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

 10th of July 2024

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| Attendances: | Averil Cook | Chair |
|  | Peter White | Secretary |
|  | Noel KendallWarwick Henry | TreasurerOrdinary member |
|  | Kevin HuckelMargaret LuscombeGerry Vanderstoep | Ordinary memberOrdinary memberOrdinary member |
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**Quorum:** A quorum was constituted as all committee members were present.

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

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

Averil moved that the minutes of the committee meeting held on the 5th of June 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 30th of May 2024 until the 8th of July 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 May – 30th of June 2024 $9,894.40

balance sheet 30th of June 2024 net assets $429,896.98

profit and loss statement 1st October—30th of June 2024 $ 24,147.87

bank reconciliation 30th of June 2024.

Noel noted that the June distribution included the new gate entry keypad payment.

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.

**Item 7 Maintenance report:**

Gerry reported that work had started on refurbishing the entrance lights.

Gerry moved that both reports be accepted. Carried unanimously.

**Item 8 General business:**

Bridge

Peter reported that there had been no response from the Council since the on-site meeting on the 10th of April 2024. The Council was due to present a proposal within thirty days of that meeting.

Gate Keypad

Peter reported that it appears to be operating correctly.

Front Gardens

Kevin reported that he and Gerry are requesting Ollie to quote for work to improve the Boblynne Street frontage, driveway garden, and Creekside Garden. The work will include an extension to the hedge along Boblynne Street, rebalancing the height of the hedges, and, planting some additional Alternanthera Dentata( Red Ruby)

The work on the Creekside Garden will be delayed until the arborist has pruned the adjacent trees.

Shed

Kevin reported that the work is now completed on the additional space and the filing cabinets for body corporate documentation are in place.

Gerry reported that once the arborists had been, the repairs to the shed ceiling would be finished, and the roof would be cleaned and repainted.

Trees

Golden Penda

Gerry reported that we are still waiting for quotes for the pruning of the Golden Penda, in addition to quotes for the trees that overhang the trailer parking area.

Tulipwood

There was general discussion about the letterbox area and the tulipwood tree. The area is quite dirty after rain with the runoff from the overhanging tree, the same occurs in the trailer parking area. It was agreed that whilst the trees overhanging the trailer parking area are to be heavily trimmed the Tulipwood would have a light prune. Ollie will be requested to carry out the light prune.

The issue of regular cleaning of the entrance walls and lights will be an agenda item at the next committee meeting.

**Item 9 Matters without notice:**

Storm Water Drain

The stormwater drain outside lots 2 and 14 has become loose and makes a noise when it is driven over.

It appears that the lintel/cradle supporting the grate is rusting away and needs to be replaced. The committee will seek some assistance /advice from a plumber as to where to source the parts. Any assistance would be most welcome. If you can help please discuss it with Gerry at lot one.

QCAT Trees

QCAT has ruled that the trees behind lot 7 should be removed by the end of September 2024, the trees behind lots 8,20.21 are to be inspected by an arborist.

Brisbane City Council

Kerbside collection week commencing 4th of August 2024

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**Item 10 Next meeting:**

The next meeting will be at 08.00 on Wednesday 7th of August 2024 at Lot 19.

**Close of meeting:**

There being no further business, the chair declared the meeting closed at 08:45.

**Confirmation of minutes:**

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Chair’s signature Date