

**PEREGIAN SPRINGS COUNTRY CLUB
RESIDENTS' ASSOCIATION MINUTES**

Friday 11th December 2015 at 9.00 AM in Gracemere Manor,

1. Attendance, Chairman, Pat Bowen; Treasurer, John Davies; members, Desolie Gleeson; Bronwyn West; Village Manager, Sharon Bateman; Village coordinator Leigh Kersnovske; minute recorder George West; apologies; Jan Corlett; Steve Hill.
2. Minutes of previous meeting, moved by John Davies, seconded by Bronwyn West, that the minutes be accepted.
3. Business arising from previous meeting.
There was no business arising from the previous minutes.
4. Inward Correspondence:
 - 4.1 Email from the Village coordinator regarding Manor cleaning.
 - 4.2 Letter from the Sunshine Council regarding pension concessions for least properties.
 - 4.3 Email from the village coordinator regarding the Men's shed.
 - 4.4 Letter from AVEO the State Chair Lunch.
 - 4.5 Letter from the Body Corporate Committee regarding Community Management Scheme.
 - 4.6 Letter from The Body Corporate Committee regarding "stepping stones".
 - 4.7 Letter from Bryan Milner regarding the village newspaper delivery.
5. Outward Correspondence:
 - 5.1 Letter to AVEO regarding over charge for Manor limited lease residents for council rates and water rates charges.
 - 5.2 Letter to the Village Business Manager regarding sharing the bus with Lindsay Gardens.
 - 5.3 Letter to the Village Business Manager regarding cleaning the Manor.
 - 5.4 Letter to the Village Business Manager regarding the Men's shed.
 - 5.5 Letter to the Body Corporate Committee regarding the Community Management Scheme.
 - 5.6 Letter to the Body Corporate Committee regarding "stepping stones".
 - 5.7 Letter to the Sunshine Coast Council regarding rate concession for pensioners.

MOTION That the inwards correspondence be accepted and the outwards endorsed. Moved by John Davies, seconded Desolie Gleeson.

Residents should note that copies of all inwards and outwards correspondence are available for viewing on the resident's web site <http://www.psc.org.au> under the menu item "MINUTES" and sub item "AGENDA" look for agendas of committee meetings.

6. Business arising from Correspondence:

Ref 4.1 Discussion: Bronwyn West said that no cleaning had been done in the Manor. The village coordinator stated that the original cleaning company had said that they did not want to do the job, consequently other quotes had been sought from other companies. A suitable quote had been received and a “catch up” clean will be done on the 19th December 2015. If this company perform OK they will then continue to do the general clean on an ongoing basis. Pat Bowen asked what the position of Sodexo was as their impact has very little effect on this village. The Village Business Manager said that all contractors must be approved for insurance, liability and qualifications and Sodexo was the approving body. Pat Bowen commented that normal yearly events such as servicing the air-conditioning units were no longer being done. The Village Coordinator said that Sodexo did not cover this type of activity and the reason that the a/c service was not done was that it was very difficult to get tradesmen to quote on jobs and also turn up on the day. The Village Business Manager said that Sodexo played an important role in getting better prices for bigger picture items crossing all villages like electricity, caterers, and kitchen consumables and are currently working on Linen.

Ref 4.2 Discussion: John Davies commented that obviously the council will take no action on this issue this fiscal year but have indicated that it may be considered for next fiscal year. Pat Bowen asked the Village Business Manager if AVEO was doing anything. The Village Business Manager said that AVEO had written to the council as had other villages in the region. The Village Business Manager said she has had discussions on this issue with a candidate for the council for the next elections in March. Some general discussion continued and it was agreed that the issue should be raised at the next Quarterly general meeting seeking support from the free hold residents for their lease hold neighbors. This could be in the shape of a petition to be sent to the council with a copy to the local State member Glen Elmes.

Ref 4.3 Discussion Pat Bowen said he was disappointed at the outcome, however the Village Coordinator reiterated that the “red tape” to establish the shed was enormous. Every tool and electrical outlet would need to be tagged. The insurance implications if there was an accident could cost the village a huge amount of money. Any men who wanted a shed could go to the men’s shed in Coolum.

Ref 4.4 Discussion Pat Bowen reported on the lunch hosted by the General Manager Operations and the CEO of AVEO for all chairpersons of residents associations from the Queensland villages. He said that most villages have the same problems and issues as Peregrine Springs. He felt that the lunch was a good initiative and should be continued. John Davies commented on the part in the letter regarding Sodexo and inquired what the “key performance indicators” were for Sodexo and who reviews their performance. He also said that given the PPS contract comes up for renewal next March, what were their KPI’s. There followed a general discussion on the maintenance portion of PPS contract and the need for a full time maintenance/bus driver next fiscal year. All committee members agreed that this should be considered in detail prior to next fiscal year’s budget deliberations.

Ref 4.5 Discussion the committee had no further discussion on this matter.

Ref 4.6 Discussion the committee had no further comment on this matter.

Ref 4.7 Discussion Pat Bowen commented that if this is an important issue for Bryan Milner then he could organize a small group of volunteers, similar to the group that raised and lowered the flag each day, to deliver the newspapers. Pat Bowen said that he does not have a newspaper delivered however he would be happy to be a volunteer.

Ref 5.1 Discussion No answer to this letter has been received. The Village Business Manager said that Kerstyn George had left the company the same week she would have received the letter. The Village Business Manager went on to say that AVEO had considered the issue and believe the charges are correct. The Village Business Manager will ensure that the committee receives a written response on this issue.

Ref 5.2 Discussion The Village Business Manager said that no decision had been made and that Richard Andrews will make the final decision in due course. The Village Business Manager said that in the last few weeks the village bus had required \$500.00 worth of repairs and Lindsay Gardens bus had \$9,000.00 spent on repairs. The Village Business Manager said that she was very confident that the bus would not be shared however she had not received anything in writing to confirm this.

Ref 5.3 to 5.7 Already covered.

7. Treasurer's Report and summary report are attached and will be pinned to the notice board for perusal. John Davies explained that expenditure was up for this month however that is to be expected due to the number of functions taking place in November. John Davies said that a financial report for all funds had been received up to the end of October, however there were many mistakes, wrong allocations and expenses being charged to the wrong funds. The reports have been sent back to accounts for correction. Pat Bowen asked why there had not been a meeting of the finance sub-committee at the end of the first quarter as this would have highlighted the mistakes earlier. The Village Business Manager said that Richard Hughes had agreed to have a six monthly meeting instead. The first meeting of the finance sub-committee is now scheduled for the first or second week of February 2016.

ASSETS	
Bank	\$10,216.85
Imprest AC	\$2,350.08
SC Float	\$200.00
Bar Float	\$200.00
Petty Cash	\$81.25
Bar Stock	\$2,863.00
Total	\$15,911.18

Treasurer's Summary Report 05/12/2015

Bank Balance at 31/10/2015 \$10,515.47

Deposits \$ 5722.93

Expenses:-

Bar supplies \$2,290.71

Melbourne Cup Drinks \$ 162.00

Skip Bins \$ 680.00

Library Supplies \$ 193.20

Memorial Day \$ 331.45

Bowlers Trophies \$ 200.00

Total Expenses \$4237.86

Outstanding Cheque \$1,475 Leukemia Foundation

Bank Balance at 30/11/2015 \$12,000.54

An increase of **\$1485.07**

John Davies

Treasurer.

The motion to accept the treasurer's report was moved by John Davies and seconded by Bronwyn West.

8. Village Manager' Report is on the website

8.1 Hours The Village Business Manager reported that the Village Coordinator will now be called the Village Site Manager, her hours will still be 8.30 am to 4.30 pm however the administrator will work from 9.00 am to 5.00 pm meaning the office will be open for an extra half hour each day.

8.2 Finance sub-committee meeting Covered

8.3 Refurbishment/Communication Operations are now involved with Development in this

project. Still scheduled for February 2016.

8.4 Christmas hours/public holidays the office staff will take a few days off but not at the same time. The Village Business Manager will not be having any time off.

8.5 Massage Therapist. The Village Business Manager reported that as there were now more apartments available in the Manor therefore the Therapist can stay, however this will be reviewed in March 2016.

8.6 Audits The Village Business Manager reported that there were numerous audits taking place at the moment that is taking up a great deal of time. These audits are for accreditation and OH&S compliance and are important for all residents.

8.7 Comlink Community Transport The Village Business Manager reported that Comlink will transport residents to and from medical appointments at a much cheaper rate than a taxi. There contact phone number is 1300 761 011. This information will also be in the next Newsletter.

8.8 The Village Coordinators report is on the website. The committee had no questions for this report.

Pat Bowen asked the Village Business Manager what was happening with the club chairs in front of the bar. The Village Business Manager said that Debbie Coughlan reported to the Body Corporate Committee that all furniture had been put on hold, consequently the chairs will not be replaced in December as promised but now in February 2016 at the refurbishment.

Pat Bowen asked the Village Business Manager if the policy on visitors staying when the residents are away had changed. He went on to say that he had been contacted by a resident who informed him that two visitors were house-sitting a Villa while the residents were on holiday and that this was approved by management. The Village Business Manager asked, "What is the problem"? The visitors were over 65 years of age and as long as there was no trouble then it was OK. Bronwyn West pointed out that this contravened the PID and in several cases in her area a resident had complained when relatives had stayed in villas alone during medical emergencies and the Village Business Manager may find that this decision will be challenged. After the Village Business Manager had left the meeting further discussion took place on this matter with the committee agreeing that the only exception to the policy should be in medical related circumstances only, regardless of the age of the visitor.

The motion that the Village Business Managers report be accepted was moved by Bronwyn West and seconded by Desolie Gleeson.

9 Sub-Committees' Reports: All reports are on the website.

9.1 Social report

Desolie Gleeson said that there were 90 people attending the Carols by Candlelight function. It was decided that the event would be held inside the Manor and that the food would be served at the half way interval.

9.2 Maintenance Report

Bronwyn West reported that PPS has asked for a new lawn mower which would be a capitol replacement item. The Village Business Manager said that PPS owned the lawn mower and they should replace it. Pat Bowen commented that he was sure that PPS purchased the lawn mower from AVEO at the beginning of their contract. The Village Business Manager was asked to clarify who owns the lawn mower.

9.3 Manor Report

John Davies commented that on the day that the school children came to entertain the residents some Manor residents become anxious as the bus was delayed. The Village Coordinator explained that the children turned up early and upset the planned timetable. Some residents missed the event due to this anomaly.

9.4 Commemorations report

There was no report.

9.5 Activity Groups report

Already covered. There were no questions for this report

9.6 Library report

There was no Library report.

9.7 Bar report

There was no bar report.

The Village Manager and Coordinator left the meeting.

10 General Business

10.1 Gift for Ronnie Marshall.

Moved by Bronwyn West and Seconded by John Davies the motion that a bottle of Scotch be presented to Ronnie Marshall for his volunteer work on the pool which saves the residents a lot of money. All agreed.

10.2 Allocated time for Village Business Managers presence in the village.

There was a general discussion on the benefits to the Village Business Manager and the residents if specific times could be allocated for her attendance in the village. The committee understands that the Village Business Manager will, from time to time, need to attend each village if required, however it was agreed that the committee would write to the Village Business Manager requesting that two specific days each week be allocated to Peregrine Springs village.

10.3 Tasks for Quarterly meeting

It was agreed that due to only 3 of the 6 committee members will be attending the meeting the Chairman will need to request help from residents. These were identified. Terry Gleeson will be asked to be the scrutineer for the resolution vote.

The Chairman thanked the committee members for their efforts during the last 4 months, wished them all a merry Xmas and closed the meeting at 11.27 AM