

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

**COMMUNITY TITLES SCHEME 31142**

**Minutes of Committee Meeting held on  
Friday, 1<sup>st</sup> March, 2024.  
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.  
Cosimo Ronconi, Community Manager, Nole Beardwood, Community Operations Manager, Lisa Morrison, Assistant Community Manager.  
Apologies: Arnold Vandenhurk.

2. Confirmation of Minutes of BCC meeting held on 2<sup>nd</sup> February, 2024.  
Minutes accepted as a true & correct record.  
Moved: Bronwyn West.                      Seconded: Tom Shaw.

3. Business arising from Minutes :

3.1 Street Lighting – Cosimo Ronconi & Pat Bowen. Defer to Manager’s Report.

3.2 Annual Painting Maintenance Programme Contracts – Cosimo Ronconi.

Following many discussions both at Committee meetings and with Nole Beardwood & Cosi Ronconi, Committee members unanimously voted to accept Programmed Property Services quote. However, before a final decision is made this proposal will have to go to an EGM of residents for consideration & ratification of the contract.  
Residents to be notified date of meeting to be held within the next few weeks.

3.3 Repairs to Water Harvest System – Tom Shaw. Refer to Manager’s Report.

3.4 ILU 141, Sewage Pipes & Drains – Cosimo Ronconi. Defer to Manager’s Report.

3.5 ILU 130 – Garden Drains Issue – Nole Beardwood. Defer to Manager’s Report.

4. Outward Correspondence:  
Nil.

5. Inward Correspondence:

5.1 Karen & Peter Wright, 29/1/2024 – Re: Hedge Contract failure.

5.2 David Figgins, 30/1/2024 – Garden issues.

5.3 Helen Shedden, 13/2/2024 – Drainage issues.

5.4 Terry & Desolie Gleeson, 20/2/2024 – Re: Stormwater Drain.

5.5 Jill & Gerald Webber, 27/2/2024 – Re: Gardening at Aveo Peregian Springs.

5.6 Bronwyn and Arch Kennedy, 27/2/2024 – Re: Gardening Services.

❖ COPY – Merv Maxwell, 1/2/2024 – Ground Rubbish - Units 170-175.

❖ COPY – Bruce Townsend, 9/2/2024 – V180 Garden Maintenance.

❖ COPY – Peter & Karen Wright, 12/2/2024 – Gardening Contract for Peregian Springs.

❖ COPY – Bruce Townsend, 15/2/2024 – PSCC Gardening V180.

Received: Keith Van Rangelrooy.

Seconded: John Weeden.

6. Business arising from Correspondence:

6.1 (re 5.3) Cosimo Ronconi to follow up for action.

6.1 (re 5.4) Cosimo Ronconi to follow up for action.

7. Reports from Committee Members:

1) Keith Van Rangelrooy –

Refer to General Business Item 10.2.

8. Treasurer's Report : John Weeden –

This report has been prepared for the March BCC meeting with the financial information for January 2024 (not the end of a quarter so probably will not “balance”).

**INCOME**

The Actual ytd income (excluding interest) is \$11,859 **below** budget (as no Aveo Way contributions for the month have been added in.)

Total Income for the year to date was \$108,580 which is \$13,718 **below** budget.

**EXPENSES**

In the report for the February meeting a number of items were queried but none of these have been adjusted in the January figures. I have had a meeting with the Community Manager and he has a meeting arranged with Accounts Dept shortly and these items, listed below, should be adjusted then.

**Quantity Surveyor Reports.**

Actual ytd is \$1,250 v Budget of \$296. Accounts Dept have to accrue one invoice across five or six accounts so hopefully it may be sorted out by the March quarter. Note 1

**Rates – Council**

There are three recoded items (totalling \$557) for “Council Charges”. We have never had these charges before and there is no money in that budget item. ***This should be checked.*** Note 1

**Contractor -Pest Control**

Actual ytd is **minus** \$717. Accounts Dept have some accruals in the account so we will check again after March figures are available. Note 1

**R & M Fire Service**

The Five Year Pressure Test was carried out but more work (costing \$20,961) was done on Fire Hydrant Maintenance than originally authorised so this is still under review.

Two further items (totalling \$4,040) relating to Termite baiting have been recoded in – ***this is obviously an error.***

Note 1

**R & M General**

As mentioned above an item for \$972 has been recoded in from Insurance Claim Expense. Note 1

Also a recoded item relating to “instal ramp tiles” costing \$1,147 should be rechecked for more information.

Note 1. These items will be checked with Accounts Dept.

The only expenses posted during January were in Plumbing and Garden & Grounds.

**R & M Plumbing:-** \$1,368. Consisting of \$1,131 for testing of backflow prevention device and \$255 for cleaning of sewer line at V181.

**R & M Gardens & Grounds:-** \$318 for various miscellaneous hardware items.

The total expenditure for the year to date was \$98,413 which is 25% below the budget of \$130,925.

## **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 \$105,437 which agreed with the Bank Statement. Three Term deposits matured today and were rolled over for 1 year at 5%.

Total Accounts Receivable was \$56,659 and Total Liabilities was \$2,414 giving Net Assets of \$413,681.

Moved that report be accepted: John Weeden.

Seconded: Cheryl Hodges.

### 9. Community Manager's Report: Cosimo Ronconi –

#### • **Streetlights**

This item will be revisited along with the Energy Saving project which Aveo is currently working on.

**Discussion:** The following Motion was put by Keith Van Rangelrooy – “That the Body Corporate will no longer discuss or debate the issue of the inefficient and non compliant street lighting within the Peregian Springs Country Club.”

**Moved:** Keith Van Rangelrooy. **Seconded:** Bronwyn West. Unanimously endorsed.

Subsequently, the Body Corporate's only responsibility in this area is the repair of existing lighting. Aveo will in future use their lighting consultants to see what requirements are necessary for the village.

#### • **Annual Painting Maintenance Programme**

Higgins and Programmed Maintenance have submitted their quotes in line with the Tender document for the 11 Year Painting Maintenance Program. The quotes are currently under review.

#### • **Repairs to water harvest system:**

The Pump House has completed the work previously approved.

- Water Tank n.1: Working correctly.
- Water Tank n.2: Working correctly.
- Water Tank n.3: Working correctly but the outside enclosure of the electric panel is rusted out and will need to be replaced at some point. The Pump House has requested that we install a shield over it to protect the equipment from weather agents.
- Water Tank n. 4: Not working and due to its poor conditions, the Pump house recommends leaving it decommissioned at this point. Pump House will provide a quote for the consideration of the Committee.

**Action:** Cosi will liaise with Tom Shaw to investigate faults highlighted by Tom.

#### • **Manor Roof:** Roof inspection was conducted on November 23 and 6 sections were identified for repairs as per report attached. Aveo Facilities Management is seeking quotes for the rectifications required.

#### • **ILU 26 – Drainage Failure:** Eastern Plumbing has completed the works approved at the last meeting.

#### • **ILU 141 –Sewage Pipes and Drains**

The Recent drain camera surveyed conducted by Skipper Plumbing on Unit 141 internal sewer line identified a damaged section of PVC pipe work allowing root ingress, causing drain to continually block up. The fractured pipe work is located under building slab making conventional excavation and repair difficult.

Skipper submitted a quote for \$3,750.00 + GST to conduct a camera survey to calibrate all connecting plumbing fixtures - Install a 100mm Nuflow internal repair Liner to damaged pipe work, encasing single fracture, eliminating further root and water Infiltration.

**Action:** Quote for \$3,750.00 + GST approved unanimously.

- **ILU 130 – Garden Drains Issue**

As approved at the last Body Corporate meeting, Eastern Plumbing completed the first part of their recommended works and undertook a scan for services surrounding Villa 130, obtaining ground levels and the existing stormwater levels. A report has been provided and the cost of this work was \$2,250.00. Coinciding with this scoping work, the decision was made to obtain a second opinion from an alternative contractor, Skipper Plumbing. Skipper engaged a robotic CCTV tractor camera to undertake a deep inspection of the concrete stormwater pipes to assess reasons which may have caused the back up of stormwater. A large root ball was located, which had cracked part of the storm water pipe. The root ball has now been cleared and scoping for repairing the pipe works are underway.

- **Groundskeeping – Hedge**

After the Christmas holidays Hedge has experienced shortage of staff for various reasons, including a serious staff injury in the workplace. Hedge has arranged gardeners from other sites to help on some days however the work schedule has fallen well behind, and we have received several complaints from residents in this regard. The situation has been escalated to Aveo senior management and Hedge has adjusted their monthly billing for January and February to reflect the labour hours that have been provided during this time. Hedge Management has apologised for any inconvenience. Hedge has since recruited 3 new Team members taking to 4 the number of men currently working onsite. Hedge Management are planning to send a 5th worker to assist the team one day per week starting from the second week in March until the Gardens are back to the expected levels of keeping.

## **New Items**

- **Back of ILU 78 and 79 - Storm water drain in St. Andrew's land.**

With reference to the Resident's correspondence we have issued the following work orders:

- Suttons: To clean the large storm water drain located in the village land.
- Flick: to inspect the area for any rodent activity.
- A meeting to be arranged with the school representative to inspect the drain system located on school land and to discuss ongoing maintenance as required.

- **ILU 117 Application for Pet enclosure**

The new residents have completed an application to build an enclosed area outside the laundry door which will require approval of the Body Corporate.

**Action:** Bronwyn West to inspect site of proposed enclosure with Cosimo Ronconi.

- ❖ **Villa 184 – blocked drain.** Pat Bowen.

This item has been on the Agenda for over 6 weeks now & has still not been resolved.

The matter was brought to Cosi's attention before his recent trip to Italy & was raised again 3 weeks ago owing to the continued flooding of the road. Skipper Plumbers addressed the issue by draining the water out of the tanks but failed to find the cause of the blockage.

The plumber advised that it would require a camera down into the tank to investigate the problem but as yet they have not returned to complete the job.

## **10. General Business:**

### **10.1** New Gardening Contracts – Pat Bowen.

Many negative reports have been received from residents throughout the village and of course with all seven members of the Committee also affected, we understand and have been very concerned at the state of the village grounds and gardens over the past several months.

Time and again at each meeting discussion has revolved around this issue and Committee members have been asked for their thoughts on what residents would expect from the Gardens & Grounds Contractors.

Some thoughts put forth have been –

- a) the obvious expectations of a fair work ethic from the contractors’ employees.
- b) that residents receive fair value for their levy contributions each month.
- c) regular meetings between the Community Manager and Team leader who should have gardening qualifications.
- d) work hours to start at 7.00am.
- e) increase to 4 gardeners.
- f) that the contractor will strictly adhere at all times to the agreed schedule and agreed scope of works, weather permitting.
- g) that on completion of the new Garden Contract, residents are given in writing, a clear understanding of what the new Contract will cover as well as the responsibilities of the gardeners to avoid any misunderstanding in the future.

10.2 Council rubbish collection trucks current system – Keith Van Rangelrooy.

Keith has received several complaints regarding the current system of the garbage trucks which empty the bins each week in Beachgrass Crescent & Crestbrook Place.

Main complaints are of noise, smell and damage to the road surface.

Cosi will look into the road surface issue but reports that the current system is working well & is more beneficial than previously for these two streets.

Cosi acknowledges that there are problems with the cleaning of all the bins in the complex and has purchased a new pressure cleaner which it is hoped will alleviate this problem!

As the garbage collection is only once a week, Body Corporate Committee members do not see the need to change the current system.

Date of next meeting: **Tuesday, 2<sup>nd</sup> April, 2024** at **9.00am** in Gracemere Manor.

**Please note change of next meeting date.**

Close of Meeting: 11.12 am

Chairman: .....

Date: .....