

**MINUTES OF AN EXECUTIVE COMMITTEE MEETING
THE OWNERS – DEPOSITED PLAN NO. 270427**

**ADDRESS OF THE COMMUNITY ASSOCIATION: PRINCE HENRY AT LITTLE BAY
ANZAC PARADE, LITTLE BAY 2036**

DATE, PLACE &

TIME OF MEETING: An Executive Committee Meeting of The Association – Deposited Plan No. 270427, Prince Henry Community Association was held on Tuesday, 13 February, 2018 in the Frangipani Room, Coast Centre for Seniors at Curie Avenue, Little Bay. The meeting commenced at 6:15pm.

PRESENT: Ms L A Pickett, Ms S Graham, Mr K Barker, Mr M McIntosh, Ms H Nilsen, Mr P Wood

IN ATTENDANCE: Ms M Strugarevic, Ms H Pollard, Mr M Byrne, Ms C Quinn, Mr T Shaw, Ms N Paynter, Ms A Everest, Ms H Nilsen, Ms V Allison, Ms K Milne & Mr M Domazetovski (Change Strata Management Pty Limited)

CHAIRPERSON: Ms S Graham

SECRETARY: Mr P Wood

TREASURER: Mr K Barker

The agenda for the meeting was:

1. MINUTES:

- 1.1 RESOLVED that the minutes of the last Executive Committee meeting held on 12 December, 2017 be confirmed as a true record and account of the proceedings at that meeting.

2. OUTSTANDING MATTERS:

2.1 SP 87551, 19-21 Lister Avenue

The Executive Committee to receive an update on SP 87551's Directions Hearing and subsequent Section 96 application and proposed construction schedule.

Please Note: - the meeting heard that the current non-compliant lap & cap fence vs masonry fence remains an outstanding matter.

It is understood that the fence will be attended to after fire defect works and possibly other defect works are finalized.

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It is unlikely that a masonry fence will be installed per the DA in place of the unauthorized lap & cap fence. It was suggested that the lap & cap fence would be reduced in length per the DA and covered in an appropriate cladding which the Design Review Panel architect stated some time ago would be a good compromise. However, plans should be reviewed again prior to an amended DA being submitted to Council and works commencing.

The matter will remain on the outstanding matters listing until a resolution is determined.

2.2 Strataplus – Pool + Garden application SP 86015 Lot 1 34 Flory Cres Little Bay

Awaiting a copy of the Strata Scheme minutes approving this proposal before formal approval can be provided by the CA and minuted

Please Note: - the meeting noted that a meeting was scheduled by the owners of SP – 86015 to review the above application.

It is noted that once minutes are made available confirming the approval, the Design Review Panel architect will review the approved works and comment on their suitability prior to a meeting being called of the Executive Committee to provide its conditional approval.

2.3 Subdivision DA-410/2017– 4 Meyler Close

SG to provide an update on referring this matter to an external planning consultant possibly to draft a second objection letter and represent the Community Association at the relevant Council meeting

Please Note: - the meeting heard that the Executive Committee should consider the appointment of a residential or urban planner to review the DA along with the Community Associations detailed objection and advise whether further steps could be taken to prevent approval of the subdivision.

Accordingly, the Change Strata Management was requested to seek quotes from planners for the Executive Committees' review and consideration.

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2.4 Memorial Clock Repair and Ongoing Maintenance of All Heritage Built Items At Prince Henry

Dynamic to provide an update to the Executive Committee on its follow up on Crown Lands letter. Heritage built items include:

- Memorial Clock
- The Coast Centre for Seniors
- The Prince Henry Hospital Trained Nurses Association Medical Museum
- The Water Tower
- Henry's Trading Post
- Entrance Gate House
- Entrance gate posts
- The Coast Golf Club Club-house
- Wishing Well

Please Note: - the meeting heard that a letter was received from the Department of Industry | Lands advising they are looking at funding options to rectify some of the heritage items above and that a schedule of maintenance is anticipated to be completed by mid-July 2018.

Because the Executive Committee had previously been initially advised that funds were available in the financial year ended 20 June 2017, and subsequently that an update would be provided by end-September 2017 the meeting requests Change Strata Management to follow up with Mr Scott Mullen, Senior Project Manager, Crown Property Services to receive an update on the maintenance schedule.

2.5 10 Murra Murra Place Plans for alterations

Dynamic to monitor this proposal to ensure a DA is not lodged with Council without CA knowledge. (The EC provided a detailed objection following consultation with James Adcock (Architect called DPS on 22/01/18 to say that application is currently on hold).

Please Note: - the meeting heard that the above application has been placed on hold.

The above is noted following review by the Design Review Panel architect noting many breaches against the Prince Henry Master Plan.

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2.6 Lot 113 - 6 Gubbuteh Road, Little Bay - Approval To Keep 2 Small Dogs

RESOLVED that the Executive Committee ratify their approval for the incoming owner of Lot 113 to keep 2 small dogs. Should one dog die, the owner has undertaken to apply to the Community Association should they wish to buy another dog.

3. FINANCIAL REPORT:

3.1 RESOLVED that the financial statements for the period ending 31 December 2017 were tabled and received.

Please Note: - accounts for the periods ending 31 January, 2018 and 13 February, 2018 had been also circulated to the Executive Committee ahead of this meeting.

It is noted that the accounts were in a healthy position.

3.2 Schedule of Arrears

RESOLVED that the Executive Committee received the schedule of arrears.

Please Note: - the meeting noted that the Community Association does not currently have an arrears problem.

4. RANDWICK CITY COUNCIL (RCC) MATTERS:

4.1 Electricity and Street Lights

Dynamic to provide an update on this issue following Michael McIntosh's discussion with Chris Pont (Council):

- Timeline from Council on when accounts will be split and or transferred
- Recovery from Randwick Council monies paid on street lights

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Accounts comprise:

- **2019 291 833**

To be split between CA and Council with refund from Council required for payments made to date in respect of Council's proportion (16 street lights)

- **1716 841 766**

To be transferred to Council with refund required for payments made to date

- **0644 814 569**

To be transferred to Council with refund required for payments made to date

- **3342 481 682**

CA responsibility – no action required

- **1488 431 219**

CA responsibility – no action required

ACTION

The meeting noted this matter requires Change Strata Management to follow this matter up with Randwick City Council to ensure proper hand over of the electricity accounts is undertaken, whilst at the same time, where accounts need to be split, they are done appropriately.

ACTION

The meeting agreed that Change Strata Management would work with Executive Committee Member Michael McIntosh to determine how to calculate monies to be reimbursed and how to expedite closure of this issue.

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4.2 Irrigation and Maintenance Deeds

Dynamic to provide an update on this matter

Please Note: - the meeting noted that with the appointment of a minister, changes were requested to the deed previously considered fit for signing.

It was noted that the new deed had been re-signed by the Community Association and was awaiting the signature of the minister.

It was agreed that the Community Association is keen to have this issue off the agenda with the deed fully executed and registered.

Accordingly, the meeting requested the Community Associations solicitor be instructed to follow up of the matter.

4.3 DP272047 - Lot 1 - Jenner Street Driveway

Top up of gravel surface to be considered when Gardens in Mind provides a quote.

ACTION

The meeting approved the quotation for \$547.50 + GST tabled from the Community Associations landscaping contractor to top up the gravel in Lot 1.

ACTION

It was also agreed to instruct the Community Associations landscaping contractor to attend to the works in the Walkway between apartment block Cobia, 2-4 Gubbuteh Road and townhouse at 6 Gubbuteh Road.

5. SITE MONITORING:

5.1 Site monitoring:

- Dynamic provides an update on follow up and feedback on the most recent site monitoring letters sent, advises whether the process is efficient and how the process could be improved to achieve desired outcomes.

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- Dynamic to table a list of outstanding by law breaches and, what action taken to date, and proposed action going forward.
- 10 Murra Murra Place (basketball hoop) and 1 Murra Place (undeveloped lot overgrown and untidy, and verge overgrown most of the time. DPS to advise what response received from the NA to its letter advising both will be referred to Fair Trading for mediation if no improvement

ACTION

The meeting noted the above required follow up and requested the Change Strata Management to assist with a follow up.

6. TELECOMMUNICATIONS:

6.1 Telstra Proposal at Mark Moran at Little Bay

Alan Glass to prepare a review of Telstra's proposal to install towers on Moran's rooftop for consideration by the EC.

Please Note: - the Community Association's appointed consultant was in the process of reviewing the above proposal, seeking a compromise that minimises the visual impact of the new installation on neighbouring properties and the public in general, ensuring the intentions of the Prince Henry Master Plan are upheld.

ACTION

Once the consultant deems a reasonable outcome has been achieved, Change Strata Management is requested to draft a letter to strata schemes, neighbourhood associations and individual lot owners who may be affected by Telstra's proposal and distribute to Executive Committee for review and comment.

6.2 Pivit / Telecoms:

SG to provide an update on follow up to the CEOs of TPG and Optus

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Please Note: - the meeting discussed the need for an open telecommunications network and choice for Prince Henry residents. The Community Association wrote to Telstra, TPG and Optus in September 2017 -requesting comment on their refusal to provide an internet and landline service to Prince Henry residents. Only Telstra responded.

ACTION

The meeting requested Change Strata Management to follow up TPG and Optus requesting a response to the Community Association's September 2017 letters.

7. REVIEW COMMUNITY MANAGEMENT STATEMENT:

- 7.1. That an update be provided to the Executive Committee on the CMS review – CMS draft from Adrian Mueller scheduled for 8 February

Please Note: - the meeting awaits the above draft CMS for review and consideration before putting it to Prince Henry Lot owners for adoption at the Annual General Meeting scheduled for 27 March 2018.

8. MAP OF COMMUNITY ASSOCIATION:

- 8.1 Update on map and picture summary of Prince Henry Community Association which defines the Community Association lots, Neighbourhood Association and Strata Plans.

Project details:

Name of architect: [Ladd Hudson Architects](#)

Name of original project: Prince Henry Ownership, Management & Maintenance Land

Project No: 03-364

Project Date: 24 February 2010

New project requirements: Update plan to reflect 2017 and produce updated Picture summary with new photos

Please Note: - the meeting noted the draft map of the Community Association tabled by Mr K Barker.

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ACTION

It is noted that Mr Barker will circulate a draft to the Executive Committee for review and comment before being finalised.

9. APPOINTMENT OF CHANGE STRATA MANAGEMENT AS MANAGING AGENT:

- 9.1 Subject to ratification at the preceding Special General Meeting, Executive Committee to discuss plans for smooth transfer of managing agent responsibilities and all relevant files

Please Note: - the meeting notes the appointment of Change Strata Management at the preceding Special General Meeting and looks forward to a smooth handover from Dynamic Property Services allowing the new managing agent to hit the ground running on all outstanding matters concerning the Community Association.

Finally, it was noted and approved that Change Strata Management is to charge for its time spent working on the Community Association matters to date.

10. CORRESPONDENCE:

- 10.1 RESOLVED that the Executive Committee considered the following email request from Maria Strugarevic dated 03/01/18:

That the Community Association approach the Council to request for:

1. Amenities Building(s) - toilets & change rooms - for the public attending Little Bay beach (perhaps sited to adjoin the Prince Henry Centre). Also, to be considered, a second toilet block would be in the Bob a Day park.
2. Access to Little Bay beach
3. Litter bins
4. Funding for the proposed items

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ACTION

The meeting held discussion on the above matter and agreed that the best approach would be for Ms M Strugarevic to champion the above proposal by personally approaching Randwick City Council, as a concerned resident, to seek their position of support on the matters nominated above.

11. OTHER BUSINESS:

11.1 Discuss items that may have been omitted from agenda or have arisen since agenda was distributed.

11.1.1 The meeting discussed the noise, disruption and potential danger caused by speeding by cars within Prince Henry, particularly along Pine Avenue adjacent to the Little Bay Apartments complex.

ACTION

It was agreed that Ms L A Pickett should investigate options for reducing vehicle noise and speeding within Prince Henry.

11.1.2 The meeting noted that the child care centre at Pine Cottage, on Pine Avenue, remains under construction. No action required.

11.1.3 The meeting discussed the general grubby and unkept appearance in the Pine Avenue retail area.

ACTION

Change Strata Management was requested to write to the Strata Schemes fronting Pine Avenue seeking the pressure cleaning of the open areas adjacent to shops and cafes, and the adoption of an ongoing maintenance plan for open areas and adjoining nature strips (grass verges).

