

**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, 18 August, 2020 in the Frangipani Room, Coast Centre for Seniors at Curie Avenue, Little Bay. The meeting will commence immediately after the Annual General Meeting.

The agenda for the meeting is:

1. WELCOME & APOLOGIES:

- 1.1 That the Chairperson welcomes all in attendance and that the Secretary records any apologies.

2. CONFLICTS OF INTEREST:

- 2.1 That the Secretary records 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 7 July, 2020 be confirmed as a true record of the proceedings at that meeting.

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.

4. OFFICE BEARERS:

- 4.1 That the Chairperson, Secretary and Treasurer of the Executive Committee be determined.

Explanatory Note: – it is recommended that the Executive Committee appoints office bearers.

**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**

5. FINANCIALS:

5.1 That the accounts for the period ending 31 July, 2020 be tabled and adopted.

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

6. OUTSTANDING MATTERS FROM PREVIOUS MEETING:

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

6.1.1 Lap and Cap Fence at SP – 87551, 19 – 21 Lister Avenue

6.1.2 Transfer of PH Community Website

6.1.2 Little Bay Cove – Meriton’s Proposed Development

6.1.3 Yarra Bay Cruise Ship Terminal

6.1.4 Telstra Mobile Phone Tower, Mark Moran at Little Bay

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

6.1.6 Heritage Maintenance Plan (Crown Lands)

- Nurses Interdenominational War Memorial Chapel;
- Henry’s Trading Post;
- Retaining Wall

6.1.7 Lot 75 (NA286017) 4 Meyler Close Subdivision

- updated registered plans

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

7. RANDWICK CITY COUNCIL (RCC) MATTERS:

7.1 That the executive committee reviews, discusses and resolves an action on the Randwick City Council matters nominated below:

**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**

7.1.1 Wrong Concrete Mix Used

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

Explanatory Note – it is recommended that the executive committee review and monitor outstanding matters with Randwick City Council until completion.

8. SITE MONITORING:

8.1 That the executive committee reviews, discusses and resolves an 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
- 4 Meyler Close, Antennas on the Roof
- 5 Meyler Close, Landscaping
- 9 Meyler Close, Landscaping
- 6 & 8 McMaster Place Noxious Plants

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

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

- Signage

8.1.4 Lot 5 (NA285909) - Appearance of Lot Breach

- Antenna on the Roof of 41 Gubbuteh Rd

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

- Satellite Dish on Roof (Foxtel)

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

- Telecom Equip/Dish on Roof - awaiting confirmation rectified

**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**

- Signage

- 8.1.7 Lot 48 (Moran’s Nursing Home)
 - Unkept Nature Strips (grass encroachment & edging)
- 8.1.8 Lot 102 (SP87551) Seaside Pavilions– Appearance of Lot Breach
 - Fencing additions/screening
- 8.1.9 Lot 103, 2 Newton St – Appearance of Lot | Watercraft
 - Visible storing of items driveway and front porch
 - Boat with trailer parked in street.
- 8.1.10 Lot 36 (NA285944) – Appearance of Lot Breach
 - Signage 6 Lister Avenue
- 8.1.11 Lot 11 (SP85999) Alaris, Pine Ave — Appearance of Lot Breach
 - Signage
- 8.1.12 Laneway Gubbuteh Rd & Millard Ave - Vehicle/Watercraft
 - Large boat permanently parked over past many months

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

9. TELECOMMUNICATIONS:

- 9.1 That the executive committee reviews, discusses and resolves an action on the outstanding telecommunications matters from the previous meeting(s) nominated below:
 - 9.1.1 Prince Henry Telecommunications – Network MSA
Submission to NSW Ombudsman regarding Landcom’s mismanagement of its Network Management Services Agreement (NMSA) with Pivit and the subsequent outcome.
 - 9.1.2 LBNCo Use of Lot 1
Use of PHCA lot 1 by LBNCo, previously used by Pivit to house its infrastructure under the terms of the Pivit/Landcom NMSA. Now that the NMSA has been terminated, and Landcom is free of its obligations under the NMSA, LBNCo is

**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**

using Lot 1 without an agreement in place outlining responsibilities for maintenance, payment for services, etc.

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

10. OTHER MATTERS:

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

10.1.1 Other matters (if any)

10.1.2 Next Executive Committee Meeting to be held on Tuesday, 6 October 2020 at 6:00pm

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

Date of Notice: Thursday, 30 July, 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, 0439 757 222 or kathryn@changestrata.com.au if you have any questions or queries regarding this notice.

Definitions

Act – Community Land Management Act 1989

Regulations – Community Land Management Regulation 2007



**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**

DATE, PLACE &

TIME OF MEETING:

An Executive Committee Meeting of The Association, Deposited Plan No. 270427, Prince Henry Community Association was held on Tuesday, 7th July 2020 in the Frangipani Room, Coast Centre for Seniors at Curie Avenue, Little Bay. The meeting commenced at 6:00pm.

PRESENT:

Ms. S Graham
Ms. C Davison
Mr. K Barker
Ms. H Nilsen
Ms. S Henderson
Ms. L Silberman
Mr. P Wood

PROXIES:

Mr. J Pearson, Proxy to the Chairperson

APOLOGIES:

Mr. J Pearson

IN ATTENDANCE:

Mrs. M Strugarevic
Mr. G Thomas
Mr. A Carruthers
Mr. S Cummins
Mr. L Neale
Ms. S Stewart
Ms. K Milne (Change Strata Management Pty Limited)

CHAIRPERSON:

Ms. S Graham

SECRETARY:

Ms. C Davison

TREASURER:

Mr. K Barker

**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**

The agenda for the meeting is:

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.

Meeting Note: Ms. S Graham declared a conflict in relation to Item 4.1.4 Transfer of .PH Community Website.

3. MINUTES:

- 3.1 RESOLVED that the minutes of the last executive committee meeting held on Tuesday, 11th February 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 Lap and Cap Fence at SP87551, 19 – 21 Lister, Avenue

The meeting noted that PHCA Managing Agent had received notice from SP87551 Strata Manager that the works are scheduled to take place in the near future.

The meeting noted that this item is on-going.

4.1.2 Summary of Easements

The meeting noted that PHCA Managing Agent has collated the information into a summary. PHCA Managing Agent instructed to update PHCA Insurer with the summary of easements.

The meeting noted that this item is now CLOSED.

4.1.3 Banning Spearfishing in Little Bay

The meeting noted that no further action is necessary on PHCA behalf.

The meeting noted that this item is now CLOSED.

4.1.4 Transfer of PH Community Website

The meeting noted that this will be included in the upcoming PHCA general meeting for determination. Should the website transfer be agreed at the general meeting the committee will need to give consideration to an editorial plan and succession plan.

The meeting noted that this item is on-going.

4.1.5 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 that Randwick City Council unanimously rejected the proposed development and the proposal was then referred to Sydney Eastern City Planning Panel.

The meeting noted that this item is on-going.

4.1.6 Yarra Bay Cruise Ship Terminal

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

The meeting noted that this item is on-going.

4.1.7 Telstra Mobile Phone Tower, Mark Moran at Little Bay

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

The meeting noted that this item is on-going.

4.1.8 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 & DA application documentation was scheduled for consideration by the Randwick Planning Panel 9 July 2020.

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 to include in the provisional letter of approval to the Neighbourhood Association/owner of 18 Jenner Street.

The meeting noted that this item is on-going.

4.1.10 Heritage Maintenance Plan (Crown Lands)

Nurses Interdenominational War Memorial Chapel, a DA has been lodged with Council, seeking approval to dismantle the stone cross and repurpose the stone.

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 Crown Lands will require PHCA approval for of the additional application for the repurposing the stone prior to seeking Council's approval.

**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**

Henry's Trading Post, scheduled for maintenance during 2020, including to the external façade.

The meeting noted that external façade is falling apart and PHCA Managing Agent to advise Crown Lands.

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

The meeting noted that this item is on-going.

5. FINANCIALS:

5.1 RESOLVED that the accounts for the period ending 30 June 2020 as circulated/tabled be adopted.

6. RANDWICK CITY COUNCIL (RCC) MATTERS:

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

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

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

The meeting noted that Randwick City Council would be grouping the items together to make the job economically viable.

The meeting noted that this item is on-going.

7. SITE MONITORING:

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

**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**

7.1.1 Lot 75 (NA286017) – Appearance of Lot Breaches

- 3 Meyler Close, Landscaping
- 4 Meyler Close, Antennas on the Roof
- 5 Meyler Close, Landscaping
- 9 Meyler Close, Landscaping
- 6 & 8 McMaster Place Noxious Plants

The meeting noted landscaping has not been not rectified and PHCA Managing Agent to issue another breach letter advising the Managing Agent that, if the above landscaping matters are not rectified, the PHCA would arrange for a contractor to do the work and on-charge the NA in accordance with the by-laws.

7.1.2 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 that SC members are happy to meet with EC member(s), to carry out a review and discussion to resolve. PHCA Managing Agent to advise the Managing Agent for their SC members to nominate a suitable time to meet with EC members on site to pinpoint the various issues.

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

- Signage

The meeting noted EC member (SG) to recheck and advise PHCA Managing Agent who is to follow-up if necessary.

7.1.4 Lot 5 (NA285909) - Appearance of Lot Breach

- Antenna on the Roof of 41 Gubbuteh Rd

The meeting noted EC member (SG) to recheck and advise PHCA Managing Agent who is to follow-up if necessary.

**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**

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

The meeting noted EC member (SG) to recheck and advise PHCA Managing Agent who is to follow-up if necessary.

7.1.6 Lot 9 (SP90272) Rockpool - Appearance of Lot Breaches
- Telecom Equip/Dish on Roof - awaiting confirmation rectified
- Signage

The meeting noted EC member (SG) to recheck and advise PHCA Managing Agent who is to follow-up if necessary.

7.1.7 Lot 48 – Moran’s Nursing Home- Appearance of Lot Breaches
Unkept Nature Strips & grass encroaching on pathway, edging to be rectified - awaiting confirmation rectified.

The meeting noted EC member (SG) to recheck and advise PHCA Managing Agent who is to follow-up if necessary.

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

The meeting noted that PHCA Managing Agent had issued a letter to the Managing Agent on 6 July 2020, and was awaiting a response before following up.

7.1.9 Lot 103, 2 Newton St – Appearance of Lot & Vehicle/Watercraft Breaches
- Storing of items in driveway and on front porch (Furniture, BBQ and various other items from time to time) large bike trailer and boat with trailer parked in vicinity.

The meeting noted that the large trailer has been removed, that the boat and trailer remained and, in accordance with NSW road rules, were parked too close to the corner. S Graham undertook to contact Council. PHCA Managing Agent has followed up with the Managing Agent of the rental property and will continue to do so.

**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**

7.1.10 Lot 36 (NA285944) – Appearance of Lot Breach

- 1, 5, 12 & 14 Murra Murra Place | Overgrown on title landscaping and verges from time to time
- Signage 6 Lister Avenue,

The meeting noted that the landscaping items has been attended to.

The meeting noted EC member (SG) to recheck the signage and advise PHCA Managing Agent who is to follow-up if necessary.

7.1.11 Lot 11 (SP85999) Alaris, 2 – 4 Pine Ave — Appearance of Lot Breach

- Signage

The meeting noted EC member (SG) to recheck the signage and advise PHCA Managing Agent who is to follow-up if necessary.

7.1.12 Laneway Gubbuteh Rd & Millard Ave - Vehicle/Watercraft

- Large boat permanently parked over past many months

The meeting noted EC member (SG) to recheck the signage and advise PHCA Managing Agent who is to follow-up if necessary.

The meeting noted that this item is on-going.

8. TELECOMMUNICATIONS:

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

**8.1.1 Prince Henry Telecommunications
(Landcom/PIVIT/NBN/LBNCo)**

The meeting noted that this item is now CLOSED.

8.1.2 Network Management Services Agreement

The meeting noted that EC members (PW and HN) would draft a submission to NSW Ombudsman in respect of Landcom's poor management of its Network Management Services Agreement with Pivit

**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**

and the subsequent sub-standard outcome for Prince Henry owners and residents. EC Member (KB) offered to provide some background information to PW and HN.

The meeting noted that this item is on-going.

8.1.3 LBNCo Unapproved Use of Lot 1

The meeting noted that since Landcom had terminated its Network Management Services Agreement with Pivit, no agreement had been entered into for the ongoing use Lot 1 by LBNCo (previously used to house Pivit's infrastructure). PHCA Managing Agent to write to LBNCo's, Mr. Malcom Wallace to ask for confirmation as to whether or not LBNCo is using the facility, insurances etc. If LBNCo is using the facility, it will be necessary for an agreement to be established outlining responsibilities for maintenance, insurance, electricity, etc. Consultation with PHCA Lawyer will be required.

The meeting noted that this item is on-going.

9. OTHER MATTERS:

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

9.1.1 Lot 75 (NA286017) 4 Meyler Close Subdivision

Update registered plans requested for records (easement referral).

The meeting noted that PHCA Managing Agent is to write to the Managing Agent of that NA requesting a copy of the updated registered plan.

9.1.2 Review of Standard Policies & Procedures

- Code of Conduct
- Communication Plan
- Breach of By-laws

**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**

The meeting noted that PHCA Managing Agent is to circulate the Breach of By-Laws document in word version to EC members to return with suggested amendments within 14 days.

The meeting noted that this item is now CLOSED.

9.1.2 Lot 127 (SP 85837) Coastal Quarter Application Window Tinting

The meeting noted that there is no objection to the application as submitted and PHCA Managing Agent to advise the Managing Agent in writing.

The meeting noted that this item is now CLOSED.

9.1.3 Lot 16 (NA285908) 36 Gubbuteh Rd, Application External Colours

The meeting noted that there is no objection to the application as submitted and PHCA Managing Agent to advise the Managing Agent in writing.

The meeting noted that this item is now CLOSED.

9.1.4 Draft Budget 2020 & Audit Accounts 2019

The meeting noted that this item will now be included in the upcoming general meeting.

The meeting noted that this item is now CLOSED.

9.1.5 Other matters (if any)

9.1.6 Next Meetings confirmed being the Annual General Meeting & Executive Committee Meeting to be held on Tuesday, 18 August 2020 at 6:00pm

CLOSURE: There being no further business, the Chairperson declared the meeting closed at 8.06pm.

Chairperson

Date

**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**

SCHEDULE OF FUTURE MEETINGS & DEADLINES		
Meeting Date.	Items to be included in next meeting agenda Due Date.	Notice of Meeting Circulation Date.
ECM 13 October 2020, from 6pm	29 September 2020	6 October 2020
ECM 8 December 2020, from 6pm	24 November 2020	1 December 2020