

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

**COMMUNITY TITLES SCHEME 31142**

**Minutes of Committee Meeting held on**

**Wednesday, 5<sup>th</sup> May, 2023.**

**Gracemere Manor,**

**21 Gracemere Boulevard,**

**Peregian Springs, QLD 4573**

Meeting commenced: 8.58 am.

1. Attendance: Pat Bowen (Chair), Cheryl Hodges (Secretary), John Weeden (Treasurer), Tom Shaw, Keith Van Rangelrooy, Arnold Vandenhurk. Nole Beardwood, Community Operations Manager, Qld North.  
Apologies: Cosimo Ronconi, Community Business Manager, Paul Davis, Assistant Community Manager.

2. Confirmation of Minutes of BCC meeting held on 19<sup>th</sup> April, 2023.

Minutes accepted as a true & correct record.

Moved: Tom Shaw.

Seconded: Keith Van Rangelrooy..

3. Business arising from Minutes :

3.1 Street Lighting – Pat Bowen.

The extra cost to be paid by residents to increase street lighting in the “older section” of the village is a major concern to Committee members. Consideration to doing sections at a time will be discussed at our next BCC meeting when Cosi returns.

3.2 Meeting with Higgins Painting – Cosimo Ronconi.

Cosi Ronconi is still negotiating with Higgins on several points in the Contract. Defer to next meeting when Cosi returns. Nole Beardwood suggests that Cosi gets three quotes as the job is quite considerable.

3.3 Repairs to Water Harvest System – Committee & Nole Beardwood.

There are 3 tanks in Lot 3 which run the Recycled Water system – all 3 have failed. If not fixed, it would mean that Lot 3 would switch to Mains Water for everything & consequently everyone’s water bill would rise!

Cosi Ronconi asked to get 2 quotes for this repair job.

3.4 Balcony Posts & Tiles ILU50 – Committee & Nole Beardwood.

Important to note that rust on posts & water damage to tiles was in evidence when present resident moved into unit. Following discussion, a motion was presented to have this work done at a time suitable to the contractor without delay.

Motion: “That the amount of \$15,750 quoted by McMillan, (minus the cost of air conditioner removal/replacement to be paid by Aveo) be approved & that the work be carried out as soon as possible.” Moved: Keith Van Rangelrooy. Seconded: Arnold Vandenhurk. All in favour. Carried.

3.5 Waste Collection Trial, Monday 24<sup>th</sup> April – Paul Davis.

Trial worked well & considerable time was saved by gardeners from having to move bins to end of streets.

Unfortunately, Council advises that as the number of bins supplied to the village will not be reduced, there will not be a reduction in collection charges!

3.6 Unity Water meters – Committee & Nole Beardwood.

Meeting for residents to be held on Friday, 26<sup>th</sup> May with Unity Water representatives in attendance to explain options for billing. As water meters are on Common Property (and following two meetings with Unity Water reps.) the BCC has made the decision that the Property Share Percentage billing is the only acceptable way to go. The BCC decision will be clarified at the meeting with Unity Water on 26<sup>th</sup> May.

4. Outward Correspondence:

4.1 Nole Beardwood, 23/4/2023 – Invitation to attend next BCC meeting, 5/5/2023.

Endorsed: Keith Van Rangelrooy.

Seconded: Arnold Vandenhurk.

5. Inward Correspondence:

5.1 Nole Beardwood, 26/4/2023 – Acceptance to attend BCC meeting on 5/5/2023.

5.2 Steve Hill, 30/4/2023 – Re: Fountain area at Manor entrance.

5.3 Steve Hill, 30/4/2023 – Residents' Quarterly Water Rates – from Unity Water.

5.4 Mike Jordan, 27/4/2023 – Re: Balcony Posts and Tiles.

5.5 Jan Corlett, 28/4/2023 – Re: Waste Collection.

5.6 John Dulley, 3/5/2023 – Re: Junction Beechgrass/Crestbrook.

Received: Keith Van Rangelrooy.

Seconded: Arnold Vandenhurk.

6. Business arising from Correspondence:

6.1 (re 5.1) Noted & filed.

6.2 (re 5.2) Nole Beardwood will ask Cosi to obtain quotes from a landscaper for a) fountain removal & replacement with garden area and b) to return fountain to full function.

6.3 (re 5.3) Committee has decided to support Option 1.1 – Property Share Percentage billing & we advise residents to attend the meeting on 26<sup>th</sup> May where Unity Water representatives will explain the other Option also.

6.4 (re 5.4) This matter is more serious & extensive than at first thought & we now have no option than to go ahead & have it resolved at a time suitable to the Contractor.

6.5 (re 5.5) Further information from the Council is that there is no saving in relation to the rates as every Lot is entitled to one bin. However, the Manager is consulting with Council for further information.

6.6 (re 5.6) As an AWLH resident, John has been advised to speak with Cosi regarding this concern.

7. Treasurer's Report : John Weeden –

This report is prepared for the May 2023 BCC meeting with the financial information available for March 2023. **INCOME**

The Actual Income (excluding Interest) for the month of March was \$957 **above** Budget, but the ytd at \$143,935 was \$3,815 **below Budget**. ***The discrepancy relates to Serviced Apartments Taxable Contributions.***

**EXPENSES**

There was expenditure in six line items.

Income Tax Expense:- \$194

Contractor – Pest Control:- Last month it was noted that this category was well above budget and adjustments were expected. In March there were two re-coding items moving \$15,643 out of this category. The actual ytd (\$12,728) is now \$2,272 below the budget ytd.

R&M Building:- A re-code item of \$406 removed this to R&M General.

R&M Electrical:- \$2,095 for wiring to a time clock. ***Does this relate to the gate?***

R&M Plumbing:-\$3,326 for:- Clean sewer line at V181(\$255); clear blockage at V167 (\$180); supply parts and inspect drainage system (\$684); flush water main (\$1,200); re-code for repair water leak at V144 (\$1,007).

This puts our Plumbing ytd at \$39,336 compared to a total budget of \$25,000.

R&M Garden & Grounds:- \$91 for miscellaneous hardware items.R&M General:- \$406 Re-code item from R&M Building for large crack at V170.

The total expenditure for the month was **minus** \$10,131 (due to large re-coding item in Pest Control) giving a surplus of \$27,647. The Actual ytd was \$174,215 compared to Budget ytd of \$148,195.

**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 \$69,082 which agreed with the Bank Statement and the Reconciliation Report.

Total Accounts Receivable was \$83,588 and Total Liabilities was \$12,639 giving Net Assets of \$393,896.

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

### **8. Community Manager's Report: Cosimo Ronconi.**

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

Contractor: DS Roofing: The next lot of villa roofs repairs has been scheduled to commence on 24<sup>th</sup> July. They are still searching for a lot of tiles to match the colour of the existing.

- **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. Update to be discussed at current Body Corporate Meeting.

- **Stormwater drainage between the back of Villa 78 and 79 and School Boundary fence**

Community Manager (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. CM will arrange a meeting with James and his gardening Team, Luke, and Hedge Team when the Tree Lopping Company is onsite to decide which trees along the fence that require trimming and update this report for next meeting.

- **Gutter Villa 121**

CM Has confirmed with contractor (Metalla Constructions) work will be completed last week of May. CM to provide update to committee at June meeting.

- **Meeting with Higgins Painting**

Higgins has submitted a first proposal for a new annual painting maintenance program for review, Community Manager to follow up with Aveo Regional Facilities Manager on obtaining second quote for June BC 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.

- **Roof gutter drainage issue ILU70**

Work order has been issued to Eastern Plumbing. CM to provide update on completed works in June meeting.

- **Sewerage drainage issue ILU73**

Work order has been issued to Eastern Plumbing. CM to provide update on completed works in June meeting.

- **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 Air-conditioning
- CM has consulted Cathy Pashley (North Coast Strata) and after reviewing the matter she has advised that this cost is responsibility of the Body Corporate.

- **Village Trees Audit**

The quote for Top Cut (the Tree Looping contractor) to conduct an audit of all trees in the village and to provide a report was approved at the last meeting. CM is working with Top Cut to have contractor on boarded with Aveo so work order can be issued. CM to provide an update on status and work completion in June meeting.

- **Waste Collection**

**FROM PREVIOUS MEETING:** 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 24<sup>th</sup> 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.

**Note for current meeting:** Trial with the Truck driver was completed Monday 24 April – CM / ACM to summarise feedback.

If trial successful CM (Cosi) to contact Brooke Brooks [WasteCollections@sunshinecoast.qld.gov.au](mailto:WasteCollections@sunshinecoast.qld.gov.au) and ask to provide the form to change the services as outlined in the correspondence saved in the Folder of this BC meeting and summarized below:

Current service:

79 General waste 240L = \$25, 027.20pa.

79 Recycle waste 240L = FREE for residential

**Proposed new service:**

60 General waste 240L = \$19, 008.00pa

60 Recycle waste 240L = FREE for residential

20 Garden waste 660L = \$6, 832.00pa

This should produce an overall total saving of \$ 3800.00 per year

- **New action items:**

Nil to be raised in current meeting.

9. General Business:

9.1 Chairman’s meeting with Rev. Chris Ivey, Principal, St Andrews Anglican College.

As this meeting occurred only the day before our Committee meeting, Chairman, Pat Bowen will report on its content at the June BCC meeting.

9.2 AGM date - Date set for the AGM of the Body Corporate is Friday, 29<sup>th</sup> September, 2023 at 10.00am in Gracemere Manor.

9.3 Re: R&M Plumbing - Owing to cost exceeding Budget by 36 percent for this financial year, the Committee asks Management to obtain 2 quotes before approval is given.

Date of next meeting: **Friday, 2<sup>nd</sup> June, 2023 at 9.00am** in Gracemere Manor.

Close of Meeting: 11.04 am.

Chairman: .....

Date: .....