

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

Minutes of Committee Meeting held on

Friday, 1st September, 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, Paul Davis, Assist. Community Manager.

Apologies: Nil.

Visitors: Jan Corlett, Bronwyn West.

2. Confirmation of Minutes of BCC meeting held on 4th August, 2023.

Minutes accepted as a true & correct record.

Moved: Tom Shaw.

Seconded: Keith Van Rangelrooy.

3. Business arising from Minutes :

3.1 Street Lighting – Cosimo Ronconi & Pat Bowen. Defer to Item 8.

3.2 Annual Painting Maintenance Programme – Cosimo Ronconi. Defer to Item 8.

3.3 Repairs to Water Harvest System – Cosi Ronconi. Defer to Item 8.

3.4 St Andrews Anglican College Development – Pat Bowen.

3.5 Maintenance charges for residents – Pat Bowen.

Cosi Ronconi is waiting for new handyman, Mark to commence work this week & will then send letter to residents introducing Mark as well as including answers to frequently asked questions from residents which will clarify what is included & what is not!

4. Outward Correspondence:

4.1 Eckart Weideling, 11/8/2023 – Re: New Water meter charges.

4.2 Dan Purdie MP, 21/8/2023 – Re: St Andrew’s Proposed Development.

Endorsed: Keith Van Rangelrooy.

Seconded: John Weeden.

5. Inward Correspondence:

5.1 Eckart Weideling, 17/8/2023 – Re: Unity Water Meters.

5.2 Mike Jordan, 18/8/2023 – Re: July 7th Minutes, Item 3.5

5.3 John Weeden, 29/8/2023 – Re: Street light outside villa.

Received: Tom Shaw.

Seconded: Keith Van Rangelrooy.

6. Business arising from Correspondence:

6.1 (re 5.1) Secretary to forward relevant information to Eckart.

6.2 (re 5.2) Secretary to forward requested information to Mike Jordan.

6.3 (re 5.3) Handyman, Mark to check & to fix if possible.

7. Treasurer's Report : John Weeden –

This report is prepared for the September 2023 BCC meeting with the financial information available for July 2023. Unfortunately little comment can be made as the current budget figures have not been entered into the computer and comparisons of the figures cannot be made against the monthly budget.

INCOME

The Actual Income (excluding Interest) for the month of July was \$5,683; all from residents' contributions but nothing from Aveo Way. Total interest in the Statement of Income & Expenditure was \$1,405 but nothing was shown in the corresponding accounts in the Detail Trial Balance. **Why is this so?**

Total Income for the month was \$7,088.

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 no expenditure shown for this month so ytd is zero but last years actual ytd was **minus \$697. We asked last month how is this possible?**

Contractor – Pest Control:- **Minus** \$1,063 for "Accrual for GST Denial Jun 23". In the Detail Trial Balance for Period 12 last financial year there was an item (with the same code number, RJ00021029, for \$1,063. It seems that all the GST for 2022/23 was added **in** in June 2023 but has now been taken **out** in July 2023 (the new financial year). **Could this be explained, please?**

R&M Roof:- **minus** \$238 for "Accrual for GST Denial Jun23" As for Pest Control above, this is removing GST which was added in June 2023.

R&M Building:- **minus** \$36 Accrual for GST, as above this is removing GST added in June 2023.

R&M Electrical:- **minus** \$133 Four items which had been included in the June Detail Trial Balance (with GST included in the price) were removed but then the same four were then listed with the GST removed. **Last month we asked that one of these items should be rechecked as it contains "front patio gutter" in its description, it is still there.**

R&M Plumbing:- **minus** \$659. As for Electrical above, two items (including GST) were removed and then included again **without** GST

R&M Garden & Grounds:- **minus** \$630. As for items above GST which was added in June has been removed.

In the July and August reports 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.**

In summary it would appear that no expenditure was made and the only items were to take out GST which had been added in June 2023

The total expenditure for the month was **minus** \$2,758 giving a surplus of \$9,846 for the month.

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 \$89,096 which agreed with the Bank Statement and the Reconciliation Report.

Total Creditors & Borrowings was **minus** \$6,590 and Total Accruals & Provisions was **minus** \$1,228 so Total Liabilities was **minus** \$7,818 giving Net Assets of \$413,360.

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 commence on **November 20th**. (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 **September now**. We will purchase and 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. At the last meeting the Committee discussion was deferred until meeting with Nole Beardwood on 17th August. Following this meeting the Committee instructed the manager to obtain a quote for the upgrade the lighting in Links Cove. The quote is currently pending.

- **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.

Dulux Painting was engaged to visit the site and to provide the relevant technical specifications. Dulux visited the site in August and provided the technical specifications to form part of the Tender document. 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 a previous 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 2 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.

Vote taken to accept The Pump House quote – **For:** Four. **Against:** One. Quote accepted.

- **Balcony Posts and Tiles ILU50**

Works previously approved have been completed.

- **Village Trees**

The contractor Top Cut has completed the annual looping of the larger trees to provide 3 meters clearance from the buildings in accordance with the Village bushfire Plan.

As agreed at the last meeting Top cut has removed and grinded the roots of 3 trees (**ILU106** and opposite **ILU15**) (**V107** also included).

The Hedge Team has worked in conjunction with the tree loppers to reduce the height of hedging plants closer to the houses. The green waste has been shredded by the Top Cut Truck.

A meeting with Andrew Fisher, General Manager of Hedge has been scheduled on September 7th to discuss the relevant scope of works part of the Hedge contract regarding ongoing trees maintenance.

- **Line Painting Roundabout**

The quote from Action Maintenance was approved at a previous meeting and the work is now complete.

New Items

- **St. Andrew Development**

Aveo has engaged JF&P Urban Consultants to draft a letter outlining the Aveo concerns in relation to the Submission on the proposed Ministerial Infrastructure Designation for St Andrew's School. The letter will be issued to St Andrew's, the Council and to the local MP in early September and then it will be shared with the Body Corporate.

9. General Business:

9.1 Pat Bowen reported on his visit to Brisbane for a Chairperson's Meeting (with a number of villages' representatives) with Aveo Executives. Reports were given as to the direction Aveo is taking.

9.2 Removal of bush turkey nest - Paul Davis.

Resident requested to engage outside tradesman to remove nest & lay down chicken wire to deter further nest building.

Committee members voted to allow removal of nest but not laying of chicken wire as concern for growth of grass through wire & danger to those mowing grass.

9.3 Following discussion based on advice received from Cathy Pashley, BC Advisor to Aveo, Pat Bowen withdrew Motion 9: Election of Leaseholder/s to Body Corporate Committee.

Date of next meeting: **Friday, 6th October, 2023** at **9.00am** in Gracemere Manor.

Close of Meeting: 11.19 am

Chairman:

Date: