

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

**COMMUNITY TITLES SCHEME 31142**

**Minutes of Committee Meeting held on  
Friday, 3<sup>rd</sup> March, 2023.  
Gracemere Manor,  
21 Gracemere Boulevard,  
Peregian Springs, QLD 4573**

Meeting commenced: 9.00 am.

1. Attendance: Pat Bowen (Chairman), Cheryl Hodges (Secretary), John Weeden (Treasurer), Keith Van Rangelrooy. Cosimo Ronconi, Community Business Manager.  
Apologies: Tom Shaw, Arnold Vandenhurk.  
Observer: Paul Davis.
2. Confirmation of Minutes of BCC meeting held on 3<sup>rd</sup> February, 2023.  
Minutes accepted as a true & correct record.  
Moved: John Weeden.                      Seconded: Keith Van Rangelrooy..
3. Business arising from Minutes :
  - 3.1 Street Lighting Report from EMF Griffiths - Cosimo Ronconi.  
Refer to Manager's Report, Item 8.
  - 3.2 Stormwater drainage between the back of villas 78 & 79 & school boundary fence -  
Cosimo Ronconi.  
Refer to Manager's Report, Item 8.
  - 3.3 Hedge gardening contract - Cosimo Ronconi.  
Refer to Manager's Report, Item 8.
4. Outward Correspondence:
  - 4.1 Nole Beardwood, 21/2/2023 - Re: Hedge Contract & gardening issues.  
  
Endorsed: Keith Van Rangelrooy.                      Seconded: John Weeden.
5. Inward Correspondence:
  - 5.1 Sylvia & John Nowlan, 15/2/2023 - Appreciation of Body Corporate's role attending to issues in the village.
  - 5.2 Pat Charlwood, 28/2/2023 - Re: Hot Water system replacement.  
  
Received: John Weeden.                      Seconded: Keith Van Rangelrooy.
6. Business arising from Correspondence:
  - 6.1 (re 5.1) Secretary asked to write letter of thanks for kind words expressed in correspondence - appreciated by all committee members.
  - 6.2 (re 5.2) Resident reminded of terms of contract he signed on entry to village (PID)

under the heading “Your obligations about alterations, maintenance and replacement” which clearly states that you must “ replace equipment and appliances if they are worn out, or cannot reasonably be repaired.”

7. Treasurer’s Report : John Weeden –

This report is prepared for the March 2023 BCC meeting with the financial information available for January 2023.

**INCOME**

The Actual Income (excluding Interest) for the month of January was \$2,214 **below** Budget, and the ytd at \$112,703 was also \$2,214 **below Budget**.

**EXPENSES**

There was expenditure in four line items.

Contractor – Pest Control:- \$2,516. The year to date total is \$28,371 and the ytd budget is \$11,667.

The total budget for the year is \$20,000. In the report for last month it was noted that in the six months (June to December 2022) there were seven entries in this category **and three of these were “Recodes”**. *I think a full check should be made on this line item. Nothing has been heard so I again request that a full check be made on this line item*

R&M Plumbing:-\$680 This was for some investigation and rectification in one of the garbage bin areas.

R&M Garden & Grounds:- \$756 This was \$87 for miscellaneous hardware items and \$669 for “con service charge” to The Pump House. **More details please.**

In December a recoded item of \$1,359 was listed for the Community Garden. **Where is the Community Garden?** The Actual ytd is \$25,199 compared to budget of \$18,887.

Painting / SAs:- A recode moved \$2,560 out of this line item to one of the MRFs.

The total expenditure for the month was \$1,392 giving a surplus of \$12,952. The Actual ytd was \$180,140 compared to Budget ytd of \$115,263.

**The Total Year Budget is \$197,593.**

**BALANCE SHEET**

In the Balance Sheet was listed four Term Deposits each of \$50,000 and one of \$53,865. The ANZ Main Operating A/c was \$58,770 but the Bank Statement showed only \$44,738. However in the Reconciliation Report is an “Inter-entity clearing” amount which would bring the bank account to the correct amount.

Total Accounts Receivable was \$47,648 and Total Liabilities was \$3,748 giving Net Assets of \$356,499.

Two term deposits of \$50,000 were due to mature on 30 November and I requested the NAB to reinvest the principal for 15 months and place the interest in the ANZ operating account. **So far nothing has been heard from the bank** and Accounts have been requested to follow up.

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

8. Community Manager’s Report: Cosimo Ronconi.

• **Roof Tile Replacement / Repair by DS Roofing.**

A work order has been issued to DS Roofing for a batch of 2100 for the next lot of villa roofs repairs which have been scheduled on 3<sup>rd</sup> July.

- **Streetlights**  
EMF Griffiths was engaged by Aveo to conduct an External Lighting Lux Assessment and to provide Lighting Recommendations & Budgets. The Report to be tabled at the meeting.  
**Refer General Business.**
- **Stormwater drainage between the back of Villa 78 and 79 and School Boundary fence**  
Suttons has completed the work as previously approved.  
Cosimo is scheduling a meeting with the School Principal regarding the cleaning maintenance of the open drain area across the boundary on the school side. Tree looping and general condition of the area behind the demountable containers beside the Oval are also to be discussed.
- **Manor Rusty Gutter**  
Metalla Constructions has advised that the works previously approved have been rescheduled in March.
- **Gutter Villa 121**  
Metalla Constructions will proceed with the repairs required to the roof gutter as the same time of the Manor works above.
- **New action items:**
- **Gardens keeping – Hedge.**  
Nole Bearwood and Cosimo met with the General Manager of Hedge on March 2nd and discussed the current operational issues and gardens condition.  
Hedge has agreed to provide a pro rata credit to the Village for the period when have had reduced staffing levels for the Period: November to February.  
Luke, the new Hedge Supervisor has commenced on site on February 2<sup>nd</sup>. Luke comes with management experience in the industry and collaborative attitude. We look forward to working with Luke and provide our support as he settles in.  
Alongside Hedge, we are currently planning a catch-up day with the Residents so we can introduce the new team members and have an open discussion and answer any questions from the floor.  
The catch-up date will be communicated as soon as it is confirmed.  
**Refer General Business.**
- **Meeting with Higgins Painting**  
Following the meeting held on February 22<sup>nd</sup>, Higgins will be onsite on the second week of March to inspect the general painting conditions of the village in preparation for quoting for a new annual painting maintenance program.
- **Repairs to water harvest system**  
Following the recent 6 mthly servicing, the Pump House has submitted a quote for \$6,664.18 + GST and repairs required on three water harvest systems (Tank 2, Tank 3 and Tank4) Quote and report to be tabled at the meeting.  
**Action:** This issue will be discussed further in detail at time of Budget preparations.
- **School Parents parking cars in Yarran Road/ Narooma Place**  
Village residents have reported of a few cars parking on the road in front of their villas at school pick up time and requested that Cosimo contacts the school principal to address the issue.  
**Action:** We ask that residents be patient at this one time of the day (week days only) which is ostensibly for a short period of time.

9. General Business :

9.1 Street Lighting – Cosimo Ronconi.

The Report was received from EMF Griffiths regarding the lighting in the village & states that additional lighting is required at a cost of \$76,000.

A letter to be written to Nole Beardwood (Cc Cosimo Ronconi) expressing the Body Corporate’s firm belief that the lighting in this village is a capital replacement item and therefore the responsibility of the Scheme Operator.

9.2 Hedge gardening contract – Cosimo Ronconi.

Cosimo Ronconi has discussed issues with Hedge who followed up with a letter of explanation to all residents in the village.

Hedge’s explanation of recent shortcomings & the labour shortages over the past few months, together with the appointment of Luke as supervisor & head gardener, will hopefully be respected by all residents.

We ask that all residents respect & give all gardening staff the opportunity to display “improved efficiencies and most importantly the quality service you deserve.”

9.3 Unity Water – Cosimo has tentatively organized Melina to meet with Committee members following our April meeting to present facts & figures summarizing the upcoming water metering changes & options before presenting to residents at a General Meeting.

Date of next meeting: ## **Wednesday, 19<sup>th</sup> April, 2023** at **9.00am** in Gracemere Manor.

Close of Meeting: 10. 44 am.

Chairman: .....

Date: .....