



Dynamic Property Services Pty Ltd

Level 5, 162 Goulburn Street
Surry Hills NSW 2010

DX 11643 Downtown Sydney

T (02) 9267 6334
F (02) 9263 9955
E dps@pip.com.au

ABN 67 002 006 760

MEMBERS OF COMMUNITY ASSOCIATION D.P. NO 270427

PRINCE HENRY AT LITTLE BAY, ANZAC PARADE, LITTLE BAY

MINUTES OF A MEETING OF THE EXECUTIVE COMMITTEE OF THE OWNERS OF COMMUNITY ASSOCIATION DP NO. 270427 HELD ON TUESDAY 9 FEBRUARY 2016 IN THE HIBISCUS ROOM COMMENCING AT 6.00PM.

PRESENT:

Susan Graham, Helen Pollard, Bruce Lord, Robert May, Michael McIntosh and Ken Barker

IN ATTENDANCE:

Maria Strugarevic and John Heussner (SP 86078 Lot 30) and Derek McKinstry (Dynamic Property Services)

CHAIRPERSON:

Susan Graham

<u>1. MINUTES:</u>	Action decided at the meeting	Action By	Date to report progress to EC
Resolved that the minutes of the last executive committee meeting held on 8 December 2015 be confirmed as a true record and account of the proceedings at that meeting.	Resolved		
<u>2. OUTSTANDING MATTERS:</u>			
2.1 19-21 Lister Avenue SP87551 Update on the status of section 96 application and proposed construction schedule.	The managing agent, ACE Body Corporate Managers, advised that a scope of works for the replacement of the fence has been approved. The delay in proceeding with the works has been due to the need to negotiate with the Heritage Council and also the original certifier who has to sign off on the section 96 certificate.	DPS	15 Mar 16
2.2 Verge and on-title landscaping maintenance – (General Maintenance): <ul style="list-style-type: none"> Update on the maintenance progress and discussion on action to be taken in respect to recent 	The letter sent to lots in regards to unkempt lawns and gardens will be updated to give the lot owner/s only 30 days to address the issue otherwise the Community Association will carry out the work at the cost of the lot owner. In the	DPS EC	

<p>reports on the four site zones provided by the four Executive Committee teams.</p> <ul style="list-style-type: none"> Letter to Manta regarding verge maintenance. 	<p>letter an hourly rate will be quoted and the by-laws will be referred to.</p> <p>Letters to be sent to breach offenders when letter is finalised</p> <p>An updated letter referring to the by-laws and quoting an hourly rate for mowing the grass verge will be sent to Manta .</p>		15 Mar 16
<p>2.3 Clock tower cables and ongoing clock maintenance: Update on the:</p> <ul style="list-style-type: none"> Removal of clock tower cables. Ongoing clock maintenance. 	<p>The cables to the clock tower should be removed shortly. Randwick Council will be contacted in regards to a request for fixing the clock and a request that council attend to ongoing maintenance of the clock.</p>	SG	15 Mar 16
<p>2.4 Lighting on Heritage Steps adjacent to Artisans Cove: Update on action taken by strata scheme.</p>	<p>The strata manager of the Artisans Cove cottages will raise the issue of the lighting on the heritage steps at the next executive committee meeting.</p> <p>A suggestion would be writing to council asking that a street light be installed near the vicinity of the steps if a practical solution to wiring the existing light fittings cannot be found.</p>	DPS	15 Mar 16
<p>2.5 SP 86466 – 8 Darwin Avenue: Update on the status of stored appliances on the balcony</p>	<p>A further breach of by-law letter will be sent Flowers Wards, 8 Darwin Avenue in regards to the items stored on balconies and this will be followed up with the managing agent.</p>	DPS	15 Mar 16
<p>2.6 Pivit/Telecoms: Update on the status of:</p> <ul style="list-style-type: none"> Foxtel – infrastructure upgrade required for HD channel reception Obtaining copy of contract between Landcom and Pivit Cessation then reinstatement of Pivit email service Slow internet and questionable data usage stats provided by Pivit Little Bay Sydney Residents Group FB page Contact with local MPs Pivit's request for the CA to pay for replacement of doors 	<p>The managing agent is to contact Peter Thompson from Pivit to inform him that a meeting with the executive committee will not take place until a copy of the Pivit contract has been received.</p> <p>Peter Thompson will be requested to forward all correspondence in relation to Pivit through the managing agent so that this can be distributed to the executive committee and on to the residents of the Community Association.</p>	DPS, SG	As developments occur
<p>2.7 Little Bay Apartments 12-40 Pine Avenue: Update on the status of letter from managing agent to Lend Lease re the incorrect concrete mix used for the bus bay in Pavilion Avenue</p>	<p>Letter issued on 10 December 2015.</p> <p>The managing agent is to write a further letter to Lend Lease in regards to the incorrect concrete mix used for the Bus Bay on Pavilion Avenue.</p>	DPS	15 Mar 16

2.8 18 Jenner Street satellite dish: Update on the installation.	With the issue of the pixilation of HD Foxtel now having been resolved with Pivit there seems to be no need for a satellite dish to be installed. The managing agent will write to the strata manager of 18 Jenner Street advising of this.	DPS	15 Mar 16
3. <u>FINANCIAL REPORT:</u>			
3.1 Financial Statements to 31 January 2016: That the financial statements for the period ending 31 January 2016 be tabled and received.	Resolved.	DPS	
3.2 Schedule of Arrears: That the Executive Committee received the schedule of arrears.	Scott Mullen of Crown Lands is to be provided with the levy arrears list.	DPS	15 Mar 16
4. <u>RANDWICK COUNCIL MATTERS:</u>			
4.1 Irrigation and Maintenance Deeds: An update status be provided relating to the irrigation and maintenance deed.	The irrigation and maintenance deed is still to be signed by the Minister. Susan Graham will contact the local MP Michael Daley to see if he can provided assistance in having this matter resolved.	DPS	15 Mar 16
4.2 Meeting with Council to Address Various Issues: <ul style="list-style-type: none"> Electricity box requires moving – Council to contact electricity provider. 	Rob May will provide an update to the committee regarding the repositioning of the electricity box and a list of items not yet resolved following the workshop in mid-2015.	RM	15 Mar 16
5. <u>CORRESPONDENCE:</u>			
5.1 Correspondence Received: Noted that correspondence was received, ratified and appropriate action determined.	No further correspondence was received.	ALL	
6. <u>SINKING FUND:</u>			
6.1 Sinking Fund: That an update status be provided relating to the sinking fund report.	An inspection of the property for the sinking fund report is expected to be carried out shortly. The consultant will be asked to contact Ken Barker to be shown the areas of Community Association responsibility.	DPS	15 Mar 16

7. SCHEDULE OF FUTURE MEETINGS:

Next Meeting Date	Deadline to have Motions Submitted for inclusion on Next Meeting Agenda	Date at which Agenda will be Circulated to Committee and proprietors
12 April 2016	2 Weeks prior to the date of the meeting	No later than 72 hrs prior to the meeting
14 June 2016	2 Weeks prior to the date of the meeting	No later than 72 hrs prior to the meeting
9 August 2016	2 Weeks prior to the date of the meeting	No later than 72 hrs prior to the meeting
11 October 2016	2 Weeks prior to the date of the meeting	No later than 72 hrs prior to the meeting
8 December 2015 (Annual General Meeting)	4 Weeks prior to the date of the meeting	No later than 3 weeks prior to the meeting

CLOSURE:

There being no further business the chairperson closed the meeting at 6.50pm

CHAIRPERSON

DATE

Reference to a Section or Clause

In these minutes, a reference to a section or clause means that section or clause in the Community Land Management Act 1989 unless otherwise stated and a reference to a Regulation means that Regulation in the Community Land Management Regulation 2007.