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**MINUTES OF A MEETING OF THE EXECUTIVE COMMITTEE OF THE OWNERS OF COMMUNITY ASSOCIATION D.P. NO 270427 HELD ON HELD ON TUESDAY 13 DECEMBER 2016 IN THE FRANGIPANI ROOM, LITTLE BAY COMMENCING IMMEDIATELY FOLLOWING THE ANNUAL GENERAL MEETING**

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**PRESENT:**

Susan Graham, Ken Barker, Helen Pollard, Peter Wood, Michael McIntosh, Marty Elder, Mick Joyce

**IN ATTENDANCE:**

Maria Stugarvevic (lot 3) Rea McGowan (lot 13) Derek McKinstry (DPS)

**APOLOGIES:**

Nil

**CHAIRPERSON:**

Susan Graham

**1. MINUTES:**

**RESOLVED** that the minutes of the last executive committee meeting held on 11 October 2016 be confirmed as a true record and account of the proceedings at that meeting.

**2. OFFICE BEARERS:**

**RESOLVED** that the secretary, treasurer and chairperson of the executive committee be appointed.

Secretary: Peter Wood

Treasurer: Ken Barker

Chairperson: Susan Graham

<b>3 <u>OUTSTANDING MATTERS:</u></b>	<b>Action decided at the meeting</b>	<b>Action by</b>	<b>Date to report progress to EC</b>
<b>3.1 19-21 Lister Avenue SP87551</b> That the Executive Committee receives an update on SP	The matter with Lister avenue is a defect and the owners of SP 87551 are pursuing a defects claim with the developer of the property. This claim has been further	<b>DPS</b>	30 Jan 17

87551 defects claim and determines any action.	delayed due to fire safety measure at the property found to be defective which will be included in the claim.		
<b>3.2 Ongoing heritage clock maintenance:</b> That the Executive Committee receives an update on the ongoing heritage clock maintenance and determines any action.	Randwick Council have stated that they are unable to carry out maintenance on the Heritage listed clock due to the cost of repair and ongoing maintenance, as well as discovery of heritage underground air-raid shelters being positioned where cabling would need to be run to supply power to the clock. The managing agent is to write to Veteran Affairs to ask if they would be prepared to maintain the clock due to the clock being dedicated to a veteran of the Air Corp. Prince Henry Hospital Trained Nurses Association will be approached to support the CA's application to Veteran's Affairs.	<b>DPS</b>	<b>7 Feb 17</b>
<b>3.3 20 Gubbuteh Road – Structure in front of property</b> That the Executive Committee receives an update on the structure in front of 20 Gubbuteh Road and determines any action.	Randwick Council will not take action on the removal of the structure as they have stated that the Community association may address this issue through the By-laws. Further action will not be undertaken at this time and this item will be removed from the agenda.	<b>No Action</b>	
<b>3.4 8 McMaster Place Development Application</b> That the Executive Committee receives an update on 8 McMaster Place Development Application and determines any action.	James Adcock from Urban Growth has approved the resubmitted to D/A under the architectural guidelines of the association. Remove from agenda.	<b>No Action</b>	
<b>3.5 Location of Streetlights – unmetered electricity</b> That the Executive Committee receives an update on the location of the streetlights and determines any action.	The executive committee have received Street Light ownership plans from council and Susan Graham has compiled a spreadsheet of unmetered lights with information provided by Energy Australia. The committee are of the general opinion that street lights should be the responsibility of council. The managing agent is to write to Randwick Council requesting that council take responsibility for all lighting at the property.	<b>DPS</b>	<b>30 Jan 17</b>
<b>3.6 Gardens in Mind Update Progress report on new landscaping contractor</b> That the Executive Committee receives an update on the progress of the new landscaping contractor, Gardens in Mind, and determines any action.	Ken Barker informed the meeting that he is happy with the service being provided by Gardens in Mind. Remove from agenda.	<b>No Action</b>	
<b>4 RANDWICK CITY COUNCIL (RCC)</b>			

<b>MATTERS:</b>			
<p><b>4.1 Irrigation and Maintenance Deeds:</b> That the Executive Committee receives an update on the irrigation and maintenance deed and determines any action.</p>	<p>Amendments to the Deed that effect Council have been made and approved by Council and the Deed should be ready for signing. The managing agent is to contact Adrian Mueller to ask Urban Growth about the status of the deed and the time frame when it will be signed.</p>	<b>DPS</b>	<b>30 Jan 17</b>
<p><b>4.2 Meeting with Council to address various Issues and Robert May's follow-up report:</b> That the Executive Committee receives an update on the various issues raised with the council and determines any action.</p>	<p>Council have stated that they are waiting for quotes for the reinstatement of pavements. The managing agent is to write to council to request a time frame for the works to be carried out.</p> <p>Note: no longer necessary to contact Council for progress report. Works had already commenced as at 19 December 2016</p>	<b>DPS</b>	
<p><b>4.3 Lot 1 - Jenner Street Driveway</b> That the Executive Committee reviews an update on action to liaise with Council on constructing a driveway from the curb at Jenner to the Communications building house the Pivit Telecoms equipment and determines any action.</p>	<p>The managing agent contacted council regarding this matter. David Ongkili emailed stating that he would like to arrange a meeting with the EC and the managing agent in relation to the request for a new driveway.</p> <p>He is currently investigating the process for applying for a new driveway. He is also looking into who will pay for a new driveway and will be in contact to set a time and date to meet on site to discuss the matter.</p>	<b>DPS</b>	<b>30 Jan 17</b>
<b>5 CORRESPONDENCE:</b>			
<p><b>5.1 SP 79573 - 7 Jenner Street Tree:</b> That the Executive Committee receives the tree removal application dated 26 October 2016 from SP 79573 and determines any action.</p>	<p>Council have requested further details regarding tree removal and replanting. Ken Barker will liaise with council regarding trees around the oval.</p>	<b>DPS KB</b>	<b>30 Jan 17</b>
<p><b>5.2 SP 86015 – 9 Brodie Avenue Wall:</b> That the Executive Committee receives the correspondence dated 10 November 2016 regarding 9 Brodie Avenue Wall and determines any action.</p>	<p>The managing agent wrote to Strata Plus, the managing agent for SP 86015, Brodie Avenue stating that the committee request the immediate re-instatement of the wall to its original design.</p>	<b>DPS</b>	<b>30 Jan 17</b>
<p><b>5.3 Golf Balls Land in Residential Property:</b> That the Executive Committee receives the correspondence dated 18 November 2016 from Simon Liu regarding golf balls in residential property and</p>	<p>The managing agent is to write to the owner that the issue of golf balls entering the property is not an issue that the C/A can deal with.</p>	<b>DPS</b>	<b>30 Jan 17</b>

determines any action.			
<b>6 SITE MONITORING:</b>			
<b>6.1 Site monitoring:</b> That the Executive Committee provides an update on the monitoring progress and discusses action to be taken in respect to recent reports on the four site zones provided by the four Executive Committee teams.	Susan Graham to provide all necessary documents to EC members to enable them to clearly identify the lot number and street addresses of residences in breach, together with a run-down of the site monitoring process. She will also arrange a joint walk around to familiarise newly appointed EC members with the process  The managing agent is to write to all committee members requesting their site monitoring reports on the landscaping zones, if not received within three weeks of the next EC meeting on 14 February 2017.	<b>SG DPS</b>	<b>30 Jan 17</b>
<b>6.2 62 Gubbuteh Road on-going site maintenance</b> That the Executive Committee receives an update on 62 Gubbuteh Road maintenance plan and determines any action.	The managing agent will contact Len Robinson Strata, provide contact details for the CA's landscaping contractor, Gardens in Mind, and request that they organise a regular clean-up of the vacant lot of 62 Gubbuteh Road.	<b>DPS</b>	<b>30 Jan 17</b>
<b>6.3 Illegal Rubbish Dumping</b> That the Executive Committee discusses actions to be taken in respect to illegal rubbish dumping.	No action is required with this matter at this time.	<b>No Action</b>	
<b>6.4 Illegal Parking</b> That the Executive Committee discusses actions to be taken in respect to illegal parking (refer to correspondence received).	The committee will continue to monitor illegal parking at the property and issue letters as necessary.	<b>ALL</b>	
<b>7 TELECOMMUNICATIONS:</b>			
<b>7.1 Pivit   Telecoms</b> That the Executive Committee receives an update on Pivit matter and determines any action.	The managing agent is to instruct Adrian Mueller, the CA's lawyer to follow up with Urban Growth re the status of the committee's request to be provided with an unredacted copy of the contract between Pivit and Urban Growth. The request for the unredacted contract was in response to Urban Growth's suggestion that the CA become the Principal in the contract with Pivit, with Urban growth being released from being a party to the contract.	<b>DPS</b>	<b>30 Jan 17</b>
<b>7.2 Telstra   Telecoms</b> That the Executive Committee receives an update on Telstra matter and determines any	There have been two strata schemes that have been cabled by Telstra for NBN access with a further two to be completed. Smaller schemes, neighbourhood	<b>No Action</b>	

action.		associations and detached houses have not been cabled due the prohibitive cost of the installation and Telstra's unwillingness to negotiate.		
<b>8 SCHEDULE OF FUTURE MEETINGS:</b>				
<b>Next Meeting Date</b>	<b>Deadline to have Motions Submitted for inclusion on Next Meeting Agenda</b>	<b>Date at which Agenda will be Circulated to Committee and proprietors</b>		
14 February 2017	31 January 2017	7 February 2017		
11 April 2017	28 March 2017	4 April 2017		
13 June 2017	30 May 2017	6 June 2017		
8 August 2017	25 July 2017	1 August 2017		
10 October 2017	26 September 2017	3 August 2017		
12 December 2017	20 November 2017	27 November 2017		
<b>9 CLOSURE:</b>		There being no further business the Chairperson declared the meeting closed at 9.00pm.		

\_\_\_\_\_  
**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.