

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

Minutes of Committee Meeting held on

Wednesday, 19th April, 2023.

Gracemere Manor,

21 Gracemere Boulevard,

Peregian Springs, QLD 4573

Meeting commenced: 9.00 am.

1. Attendance: Acting Chair - Cheryl Hodges (Secretary), John Weeden (Treasurer), Tom Shaw, Keith Van Rangelrooy, Arnold Vandenhurk.

Cosimo Ronconi, Community Business Manager,

Apologies: Pat Bowen.

Observer: Paul Davis, Assistant Community Manager.

2. Confirmation of Minutes of BCC meeting held on 3rd March, 2023.

Minutes accepted as a true & correct record.

Moved: John Weeden.

Seconded: Keith Van Rangelrooy..

3. Business arising from Minutes :

3.1 Street Lighting – refer General Business.

3.2 Stormwater drainage between the back of villas 78 & 79 & school boundary fence - Cosimo Ronconi. Refer Item 8.

3.3 Hedge gardening contract – refer General Business.

3.4 Meeting with Higgins Painting – Cosimo Ronconi. Defer to next BCC meeting.

4. Outward Correspondence:

4.1 Sylvia & John Nowlan, 8/3/2023 – Expression of thanks for their support.

4.2 Pat Charlwood, 8/3/2023 – Reminder of resident’s responsibilities under PID signed by resident on entry to village.

4.3 Nole Beardwood, 10/3/2023 (from Pat Bowen, Chairman) – Re: Responsibility of additional lighting cost.

4.4 Nole Beardwood, 10/3/2023 – Request for copy of Hedge Gardening Contract.

Endorsed: Arnold Vandenhurk.

Seconded: John Weeden.

5. Inward Correspondence:

5.1 Pat Charlwood, 10/3/2023 – Re: BCC correspondence (regarding replacement of hot water service).

5.2 Jan Corlett, 14/4/2023 – Re: Brick Infills in Sea Oak Drive.

5.3 Nole Beardwood, 18/4/2023 – Re: Lighting.

Cc. (For record only) – Pat Charlwood, 3/4/2023 – Re: Class action against Aveo.

Received: John Weeden.

Seconded: Keith Van Rangelrooy.

6. Business arising from Correspondence:

6.1 (re 5.1) Noted & filed.

6.2 (re 5.2) Referred to Cosi for action – maintenance to inspect & report to Cosi.

6.3 (re 5.3) Secretary to invite Nole Beardwood to next BCC meeting to discuss issue.

7. Treasurer's Report : John Weeden –

This report is prepared for the April 2023 BCC meeting with the financial information available for February 2023.

INCOME

The Actual Income (excluding Interest) for the month of February was \$2,259 **below** Budget, and the ytd at \$126,561 was \$4,772 **below Budget**. This is to be expected as these figures are not at a **quarter** of the year.

EXPENSES

There was expenditure in five line items.

Income Tax Expense:- \$194

Contractor – Pest Control:- Whilst there was no expenditure in February, the Actual Expenditure at the end of January was well above the Total Budget for the year so it is expected that adjustments will be made after the March figures are released.

R&M Roof:- \$380 Repair hole in roof at V108

R&M Building:- \$406 Repair large crack at V170

R&M Electrical:-\$742 Reversing a Reversal for FY22 Accrual *Please explain?????*

R&M Plumbing:-\$2,484 Investigate water problem at V127 (\$1,044). Pump out stormwater (\$1,440). This puts our Plumbing ytd at \$36,010 compared to a total budget of \$25,000.

The total expenditure for the month was \$4,206 giving a surplus of \$9,751. The Actual ytd was \$184,346 compared to Budget ytd of \$131,729.

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 \$61,684 which agreed with the Bank Statement and the Reconciliation Report.

Total Accounts Receivable was \$56,480 and Total Liabilities was \$5,779 giving Net Assets of \$366,250.

TERM DEPOSITS

Three term deposits of \$50,000 were due to mature on 30 November 2022 and I requested the NAB to reinvest the principal for 15 months and place the interest in the ANZ operating account. Nothing was heard from the bank until Natasha Cochrane, Finance Analyst at Aveo HQ, followed up and the deposits (which had been rolled over) were cancelled. Three new investments have been made for a shorter term at 4.1%.

Moved that report be accepted: John Weeden. Seconded: Keith van Rangelrooy.

8. Community Manager's Report: Cosimo Ronconi.

- **Roof Tile Replacement / Repair by DS Roofing.** DS Roofing has advised that the next lot of villa roofs repairs has been rescheduled to commence on 24th July instead of 3rd July.
- **Streetlights**
EMF Griffiths was engaged by Aveo to conduct an External Lighting Lux Assessment and to provide Lighting Recommendations & Budgets. The Report has been tabled at the last meeting and Nole Beardwood has been liaising with Cathy Pashley and Aveo Head Office regarding it.

Action: This issue will be deferred to next BCC meeting when Nole Beardwood will hopefully be in attendance.

- **Stormwater drainage between the back of Villa 78 and 79 and School Boundary fence**
Cosimo met with James Blackley; the new facility Manger of St. Andrew's school to discuss tree lopping and cleaning of the gardens along the boundary fence on the school side.
The school has since cleaned the first section starting from the main entrance and will progress towards to oval area. Cosimo has pointed out the urgency of cleaning the section opposite Villa 78 and 79 to ensure the correct stormwater drainage and the area outside the Emergency Exit gate behind Villa 71. Cosimo will arrange a meeting with James and his gardening Team, Luke, and Hedge Team when the Tree Lopping company is onsite to decide what are the trees along the fence that require trimming.
- **Manor Rusty Gutter**
Metalla Constructions has completed the works approved previously.
- **Gutter Villa 121**
This work was approved previously and was supposed to be complete by Metalla Constructions at the same time of the works on the Manor Rusty Gutter however they haven't. Metalla is now to confirm a new time for this to be complete.
- **Meeting with Higgins Painting**
Higgins will submit the quote for a new annual painting maintenance program this week.
Action: Cosi only received quote this morning – defer to next BCC meeting.
- **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 have been tabled at the previous meeting and will be considered in due course.
Action: Defer to next BCC meeting to discuss with Nole Beardwood.
- **New action items:**
- **Roof gutter drainage issue ILU70**
Eastern Plumbing has submitted a quote for \$ 2,380.00 + GST to supply and install an additional 90mm Nozzle in the gutter of villa 70 and a new downpipe connecting the nozzle to the existing storm water at ground level to resolve current roof drainage issues. **SEE QUOTE ON PAGE 4**
Action: Quote accepted & unanimously approved.
- **Sewerage drainage issue ILU73**
Eastern Plumbing has submitted a quote for \$ 2,140.00 + GST to excavate down to sewer drainage cut out and replace the faulty section. **SEE QUOTE ON PAGE 5**
Action: Quote approved & unanimously approved.
- **Balcony Posts and Tiles ILU50**
The bases of the external posts that hold the balcony roof are rusted out due to moisture ingress + some tiles have cracked and became drummy. We have obtained the following quotes:
Quote 1: Townsend Building for \$ 30K + GST.
Quote 2: Greg McMillan for \$ 14,318 .18 + GST. **SEE QUOTE ON PAGE 6**
To resolve the issue, the quote includes:
 - remove all the balcony tiles.
 - waterproof the balcony slab.
 - reinstall the balcony tiles.
 - repair the metal posts and replace the bases.
 - remove and reinstall the Airconditioning.
 - We have consulted Cathy Pashley and after reviewing the matter she has advised that this cost is responsibility of the Body Corporate.

Action: This issue was first raised 18 months – 2 years ago & has now blown out in cost. Defer to next BCC meeting when Chairman, Pat Bowen & Nole Beardwood will be present.

- **Village Trees Audit**

Following several resident's requests regarding lopping of large tree in proximity of their houses, we have obtained a quote for Top Cut (the Tree Looping contractor) to conduct an audit of all trees in the village and to provide a report with recommendations from the arborist and will flag items in order of priority. The cost quote for this audit is \$ 3,000.00 + GST. **SEE QUOTE ON PAGE 7**

Action: Moved: Keith Van Rangelrooy, seconded: Tom Shaw that this quote be accepted.

Unanimously approved.

- **Waste Collection**

We have been liaising with the Council regarding the waste collection in the village and how to streamline the process:

- Currently the wheelie bins are collected by the Hedge Staff on Monday morning, put onto the Ute, and carried out on Sunrise Place for truck collection.

The bins are then put back by the same staff into the various bin areas throughout the village.

The current arrangement requires a total of 6 hours of labour from the Hedge Staff each Monday.

The bins are left on Sunrise place for large part of the day until they are all sorted.

- Following meetings with the Council Water department, it has been proposed that the bins along Beachgrass Crescent and Crest brook place are collected by the truck from outside the respective bin areas.

This would reduce considerably the labour time required for this task and minimise the bins presence on the street.

No changes are proposed for Links Cove and Sea Oaks as these are no through roads and the truck would not be able to reverse.

- The Council has proposed to trial the Waste collection from Beachgrass and Crest brook place on Monday 24th April.
- At the same time we have reviewed the number of general bins that are normally utilised weekly (60) versus the number of bins that are currently included in the service (83) and the Council has proposed to replace 20 of the general waste bins with green bins for garden waste.
- According to the calculation provided by the Council, this change will produce an annual savings for the Village of \$ 3,800.00.
- This will also contribute reducing the time utilised by Hedge to take the green waste to the tip. We do believe that these proposed changes will allow Hedge to deliver improved services to the Community thanks the additional hours available to work on gardens.

9. General Business:

9.1 Street Lighting – Pat Bowen.

Follow up of Chairman's correspondence to Nole Beardwood (4.3) re responsibility for additional lighting.

Defer to next BCC meeting.

9.2 Hedge Gardening Contract – Cosi Ronconi.

Report on Residents' Meeting with Hedge personnel, Wednesday, 5th April, 2023.

Andrew Fishers & all the Hedge gardening team met with a gathering of many residents on 5th April to explain the staffing difficulties which have plagued the industry over the past several months. Understandably residents have been unhappy with the standard of the gardens but following the meeting we trust that many issues have been addressed & that staffing levels will now be maintained to improve the gardens in the village to a more acceptable standard to residents.

9.3 Unrestrained cats in village - Cheryl Hodges.

Cosi will address this issue with individual owners on his return to work, but in the meantime I remind owners that the Pet Policy states - "... is kept within the resident's unit any adjoining enclosed outdoor area or when outside within the community, on a leash." Also "Cats are required to: be kept inside the residents premises after dark: and wear a bell on their collar."

9.4 Unity Water meeting - a meeting with Unity Water representatives (for all residents to attend) is planned for Friday, 26th May at 10.00am & will be confirmed following our meeting with them later this morning.

Date of next meeting: **Friday, 5th May, 2023** at **9.00am** in Gracemere Manor.

Close of Meeting: 10. 15 am.

Chairman:

Date: