

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

**COMMUNITY TITLES SCHEME 31142**

**Minutes of Committee Meeting held on**

**Tuesday, 2<sup>nd</sup> April, 2024.**

**Gracemere Manor,**

**21 Gracemere Boulevard,**

**Peregian Springs, QLD 4573**

Meeting commenced: 8.59 am.

1. Attendance: Pat Bowen (Chair), Cheryl Hodges (Secretary), John Weeden (Treasurer), Tom Shaw, Bronwyn West, Arnold Vandenhurk. Cosimo Ronconi, Community Manager, Nole Beardwood, State Manager – Operations, Lisa Morrison, Assistant Community Manager.

Apologies: Keith Van Rangelrooy.

2. Confirmation of Minutes of BCC meeting held on 1<sup>st</sup> March, 2024.

Minutes accepted as a true & correct record.

Moved: Bronwyn West.

Seconded: Tom Shaw.

3. Business arising from Minutes :

3.1 Annual Painting Maintenance Programme Contracts – Cosimo Ronconi.

A wide ranging discussion ensued regarding the contracts as presented by Programmed Property Services and Higgins.

The Chairman then asked Committee members to cast a vote regarding their recommendation of contractor based on all the information available – i.e. job description and costs.

Result: Programmed Property Services – 1 vote

Higgins – 3 votes

Abstain – 1

Therefore, Higgins is the favoured contractor for an 11 year Painting and Painting Maintenance programme at Aveo Peregian Springs Country Club.

FOOT NOTE: Aveo is considering options to ensure that procurement policies and processes are followed and proper estimates are received for multiple contractors.

❖ Nole Beardwood left the meeting at 9.45am.

3.2 Repairs to Water Harvest System – Tom Shaw.

Tom reports that the system is working well at present without problems.

Now off the Agenda.

3.3 Storm water drain at back of villas 78 & 79 – Cosimo Ronconi. Defer to Item 9.

3.4 Blocked drain in front of villa 184 – Cosimo Ronconi. Defer to Item 9.

4. Outward Correspondence:

4.1 Cosimo Ronconi, 7/3/2024 – Re: BCC Approval for Outside Pet Enclosure – v. 117.

4.2 Peter & Karen Wright, 13/3/2024 – Re: Hedge Contract Failure.

4.3 Terry & Desolie Gleeson, 13/3/2024 – Re: Issue with stormwater drain.

- 4.4 Jill & Gerald Webber, 13/3/2024 – Re: Gardening issues in village.  
4.5 Helen Shedden, 13/3/2024 – Re: Drainage issue in front garden.  
4.6 Bronwyn & Arch Kennedy, 16/3/2024 – Re: Gardening issues in village.

Endorsed: John Weeden.    Seconded: Tom Shaw.

5. Inward Correspondence:

- 5.1 Bronwyn & Arch Kennedy, 17/3/2024 – Acknowledgement of Correspondence re Gardening Issues.  
5.2 Chris & John Warrick, 26/3/2024 – Re: Gardening issues.  
5.3 Jan Corlett, 27/3/2024 – Re: Attendance at BCC Meeting.

Received: John Weeden.                      Seconded: Tom Shaw.

6. Business arising from Correspondence:  
Nil.

7. Reports from Committee Members:

Chairman, Pat Bowen gave a report of his recent attendance at the Aveo Chairperson Round Table conference in Brisbane.

The following is a brief overview –

- Industry sales show a record two years running
- Residents' referrals represent 30% of sales
- Growth of care at home to 1,000 residents is expected to double next year.
- Following demand from residents for personal content insurance, Aveo has arranged with the AON group (the main Insurance company for overall villages) to provide this cover through a subsidiary company – AFFINITY. This company can provide services covering contents that some other Insurance companies refuse to cover. It could be worth a call when your contents insurance is due for renewal.

8. Treasurer's Report : John Weeden –

This report has been prepared for the April BCC meeting with the financial information for February 2024. Attached is the revised report as requested by the Chairman of the BCC and provided by the VM. It will be noted that Actual Income ytd is above Budget.

Also, in the Notes column, an invoice for \$6,270 is to be moved from R&M Roofs to R&M Electrical which will alter their respective ytd totals but will not change the Total Expenditure which is \$32,353 **below** budget.

Also attached is a copy of the Balance Sheet showing the Main Operating A/c of \$142,878 which agrees with the Bank Statement and Reconciliation Report.

Net Assets is shown as \$427,304

A list of items to be checked has been given to the VM.

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

9. Community Manager's Report: Cosimo Ronconi –

- **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 Tanks n.1,2 and 3 : Working correctly.
  - Water Tank n. 4: Not working and Pump house recommends leaving it decommissioned at this point.
- **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.
- **Grounds keeping – Hedge**

Following various meetings on site, Hedge has submitted the plan below for the gardening maintenance schedule:



PEREGIAN SPRINGS - MONTHLY SITE PLAN

Week One – Mow all Zones  
Week Two –Zone One & Two Garden Maintenance  
Week Three – Mow all zones  
Week Four – Zone Three & Four Garden Maintenance

This is all weather dependant and any overlaps caused by weather will simply continue into the next week.

Mowing will be priority through Spring & Summer.



- **ILU 141 –Sewage Pipes and Drains**

Worked approved at last meeting have been completed.
- **ILU 130 – Garden Drains Issue**

The works previously approved have been scheduled on 16<sup>th</sup> April.
- **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.
- Aveo: to write a letter to St. Andrew in relation of the maintenance requirement of the garden areas located along the boundary fence.
- **ILU 117 Application for Pet enclosure**  
The application has been approved by Community Manager after meeting with the residents and Body Corporate Representative.

**New Items**

- **Blocked Stormwater drain, Sea Breeze in front of ILU 184**  
A work order has been issued to Skipper plumbing to:
  - Engage Drain service to complete unblocking and Robotic CCTV Tractor Camera,
  - Install commercial truck water jet to clear tree root intrusion.
  - Survey condition of stormwater pipe with a Robotic CCTV Tractor Camera on completion supply report and photos.

***Allowance:***

Labour: 4- 6 hrs @ \$ 121.00 per hr, inc. GST

Commercial truck water jet: 4-6 hrs @ \$295.00 inc. GST plus dump if required.

Tractor CCTV: 4 -6 hrs @ \$285.00 inc. GST

10. General Business:

10.1 Painting & Painting Maintenance Contract – the Chairman requested that a letter be sent to the Community Manager, Cosimo Ronconi, advising him that a majority of Body Corporate Committee members recommend that we accept the Quotation from Higgins to carry out the 11 year contract for Painting and Painting Maintenance at Aveo Peregian Springs Country Club.

10.2 The Chairman, Pat Bowen will be absent from the May BCC meeting – Secretary, Cheryl Hodges will Chair the meeting in his absence.

Date of next meeting: **Friday, 3<sup>rd</sup> May, 2024** at **9.00am** in Gracemere Manor.

Close of Meeting: 10.25 am

Chairman: .....

Date: .....