

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

**Minutes of Committee Meeting held on
Friday, 4th August, 2023.
Gracemere Manor,
21 Gracemere Boulevard,
Peregian Springs, QLD 4573**

Meeting commenced: 9.00 am.

1. Attendance: Pat Bowen (Chair), Cheryl Hodges (Secretary), John Weeden (Treasurer), Tom Shaw, Keith Van Rangelrooy, Arnold Vandenhurk.
Cosi Ronconi, Community Business Manager,
Apologies: Nil.

2. Confirmation of Minutes of BCC meeting held on 7th July, 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. Discussion deferred until meeting with Nole Beardwood on Thursday, 17th August at 12.30pm.

3.2 Second painting quote – Cosimo Ronconi. Defer to Manager’s Report.

3.3 Repairs to Water Harvest System – Cosi Ronconi. Defer to Manager’s Report.

3.4 Waste Collection costs clarification – Cosi Ronconi. Defer to Manager’s Report.

3.5 St Andrews Anglican College Development – Pat Bowen.

St Andrew’s planning for future development has been in place for approx. 15 years! Limits set for height of proposed buildings were originally set by the Sunshine Coast Council. However, St Andrews has now received over riding approval from State Government Legislation to raise the height of the buildings to 4 storeys.

Letter to be written from the Body Corporate Committee to the Sunshine Coast Council expressing our concerns on behalf of residents.

3.6 Up-grade to fountain area – Cosi Ronconi. Defer to Manager’s Report.

4. Outward Correspondence:

4.1 Nole Beardwood, 19/7/2023 – Re: Cost of street lighting up-grade.

Endorsed: John Weeden.

Seconded: Tom Shaw.

5. Inward Correspondence:

5.1 Eckart Weideling, 7/7/2023 – Re: New Unity Water charges.

5.2 Cc: Bruce Townsend, 21/7/2023 –Re: Maintenance charges. Defer to General Business.

5.3 George & Bronwyn West, 26/7/2023 – Re: Water hazard on back patio.

5.4 Ron Heather, 30/7/2023 – Re: Fault in concrete path Villa 135.

Cc. Hugh Lloyd-Pryce, 28/7/2023 – Re: Hedge – performance, cost & contract problems.

Received: Keith Van Rangelrooy.

Seconded: Arnold Vandenhurk.

6. Business arising from Correspondence:

6.1 (re 5.1) Letter to Eckart explaining the two Options & cost implications.

6.2 (re 5.2) Deferred to General Business.

6.3 (re 5.3) Issue has been addressed by Cosi Ronconi & repaired by Maintenance Contractor, Luke.

6.4 (re 5.4) Issue rectified by Maintenance Contractor, Luke.

7. Treasurer's Report : John Weeden –

This report is prepared for the August 2023 BCC meeting with the financial information available for June 2023

INCOME

The Actual Income (excluding Interest) for the month of June was \$7,440 **above** Budget, and the ytd at \$197,002 was \$2 **above Budget**. When Interest is included the Total Income was \$205,805, \$8,803 **above Budget**.

EXPENSES

Apparently there has been a change in the treatment of GST which needs to be explained.

There was expenditure in six line items.

Quantity Surveyor Reports:- There was an Accrual of \$550 which gave an actual ytd of **minus \$697. How is this possible?**

Contractor – Pest Control:- \$11,689 for Exterra Termite Control. Over the last few months there has been several Recodes and Reversals as can be seen on Detailed Trial Balance for Period 0 to Period 11. In Period 5 a recode item dated 8/12/2022 added \$2,607.23; then in Period 11 an item dated 31/12/2022 added another \$2,607.23. **Is this a duplication?**

Then in Period 12 five varying amounts for Jan, Feb, Mar, Apr and May 2023 are added along with an Accrual for GST. **Can we be sure that these late items are not duplicates of earlier items.**

The final expenditure was \$27,024 compared to a budget of \$20,000.

R&M Roof:- \$2,618 Installation of gutter and downpipe (\$2,380) and “Accrual for GST Denial Jun 23 (\$238)” **What does this mean?**

The final expenditure was \$28,172 compared to a budget of \$26,000.

R&M Building:- \$36 Accrual for GST. **There were three postings to this account and then three recodes removing the three items so this GST charge should no longer be applicable.**

R&M Electrical:- \$1,459 for a diagnosis fee (\$300) and two items totalling \$331 relating to light replacements. **A further item for \$827 relates to “front patio gutter” so should be rechecked.**

The final expenditure was \$13,993 compared to a budget of \$20,000.

R&M Plumbing:-\$10,046. This consisted of two “Unit Respond to call” totalling \$1,490, four repair jobs totalling \$7,728, (unfortunately no Villa numbers were shown) and Accrual for GST \$827.

The final expenditure was \$53,430 compared to a budget of \$25,000.

R&M Garden & Grounds:- \$6,930. This consisted of an Arborist Report for \$3,000, Supply Labour by VPM Property for \$300, supply 10c/m of hoop pine mulch for \$1,942 and “access driveway / patio #29672” for \$1,353. **Need more information please.** Also, an accrual for GST \$331. **This amount should be checked as the GST on these items is \$301 not \$331.**

In last month's report was a comment relating to an amount of \$1,680 for “Easter and Labour Day Mondays for Hedge Landscape” **It was thought that this should not be charged here but there is no recoding taking it out.**

The final expenditure was \$34,929 compared to a budget of \$32,377.

R&M Fountains and R&M Fire Service:- There was no expense this year compared to budgets of \$1,685 and \$9,184 respectively.

R&M General:- While there was no expense this month, the final expenditure was \$7,390 compared to a budget of \$10,000.

R&M TV Antennae:- No expense this month but the final expenditure was \$2,059 compared to a budget of \$1,647.

Painting:- No expense this month but the final expenditure was \$56,952 compared to a budget of \$50,160.

The total expenditure for the month was \$33,328 giving a deficit of \$3,853 for the month. The Actual expenditure for the year was \$223,682 compared to a Budget of \$197,593.

BALANCE SHEET

In the Balance Sheet was listed four Term Deposits each of \$50,000 and one of \$54,000. The ANZ Main Operating A/c was \$85,564 which agreed with the Bank Statement and the Reconciliation Report.

Total Accounts Receivable was \$79,938 and Total Liabilities was \$15,988 giving Net Assets of \$403,515 which compares favourably with the Quantity Surveyor's Report which suggests we should have \$396,916 in the Sinking Fund at 30th June 2023.

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 now been rescheduled to take place in September. (Ref. Quote 9633 for \$ 14,205.00)

- DS has recently advised that they have been able to source a large lot of the tiles coming off a residential roof in August. We will purchase a store the tiles prior to the works.

- **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 previously followed by correspondence between Body Corporate and Aveo.

Action: This issue will be addressed at a meeting with Nole Beardwood on Thursday, 17th August.

- **Annual Painting Maintenance Programme**

Received preliminary quotes from Higgins and Programmed Painting for a 10 Year Painting Maintenance Program of the village. The quotes have been forwarded onto the Aveo Asset and Procurement Teams for review.

Aveo is currently working on a Tender document and seeking a 3rd quote.

The Team is also liaising with Dulux to obtain all relevant technical specifications.

Once the Tender is ready, the Body Corporate will be consulted and involved in the process.

- **Repairs to water harvest system**

Following the recent 6 monthly servicing, the Pump House has previously submitted a quote for \$ 6,664.18 + GST and repairs required on three water harvest systems (Tank 2, Tank 3 and Tank4) In answer to the questions raised by the Committee at the last meeting the Pump house has advised as follows:

- The Pump House currently attends to service every 6 months to carry out all systems testing & service reports and to advise on repairs required, but no reply to proceed on the water harvest system repairs to date.
- The Pump House can show to the onsite Maintenance Team the basic inspection that can be conducted to check the systems operation.
- The Water harvest tanks have a lid requiring only a tool to access – the Pump House can supply one.
- Condition of the tanks as advised & photos supplied prior- require emptying & vacuum cleaned out of silt & tree roots.
- There are Filters on each of the water harvest system - called bag filters, large plastic housing they are easy to access, and staff can be instructed on how to clean them. The Pump House can supply extra bags filters if required. The Pump House will advise on if or when these tanks require vacuum clean comes from each mthly service.

Action: Chairman deferred decision to next BCC meeting. Cosi Ronconi has been asked to check with the Pump House regarding any on-going costs – e.g. regular servicing, etc.

- **Balcony Posts and Tiles ILU50**

Works previously approved are scheduled to Commence on August 7th.

- **Village Trees**

Following the completion of the Annual trees audit, the Community Manager has organised a meeting with Hedge on 04/08/23 to provide the Body Corporate instructions around the annual hard pruning for the smaller trees in the village and to reduce their height to 2M. The contractor Top Cut will then complete the annual lopping of the larger trees as agreed at the last meeting. The quote from Top cut to remove and grind the roots of 2 trees (**ILU106** and opposite **ILU15**) was approved at last meeting and the works will be conducted in August along with the tree lopping. When Top Cut will be onsite, a meeting with the school will be arranged to discuss any trees that require lopping on the school side all along the boundary and Top Cut will provide a quote to the school. **(ILU 107 was also approved at last meeting for tree removal & stump grinding.)**

- **Waste Collection**

The Council has advised that the introduction of green waste bins would come at an extra cost for the village, and they are not prepared to swap any unutilised general waste bin with the green waste type. We hope that the Council will change its policy on this matter in future to support green waste recycling. The new route for the Waste bins collection Truck has proved to be much more efficient for onsite Team.

- **Line Painting Roundabout**

The quote from Action Maintenance was approved at the last meeting and a work order has been issued. Luke has returned from his annual leave this week and will start the work as soon as possible.

- **Water Fountain**

Hedge has resolved the drainage issue and dressed the area with new flower plants.

Cosimo Ronconi left meeting at 10.30am

9. General Business:

9.1 Maintenance charges for residents – Pat Bowen.

An email received from Nole Beardwood, showed that Aveo had changed their policy on charging residents for non-essential work in October, 2021. However, there were no details on what these essential charges, if any, were to residents. Therefore, to get a clearer understanding, we should ask Aveo to spell out what items are essential and therefore no charge to residents.

Date of next meeting: **Friday, 1st September, 2023** at 9.00am in Gracemere Manor.

Close of Meeting: 10.50 am

Chairman:

Date: