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

**SCHEME 19922 HELD AT LOT19,50 BOBLYNNE STREET, CHAPEL HILL, ON WEDNESDAY, 15th of January 2025**

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| Attendances: | Averil Cook | Chair |
|  | Peter White | Secretary |
|  | Noel Kendall  Kevin Huckel | Treasurer  Ordinary member |
|  | Margaret Luscombe  Gerry Vanderstoep | Ordinary member  Ordinary member |
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**Quorum:** A quorum was constituted as six committee members were present.

Apologies from Warwick Henry

**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 November 6th, 2024, be accepted as the true and correct record of that meeting. The motion was carried unanimously.

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

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

**Item 4 Secretary’s report:**

Peter reported that he had circulated the subject lines for email traffic to the committee for November and December 2024. Peter moved that the report be accepted. The motion was carried unanimously.

**Item 5 Treasurer’s report:**

Noel tabled the November and December 2024 cash disbursements journal: $33,273.18. Noel moved that the payments be authorized. The motion was carried unanimously.

Financial dashboard net assets: $424,623.16 profit and loss ($699.73).

**Item 6 Gardening report**

Gerry reported that everything seemed to be under control. Ollie Hardt will be overseas from February 16 to March 7, 2025, finalizing his late mother's estate.

**Item 7 Maintenance report:**

Gerry reported that all maintenance work has been completed

**Item 8 General business:**

Front Gardens

Gerry reported that the work is almost complete, with two minor jobs to be finished.

Financials

Noel requested that we carry this item forward to our next meeting.

Accounting Assistance

Peter advised that Marita Moore, the daughter of Ken and June Moore, has kindly offered to assist with the treasury work. Marita is the financial controller of an ASX-listed base metals mining company and an FCPA member with 30 years of accounting experience.

Peter proposed that we accept Marita’s offer, provide full access to the MYOB accounting package and cover any out-of-pocket expenses. The motion was carried unanimously.

Peter added that this arrangement could allow Marita to do all the accounting work for St. James part-time if the committee recommends outsourcing the treasury function.

Multi-Skilling

Peter reported sending committee members information on the treasury and secretarial functions in November 2024

No 32 Boblynne Street Park

Peter reported that disclosure papers received under RTI 2024/25-210 indicate that the Council is aware that machinery needs to be provided with access from the southern side of the park to the northern side.

The Waterways Department removed the previous access in October 2023, and the northern bank has not been mowed since then.

The new CEO of the Brisbane City Council, Kerrie Freeman, has been made aware of the issue and that residents are now forced to clear the area to reduce the prevalence of snakes and rats.

Peter said he believed the Parks and Waterways Departments had not agreed on a solution.

(RTI2024/25-210 file is available on the St James Blog <https://www.stjames.blog/>)

Roundabout Gardens

Peter reported that Alex du Plessis has offered to take responsibility for the southern roundabout garden.

Peter proposed that we accept Alex’s offer and approve a budget of up to $500 for improvements, the same amount as budgeted for the northern roundabout, which is looked after by Marianne Huckel. The motion was carried unanimously.

Painting Walls

Gerry reported tabled quotes to complete the painting of the front entrance and proposed that Andrew Gabb's quotes be accepted. He noted that the mailbox area is not included at his stage, as work on the mailbox is pending. However, the area will be pressure-washed.

Mailbox

Gerry reported that the parcel box is not weatherproof and must be repaired or replaced.

Front Entrance Signage

Peter reported receiving a letter from Ken Moore suggesting changes to the signage. In this letter, Ken suggests surveying the owners on how the name should be shown.

Peter proposed that Ken be asked to prepare the survey paper to be forwarded to the owners.

The motion was carried unanimously. (A copy of Ken's letter is available on the St James Blog)

Tree Lot 23

Peter reported that Margaret Luscombe, Lot 23, asked for assistance with a gum tree near the body corporate boundary fence. One large branch is overhanging the boundary, posing a potential hazard.

Peter proposed that the body corporate write to the tree owner to request that they remove the branch.

The motion was carried unanimously.

**Item 9 Matters without notice:**

Gerry requests that all residents and visitors comply with the 20km speed limit.

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**Item 10 Next meeting:**

The next meeting will be at 08.00 on Wednesday, the 26th of February 2025, 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

<https://www.stjames.blog/>