MINUTES OF THE ANNUAL GENERAL MEETING OF THE BODY CORPORATE FOR ST JAMES (CTS 19922) HELD AT LOT 32, 50 BOBLYNNE STREET, CHAPEL HILL, ON THURSDAY, 12 DECEMBER 2024 AT 7.30 PM

# Attendances:

Gerry & Bev Vanderstoep Co-owners Lot 1

Alex & Janet du Plessis Co-owners Lot 6

Ken Moore Co-owner Lot 7

Warwick & Jocelyn Henry Co-owners Lot 11

Roslyn Searles Owner Lot 15

Pam Killer Owner Lot18

Les & Averil Cook Co-owners Lot 19

Noel Kendall For Joan-Ann Kendall Lot 20

Marianne Huckel Co-owner Lot 22

Margaret Luscombe Co-owner Lot 23

Peter White Owner Lot 28

Graham Edney Owner Lot 31

Craig Hunter Co-owner Lot 32

# Apologies: John & Ruth Francis, Co-owners Lot 3

# Ken & Rhonda Finney Co-owners Lot 4

# Glenda Sterling Owner Lot 8

# Pat & Geraldine Gilles Co-owners Lot 14

# Kevin Huckel Co-owner Lot 22

# Chass & Vivien Matters Co-owners Lot 26

# Val Bennett Owner Lot 29

# Terry Hunter Co-owner Lot 32

## Voting papers received:

Gerry & Bev Vanderstoep

John & Ruth Francis

Ken & Rhonda Finney

Noel Taylor

Alex du Plessis

Ken &June Moore

Glenda Sterling

Antoinette Readhead Warwick Henry

Erin Geaney

Pat & Geraldine Gilles

Roslyn Searles

Pam Killer

Averil Cook

Joan-Ann Kendall Jessica Jones

Kevin & Marianne Huckel Margaret Luscombe

Owners, Lot 1

Owners, Lot 3

Owners, Lot 4

Owner, Lot 5

Co-owner, Lot 6

Owners Lot 7

Owner, Lot 8

Owner, Lot 9

Co-owner, Lot 11

Co-owner, Lot 13

Owners, Lot 14

Owner, Lot 15

Owner, Lot 18

Co-owner, Lot 19

Owner, Lot 20

Owner Lot 21

Owners, Lot 22

Co-owner, Lot 23

Les & Donnis Long Owners, Lot 25

Vivien Matters Co-Owner, Lot 26

Peter White Owner, Lot 28

Valerie Bennett Owner, Lot 29

Bruce &Ailsa Kennedy Owners, Lot 30

Graham Edney Owner, Lot 31

Craig & Terry Hunter Owners, Lot 32

**Quorum:** As greater than 25% of owners of the scheme were present either in person, by proxy, or by voting paper, a quorum was formed.

**Chairperson:** Averil Cook chaired the meeting, declaring it open at 19:30.

# Chairperson’s Report :

# St James Body Corporate Committee Report 2024 from Chair: Averil Cook

# During this year:- Our street trees have recently had their two-yearly trim. The front entrance is undergoing some gardening changes with the removal of some trees and hedges. The garden shed has been repaired and painted. Garden renewal and the shed are works in progress. Ollie Hardt is our gardener. He has recently taken on a part-time assistant – also called Ollie. Since the 3G network has closed down the gate access system had to be replaced. Brisbane City Council has demolished the wooden bridge over the creek. They are not willing to rebuild the bridge and are not agreeable to granting a Trustee Lease which would allow St James to build a walkway across the trustee land. It is expected the council will remove the concrete stands that had supported the old bridge. A problem of large overhang of trees from Tristania St properties has had to be reported to QCAT who will be dealing with the matter now. House 15 was sold during the year and the new owner Roslyn Searles has moved in. The Vakalis family moved into renting number 30 and a few months later were pleased when their ‘ship came in’ with the container of all their furniture and boxes. We continue to enjoy the coffee gathering at The Olive Grove on the first Saturday of each month. Also, there are gatherings around the gardens at the end of each street at various times of the year. All good for conversations and getting to know the neighbours. Thank you to all the participants. Thanks also to some other St James owners who send informative and useful information emails and ideas. On the committee:- Secretary Peter deals efficiently with all the emails and paperwork. The bridge has involved a lot of research time and effort. His commitment and competence are very much appreciated, and I thank him sincerely. Undisputable thanks are due also to Treasurer Noel who has looked after our finances capably and efficiently for all the years since St James started. Kevin has been an able assistant in recent times. I thank them both for their continuous and valuable contributions. Gerry looks after the maintenance and gardening issues and working bees and does many maintenance jobs himself. I thank him sincerely. Margaret and Warwick are always reliable, and their thoughtful considerations are valued. My thanks go to all the members of the committee for their reliability, continuing commitment, and their particular and diverse ways of contributing

.Treasurer’s Report:

Noel briefly outlined the financial position and highlighted the rising costs impacting the administration fund. For example, over the past two years, Insurance premiums have increased from $6,894 to a budgeted $9,000, and maintenance expenses have increased from $3,791 to a budgeted $9,200.The St James Estate is now 33 years old, and maintenance costs are expected to continue to rise. An increase in the levy should be expected from March 2026.

The chair moved that the reports be approved. Carried unanimously.

**Motions:** The chair first asked if any votes were to be taken from the floor; no one elected to vote from the floor. Twenty-five valid voting papers had been received before the meeting.

The chair then read the following motions and the results.

**Motion 1:** THAT the minutes of the AGM held on 14th December 2023 be adopted as a true and accurate record of that meeting. (Ordinary resolution.)

**The motion succeeded with two abstentions.**

**Motion 2:** THAT the audited statement or accounts for the year ended 30th September 2024 be received and adopted (Ordinary resolution.) The motion was declared carried with voting as follows:

## The motion succeeded with one abstention.

**Motion 3:** THAT the body corporate’s statement of accounts for the financial year ending 30 September 2025 not be audited. (Special resolution)

**The motion failed with only five affirmative votes**

**Motion 4:** THAT in the event of an audit being required, the audit of the books and accounts of the body corporate shall be carried out by Peter I Price & Associates. (Ordinary resolution.)

**The motion succeeded with one abstention.**

**Motion 5:** THAT the proposed administrative and sinking funds budgets or the year ended 30th September 2025 be approved. (Ordinary resolution.)

**The motion succeeded with no dissension.**

**Motion 6:** THAT based on the proposed budget, the contributions to be levied for the administration fund be $165.00 per annum, inclusive of GST, per lot of entitlement from the 1st of December 2024 until the 28th of February 2025 and then from the 1st of March 2025 the levy will be increased to $175.00 per annum inclusive of GST per lot of entitlement.(Ordinary resolution.)

**The motion succeeded with no dissension.**

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**Motion 7:** THAT based on the proposed budget the contribution to be levied for the sinking fund be $15.00 per annum, inclusive of GST, per lot of entitlement from the 1st of December 2024. until the 28th of February 2025 and then from the 1st of March 2025 the levy will be decreased to $5.00 per annum inclusive of GST per lot of entitlement. (Ordinary resolution.)

**The motion succeeded, although there was one vote not in**

**support of the motion.**

**Motion 8:** THAT the approved contributions to be payable by Owners are by equal

instalments for the following periods, with each instalment payable no later than the due date:

|  |  |
| --- | --- |
| **Period** | **Due Date** |
| 01/12/24 to 28/02/25 | 31/12/24 |
| 01/03/25 to 31/05/25 | 31/03/25 |
| 01/06/25 to 31/08/25 | 30/06/25 |
| 01/09/25 to 30/11/25 | 30/09/25 |

(Ordinary resolution)

**The motion succeeded with no dissension.**

**Motion 9:** That the body corporate insurance renewal details are approved**.**

**(** Ordinary resolution )

**The motion succeeded with no dissension.**

**Motion 10:** The proposed agreement with Ollie Hardt T/A Gardens and Green Horticulture for the year ending 31st of December 2025 should be approved by the body corporate with the fixed annual sum under the agreement being $95,797.49, including GST. (Ordinary resolution.)

**The motion succeeded with one abstention.**

**Election of the committee:** The chair conducted the election of the committee

The secretary announced that the persons nominated and listed below comprise all the nominations for executive positions on the committee and are therefore declared as being elected to these positions:

**Chair:** Averil Cook

**Secretary:** Peter White

**Treasurer:** Noel Kendall

The secretary announced that the persons nominated and listed below comprise all the nominations received by the closing date for the position of ordinary member of the committee and are therefore declared as being elected to these positions:

Warwick Henry Kevin Huckel Margaret Luscombe Gerard Vanderstoep

**Close of formal meeting:** There being no further business, the secretary declared the meeting

closed at 19:45 . The chair then opened the meeting to general discussion.

## Confirmation of minutes:

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Chair’s signature Date

## General Discussion

The general discussion closed at 19:50

Please address correspondence to: The Secretary, Body Corporate for St James, 50 Boblynne Street, Chapel Hill Qld 4069 (Email: [stjames4069@gmail.com)](mailto:stjames4069@gmail.com)