

BODY CORPORATE FOR AVEO PEREGIAN SPRINGS COUNTRY CLUB

COMMUNITY TITLES SCHEME 31142

Minutes of Committee Meeting held on
Friday, 3rd November, 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, Bronwyn West.
Cosi Ronconi, Community Business Manager. Paul Davis, Assis. Community Manager.
Apologies: Arnold Vandenhurk.

2. Confirmation of Minutes of BCC meeting held on 6th October, 2023.
Minutes accepted as a true & correct record.
Moved: Keith Van Rangelrooy. Seconded: Bronwyn West.

3. Business arising from Minutes :
 - 3.1 Street Lighting – Cosimo Ronconi & Pat Bowen. Defer to Item 9.
 - 3.2 Annual Painting Maintenance Programme – Cosimo Ronconi. Defer to Item 9.
 - 3.3 Review of village fire plan – Cosimo Ronconi. Defer to Item 9.

4. Outward Correspondence:
 - 4.1 Hugh Lloyd-Pryce, 24/10/2023 – Re: Hedge Gardeners’ complaints.
Endorsed: Keith Van Rangelrooy. Seconded: John Weeden.

5. Inward Correspondence:
 - 5.1 Ron Heather, 22/10/2023 – Re: Fault in front patio path.
 - 5.2 Terry & Desolie Gleeson, 26/10/23 – Re: Rubbish clearance over back fence of villa.
COPY - Gary Smith, 21/10/2023 – Re: Light bollard villa 36.
Received: John Weeden. Seconded: Tom Shaw.
 - ❖ Damon Treverton (Operations Manager, Hedge Property Services) joined the meeting at the invitation of Cosi to discuss issues of concern raised by residents & Committee members. Pat Bowen & Bronwyn West will arrange a further meeting with Cosi to discuss responsibilities & obligations of gardeners. This meeting will also include addressing attitudes of some residents towards the gardeners.
Damon left the meeting at 10.08 am.

6. Reports from Committee Members:
 - a) Pat Bowen – discussion re Water Harvest System, Progress of painting contract & Front patio/path fault at villa 135 are all addressed in Manager’s Report, Item 9.
 - b) Letter to be written to Mr Blackley expressing appreciation for clearance of rubbish by school over back fences of villas in Sea Oak Drive.

c) Keith Van Rangelrooy reported on lighting within the village. Keith, Pat & Cosi attended a video conference with a Melbourne based firm, Leadsun which was based on how to improve village lighting. The video outlined the various solutions available to the village. Leadsun was asked to provide a more detailed presentation for Links Cove as this street has been identified as needing urgent up-grading.

d) Bronwyn West – gardens.

Bronwyn has made contact with Luke (head gardener) to discuss the best way forward working together on various issues which may arise.

Villa 162 has had dead hedge removed & tree stump ground at front of villa.

Unanimously approved replanting of this garden bed.

- Pat Bowen expressed appreciation to Cosi Ronconi for the work he has put into preparing figures for the monthly Treasurer's Report. This has eased the workload of the Treasurer & is greatly appreciated.

7. Business arising from Correspondence:

6.1 (re 5.1) Refer Manager's Report.

6.2 (re 5.2) Letter of thanks received & appreciated. Pat Bowen & Bronwyn West to meet with Cosi to discuss responsibilities & obligations of the gardeners. This meeting will also include addressing the attitudes of some residents towards the gardeners.

8. Treasurer's Report : John Weeden –

This report has been prepared for the November BCC meeting with the financial information for September (the end of a quarter so hopefully should "balance"). The Village Manager has extracted information from the Detail Trial Balance and prepared a report for those items relating to only September.

INCOME

The Aveo Way contribution for September has been increased and the Actual ytd income (excluding interest) is \$751 above budget.

Total Income for the month was \$40,919.

EXPENSES

The VM's report makes it easier to relate expenses in the Statement of Income & Expenditure to the Detail Trial Balance. There was expenditure in nine line items but one needs to be queried; this is in R&M Plumbing where an item has been entered twice, removed once but relates to a damaged garage door at V83 so should not be in Plumbing.

There were four over budget for the quarter.

These were:-

Quantity Surveyor Reports:- \$1,250 v \$148

Insurance Claim Expense:- \$972 v \$0

R&M Building:- \$14,542 v \$0

Painting – Community Centre:- \$1,470 v \$375

The total expenditure for the month was \$3,545 giving a surplus \$37,374 for the month; however the quarter ended with a surplus of \$32,736.

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 \$117,251 which agreed with the Bank Statement and the Reconciliation Report.

Total Accounts Receivable was \$74,103 and Total Liabilities was \$9,103 giving Net Assets of \$436,251.

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

9. 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 scheduled to commence on **November 20th**. Ref. Quote 9633 for \$ 14,205.00 was approved by the Committee.

- DS has delivered roof tiles that were 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. Pat Bowen, Keith Van Rangelrooy and Cosimo Ronconi have since attended to a meeting with LEADSUN who will provide a proposal and quote for lights upgrade.

Follow-up: See Item 6c.

- **Annual Painting Maintenance Programme**

Aveo is finalizing the Tender document for an 11 Year Painting Maintenance Program.

- **Repairs to water harvest system:**

The Pump House has provided the update below:

- The 3-x water harvest system job is 9/10s done at the moment:

- System #2: Pump House is still waiting on a supplier mains/tank change over brass solenoid (Burkert), last item to activate system.

Tank emptied, tree roots, silt & sludge vacuum cleaned out by the suck truck.

Control gear replaced. Just require solenoid.

- System #3: On testing (after new Grundfos controller kit installed) requires a new mains/tank change over brass solenoid (Burkert)

The Pump House will need to order one in, so they can complete the repair & final test and activate the system.

Action: Unanimous approval given for The Pump House to purchase new brass solenoid.

- System #4: Tank pumped down via the suck truck, to enable our techs to access tank and remove the pump.

Note - tank bottom ok, not silted up. Pump tested; wet end noisy - worn most likely.

Being Grundfos SQ, replacement required.

The complete system require overhaul, suggest discussion required to see if warranted re cost \$\$\$.

It is very dry, so system does serve a good purpose, rather than using mains water. Aveo management discussion required moving forward.

- **Road repairs**

These rectification works are funded by Aveo as part of a 5-year commitment to contribute to the village road and pathways repairs for a total spending of \$ 20K per year. We are now at year 3 and below is the summary of the relevant works funded by Aveo so far this year.:

- Safe Footpath: works completed in October: Removed all hazard identified in their annual inspection of paths and roads (concrete repairs): 6,354.00 + GST.
- Sensus: works completed in September: Replace broken brick pavers as identified in the safety audit: \$ 7,371.00 + GST.
- The current total spent inclusive of GST is \$ 15K for the year.

New Items

- **Rectification to Sunken floor next to driveway of ILU 135:**

The issue has been reported and it was consequently inspected by the Maintenance Officer.

A Work order has been issued to Action Maintenance to attend to the rectifications as required.

- **Carer Room**

We seek Body Corporate permission to replace the existing fix glassed window of the Carers room on level 2 of the Manor with a type that can open. This is part of our plans to utilise the room for overnight Care staff. Aveo will fully fund the cost.

Action: Unanimously approved.

- **Vegetation School Side:**

The resident of ILU 164 has requested that the school arranges clean up of the garden area along their side of the boundary fence.

10. General Business:

10.1 Village Bush Fire Plan – Cosi has undertaken a full review of this plan.

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

Please note change of date for meeting.

Close of Meeting: 11.12 am

Chairman:

Date: