resolved.

3.4 Common Property Irrigation System – Cosimo Ronconi.

No progress - defer to next meeting.

3.5 Gracemere Blvd Gate Security – Cosimo Ronconi. Refer Item 8.

3.6 Tree lopping quote – Cosimo Ronconi. Refer Item 8.

3.7 Cost of replacing bollard head with solar head when original head malfunctions – Cosimo Ronconi.

Quote still pending.

3.8 Villa 14 & villa 163 - Second stormwater drainage quotes – Cosimo Ronconi.

Refer Item 8.

4. Outward Correspondence:

4.1 Pat Charlwood, 8/6/2022 – Responsibility for cleaning of gutters on villas.

4.2 Jan Corlett, Chair, RAC, 8/6/2022 – Re: BC responsibility for fence between V115 & V116.

Endorsed: Pat Bowen.

Seconded: John Weeden.

5. Inward Correspondence:

5.1 Jackie & Colin Wearne, 15/6/2022 – Re: Roofing Repairs, Front Gate, Treasurer's Report, Street Lighting.

Received: John Weeden.

Seconded: Arnold Vandenhurk.

6. Business arising from Correspondence:

6.1 (re 5.1) Correspondence covers 4 issues –

1. Roofing Repairs – Roof tiles on villas 108 - 113 will be inspected, repaired/replaced if needed when next allowance for these works become available in the Budget in September.
2. Front Gate – an on-going issue which Cosimo Ronconi has given top priority to resolving. Committee members want this item to be off the Agenda ASAP as it has been a constant drain on the Budget for far too long!!
3. Treasurer's Report – We are fortunate to have a Treasurer such as John Weeden who constantly questions figures given on the monthly Sinking Fund Statement. These items are then followed up with the Accounts' Department by the Manager.
4. Street Lighting – A great deal of effort & expense went into this Committee's attempt to improve the street lighting as there were many complaints about the quality of the lighting prior to the new lights being installed. We only have a small amount of money to spend on this issue & we are grateful that AVEO ended up paying the lion's share of the final bill. If the majority of Lot Owners think that the lights are not good enough, then of course more lights can be installed with a corresponding increase in the Sinking Fund contribution to pay for it.

7. Treasurer's Report : John Weeden –

This report is prepared for the July 2022 BCC meeting with the financial information available for May 2022.

INCOME

The income from ILUs and SAs for the month of May was \$1,203 **below** the budget for the month (same as last 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 (same as last month) and the actual income for ytd is \$13,889 **below** budget (an increase of \$1,202 since last month). ***Why are these figures constantly below budget when there is only one month till the end of the financial year?***

EXPENSES

During May there was expenditure in eight Accounts.

Quantity Surveyor Reports:- Zero expenditure for May but the Actual year to date (ytd) is **minus** \$3,184 (same as last month). ***How is this so? Does it mean that the QS pays us for the privilege of giving us a report?*** Income Tax Expense:- \$719

Insurance Claim Expense:- \$125 For Gracemere gate. ***Why is this our expense and not the vehicle which ran into the gate?***

Contractor – Pest Control:- \$3,848 This is for the bait stations and while it is over budget for the month it is \$6,105 **under** budget ytd.

R&M Roof:- \$2,827 This was for repairs to roof above SA227 (\$2,321) and two smaller repairs to Manor roof costing \$506.

R&M Lift:- \$408 For repairs to UPS in lift room.

R&M Electrical:- \$518 For attention to Gracemere gate and Yarran Rd pedestrian gate (twice).

R&M Plumbing:- Zero expenditure this month and the actual ytd is well below budget.

R&M Garden & Grounds:- \$39 For minor items from Hardware store

R&M Antennae:- \$464 For repairs at Villa 115.

Total Actual Expenditure for May was \$8,949 and actual ytd was \$149,522 compared to a budget ytd of \$202,911. This is 26.3% under budget.

BALANCE SHEET

The Balance Sheet for May 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 was \$148,874. The Bank Statement Report at 31st May 2022 was not available.

Total Accounts Receivable was \$25,103 and Total Liabilities was -\$6,439 giving Net Assets of \$421,278.

SINKING FUND BUDGET FOR 2022/2023

George West, John Weeden and Pat Bowen met with Nole Beardwood and Cosi Ronconi last Monday to consider the budget for next financial year. Several changes were made to the proposed budget and an amended copy was supplied on Tuesday. Unfortunately several gremlins had crept in so a further meeting was held on Thursday afternoon and we are waiting for the final version. The good news is that the Sinking Fund contribution will not increase and the closing balance at June 2023 should be greater than that forecast by the Quantity Surveyor.

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

8. Community Manager – Cosimo Ronconi.

- **ILU Fencing Issue Villa 116 (3.1)**

The Community Manager is to meet with the Resident of Villa 116 to discuss the rectifications to the Fencing structure and colour.

- **Issues with new Street Lighting (3.2)**

The quote to install a light shade cover for the streetlight in front of Villa 96 was approved at the last meeting. The work order has been issued to the manufacturer.

Nicklin Electrical has attended and resolved the electrical issues at the streetlights in front of the Manor, street bollards along Crest brook Place.

- **Gracemere Blvd Security Gate (3.5)**

Nicklin Electrical has rectified and adjusted the timers of all street gates which are currently operating correctly.

- **Tree Lopping (3.6)**

Top Cut has submitted the quote below for \$ 6,000.00 + GST to trim the hedge behind Seabreeze and \$ \$3.500.00 +GST to reduce the height and shape the trees in front of Villa 17, 46, 84 and rear of Villa 128.

Action: Motion - moved Cheryl Hodges, seconded Tom Shaw that above two quotes for tree lopping be accepted. Unanimous approval.

- **Roof Tile Replacement / Repair project update**

The quote from DS Roofing was approved at the last meeting for \$ 14,421.82 + GST to install valley clips, repoint all ridge caps with flexible pointing and change all broken tiles to the following villas: 71-72,73-74,75-76,77-78,79-80,81,82-83,91-92,93-94,95-96,97-98-99-100. At this stage the works are scheduled for September.

We have requested a quote to complete the same works at the same time to villas:

108-109,110-111,112-113. The quote is currently pending.

- **Manor Roof Leaks – Caretaker Update**

The Remedial works have been scheduled in August to re-seal the roof and valleys and retile and re-seal the area around the kitchen exhaust flue. Full Scope of works will be provided.

- **Water Fountain Works**

Hedge Property has completed the approved works and converted the fountain into a beautiful planter box. The photo below shows the installation of the new drainage system at the base and the new plants.

- **Emergency Assembly Point Sign**

The new sign has been installed as approved at the last meeting.

- **Villa 14 Stormwater – drainage issues.** Eastern Plumbing has submitted a quote for \$ 3,861.82 + GST to supply and install 3 x new ground pits and run a new stormwater line (Approx. 35m) and connect it to the existing pits
- **Villa 163 Stormwater– drainage issues**
Eastern Plumbing has submitted a quote for \$ 2,954.55 + GST to excavate to stormwater drainage, cut out faulty section of drainage and replace with new. The quote also includes removing the existing metal downpipe and replace it.

New action items:

- **Villa 97 – drainage issues**
Eastern Plumbing has submitted a quote for \$ 2,576.36 + GST to excavate down to sewer drainage, cut out faulty section of drainage and replace with new. The quote does not include any turf replacement if required
- **Villa 12 – Stormwater issues**
Eastern Plumbing has submitted a quote for \$ 489.09 + GST to excavate around the stormwater drainage, cut out faulty section of drainage and replace with new.
Action: Motion: Moved Pat Bowen, seconded Tom Shaw that Stormwater issues & drainage issues at villas 14, 163, 97, 12 be approved. Unanimous approval.
- **Pedestrian Gates**
Nicklin Electrical has submitted the quote below for \$900.00 + GST to replace the 2 keypads at the 2 pedestrian gates which are often left open by the residents due to the difficulty of operating the existing keypads.
The proposed new keypads will be the same type of those that operate the street gates which have proved to be much easier to operate and reliable.
Action: Motion: Moved Tom Shaw, seconded John Weeden that quote accepted for new key pads to be installed. Unanimous approval.
- **Gardeners abused by residents**
The Gardening Team have reported a few instances where they have been verbally abused by some residents whilst they were conducting their scheduled gardening and maintenance work. Aveo is committed to maintaining a safe work environment for all Aveo staff, customers, contractors, visitors, and other parties, therefore I would like to ask all residents to please ensure respectful manners are maintained when dealing with Aveo staff and Contractors working onsite.
I would like to thank the Team at Hedge for the great work over the past few months especially during extremely challenging weather conditions and all the Community for your patience and appreciation.
Action: The Chairman commented on behalf of the Committee that they fully supported Management and the gardeners in any action that they might take to eliminate residents' abusive conduct.
- **Painting Program**
Higgins has advised that they would like to start the annual maintenance program with Stage 5 repaint next week Tuesday 5th July starting from villa 101. They will wash and complete the painting and move onto the next villa. They estimate that each villa will take 3 – 4 days to complete. On the 14th of July they will have another crew join in and do the washing of the ILU's. Higgins will provide a more precise schedule next week when they are on site. Higgins will submit a revised quote, and confirmation of final service cost including rise and fall calculations for budget purpose.

Action: Re: Manor building wash. Moved Pat Bowen, seconded Cheryl Hodges that approval is given for External Building Wash of Manor at a cost of \$ 8,750. Unanimous approval.

9. General Business :

9.1 Insurance – George West.

We all acknowledge that Insurance costs are rising steeply & as the Body Corporate is obliged by law to provide insurance for the village, Cosi was asked to investigate the Body Corporate (Peregrian Springs) getting their own quote for their own Insurance coverage.

George West & Pat Bowen were nominated to work on this issue.

9.2 BCC Nominations for 2022/2023.

Nominations received for BC Committee 2022/2023 –

Chairman: George West. Secretary: Cheryl Hodges. Treasurer: John Weeden.

Ordinary Committee Members: Pat Bowen, Tom Shaw, Arnold Vandenhurk.

Date of next meeting: **Friday, 5th August, 2022** at **9.00am** in Gracemere Manor.

Close of Meeting: 10.55 am.

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Chairman

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Date