



Dynamic Property Services Pty Ltd

Level 9, 66-68 Goulburn Street
Sydney NSW 2000

DX 11643 Downtown Sydney

T (02) 9267 6334

F (02) 9263 9955

E enquiries@dynamicproperty.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 MONDAY 20 JUNE 016 IN THE HIBISCUS ROOM COMMENCING AT 6.00PM.

PRESENT:

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

APOLOGIES:

Bruce Lord

IN ATTENDANCE:

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 12 April 2016 be confirmed as a true record and account of the proceedings at that meeting.	Resolved		
<u>2. EXECUTIVE COMMITTEE VACANCY:</u>			
2.1 Resignation: Resolved that the Executive Committee receive the resignation of Robert May as an Executive Committee member effective from 19 July 2016.	Resolved		
2.2 Casual Vacancy: Resolved that the Executive Committee appoint an eligible person to fill the casual vacancy (1) on the Executive Committee.	A casual vacancy will be appointed when Robert May's resignation takes effect. Robert May to liaise with the new owner of his house to determine whether or not he will fill the casual vacancy. John Heussner will find out and advise DPS if there's anyone from his strata scheme (Marella) to fill the role. If neither is successful, then DPS to approach Nicky Buchman	RM DM	<u>19 Jul 16</u>

	(Cardita)		
2.3 Secretary Vacancy: Resolved that the Executive Committee appoint an eligible person to fill the secretary vacancy on the Executive Committee.	Michael McIntosh will be appointed as secretary when Robert May's resignation take effect until an alternative is appointed.		
<u>3. OUTSTANDING MATTERS:</u>			
3.1 19-21 Lister Avenue SP87551 Update on the status of section 96 application and proposed construction schedule.	The Owners Corporation of SP 87551 have engaged the services of a solicitor to resolve the issue with the fence as the replacement of the fence will cost in excess of \$20,000.00. The owners are seeking advice on the process for allowing a certifier other than the original certifier to give advice on the non-compliance of the fence. DPS to follow up.	DPS	22 Jul 16
3.2 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 reports on the four site zones provided by the four Executive Committee teams. 	An update on the verge and on title landscaping was received. It was noted that vehicles are parking on the forecourt of Alaris which is an OH&S issue. The Managing Agent of Alaris is to be contacted regarding this parking issue.	DPS EC	22 Jul 16
3.3 Clock tower cables and ongoing clock maintenance: Update on the: <ul style="list-style-type: none"> Removal of clock tower cables. Ongoing clock maintenance. 	The vast majority of cables have been removed from the clock tower and those that remain are unobtrusive. This item will be removed from the agenda of future meetings. The clock maintenance will remain as an agenda item until such time as it is being regularly maintained or notification that a maintenance schedule will not be drawn up or actioned by council.	SG	22 Jul 16
3.4 Pivit/Telecoms: Update on Pivit matter.	The letter from Adrian Mueller from J.S Mueller and Co Lawyers to Urban Growth will be uploaded to the website so that residents are aware of the action the Executive Committee are taking in following up this matter. There has been no response to Adrian Mueller's letter from Urban Growth. Adrian Mueller will follow up with Urban Growth within a week. DPS to follow up	DPS, SG	

	with Adrian Mueller. Adrian Mueller believes that eventually a meeting will be convened with Urban Growth and the Community Association to discuss the Pivit issue.	DPS	22 Jul 16
3.5 Kyora Landscape: • Discussion on performance. • 62 Gubbuteh Road Landscaping Maintenance.	There remains to be areas of concern regarding Kyora's performance of their landscaping maintenance duties. This will continue to be monitored. The work carried out to clear the section of 62 Gubbuteh Road was sub-standard as rubbish including plant and branch trimmings were left of the property. The invoice for this work has already been paid. However, if determined that the quote was excessive for the work carried out, the overpaid amount will be deducted from future payments. Ken Barker will be meeting with Kyora next week to discuss this issue. Monthly invoices will not be paid until after this meeting. Ken Barker to advise EC by email of outcome of meeting	All DPS KB	 22 Jul 16
4. <u>FINANCIAL REPORT:</u>			
4.1 Financial Statements to 31 May 2016: That the financial statements for the period ending 31 May 2016 be tabled and received.	Resolved.	DPS	
4.2 Schedule of Arrears: That the Executive Committee received the schedule of arrears.	No action on levy arrears is to be taken at this time.	DPS	
5. <u>RANDWICK COUNCIL MATTERS:</u>			
5.1 Irrigation and Maintenance Deeds: An update status be provided relating to the irrigation and maintenance deed.	The local member of parliament has written to the minister requesting the signing of the Irrigation Deed. This Community Association has no option other than to wait for the minister to sign the Deed	DPS SG	22 Jul 16
5.2 Meeting with Council to Address Various Issues: • Update on matters relating to council.	An update on various issues to be forwarded to Council and copied to Executive Committee members.	RM	30 Jun 16
6. <u>CORRESPONDENCE:</u>			
6.1 Correspondence Received: Noted that correspondence was received, ratified and appropriate action determined.	No further correspondence was received.	ALL	

<p>6.2 20 Gubbuteh Road – Structure in Front of Lawn: Update on the application.</p>	<p>A letter has been asking the owners of 20 Gubbuteh Road to remove the unauthorised structure that has been erected at the front of their property to house their garbage and recycling bins.</p> <p>Robert May has provided the Randwick Council Development control Recycling and Waste Management Plan that applies to Prince Henry at Little Bay which states that bins should not be stored at the front of the property.</p> <p>The Managing Agent is to write to Council requesting that Council write to owners of properties on Gubbuteh Road and ask them to remove their bins from the front of their properties.</p>	<p>ALL</p> <p>DPS</p>	<p>22 Jul 16</p>
<p>6.3 Coast Centre for Seniors – Building Signage: Update on application.</p>	<p>No action is to be taken regarding the installation of signage on the exterior of the Coast Centre for Seniors as this is a heritage building and no further correspondence regarding the signage application has been received.</p>	<p>To be removed from agenda</p>	
<p>6.4 8 McMasters Place Development Application: Update on application.</p>	<p>A letter of objection to the development application for 8 McMasters Place has been sent to Council on behalf of the Community Association. The main objection is that the building exceeds the height restriction and is in breach of the development application and also the by-laws of the Community Association.</p> <p>The Executive Committee are waiting to receive a reply from Randwick Council.</p>	<p>ALL</p>	
<p><u>7. ADDITIONAL EXECUTIVE COMMITTEE:</u></p>			
<p>7.1 Additional Executive Committee: Discussion for additional Executive Committee members.</p>	<p>The Executive Committee expressed their wish for additional Executive Committee members to be elected at the annual general meeting.</p>	<p>All</p>	
<p><u>7. SCHEDULE OF FUTURE MEETINGS:</u></p>			
<p>Next Meeting Date</p>	<p>Deadline to have Motions Submitted for inclusion on Next Meeting Agenda</p>	<p>Date at which Agenda will be Circulated to Committee and proprietors</p>	
<p>9 August 2016</p>	<p>2 Weeks prior to the date of the meeting</p>	<p>No later than 72 hrs prior to the meeting</p>	
<p>11 October 2016</p>	<p>2 Weeks prior to the date of the meeting</p>	<p>No later than 72 hrs prior to the meeting</p>	
<p>13 December 2016 (Annual General Meeting followed by EC meeting)</p>	<p>4 Weeks prior to the date of the meeting</p>	<p>No later than 3 weeks prior to the meeting</p>	

CLOSURE:

There being no further business the chairperson closed the meeting 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.