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**MINUTES OF A MEETING OF THE EXECUTIVE COMMITTEE OF THE MEMBERS OF COMMUNITY ASSOCIATION D.P. NO. 270427 HELD ON TUESDAY 13 JUNE 2017 IN HIBISCUS ROOM COMMENCING AT 6.00PM.**

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**PRESENT:**

Susan Graham, Helen Pollard, Mick Joyce, Michael McIntosh, and Ken Barker

**IN ATTENDANCE:**

Maria Strugarevic (Marella), Ira Williams (Lot 7 – SP 79613 Cardita), Linda Pickett (Lend Lease) and Derek McKinstry (Dynamic Property Services)

**APOLOGIES:**

Martin Eder (Lot 31 – Little Bay Apartments) and Peter Wood

**CHAIRPERSON:**

Susan Graham

<b>1. MINUTES</b>	<b>Action decided at the meeting</b>	<b>Action by</b>	<b>Action date</b>
<b>Resolved</b> that the minutes of the last executive committee meeting held on 11 April 2017 be confirmed as a true record and account of the proceedings at that meeting.			
<b>2. OUTSTANDING MATTERS:</b>			
<b>2.1 19-21 Lister Avenue SP87551</b> The Executive Committee receives an update on SP 87551's Directions Hearing and subsequent Section 96 application and proposed construction schedule.	The defects case between SP 87551 – 19-21 Lister Avenue and the Builder/Developer has been transferred from NCAT to the Court as the amount of defects being claimed exceeds the amount of a claim able to be heard at NCAT. The fence forms part of the defects claim and cannot be repaired until the matter has been finalised at court.	DPS	14 July 2017

<p><b>2.2 Ongoing Heritage Clock Maintenance:</b> That an update be provided on the repair and ongoing heritage clock maintenance.</p>	<p>Crown Lands has indicated that they will be liaising with Public Works in regards to repair of the Heritage Clock.</p>	<p>SG</p>	<p>14 July 2017</p>
<p><b>2.3 Other Crown Land Issues</b> That Executive Committee receive an update from Dynamic and discuss action to be taken regarding other Crown lands issues:</p> <ul style="list-style-type: none"> <li>• Outstanding Levies</li> <li>• Coast Centre for Seniors</li> <li>• Prince Henry Trained Nurses Association (Museum and Henry's Trading</li> <li>• the Water Tower</li> <li>• The Gate House</li> <li>• Other?</li> </ul> <p>Write to the Minister cc to Alison Stone, the Deputy Director General, and Scott Mullen regarding the various issues?</p>	<p>It was <b>resolved</b> that the Managing Agent will write to Crown Lands (cc to Alison Stone) as the owner of Heritage listed areas including:</p> <ul style="list-style-type: none"> <li>• the Coast Centre for Seniors</li> <li>• The Prince Henry Hospital Trained Nurses Association MedicalMuseum</li> <li>• The Water Tower</li> <li>• Henry's Trading Post</li> <li>• Entrance Gate House</li> <li>• Entrance gate posts</li> <li>• The Coast Golf Club Club-house</li> </ul> <p>asking that Crown Lands approach Public Works to provide a maintenance schedule for these Heritage listed items and that the maintenance schedule be provided to the Community Association for their records.</p>		<p>14 July 2017</p>
<p><b>2.4 Electricity and Street Lights</b> That the Executive Committee receive an update on:</p> <ul style="list-style-type: none"> <li>• Randwick Council transferring the already identified street lights that the CA is paying for</li> <li>• Outcome of request to Stephen Audet for a meeting to discuss PH power bills</li> <li>• details of the four additional electricity bills the CA is paying</li> <li>• Progress report on SG being added as an additional contact person in relation to CA power bills</li> </ul>	<p>Stephen Audet of Randwick Council contacted the Managing Agent by email stating that 14 of 16 street lights were being transferred to Council from the Community Association. A pro-rata reimbursement of invoices will be organised when Council has determined the date from when the electricity usage for the street lights should have been paid by Council.</p> <p>The street lighting that the Community Association is paying for is a confusing issue.</p> <p>The lights on the private road that forms a part of Gubbuteh Road are paid for on one invoice and yet the substation box (grey turret) which appears to be for these lights is paid for on a separate invoice. The substation box is labelled 1-13 lights and there are 13 street lights.</p> <p>It appears that there may be a doubling up of payments but Energy Australia cannot confirm this.</p> <p>Consideration should be given to engaging an electrician to determine the metering of the lights as there</p>	<p>DPS</p> <p>DPS</p> <p>SG</p> <p>DPS</p>	<p>14 July 2017</p>

	<p>may also be a doubling up of invoices for lights in Darwin Avenue, Fleming Street and Curie Street as invoices are received for these lights and also for a sub-station box (grey turret) located on the corner of Ewing Avenue and Harvey Street which may be for these lights.</p> <p>Susan Graham has carried out extensive research with Energy Australia to bring these matters to the Community Association's attention and is now the primary contact with Energy Australia.</p> <p>The community association should consider engaging an electrician to determine whether there is a doubling up of bills for the substation boxes and the street lights.</p>		
<p><b>2.5 Establish a Drop Box Facility:</b> That Michael McIntosh provides an overview of options and a recommendation on proceeding or not.</p>	<p>The establishment of a drop box will be revisited in the future. No further action is required at this stage.</p>	MM	
<p><b>3. FINANCIAL REPORT:</b></p>			
<p><b>3.1 Financial Statements to 31 May 2017:</b> <b>Resolved</b> that the financial statements for the period ending 31 May 2017 be tabled and received.</p>	<p>No action required</p>	DPS	
<p><b>3.2 Schedule of Arrears:</b> <b>Resolved</b> that the Executive Committee received the schedule of arrears.</p>	<p>No action on levy arrears is required at this time.</p>	DPS	
<p><b>4. RANDWICK CITY COUNCIL (RCC) MATTERS:</b></p>			
<p><b>4.1 Irrigation and Maintenance Deeds:</b> An update be provided relating to the irrigation and maintenance deed.</p>	<p>The Executive Committee has approved the terms of the Deed.</p> <p>The Managing Agent has been advised by Adrian Mueller who is the solicitor acting for the Community Association that the Deed needs to be approved at a General Meeting as this will also involving amending the management statement.</p> <p>A special general meeting will be convened when additional by-laws provided by Adrian Mueller have been approved by the executive committee for inclusion on the agenda.</p>	DPS	14 July 2017
<p><b>4.2 Council Various Issues:</b> The Executive Committee received an</p>	<p>The mismatched cement laid by</p>	DPS, SG	

<p>update on the various issues raised with the council.</p> <ul style="list-style-type: none"> <li>Mismatched concrete used to patch up repairs.</li> </ul> <ul style="list-style-type: none"> <li>Trees on footpaths.</li> </ul>	<p>Council seems to have blended in over a period of time and is now deemed to be acceptable. No further action is required with this item.</p> <p>Any issues that residents have with trees on footpaths should be forwarded by the resident directly to Council for their attention.</p>		
<p><b>4.3 Lot 1 - Jenner Street Driveway</b></p> <ul style="list-style-type: none"> <li>The Executive Committee received an update and proposed plan to commence construction of a secure driveway from the curb at Jenner to Lot 1 (the Communications building housing the Pivit Telecoms equipment) and determines further action.</li> </ul>	<p>Ken Barker has sent an email to Council regarding the installation of a driveway from the curb to the communications building and Council has advised that they will arrange for a meeting on site.</p> <p>Mick Joyce has investigated the issue ascertained that a Civil Works Application will need to be submitted to Council and that there are two companies, these being Pinnacle Landscaping and Fogolin and Sons Concreting, that meet Randwick Councils criteria for carrying out this work.</p> <p>The Managing Agent has contacted Council and a Development Application for a hardstand surface must be forwarded.</p> <p>The works to hardstand surface must be completed prior to the Application to Undertake Civil Works is made. If approved Council will design the scope of works extending the driveway from the completed hardstand surface to the curb side of the road.</p> <p>The Executive Committee need to determine how the hardstand area will be secured by either retractable bollards or a swing or boom gate as this may form part of the Development Application.</p> <p>An architect may be required to draft plans for the work as the contractors that meet Councils criteria do not provide plans and specifications for this work.</p>	KB	14 July 2017
<b>5 SITE MONITORING:</b>			
<p><b>5.1 Site monitoring:</b></p> <ul style="list-style-type: none"> <li>That Dynamic and the Executive Committee provide an update on general site monitoring.</li> </ul>	<p>The Managing Agent will write to the Managing Agent of DP 286017 that forms Lot 75 to have the vacant lots cleared of weeds and bitu bushes.</p>	DPS All	14 July 2017

<ul style="list-style-type: none"> <li>• That Dynamic confirms that the Neighbourhood Association of Lot 2 has an ongoing maintenance plan for 62 Gubbuteh</li> <li>• That the EC discuss action required to address boats parked illegally within Prince Henry following persistent complaints received from Ewing Avenue resident Simon Liu</li> <li>• That DPS provides an update on its on contact with Lot 75 DP 286017 re general maintenance of lots 6 &amp; 8 (large bitu bush, general overgrown and untidy lots)</li> </ul>	<p>Regular maintenance of 62 Gubbuteh Road has been arranged and this work is being carried out by Gardens in Mind.</p> <p>No additional action is to be taken over the removal of boats unless the owner of the boat is known as the Community Association does not have the authority to remove boats.</p>	<p>DPS</p> <p>DPS SG</p> <p>DPS</p>	
<b>6 TELECOMMUNICATIONS:</b>			
<p><b>6.1 Pivit/Telecoms:</b> Dynamic reports the outcome and advises what further action should be taken on their follow up with Mitch Fifield, Communications Minister, and Matt Thistlethwaite, local Federal MP, following the letter dated 28 February 2017</p> <p>EC to discuss and agree on appropriate immediate further action.</p>	<p>A response from Senator Fifield has been received which indicates that the 'Adequately Served' policy did not contemplate NBN and that consideration needs to be given to the implications of this to residents.</p> <p>Adrian Mueller will be asked for a cost estimate to drafting a letter on behalf of the Community Association in response.</p>		14 July 2017
<b>7. OTHER BUSINESS:</b>			
<p><b>7.1</b> Discuss items that may have been omitted from agenda or have arisen since agenda was distributed.</p>	<p>The quote from Adrian Mueller for drafting additional by-laws was approved.</p> <p>The quote for the letter to owners, the motion for the meeting and the amendment of the CMS and registration was approved.</p> <p>The quote for the motion for altering the timing of the Annual General Meeting was approved.</p>	ALL	
<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 Executive Committee and proprietors.</b>	
8 August 2017	25 July 2017	1 August 2017	

10 October 2017	26 September 2017	3 October 2017
12 December 2017	20 November 2017	27 November 2017

**CLOSURE:**

The chairperson declared the meeting closed at 7.30pm.

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