

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

**Minutes of Committee Meeting held on
Friday, 6th October, 2023.
Gracemere Manor,
21 Gracemere Boulevard,
Peregian Springs, QLD 4573**

Meeting commenced: 8.56 am.

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

Apologies: Nil.

- ❖ The Chairman welcomed returning members of the BC Committee following the AGM on 29/9/2023. A welcome was also extended to Bronwyn West as a new Ordinary Committee member.

The Chairman outlined responsibilities for Committee members over the coming twelve months – Pat Bowen would like to see each Committee member more involved in the running of the Committee so will set out an agenda as to how he sees this -

e.g. Administration – Cheryl Hodges & Bronwyn West.

Grounds & Gardens – Pat Bowen & Bronwyn West.

Maintenance – Pat Bowen & Tom Shaw.

Finance – John Weeden with continued consultation with Cosimo Ronconi.

Lighting – Pat Bowen & Keith Van Rangelrooy.

Painting – Pat Bowen & Arnold Vandenhurk.

- ❖ Following discussion & agreement by all Committee members, the following Motion was presented – “To distribute BCC Minutes each month to all residents in the village via the Office’s list of emails & hard copy.” Moved: Bronwyn West.
Seconded: Arnold Vandenhurk. Unanimously passed.
This will commence following the November BCC meeting.

2. Confirmation of Minutes of BCC meeting held on 1st September, 2023.

Minutes accepted as a true & correct record.

Moved: Keith Van Rangelrooy.

Seconded: John Weeden.

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 St Andrews Anglican College Development – Pat Bowen.

No further response at this stage.

3.4 Report on meeting with General Manager of Hedge – Defer to Item 8.

4. Outward Correspondence:

4.1 Eckart Weideling, 4/9/2023 – Forwarded requested copies of correspondence relating to up-grade of water meters by Unity Water.

4.2 Mike Jordan, 8/9/2023 – Re: Minutes of BCC meeting, 7th July, 2023.

4.3 James Blackley, Facility Manager, St. Andrew's, 12/9/2023 – Re: Visit to village, 11th September regarding bush fire hazard rubbish behind fences of villas.

4.4 Dan Purdie MP, 8/9/2023 – Thanks for meeting on 28/8/2023.

Endorsed: Tom Shaw.

Seconded: John Weeden.

5. Inward Correspondence:

5.1 COPY - Hugh Lloyd-Pryce, 12/9/2023 – Re: Hedge gardeners.

Received: Bronwyn West.

Seconded: John Weeden.

6. Business arising from Correspondence:

6.1 (re 5.1) Secretary to reply.

7. Treasurer's Report : John Weeden –

Pat and I had a meeting with Cosi recently to discuss future financial reports. Accounts Dept. now only “balance” the accounts at the end of each financial quarter (September, December, March and June). Further discussion on this will occur at this meeting.

This report is prepared for the October 2023 BCC meeting with the financial information available for August 2023 (not the end of a quarter, so will be brief)

The current budget figures have now been entered into the computer but comparisons with the actual figures are not realistic because they have not been balanced at the end of a quarter.

INCOME

The Actual Income (excluding Interest) for the month of August was \$6,118; all from owner-residents' contributions but nothing from Aveo Way. Total Income was \$6,538.

EXPENSES

There has been a change to the computer programming which makes it harder to identify where expenditure has been spent. The Statement of Income & Expenditure lists totals for each Line Item but the Detail Trial Balance does not identify most projects; only the invoice number.

There was expenditure in seven line items.

Quantity Surveyor Reports:- \$1,800

Insurance Claim Expense:- \$972

R&M Building:- \$14,542

R&M Electrical:- \$526

R&M Plumbing:- \$134

R&M Garden & Grounds:- \$1,650

R&M General:- \$1,396

The total expenditure for the month was \$21,021 giving a deficit of \$14,483 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 \$130,852 which agreed with the Bank Statement and the Reconciliation Report.

Total Creditors & Borrowings was **minus** \$5,264 and Total Accruals & Provisions was **minus** \$1,228 so Total Liabilities was **minus** \$6,492 giving Net Assets of \$398,877.

Moved that report be accepted: Arnold Vandenhurk..

Seconded: Bronwyn West.

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 delivered the lot of the tiles that was purchased in preparation for these 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. Following last meeting the Committee instructed the manager to obtain a quote for the upgrade the lighting in Links Cove. The quotes re currently pending. (EMF and LEADSUN)

- **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 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**

The quote was approved at the last meeting and the works are to be scheduled as soon as the parts required arrive and the Pump House is available.

New Items

- **Road repairs**

Sensus Building Group has completed the repairs to the terracotta pavers across the village. This project totalling \$8,108.00 was paid by Aveo as part of a previous 5-year commitment to allocate \$ 20K per year for village road works.

We are currently sourcing quotes for any additional Road and Paths concrete repairs.

9. General Business:

9.1 Review of AGM held on 29/9/2023 -

BCC for 2023/2024 -

Chairman: Pat Bowen. Secretary: Cheryl Hodges. Treasurer: John Weeden.

Ordinary Committee Members: Bronwyn West, Tom Shaw, Arnold Vandenhurk, Keith Van Rangelrooy.

9.2 Arnold Vandenhurk expressed concern regarding the fire hazard on the Golf Course behind villas in Links Cove. Cosi reported that he will be reviewing the village fire plan next week of all areas of risk. It was decided to wait for Cosi's report & then contact will be made with Golf Course Management.

Date of next meeting: **Friday, 3rd November, 2023** at **9.00am** in Gracemere Manor.

Close of Meeting: 10.17 am

Chairman:

Date: