

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

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

**DATE, PLACE &
TIME OF MEETING:**

An Executive Committee Meeting of The Association, Deposited Plan No. 270427, Prince Henry Community Association will be held on Tuesday, 8th December 2020 in the Frangipani Room, Coast Centre for Seniors at Curie Avenue, Little Bay. The meeting will commence at 6:00pm.

The agenda for the meeting is:

1. WELCOME & APOLOGIES:

- 1.1 That the Chairperson welcome all in attendance and that the Secretary record any apologies.

2. CONFLICTS OF INTEREST:

- 2.1 That the Secretary record any conflicts of interest to be raised within the agenda below.

3. MINUTES:

- 3.1 That the minutes of the last executive committee meeting held on Tuesday, 13th October 2020 be confirmed as a true record of the proceedings at that meeting.

Refer Appendix "A"

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Explanatory Note – notice of an executive committee meeting must include or be accompanied by a motion confirming the minutes of the last executive committee meeting.

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4. FINANCIALS:

- 4.1 That the accounts for the period ending 30th November 2020 as circulated/tabled be adopted.

Refer Appendix "B"

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Explanatory Note: - this motion, if approved, adopts recent financial statements concerning the administrative and sinking funds of the community association.

5. OUTSTANDING MATTERS FROM PREVIOUS MEETING:

- 5.1 That the executive committee reviews, discusses and resolves actions on the outstanding matters from the previous meeting(s) nominated below:

5.1.1 Transfer of PH Community Website – CLOSED & Refer item 6.1.1

5.1.2 Little Bay Cove – Meriton's Proposed Development

5.1.3 Yarra Bay Cruise Ship Terminal

5.1.4 Telstra Mobile Phone Tower, Mark Moran at Little Bay

5.1.5 Lot 81 (DP286146) – 18 Jenner Street DA/598/2019

Note to meeting: PH has received the letter of no objections counter signed, the dilapidation reports and the construction certificate, seek approval to close this item.

5.1.6 Heritage Maintenance Plan (Crown Lands)

a) Nurses Interdenominational War Memorial Chapel,

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b) Henry's Trading Post,

Note to meeting: that crown lands have appointed a project manager and will be meeting with a representative of the Prince Henry Hospital Trained Nurses Association. John Pearson will update the EC on progress to date.

c) Retaining Wall

Note to meeting: that the managing agent has written to both Randwick Council & Crown Lands over the concern of the adjacent tree root system undermining the heritage brick retaining wall. The concern of further damage or worse failure of the wall and the associated risks to the public (person and property).

5.1.7 Lot 75 (NA286017) – 4 Meyler Close Subdivision

5.1.8 La Perouse/Kurnell Wharves and Catamaran-style Ferry Services

5.1.9 Landcom Prince Henry Sign – Damaged

Note to meeting: due to lack of response/interest from sign companies to visit site to quote for a small job suggest that the original quote from the sign company Cunneen of \$1,820 + GST be approved.

5.1.10 Lot 81 (NA286146) Request to install Street Signage

Since the last meeting five signs have been installed. Council has been contacted to find out whether they were involved in the process and awaiting a response.

5.1.11 Parking breaches, beach overcrowding & traffic congestion

Explanatory Note – it is recommended that the executive committee review and monitor outstanding matters from previous meetings until completion.

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6. PH COMMUNITY WEBSITE:

- 6.1.1 That the sub-committee report to the Executive Committee , that they review, discuss, and resolve an action on the items raised.

Explanatory Note: - this motion, if carried, adopts the report, and determines any action required.

7. SITE MONITORING:

- 7.1 That the executive committee reviews, discusses and resolves an action on the outstanding site monitoring matters from the previous meeting(s) nominated below:

7.1.1 Lot 75 (NA286017) – Appearance of Lot Breaches
- 4 Meyler Close, Antennas on the Roof

7.1.2 General landscaping issues, particularly with 5 and 9 Meyler Close and 6 and 8 McMaster Place

7.1.3 9 Meyler Close – several air conditioning units affixed to outside of residence.

7.1.4 Lot 52 (SP86466) Flowers Ward – Appearance of Lot Breaches
- Laundry on balconies U7 & U8 of 8 Brodie Ave
- Bamboo screening
- Storage of items on balconies
Note to Meeting: SC representative and managing agent met with EC representative on 3 December 2020 to carry out a review and discussion to resolve the many breaches.

7.1.5 Lot 5 (NA285909) - Appearance of Lot Breaches
- Antenna on the Roof of 41 Gubbuteh Rd

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- 7.1.6 Lot 79 (SP78510) Coperture - Appearance of Lot Breach
 - Satellite Dish on Roof (Foxtel)

- 7.1.7 Lot 9 (SP90272) Rockpool - Appearance of Lot Breaches
 - Telecom Equip/Dish on Roof - awaiting confirmation rectified
 - Laundry on Balconies

- 7.1.8 Lot 102 (SP87551) Seaside Pavilions– Appearance of lot
 - Lot Privacy Screening

- 7.1.8 Lot 103, 2 Newton St – Appearance of lot & Vehicle/Watercraft
 - Storing of items in driveway & front porch
 - Boat with trailer parked in street – Refer item 9.1
 - Overgrown verges & on-title landscaping
 - Visible untidy storage exterior front garden area

- 7.1.9 Lot 36 (NA285944) – Appearance of lot
 - 1, 12 & 14 Murra Murra Place – Overgrown verges

- 7.1.10 Laneway Gubbuteh Rd & Millard Ave - Vehicle/Watercraft6
 - Large boat on title of 27 and 37 Gubbuteh (easement)
 - Caravan permanently parked adjacent to 23A Gubbuteh and not screened from public view.

Explanatory Note – it is recommended that the executive committee review and attend to the outstanding site matters until completed.

8. TELECOMMUNICATIONS:

- 8.1 That the executive committee reviews, discusses and resolves action on the outstanding telecommunications matters from the previous meeting(s) nominated below:

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8.1.1 Prince Henry Telecommunications – Network MSA

8.1.2 LBNCo Unapproved Use of Lot 1

Explanatory Note – it is recommended that the executive committee review and attend to the outstanding telecommunications matters raised above until completed.

9. LOT 103, 2 NEWTON STREET – NOTICE TO COMPLY:

9.1 That the Executive Committee reviews, discusses and resolves an action on the following matters nominated below:

By-Law 11.4 Vehicles and Watercraft states;

No light commercial vehicles or trucks exceeding two tonnes in weight, no unregistered vehicles, no boats, jet skis, mobile homes, caravans, trailers, campers or similar vehicles, and no construction equipment such as cherry pickers and cranes, shall be kept or be caused to remain on a Lot or on Association Property. Such vehicles are to be screened from public view by providing an enclosure located behind the residence or garage. Colours, materials and design of the enclosure should complement the main dwelling.

9.1.1 That the Community Association Executive Committee resolves to issue a Notice to Comply under section 13a of the Community Land Management Act 1989 against Mr. Conor Cregan and Mr Paul Davis, tenants of 2 Newton Street, Little Bay in relation to breaches of By-Law 11.4 Vehicles and Watercraft as:

- a) parking of a boat and trailer on street (PHCA Lot/Lots);
- b) parking of a boat and trailer unscreened from public view;
- c) on the basis that the Community Association Executive Committee are satisfied that against Mr. Conor Cregan and Mr Paul Davis, tenants of 2 Newton Street, Little Bay have contravened the afore mentioned By-Law 11.4.

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- 9.1.2 That the Community Association/Executive Committee approve affixing of the Common Seal by Change Strata Management Pty Ltd on the Notice to Comply in accordance with section 8 of the Community Land Management Act 1989.
- 9.1.3 That should the above Notice to Comply not resolve the above Matter 8.1.1, Community Association Executive Committee resolves to make an application for mediation against Comply against Mr. Conor Cregan and Mr Paul Davis, tenants of 2 Newton Street, Little Bay
- 9.1.4 That the Community Association Executive Committee approve the of the Common Seal by Change Strata Management Pty Ltd on the application for mediation in accordance with section 8 of the Community Land Management Act 1989.
- 9.1.6 That the Community Association Executive Committee appoint Change Strata Management Agent to attend mediation.
- 9.1.7 That should mediation fail, the Community Association Executive Committee resolves to commence proceedings in the NSW Civil & Administrative Tribunal (NCAT) against Mr. Conor Cregan and Mr Paul Davis, tenants of 2 Newton Street, Little Bay in relation to breaches of By-Law 11.4 Vehicles and Watercraft.
- 9.1.8 That the Community Association Executive Committee approve the affixing of the Common Seal by Change Strata Management Pty Ltd on the application for orders in accordance with section 8 of the Community Lands Management Act 1989.

Explanatory Note: - this motion, if passed, will allow the executive committee to consider the above other matters.

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10. OTHER MATTERS:

10.1 That the Executive Committee reviews, discusses and resolves an action on the following matters nominated below:

10.1.1 Managing Agent Contract

Note to meeting: a subcommittee be formed to discuss and report its recommendation back to the EC

10.1.2 Other Urgent Matters (if any)

10.1.3 Next Meetings

Explanatory Note: - this motion, if passed, will allow the executive committee to consider the above other matters.

Date of Notice: Friday, 4 December 2020

EXPLANATORY NOTES TO THIS NOTICE:

Your Community Association Manager

The name of your Community Association Manager is Ms. Kathryn Milne, who is located at Suite 412, Level 4, 350 George Street, Sydney.

Please do not hesitate to contact Ms. Kathryn Milne on either 02 8203 3111 or kathryn@changestrata.com.au if you have any questions regarding this notice.

Definitions

Act – Community Land Management Act 1989

Regulations – Community Land Management Regulation 2007



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DATE, PLACE &

TIME OF MEETING: An Executive Committee Meeting of The Prince Henry Community Association, Deposited Plan No. 270427, was held on Tuesday, 13th October 2020 in the Frangipani Room, Coast Centre for Seniors at Curie Avenue, Little Bay. The meeting commenced at 6:00pm.

PRESENT:

Ms S Graham
Mr K Barker
Mr P Wood
Mr G Thomas
Ms H Nilsen
Mr J Pearson
Mr P McCarthy
Ms S Henderson

APOLOGIES:

Ms S Stewart

IN ATTENDANCE:

Mr P Byrnes (DP 285146)
Mr S Miller (DP285146)
Ms D Valentine (SP85345)
Ms M Strugarevic (SP86078)
Ms K Milne (Change Strata Management Pty Limited)

CHAIRPERSON:

Ms S Graham

SECRETARY:

Mr P Wood

TREASURER:

Mr K Barker

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The agenda for the meeting was:

1. WELCOME & APOLOGIES:

- 1.1 RESOLVED that the Chairperson welcome all in attendance and that the Secretary record any apologies.

Please Note: - committee members present, those in attendance and apologies are nominated above.

2. CONFLICTS OF INTEREST:

- 2.1 RESOLVED that the Secretary record any conflicts of interest to be raised within the agenda below.

The meeting noted that there were no items to be declared.

3. MINUTES:

- 3.1 RESOLVED that the minutes of the last executive committee meeting held on Tuesday, 18th August 2020 be confirmed as a true record of the proceedings at that meeting.

4. OUTSTANDING MATTERS FROM PREVIOUS MEETING:

- 4.1 RESOLVED that the executive committee reviews, discusses and resolves actions on the outstanding matters from the previous meeting(s) nominated below:

4.1.1 Transfer of PH Community Website

The meeting noted a subcommittee meeting was held on the 24th September 2020 and the original brief prepared some years ago is under review, being updated.

The meeting noted that the website subcommittee will report at executive committee meetings and that this item is on-going.

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4.1.2 Little Bay Cove – Meriton’s Proposed Development

Objection Letter to RCC – 29.10.19

Email to PH Community – 31.10.19

Rejection by Randwick Planning Panel 10.6.20

Rejection by Randwick Council 23.06.20

Sydney Eastern City Planning Council asked to review the proposal
25.06.20

The meeting noted a further letter was sent on 13.10.20 to Randwick Council to reiterate PHCA objections and ensure on record.

Randwick Council are the only party permitted to represent the Little Bay Community at the upcoming meeting of the Sydney Eastern City Planning Panel, who have been invited to speak at the meeting.

The meeting noted that this item is on-going.

4.1.3 Yarra Bay Cruise Ship Terminal

The meeting noted that NSW Government decision on this matter has been delayed for 18 months.

The meeting noted that this item is on-going.

4.1.4 Telstra Mobile Phone Tower, Mark Moran at Little Bay

The meeting noted that Telstra had indicated the mobile phone tower is scheduled to be installed early 2020 however Mark Moran has not provided an update on timing.

The meeting noted that PHCA Managing Agent to review the records to locate the relevant person within Telstra to contact and to seek an update on timing.

The meeting noted that this item is on-going.

4.1.5 Lot 81 (DP286146) – 18 Jenner Street DA/598/2019

The meeting noted that additional DA application information was received from the Neighbourhood Association seeking CA approval and DA application documentation was scheduled for consideration by the Randwick Local Planning Panel 9 July 2020.

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The meeting noted that PHCA Managing Agent with committee approval requested Rob May, May & Swann Architects, to review the additional information. PHCA consultant found no grounds for further objection.

The meeting noted the recommendations of PHCA consultant to obtain a copy of the dilapidation report and a copy of the construction certificate. PHCA Managing Agent included recommendations of PHCA consultant in the provisional letter of approval to the Neighbourhood Association/owner of 18 Jenner Street.

The meeting noted that this item is on-going.

4.1.6 Heritage Maintenance Plan (Crown Lands)

Nurses Interdenominational War Memorial Chapel, a DA has been lodged with Council which has been approved to dismantle the stone cross and either repair the existing cross or, if repairing the cross wasn't viable, then the stone would be repurposed.

The meeting noted that Crown Lands has advised that a consultation process would take place with PH Trained Nurses Association, neighbours and PHCA to determine how to repurpose the stone.

The meeting noted that this item is on-going.

Henry's Trading Post, scheduled for maintenance during 2020, including to the external façade. PHCA Managing Agent has written to Crown Land, and is awaiting a reply.

The meeting noted that PHCA Managing Agent to follow-up with Crown Land due to the continuing dilapidation of the external facade.

Retaining Wall (adjacent to Pine Avenue and Lot 25), scheduled for repair during 2020.

The meeting noted that there is concern that the adjacent tree roots system is undermining the wall and, as well as damaging the wall, could lead to the tree being unsafe. PHCA Managing Agent to check if

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this aspect should be raised with Randwick Council or Crown Land and follow up accordingly.

The meeting noted that this item is on-going.

4.1.7 Lot 75 (NA286017) – 4 Meyler Close Subdivision

The meeting noted that PHCA Managing Agent has requested on several occasions from the NA Managing Agent a copy of the updated registered plans.

The meeting noted that this item is on-going.

4.1.8 La Perouse/Kurnell Wharves and Catamaran-style Ferry Services

The meeting noted that NSW Government decision is to proceed with building wharves at La Perouse and Kurnell and reinstating the Botany Bay Ferry services/route which operated 50 years ago.

Note: subsequent to the meeting it was determined that despite a media announcement indicating approval, approval had not been finalised and public consultation was still to take place. This item should therefore be ongoing.

The meeting noted that this item is ~~CLOSED~~ is on-going.

4.1.9 Landcom Prince Henry Sign – Damaged

The meeting noted that this is the CA responsibility and a quote had been obtained and a second quote was being obtained by PHCA Managing Agent for the EC consideration.

The meeting noted that this item is on-going.

6. FINANCIALS;

- 6.1 RESOLVED that the accounts for the period ending 30th September 2020 as circulated/abled be adopted.

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7. RANDWICK CITY COUNCIL (RCC) MATTERS:

7.1 RESOLVED that the executive committee reviews, discusses and resolves any action(s) (if required) on the Randwick City Council matter(s) nominated below:

7.1.1 Wrong Concrete Mix Used & to be rectified with other concrete works.

- Murra Murra footpath repairs - COMPLETED
- Lister Avenue footpath repair - COMPLETED
- 6 Lister Avenue driveway/footpath - COMPLETED
- Pine Avenue footpath repairs - COMPLETED

The meeting noted this item is CLOSED.

8. SITE MONITORING:

8.1 RESOLVED that the executive committee reviews, discusses and resolves any action on the outstanding site monitoring matters from the previous meeting(s) nominated below:

8.1.1 Lot 75 (NA286017) – Appearance of Lot Breaches

- 3 Meyler Close, Landscaping - COMPLETED
- 4 Meyler Close, Antennas on the Roof - pending
- 5 Meyler Close, Landscaping – PHCA CONTRACTOR ATTENDED
- 9 Meyler Close, Landscaping– PHCA CONTRACTOR ATTENDED
- 6 & 8 McMaster Place Noxious Plants– PHCA CONTRACTOR ATTENDED

The meeting noted that the PHCA Contractor carried out maintenance on a number of lots within NA 286017. The PHCA Managing Agent had requested on multiple occasions that the NA Managing Agent arrange the on-going maintenance and confirm to the CA. If no confirmation of an ongoing maintenance plan is received prior to maintenance being required, the PHCA Contractor will be instructed to attend, with costs being on-charged to the NA.

The meeting noted that these items are on-going.

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8.1.2 Lot 52 (SP86466) Flowers Ward – Appearance of Lot Breaches

- Laundry on balconies U7 & U8 of 8 Brodie Ave
- Bamboo screening
- Storage of items on balconies

The meeting noted PHCA Managing Agent resent an email on the 12.10.20 in an effort to arrange a meeting with the Strata Committee to discuss the full extent of the recurring breaches.

The meeting noted that this item is on-going.

8.1.3 Lot 13 (SP84782) Manta - Appearance of Lot Breach

- Signage - REMOVED

The meeting noted that this item is CLOSED

8.1.4 Lot 5 (NA285909) - Appearance of Lot Breach

- Antenna on the Roof of 41 Gubbuteh Rd

The meeting noted that the NA Managing Agent, the NA Executive Committee gave 14 days' notice for the antenna on the roof's to be removed which expires 14.10.20. If not removed by 14.10.20, the NA managing agent will arrange removal and on-charge the owner.

The meeting noted that this item is on-going.

8.1.5 Lot 79 (SP78510) Coperture - Appearance of Lot Breach

- Satellite Dish on Roof (Foxtel)

The meeting noted PHCA Managing Agent issued yet another notice on the 12.10.20 to the Strata Manager requesting the satellite dish removal. The Managing Agents replied 13.10.20 seeking an extension to resolve issues with Foxtel/LBNCo and agreed to have it removed as soon as practical. The committee agreed to a 2-week extension.

The meeting noted that this item is on-going.

8.1.6 Lot 9 (SP90272) Rockpool - Appearance of Lot Breach

- Telecom Equip/Dish on Roof - awaiting confirmation rectified

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The meeting noted PHCA Managing Agent sent another email on the 13.10.20 to the Strata Manager to determine that LBNCo telecom equipment has be relocated as it needs to be not visible from the street or other properties.

Lot 9 (SP90272) Rockpool - Appearance of Lot Breach
- Signage – REMOVED

The meeting noted that this item is CLOSED

Lot 9 (SP90272) Rockpool - Appearance of Lot Breach
- Laundry continually on balcony facing Jenner St

The meeting noted PHCA Managing Agent to write to the strata manager requesting that the hanging of laundry on the balcony cease and that the committee actively monitor and address the on-going issue.

The meeting noted that this item is on-going.

8.1.7 Lot 48 – Moran’s Nursing Home- Appearance of Lot Breaches
Unkempt Nature Strips and grass encroaching on pathway, edging to be rectified - COMPLETED.

The meeting noted that this item is CLOSED.

8.1.8 Lot 102 (SP87551) Seaside Pavilions– Appearance of Lot Breach
- Fencing additions/screening

The meeting noted that PHCA Managing Agent received correspondence from the Strata Manager that the Unit 10 of SP87551 will be seeking to change the fencing subject to approval of SP87551, PHCA and Randwick Council.

The meeting noted that the fence in question is likely to be a common property fence, be subject to heritage and design guidelines. PHCA Managing Agent to discuss with the Unit 10 owner to prevent any unnecessary expenditure and investment of the owner’s time.

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The meeting noted that this item is on-going.

8.1.9 Lot 103, 2 Newton St – Appearance of Lot and Vehicle/Watercraft Breaches

- Storing of items in driveway and on front porch
- Boat with trailer parked in street.

The meeting noted that the PHCA Managing Agent to follow-up with leasing manager as to if/when the tenants are likely to be vacating.

The meeting noted that this item is on-going.

8.1.10 Lot 36 (NA285944) – Appearance of Lot Breach

- Signage 6 Lister Avenue,

The meeting noted that the PHCA Managing Agent to follow-up and continue to do so until sign is removed.

The meeting noted that this item is on-going.

- 1 Murra Murra Place | Overgrown verges, untidy and potentially dangerous fence, and sand/soil from property washing onto adjacent street.

The meeting noted that the PHCA Managing Agent to follow-up again with the NA and also to contact Council regarding dangerous fence being a public risk.

- 5 Murra Murra Place | Overgrown verges and on-title landscaping

The meeting noted that the PHCA Managing Agent to follow-up again with the NA.

- 12 and 14 Murra Murra Place | Overgrown verges

The meeting noted that the PHCA Managing Agent to follow-up again with the NA.

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- 8.1.11 Laneway Gubbuteh Rd & Millard Ave - Vehicle/Watercraft
- Large boat on title of 27 and 37 Gubbuteh (easement)
- Caravan adjacent to 23A Gubbuteh (easement) Lot 19, DP 286162

The meeting noted that the PHCA Managing Agent to write to the owners of 27 and 37 Gubbuteh in relation to boat on lot not being screened from public view.

PHCA Managing agent also to write to the managing agent of strata scheme DP 286162 regarding the caravan permanently parked adjacent to 23A Gubbuteh and not screened from public view.

The meeting noted that this item is on-going.

- 8.1.12 Discuss refining process for reporting site monitoring issues

The meeting noted that the PHCA Managing Agent requested that for ease of prompt action and follow-up each EC member to report each breach in a separate email, with details including lot number, DP or SP number (where there is one), street address and photo/s. The EC was reminded that details of every lot at Prince Henry can be found in the [Community Roll Picture Summary](#) on the website.

The meeting noted that this item is on-going.

PHCA TELECOMMUNICATIONS:

- 9.1 RESOLVED that the executive committee reviews, discusses and resolves action on the outstanding telecommunications matters from the previous meeting(s) nominated below:

- 9.1.1 Prince Henry Telecommunications – Network MSA

The meeting noted the draft submission to NSW Ombudsman in respect of Landcom's poor management of its Network Management Services Agreement with Pivit and the subsequent sub-standard outcome for Prince Henry owners and residents would be finalised shortly.

The meeting noted that this item is on-going.

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9.1.2 LBNCo Unapproved Use of Lot 1

The meeting noted that PHCA Managing Agent has been in contact with Mr Malcolm Wallace of LBNCo who confirmed LBNCo is using the facility and has obtained copies of LBNCo's insurances etc. in the interim until licence agreement is in place.

The meeting noted that PHCA Managing Agent obtained and the EC approved the fee proposal from Adrian Mueller of J.S Mueller's (PHCA Lawyer) of \$2,500 + GST to prepare a licence agreement, and that amendments and additional works would be based on hourly rates.

The meeting noted that PHCA Managing Agent determine with Adrian Mueller the process including writing to LBNCo about unapproved use, and if moving entry boulders was necessary at any time for LBNCo to gain access, they should be restored to their correct location immediately following exit.

The meeting noted that that the preparation of the licence agreement may include but not limited to the following criteria;

- applies to LBNCo and any subsidiaries within the Uniti Group that access or may access the site;
- restricts interference/damage to landscape, street scape and neighbouring properties;
- includes a lease bond and monthly rental amount;
- includes reimbursement of lot costs such as insurance, electricity, landscaping / general maintenance of curtilage areas, etc.
- includes all repairs and maintenance of the lot (building and grounds),
- includes contribution to the PHCA sinking fund;
- indemnify the PHCA against any and all loss;

The meeting noted that this item is on-going.

10. OTHER MATTERS:

10.1 RESOLVED that the Executive Committee reviews, discusses and resolves an action on the following matters nominated below:

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10.1.1 Lot 81 (NA286146) Request to install Street Signage

The meeting noted that to consider the NA request to install parking signage on NA property would need to be reviewed by PHCA consultant and the cost would be on-charged to the NA. The EC noted that any decision to change signage on easements would need to apply site-wide.

The meeting noted that this item is on-going.

10.1.2 Lot 24 (SP85345) Cobia, 2-4 Gubbuteh Road Modification Submission for Apt 26

The meeting noted that if the SC requires a written response to the application then to mitigate risk to PHCA this would need to be reviewed by the PHCA external architectural consultant and the cost would be on-charged to the SC. Ms Valentine, the owner of the apartment, requested that should she decide that CA written permission was required, she would contact the PHCA managing agent.

The meeting noted that until Ms Valentine makes contact, this item is CLOSED.

10.1.3 Other matters (if any)

Parking breaches and beach overcrowding

The meeting noted the on-going concern to PH residents in the warmer months with increased volume of visitors to the area, the illegal parking and overcrowding of the beach.

The meeting noted that residents should contact Randwick City Council individually for best impact and lodge their complaints including requesting that council rangers monitor the area more frequently to manage this issue, especially on weekends.

The meeting noted that committee discuss further and would determine any action that they are able to take under the CMS.

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

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

10.1.4 Next Meetings: confirmed being the Executive Committee Meeting to be held on Tuesday, 8th December 2020 at 6:00pm

CLOSURE: There being no further business, the Chairperson declared the meeting closed 8:05 pm.

Chairperson

Date

SCHEDULE OF FUTURE MEETINGS & DEADLINES		
Meeting Date.	Items to be included in next meeting agenda Due Date.	Notice of Meeting Circulation Date.
ECM 8 December 2020, from 6pm	24 November 2020	1 December 2020
ECM 9 February 2021, from 6pm	26 January 2021	2 February 2021
AGM & ECM 13 April 2021, from 6pm	30 March 2021	6 April 2021
ECM 8 June 2021, from 6pm	25 May 2021	1 June 2021
ECM 10 August 2021, from 6pm	27 July 2021	3 August 2021
ECM 12 October 2021, from 6 pm	28 September 2021	5 October 2021
ECM 14 December 2021, from 6pm	30 November 2021	7 December 2021

Community Association D.P. No. 270427

BALANCE SHEET AS AT 30 NOVEMBER 2020

<u>OWNERS FUNDS</u>	<u>ACTUAL</u> <u>30/11/20</u>	<u>ACTUAL</u> <u>31/12/19</u>
Administrative Fund	55,125.26	26,383.17
Capital Works Fund	202,240.17	195,871.40
<u>TOTAL</u>	\$ 257,365.43	\$ 222,254.57

THESE FUNDS ARE REPRESENTED BY

CURRENT ASSETS

Cash At Bank	158,195.36	250,168.62
Term Deposit 3 - Exp 22.02.21	100,000.00	0.00
Levies In Arrears	323.99	2,256.21
Other Arrears	1,449.80	198.21
Interest On Overdue Levies	50.65	176.20

<u>TOTAL ASSETS</u>	260,019.80	252,799.24
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LIABILITIES

G S T Clearing A/C	907.89	3,057.20
P A Y G Clearing A/C	14.00	0.00
Creditors	995.00	0.00
Levies In Advance	737.48	27,485.11
Interest On Overdue Levies	0.00	2.36

<u>TOTAL LIABILITIES</u>	2,654.37	30,544.67
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<u>NET ASSETS</u>	\$ 257,365.43	\$ 222,254.57
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Community Association D.P. No. 270427
STATEMENT OF INCOME AND EXPENDITURE
 FOR THE PERIOD 1 JANUARY 2020 TO 30 NOVEMBER 2020

<u>ADMINISTRATIVE FUND</u>	ACTUAL 01/01/20-30/11/20	BUDGET 01/01/20-31/12/20	%	ACTUAL 01/01/19-31/12/19
<u>INCOME</u>				
Levies - Contributions	94,000.86	94,000.00	100.00	99,999.06
Levies - Contrib. Discounts	0.52	0.00	0.00	0.00
Collection Charges	0.00	0.00	0.00	330.00
Sundry Income	2,649.23	0.00	0.00	0.00
Interest On Overdue Levies	97.05	0.00	0.00	179.87
Rcc Electricity Refund	2,406.08	0.00	0.00	27,414.99
Search Fees	0.00	0.00	0.00	31.00
Certificate Fees	282.00	0.00	0.00	188.00
<u>TOTAL INCOME</u>	99,435.74	94,000.00		128,142.92
<u>EXPENDITURE - ADMIN. FUND</u>				
Audit Fees	450.00	500.00	90.00	450.00
Bank Charges	324.80	500.00	64.96	191.80
Certificate Fees	94.00	0.00	*****	188.00
Collection Charges	0.00	0.00	0.00	330.00
Gardening	28,346.88	35,000.00	80.99	33,681.44
Electricity Usage	11,842.54	3,200.00	370.08	3,185.69
Electricity Unmeter Street Lght	2,894.47	10,500.00	27.57	10,521.96
Consultancy Fees	0.00	2,500.00	0.00	2,500.00
Insurances	2,590.49	2,628.00	98.57	2,585.86
Insurance Stamp Duty	225.71	221.00	102.13	221.30
Legal Fees	0.00	3,000.00	0.00	2,642.65
Legals - Reforms, Cms & Lot 1	0.00	10,000.00	0.00	0.00
Legal Fees - Pivit	0.00	0.00	0.00	16,122.10
Community Manager Fees	20,955.00	24,000.00	87.31	22,860.00
Community Meeting - Room Hire	270.00	2,000.00	13.50	1,507.09
Community Manager Meeting Fees	2,063.00	7,500.00	27.51	12,580.00
R & M - General Repairs	353.76	2,000.00	17.69	376.12
Sundry Expenses	0.00	0.00	0.00	622.19
Stratamax	283.00	0.00	*****	0.00
Website Maintenance	0.00	1,700.00	0.00	0.00
<u>TOTAL EXPENDITURE</u>	70,693.65	105,249.00		110,566.20
<u>SURPLUS (DEFICIT)</u>	\$ 28,742.09	\$ (11,249.00)		\$ 17,576.72
Opening Balance	26,383.17	26,383.17	100.00	8,806.45
<u>ADMINISTRATIVE FUND BALANCE</u>	\$ 55,125.26	\$ 15,134.17		\$ 26,383.17

***** amount not budgeted for

Community Association D.P. No. 270427
STATEMENT OF INCOME AND EXPENDITURE
 FOR THE PERIOD 1 JANUARY 2020 TO 30 NOVEMBER 2020

<u>CAPITAL WORKS FUND</u>	ACTUAL 01/01/20-30/11/20	BUDGET 01/01/20-31/12/20	%	ACTUAL 01/01/19-31/12/19
<u>INCOME</u>				
Levies - Contributions	7,500.87	7,500.00	100.01	10,001.03
Levies - Contrib. Discounts	0.15	0.00	0.00	0.00
Interest	691.85	0.00	0.00	5,081.23
Tax Refund	0.00	0.00	0.00	246.09
<u>TOTAL INCOME</u>	8,192.87	7,500.00		15,328.35
<u>EXPENDITURE - CAPITAL WORKS</u>				
Transfer Of Website (Software)	0.00	8,000.00	0.00	0.00
Gardening	0.00	0.00	0.00	2,302.00
Improvement To Common Property	0.00	2,000.00	0.00	0.00
Income Tax	672.10	1,000.00	67.21	716.00
Instalment Tax - Dnp	1,152.00	0.00	*****	0.00
<u>TOTAL EXPENDITURE</u>	\$ 1,824.10	\$ 11,000.00		\$ 3,018.00
<u>SURPLUS (DEFICIT)</u>	\$ 6,368.77	\$ (3,500.00)		\$ 12,310.35
Opening Balance	195,871.40	195,871.40	100.00	183,561.05
<u>CAPITAL WORKS FUND BALANCE</u>	\$ 202,240.17	\$ 192,371.40		\$ 195,871.40

***** amount not budgeted for

Community Association D.P. No. 270427

LOT BALANCE REPORT

30 November 2020

<u>Lot No</u>	<u>Unit No</u>	<u>Administrative Fund</u>	<u>Capital Works Fund</u>	<u>Other</u>	<u>Total</u>
8		-10.17	0.00	0.00	-10.17
20		-12.73	0.00	0.00	-12.73
31		0.00	0.00	11.83	11.83
32		-10.17	0.00	0.00	-10.17
34		-29.54	0.00	0.00	-29.54
37		-10.17	0.00	0.00	-10.17
39		-9.79	0.00	0.00	-9.79
41		-2.73	0.00	0.00	-2.73
61		-12.73	0.00	0.00	-12.73
63		-0.17	0.00	0.00	-0.17
68		-9.79	0.00	0.00	-9.79
73		-10.17	0.00	0.00	-10.17
74		-60.99	0.00	0.00	-60.99
75		0.00	0.00	1,422.30	1,422.30
76		-12.73	0.00	0.00	-12.73
77		-12.73	0.00	0.00	-12.73
78		-12.73	0.00	0.00	-12.73
84		-12.74	-5.31	0.00	-18.05
92		-9.79	0.00	0.00	-9.79
93		-9.79	0.00	0.00	-9.79
96		-9.79	0.00	0.00	-9.79
97		-9.79	0.00	0.00	-9.79
105		-266.14	0.00	0.00	-266.14
106		-9.97	-4.15	0.00	-14.12
107		0.00	0.00	0.54	0.54
109		73.09	4.15	3.02	80.26
113		39.71	0.00	1.44	41.15
116		-166.77	0.00	0.00	-166.77
119		-11.22	-4.68	0.00	-15.90
122		193.00	14.04	61.32	268.36
Total		(\$417.54)	\$4.05	\$1,500.45	\$1,086.96