MINUTES OF A COMMITTEE MEETING OF THE BODY CORPORATE FOR ST JAMES COMMUNITY TITLES

7th of August 2024

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| Attendances: | Averil Cook | Chair |
|  | Peter White | Secretary |
|  | Noel Kendall  Warwick Henry | Treasurer  Ordinary member |
|  | Margaret Luscombe  Gerry Vanderstoep | Ordinary member  Ordinary member |
|  |  |  |

**Quorum:** A quorum was constituted as six committee members were present.

**Chairperson:** Averil Cookchaired the meeting, declaring it open at 08:00.

Apology from Kevin Huckel

**Item 1 Minutes of a previous meeting:**

Averil moved that the minutes of the committee meeting held on the 10th of July 2024 be accepted as the true and correct record of that meeting. Carried unanimously.

**Item 2 Matters arising from the previous minutes:** Nil.

**Item 3 Confirmation on motion voted outside committee meeting: Nil**.

**Item 4 Secretary’s report:**

Peter reported that he had circulated the subject lines for email traffic to the committee from the 8th of July 2024 until the 1st of August 2024.

Peter moved that the report be accepted. Carried unanimously.

**Item 5 Treasurer’s report:**

Noel tabled a report comprising the following:

cash disbursements journal for the period 1st of June – 31st of July 2024 $ 10,650.09

balance sheet 31st of July 2024 net assets $434,208.89

profit and loss statement 1st October—31stof July 2024 $ 28,459.78

bank reconciliation 31stof July 2024.

Noel moved that the payments be authorized and that the report be accepted. Carried unanimously.

**Item 6 Gardening report**

Gerry reported that everything appeared to be in order, and he is requesting Ollie to quote for the top dressing and aeration of the body corporate lawns.

Dog owners, please stop your dog’s urinating on the lawns at the front entrance

**Item 7 Maintenance report:**

Gerry reported that he had cleaned the entrance lights and repainted some areas at the front entrance. Gerry also resealed the top of the walls around lot 1 to stop water ingress.

Gerry moved that both reports be accepted. Carried unanimously.

The committee thanked Gerry for all his work.

**Item 8 General business:**

Bridge

Peter reported that there still has been no response from the Council to the on-site meeting held on the 10th of April 2024. However, you may recall at the last meeting with the Owners on the 26th of March 2024, Peter said that he would continue, in a private capacity, to seek some compensation for the new lot owners. He first wrote to the Council in April and received the reply last week—nothing inspiring except the following:

*It is appreciated that there has been some interest in privately funding a new bridge; however, without a trustee lease in place (which we understand was refused by the Department of Resources), this is not legally possible.*

The letter came from City Legal and provided an opportunity for the committee to have direct contact with City Legal now that we had ceased to use the services of Cooper Grace Ward.

We have written to them on behalf of Body Corporate to let them know that the Department of Resources had encouraged us to seek a trustee lease and that discussions were taking place until the Council letter dated 17th of March 2022. This is the letter in which the Council admitted ownership of the bridge.

We indicated that the body corporate had spent $25,000 in legal fees and had decided that unless there is the potential for a positive outcome not to re-engage with Cooper Grace Ward.

The City Legal Property team is now re-looking at the proposed trustee lease (from 2022).

Peter went on to explain that a lease was only necessary if the Body Corporate and the Council approved a new bridge on the existing sub-structure or a new sub-structure. Unless we have some form of tenure it is almost certain that the Body Corporate would not approve the expenditure.

Front Gardens

Gerry reported that work should start soon on the tree removal.

The committee discussed the planned landscaping work and agreed to ask Ollie Hardt to provide three quotes:

1. Boblynne Street Frontage & Driveway, extend the hedge along the street, near the sub-station, replace timber edging, and trim hedges to the same consistent height.
2. Creek Side Garden, provide ideas and price for improvement.
3. Shed Garden, provide ideas and price for improvement.

Trees

Gerry reported that he is still waiting on one more quote for the biennial trim of the Golden Pendas. The work should be completed before the end of this financial year (i.e. end of September)

Storm Drain

Gerry reported that the “noisy” drain outside lot 14 is still a work in progress.

EOFY

The committee discussed the planned expenditure for the next financial year.

The major expenditure will be on the front entrance and will include painting the shed walls and front entrance walls. It was agreed that for planning purposes there will be no further provision for expenditure on the bridge. This will allow the treasurer to be able to redistribute the levies between the administration and sinking funds. Possibly deferring any levy increase.

**Item 9 Matters without notice:**

Peter advised that the date for the AGM is 12th December 2024.

**Item 10 Next meeting:**

The next meeting will be at 08.00 on Wednesday 11th of September 2024 at Lot 19.

**Close of meeting:**

There being no further business, the chair declared the meeting closed at 09:15.

**Confirmation of minutes:**

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Chair’s signature Date