STATEMENT PURSUANT TO SECTION 41 OF THE STRATA TITLES ACT 1988

Date of Statement: 24 June 2024

Unit in respect of which the Statement is issued: Unit 8 in Units Plan No. 5135 at 7 Moorea Court, WEST LAKES SA 5021

Person requesting certificate: Name: Searchlight Technology,

Address: PO Box 232, Rundle Mall SA 5000

The Strata corporation certifies the following with respect to the Unit being the subject of this Statement:

1. Administrative fund – contributions payable by regular periodic instalments or lump sum

Total amount last determined with respect to the lot

Amount Period

Number of instalments payable (if contributions payable by instalments)

Amount of each instalment, period to which instalment relates and date due

 Amount
 Period
 Date due

 \$338.00
 01 Dec 2023 to 29 Feb 2024
 01 Dec 2023

 \$338.00
 01 Mar 2024 to 31 May 2024
 01 Mar 2024

 \$338.00
 01 Jun 2024 to 31 Aug 2024
 01 Jun 2024

 \$338.00
 01 Sep 2024 to 30 Nov 2024
 01 Sep 2024

Amount owing \$0.00

\$0.00

4

4

Interest due on unpaid levies

Amount in credit for prepaid levies \$0.00

2. Sinking fund – contributions payable by regular periodic instalments or lump sum (section 76(1) of the Act)

Total amount last determined with respect to the lot

Amount Period

Number of instalments payable (if contributions payable by instalments)

Amount of each instalment, period to which instalment relates and date due

Amount	Period	Date due
\$63.00	01 Dec 2023 to 29 Feb 2024	01 Dec 2023
\$63.00	01 Mar 2024 to 31 May 2024	01 Mar 2024
\$63.00	01 Jun 2024 to 31 Aug 2024	01 Jun 2024
\$63.00	01 Sep 2024 to 30 Nov 2024	01 Sep 2024

Amount owing \$0.00

Interest due on unpaid levies \$0.00

Amount in credit for prepaid levies \$0.00

3. Special contributions

None

4. Particulars of Assets and Liabilities of the Corporation

A copy of the Balance Sheet at the date of this Statement is attached.

5. Particulars of any Expenditure

(a) Incurred by the Corporation

Please refer to Annual General Meeting 2023

(b) Resolved to be incurred to which the unit holder must, or is likely to be required to, contribute

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6. Insurance policies

Particulars of all insurance policies taken out by the strata corporation.

Policy No. 69909 CHU Insurance

Type: Strata Broker:

Premium: S	\$5,998.95	Paid on:	11/01/2024		Policy start date:	12/01/2024	Next due:	12/01/2025
Cover		Sum insu	red	Exc	ess			
Building		\$2,900,00	00.00	\$1,0	000.00			
Loss of Rent/	Temporary Accomm	\$435,000	.00	\$0.0	00			
Public Liability	у	\$10,000,0	00.00	\$0.0	00			
Voluntary Wo	orkers	\$200,000	.00	\$0.0	00			
Fidelity Guara	antee	\$100,000	.00	\$0.0	00			
Govt. Audit C	costs	\$25,000.0	00	\$0.0	00			
Appeal Exper	nses	\$100,000	.00	\$0.0	00			
Legal Defence	e Expenses	\$50,000.0	00	\$0.0	00			
Lot Owners' F Improvements		\$250,000	.00	\$0.0	00			
Office Bearers	s Liability	\$250,000	.00	\$0.0	00			
Excess				\$1,0	000.00			
Excess - Wat	er			\$2,	500.00			

7. Documents Supplied

- (i) Minutes of general meetings of the corporation and meetings of the management committee for the last two years
- (ii) Statement of Accounts of the corporation last prepared by the corporation
- (iii) The Articles for the time being in force
- (iv) The current policies of insurance taken out by the corporation
- 8. Water Owner
- **9. Payments –** Settlement fees can be paid using the following details:

Biller Code: 96503

Ref: 224970020 51062 (take out the space)

The information provided is accurate as at the date of this Statement and is not intended to be relied upon by any party other than the person who requested this Statement under Section 41 of the Act.

Conveyancers are urged to contact us on 8444 6444 to confirm these details are correct immediately prior to settlement as this information may have changed since the time the Section Statement was requested.

Conveyancers are also requested to send us in writing, Change of Ownership details as soon as possible upon settlement.

NOTE:

An inspection of the accounting records, minute books of the corporation and any other prescribed documentary material may be arranged by application to the Agent at the address listed below:

This Statement was prepared on behalf of Strata Corporation 5135 Inc. by

Debbie McDonald on behalf of

Tanya Kelly J E Whites Pty Ltd 55 Woodville Road Woodville SA 5011

REGISTER OF SPECIAL RESOLUTIONS AND UNANIMOUS RESOLUTIONS AFFECTING A UNIT OR UNITS AND/OR THE COMMON PROPERTY

Date	Type of Resolution	Unit(s) and/or Common Property Affected	Resolution
01.02.84			That permission be received from all unit owners, before
02.04.84			any major alteration or extension be undertaken All maintenance and insurance relating to any additions approved now or at any other time is the responsibility of the individual owners. (Current Strata Insurance covers all additions)
03.04.84			Owners were requested to take care with oil dripping onto the pavers, because it is difficult to remove
04.02.89			One month's grace will be given for unpaid maintenance; thereafter 15% interest will be charged, which will remain a debt against that unit
05.02.89			Whilst most unit owners were happy to pay their own expenses in maintaining common area gardens/lawns, "should a unit owner wish to reimbursed, their account should be placed before the Corporation"
06.02.89			A unit holder must not, without the Corporation's consent, keep a pet. (As per our adopted Articles of Association Section 4 — must not, "without Strata Corporation's consent, keep any animal in, or in the vicinity of a Unit")
07.02.89			Any structural changes, no matter how small, must first be granted permission through the Strata Corporation (followed by permission from Woodville [now Charles Sturt] Council)
24.02.89			"For Sale" signs are to be removed within two weeks of successful contract signing
08.07.90			The principle of the Corporation maintaining and servicing approved individually installed watering systems on common property was recognized. It was reiterated that any expenditure on common property (which is expected to be reimbursed) must only be with the prior approval of the other unit owners, and all such items must be directed, in the first instance, through the Secretary who would obtain competitive quote where warranted
09.10.92			Resolved that lawns be fertilised in September and March with manure that doesn't kill clover. (Current practice seems to be that unit owners with common area lawns in front should fertilise these lawns at their cost when

REGISTER OF SPECIAL RESOLUTIONS AND UNANIMOUS RESOLUTIONS AFFECTING A UNIT OR UNITS AND/OR THE COMMON PROPERTY

Date	Type of Resolution	Unit(s) and/or Common Property Affected	Resolution
	1	Г	T
10.04.05			deemed necessary. Clover killing optional)
10.04.95			That the E&WS Department be requested under the Common Seal of the Strata Corporation to divide water consumption equally between all units commencing at the beginning of the 95/95 year
11.07.95			Resolved that Lawlers conduct an annual follow up inspection of units for termite control for a cost of \$30 per unit. (Last inspection undertaken in following 12 months but see Item 12)
12.08.96			Unanimously agreed that, as reinspection the previous year showed no evidence of reinfestation following the thorough treatment given to all units earlier, further reinspections are to be discontinued. Owners should report immediately if any termite activity is discovered
13.07.98			It was agreed to have gutters cleaned out professionally as required (Last professional clean 08.06.01)
14.08.00			All insurance claims should be submitted through the Presiding Officer for consistency and maintaining proper records
15.07.01			It was agreed that all owners should take care not to overwater gardens and that timers be used on all sprinkler systems. Unnecessary watering in winter should be avoided
16.07.01			It was unanimously agreed that all ivy should be removed from all paint and brick surfaces forthwith. Furthermore, ivy should be restrained and gradually removed from the brush fencing where, again, problems and additional costs may eventuate
17.08.03			It was agreed that individual unit owners would be responsible for insurance excesses if they relate to improvements added by them (eg skylights, air conditioners etc) or due to carelessness by owners, any disputes to be raised at the next AGM (subsequently replaced by 22/23)
18.08.03			Individual unit owners to be responsible for all internal repairs and maintenance not covered by insurance (eg problems caused by dampness), any disputes to be raised at the next AGM (subsequently replaced by 22 and 23)

REGISTER OF SPECIAL RESOLUTIONS AND UNANIMOUS RESOLUTIONS AFFECTING A UNIT OR UNITS AND/OR THE COMMON PROPERTY

Date	Type of Resolution	Unit(s) and/or Common Property Affected	Resolution
19.08.04			It was agreed that common area lawn mowing should continue at the current frequencies (namely every two weeks from September and every three weeks from May each year) irrespective of need or prevailing seasonal changes. In August 2005, it was agreed that winter mowing should be every four weeks and summer mowing remain at every two weeks
20.08.05			It was unanimously agreed that insurance cover should only increase to insurer's 'proposal' every two years. It was also agreed unanimously not to proceed with 'major catastrophe' cover
21.08.05			Everyone (present at AGM) preferred the concept of a levy if and whenever necessary, rather than increased quarterly contributions
22.03.06			Individual unit owners are responsible for repairs and/or replacement of all improvements made by them, along with roller doors, door locks and pergolas (whenever built) and all internal salt damp treatments and repair (external salt damp treatments to be the responsibility of the Strata Corporation) – Replaces 17 & 18
23.03.06			The Strata Corporation is responsible for repairs to common property as prescribed by the Strata Titles Act 1988. (This means that unit owners are responsible for repairs to any pipe, cable, wire, duct or drain (whether inside or out) that is for the exclusive use of a unit (or small group of units), including any insurance excess that may relate to such repairs (Replaces 17 & 18)
30.07.07			Special Resolution to allow a desexed cat to reside with the purchasers of Unit 5 during their occupation of the premises was approved unanimously
28.08.17			Resolution passed to allow Mr & Mrs Pupello for the premises at Unit 2, 7 Moorea Court, West Lakes on a temporary basis until they are able to move into their new house upon its completion
30.08.18	SGM	Unit 5	Unit 5 – Installation of Gas Meter to Front of Unit – Common Property (Garden Bed) - Unit 5 has requested approval to install a gas meter to the front of the unit in the garden bed to enable the installation of a gas Hot Water System (recommended

REGISTER OF SPECIAL RESOLUTIONS AND UNANIMOUS RESOLUTIONS AFFECTING A UNIT OR UNITS AND/OR THE COMMON PROPERTY

Date	Type of Resolution	Unit(s) and/or Common Property Affected	Resolution
			position provided by the gas company and gas plumber - as advised by the owner). For: 6 units (Units 1, 2, 4, 5, 6 and 8) Against: Nil Motion Passed
26.09.18	AGM	Blanket all units	Solar Hot Water Systems & Solar Panels - The Corporation granted a blanket approval for the installation of solar hot water systems and solar panels. The solar panels must be sited entirely on the roof of the relevant unit and must interfere with the roofline as little as possible. Any other sites require the prior approval of Corporation members.
			Foxtel - The Corporation granted a blanket approval for the installation of Foxtel. The satellite dish must be sited to the lakeside and not on garage roofs. Any other sites require the prior approval of Corporation members.
			Roller Shutters - The Corporation granted a blanket approval for the installation of roller shutters. Cream is the preferred colour.
			Pergolas - The Corporation granted a blanket approval for the installation of pergolas in the rear unit subsidiaries. Subject to any necessary council approvals. Pergolas are an individual owner responsibility.
			Screen Doors - The Corporation granted a blanket approval for the installation of screen security doors. The screen doors must match those already installed or if a change is requested the colour and design must be agreed upon and recorded at a meeting. Individual unit owners are responsible for screen doors.
			TV Antenna - The Corporation granted a blanket approval for the installation of TV antenna as least obtrusive as possible. The Corporation's preference is in individual courtyards.
			Garage Doors - The Corporation confirmed garage doors must be bronze olive in colour. The profile is to be kept as per the current profile. Owners are responsible for the maintenance of garage doors.
		U2/Blanket all Units	Pets Policy - The Corporation confirmed that Unit 5 has permission to keep a cat. Unit 2 has permission to keep 2 dogs until December 2018. After this date, there is no

REGISTER OF SPECIAL RESOLUTIONS AND UNANIMOUS RESOLUTIONS AFFECTING A UNIT OR UNITS AND/OR THE COMMON PROPERTY

Date	Type of Resolution	Unit(s) and/or Common Property Affected	Resolution
	•		
			approval to keep dogs.
			Emailing Correspondence - The Corporation discussed emailing all meeting minutes, quarterly levies and appropriate correspondence to the members who have an email address in our system. Should any members wish to change this process for their unit, they are encouraged to reply to our emails requesting documentation via post. Unanimously approved.
		Blanket all units	Following an overview of the procedures followed to collect overdue levies it was resolved to adopt the following policies and procedures: Interest Charged on Overdue Accounts The Strata Manager reported that the Strata Titles Act invokes penalty interest where payments of contributions and levies are paid late, in this case after a lapse of 28 days from the due date. The interest rate applied on behalf of the Corporation is 15% per annum calculated daily. Accounting Fees In accordance with the Management Agreement, owners are to be charged an accounting fee of \$11.00 (Inc GST) by the Strata Manager for any accounts greater than 28 days overdue. Debt Collection The Strata Manager is authorised to proceed on behalf of the Corporation with any necessary action, including legal action, to recover all outstanding monies at a fee of \$22.00 (Inc GST). The account would have to be at least 3 months overdue. The Presiding Officer will be contacted prior to any court action. Costs All related costs associated with the recovery of any outstanding monies will be the responsibility of the relevant unit owner and as such will be recovered from
25.09.19	AGM	Unit 2	that unit owner. Cat - Unit 2 has approval to keep 1 cat on the premises. The Corporation reserves the right to rescind the decision should the cat become a nuisance.

REGISTER OF SPECIAL RESOLUTIONS AND UNANIMOUS RESOLUTIONS AFFECTING A UNIT OR UNITS AND/OR THE COMMON PROPERTY

Date	Type of Resolution	Unit(s) and/or Common Property Affected	Resolution
23.09.20	AGM	Unit 3	Unit 3 may apply to close his breezeway with a solid door.
29.11.22	EGM	Unit 5	Special Resolution; that Unit 5 be permitted to replace the sliding door in the Unit's rear yard subsidiary with a double-glazed sliding door of a similar style in black. All costs associated with installation and ongoing maintenance remain with the respective Unit Owner. Motion PASSED
27.09.23	AGM		Fencing That the Corporation approves brush fencing replacement with post and rail colourbond fencing in the future, colour to be monument. Fencing replacement schedule to be decided by the management committee as required. All cost associated with fencing remain with the Corporation. Approved with the exception of colour. Not Emerald but "Woodland Grey" for colour. The colour to be ratified at the 2024 AGM.
20.11.23	SGM	Unit 5	UNIT 5 DOUBLE GLAZED WINDOWS; that Unit 5 may replace bedroom windows with double glazed windows as per picture attached. All costs associated with the installation and ongoing maintenance remain with the unit owner. In Favour: 4 Units Against: Nil Motion Passed.

ARTICLES OF STRATA CORPORATION

STRATA TITLES ACT 1988

SCHEDULE 3

- 1. (1) A unit holder must-
 - (a) maintain the unit in good repair;
 - (b) carry out any work ordered by a council or other public authority in respect of the unit.
 - (2) The occupier of a unit must keep it in a clean and tidy condition.
- 2. A person bound by these articles-
 - (a) must not obstruct the lawful use of the common property by any person; and
 - (b) must not use the common property in a manner that unreasonably interferes with the use and enjoyment of the common property by the other members of the strata community, their customers, clients or visitors; and
 - (c) must not make, or allow his or her customers, clients or visitors to make, undue noise in or about any unit or the common property; and
 - (d) must not interfere, or allow his or her customers, clients or visitors to interfere, with others in the enjoyment of their rights in relation to units or common property.
- 3. A person bound by these articles must not use the unit, or permit the unit to be used, for any unlawful purpose.
- 4. Subject to the *Strata Titles Act 1988*, a person bound by these articles must not, without the strata corporation's consent, keep any animal in, or in the vicinity of, a unit.
- 5. A person bound by these articles-
 - (a) must not park a motor vehicle in a parking space allocated for others or on a part of the common property on which parking is not authorised by the strata corporation; and
 - (b) must take reasonable steps to ensure that his or her customers, clients or visitors do not park in parking spaces allocated for others or on parts of the common property on which parking is not authorised by the strata corporation.
- 6. A person bound by these articles must not, without the consent of the strata corporation-

- (a) damage or interfere with any lawn, garden, tree, shrub, plant or flower on the common property; or
- (b) use any portion of the common property for his or her own purposes as a garden.
- 7. A person bound by these articles must not-
 - (a) bring objects or materials onto the site of a kind that are likely to cause justified offence to the other members of the strata community; or
 - (b) allow refuse to accumulate so as to cause justified offence to others.
- 8. A person bound by these articles must not, without the consent of the strata corporation, display any sign, advertisement, placard, banner or any other conspicuous material of a similar nature-
 - (a) on part of his or her unit so as to be visible from outside the building; or
 - (b) on any part of the common property.
- 9. The occupier of a unit may, without the consent of the strata corporation, paint, cover or in any other way decorate the inside of any building forming part of the unit and may, provided that unreasonable damage is not caused to any common property, fix locks, catches, screens, hooks and other similar items to that building.
- 10. The occupier of a unit used for residential purposes must not, without the consent of the strata corporation, use or store on the unit or on the common property any explosive or other dangerous substance.
- 11. A person bound by these articles-
 - (a) must maintain within the unit, or on a part of the common property set apart for the purpose by the strata corporation, a receptacle for garbage adequately covered; and
 - (b) must comply with all council by-laws relating to the disposal of garbage.
 - 12. A unit holder must immediately notify the strata corporation of-
 - (a) any change in the ownership of the unit, or any change in the address of an owner;
 - (b) any change in the occupancy of the unit.

STRATA CORPORATION NO 5135 INC. 7 Moorea Court, WEST LAKES SA 5021

Minutes of the Annual General Meeting held at J E Whites - 55 Woodville Road, Woodville on Wednesday, 27 September 2023, commencing at 5:30 PM

1 ATTENDANCE, PROXIES, QUORUM AND CHAIRPERSON

Present:

Unit 1 - Ms J Wilson (proxy)

Unit 2 - Mrs J Wyatt

Unit 3 - Mr R Jarrett

Unit 5 - Ms R Haworth

Unit 6 - Ms M O'Reilly

Proxies:

Unit 1 - Mr R Wilson to Ms J Wilson

Unit 4 - Mr G Scherstobit to Mr Craig Trewartha of JE Whites

Apologies:

NIL

Presiding Officer: George Scherstobit

Quorum:

Mr Craig Trewartha of JE White's welcomed members present and declared a quorum in attendance.

Members Advice

Members will find in the documentation of the Minutes several sections that are recorded at each meeting. As they are repeated from year to year, they may not be discussed in the same extent as actually recorded, but appear for the benefit of newcomers to the Corporation.

ELECTION OF CHAIRPERSON

It was agreed by those Corporation members present that Mr Craig Trewartha assist the Corporation in chairing the meeting.

2 CONFIRMATION OF MINUTES & BUSINESS ARISING

The Minutes of the annual general meeting dated 28/09/2022 and the extraordinary general meeting dated 29/11/2022 were accepted as a true and correct account with no business arising. The Chairperson moved that the Minutes be accepted and with all in favour, the motion was carried.

3 FINANCIAL STATEMENTS

The financial statement dated 31/05/23 showed a balance of \$5,095.23 Administrative Fund and \$10,899.74 Sinking Fund currently held in the Macquarie Bank, Sydney. The Chairperson tabled the statement and invited owners to comment. The financial statement was unanimously accepted.

Tax and Audits

Legislation requires each Corporation to lodge an annual tax return; legislation further requires that our trust accounts be audited annually by an accredited auditor. The audit for 2023 was undertaken by Perks Accountants & Wealth Advisers of 8/81 Flinders St, Adelaide, and a copy of the report is available to all members and can be viewed at our office.

DEBT COLLECTION

That, in accordance with previous instructions J E White's Pty Ltd is authorised to take all necessary action, without the need for further authority, including instructing a debt recovery company to initiate legal proceedings against Owners on behalf of the Corporation when they are in arrears.

4 APPOINTMENT OF OFFICERS AND/OR MANAGEMENT COMMITTEE

Mr George Scherstobit was thanked for being the Presiding Officer, Secretary & Treasurer for the past year.

It was resolved that Mr George Scherstobit be elected for the roles of Presiding Officer, Secretary & Treasurer for the upcoming year.

5 APPOINTMENT OF MANAGEMENT/WORKS COMMITTEE

The Corporation agreed to form a Management Committee consisting of all units.

The meeting agrees the Management Committee has authority to approve quotes and instruct the Body Corporate Manager to issue work orders in all maintenance issues that arise from this meeting or throughout the year.

6 APPOINTMENT OF BODY CORPORATE MANAGERS

JE White's Pty Ltd were unanimously reappointed as Body Corporate Managers for the coming year at \$1,868.96 inc GST per annum.

Any elected Office Bearer is authorised to sign the Management Agreement on behalf of the body corporate. JE Whites explained that should the management agreement not be returned, signed, within 21 days of receipt, then the agreement will be deemed as signed. JE Whites will stamp the agreement with the Body Corporate's common seal and place on file.

7 CORPORATION PUBLIC OFFICER

It was resolved that Mr Bryan Sutcliffe of JE White's be empowered to act as the Public Officer of the Corporation as defined under the Income Tax Assessment Act 1936.

8 TAXATION AUTHORITY

J E White's Pty Ltd are authorised to represent the Corporation in all aspects of dealings with the Australian Taxation Office. The nominated representatives from J E White's Pty Ltd are Wendy Sly, Joanne Pearce and Carolyn Walker.

9 INSURANCE REVIEW 9.1 INSURANCE RENEWAL

The Corporation's Insurance details are as follows:-

Policy No. 69909 CHU Insurance Type: Strata

Premium: \$5,517.70 Paid on: 13/12/22 Start: 12/01/23 Next due: 12/01/24

\$2,500.00

Cover Sum Insured **Excess** Building \$2,713,494.00 \$500.00 Loss of Rent \$407,024.00 **Public Liability** \$10,000,000.00 **Voluntary Workers** \$200,000.00 Fidelity Guarantee \$100,000.00 Govt. Audit Costs \$25,000.00 **Appeal Expenses** \$100,000.00 Legal Defence Expenses \$50,000.00 Lot Owners' Fixtures & Improvements \$250,000.00 \$250,000.00 Office Bearers Liability Excess \$500.00

Excess - Water

The Members determined to increase the building sum to \$2,900,000 at renewal. The Body Corporate Manager to arrange.

The Members asked for an explanation as to what "Excess - Water" means.

Post Meeting

The Body Corporate Manager advise that "Excess - Water" definition in regard to insurance claims is for water damage, burst pipes and exploratory costs.

9.1 Special resolution - Insurance Excess

That the Corporation determines the excess payable on all future insurance claims for property, other than common property, will be the responsibility of the individual unit owner.

Not approved.

Contents & Landlord Insurance

The Body Corporate Manager drew the members attention to the necessity for them to arrange individually for adequate insurance for the contents of their units, inclusive of carpets, drapes, light fitting, floating floors etc, whether or not the unit is occupied by the unit holder or a tenant, and it was noted that the Corporation's Legal Liability cover applied primarily to common property and that unit owners should be separately insured for cover in relation to their own premises.

Disclosure

JE White's Pty Ltd are an authorised representative of CHU Underwriting Agencies for QBE Insurance, Flex Insurance for QBE Insurance and authorised distributor for SCI Insurance for Alliance Australia Insurance and receives a commission on the base premium. The Commission received from the insurer is retained by JE Whites and is retained as a fee for service to act on behalf of the corporation to ensure insurance is current, seek quotes at renewal and request valuations. JE Whites then assists in the claims process by lodging claims, seeking quotes for various works associated with claims, liaising with the insurer and contractors to carry out works, facilitating payments to contractors and excess recoveries from owners if required. All documentation regarding the claim is filed and stored by JE Whites for future reference.

General Advice Warning

Any advice provided by JE White's is General Advice only. Before acting on any advice you should consider its appropriateness having regard to your objectives, financial situation and needs. You should obtain and consider the relevant Product Disclosure Statement and Policy Wording for a financial product before making any decision about whether to acquire or hold that product.

9.2 INSURANCE VALUATION

Part 30 (3) of the Act imposes a duty on the Corporation to insure all building and building improvements for their full replacement value, including all costs incidental to and associated with the replacement. The Corporation is further required to keep itself insured against liability for negligence. JE White's advise that their advice is of a general nature and not personal advice. Members are encouraged to seek independent advice, which would include a licensed valuers' opinion where applicable.

10 COMMON PROPERTY MAINTENANCE

The following items were discussed :-

Gutter Cleaning - To be Minuted Every Year

The schedule is that all the 8 units' gutters are only to be cleaned every 2 years, only units 5-8 are to be cleaned yearly.

Members are encouraged to report maintenance items to the Body Corporate Manager at any time. JE White's will assist the corporation and endeavour to have these matters attended to and rectified as soon as practicable. Maintenance items considered significant in their scope will require liaising between JE White's and the Committee in order for the development of an appropriate strategy to be agreed on.

11 LEVY & BUDGET

Administrative Fund of \$10,696.40 and Sinking Fund \$1,320.00

The proposed 2023 - 2024 budget was presented to all members present and was rejected.

Members present determined to vary the proposed budget and resolved to raise the following funds:-

Administrative Fund \$10,800.00 Sinking Fund \$2,000.00

This will be raised equally between all owners.

12 APPROVALS FOR INSTALLATIONS & ADDITIONS

Members are advised that a complete list of the Corporation's approvals can be obtained from the Body Corporate Managers.

12.1 Special Resolution - Fencing

That the Corporation approves brush fencing replacement with post and rail colourbond fencing in the future, colour to be monument. Fencing replacement schedule to be decided by the management committee as required. All cost associated with fencing remain with the Corporation.

Approved with the exception of colour. Not Emerald but "Woodland Grey" for colour. The colour to be ratified at the 2024 AGM.

Special Resolution - Doors and Windows

That door and window repair and replacement and all cost associated become the responsibility of the individual unit owner. Painting remains the Corporation responsibility.

The Body Corporate Manager to clarify if all doors and windows need to be the same and arrange a postal vote before 10 November 2023.

Post Meeting

All window and door replacements must be in a colour and style as close as possible to those already existing. Any owner who would like to dramatically change the external appearance must seek approval from owners at a properly convened meeting.

13 OTHER BUSINESS

Emailing Correspondence

The Corporation discussed emailing all meeting minutes, quarterly levies and appropriate correspondence to the members who have an email address in our system. Should any members wish to change this process for their unit, they are encouraged to reply to our emails requesting documentation via post. Unanimously approved.

Agenda Items

Members are advised that items can be added to the agenda of your Annual General Meeting, at any time during the year by contacting your Body Corporate Manager.

The Chairperson closed the meeting at 6.30pm and thanked all for their attendance or proxy submission. The Corporation members present agreed next year's meeting will be held on or about the same time, date and place.

STRATA CORPORATION NO 5135 INC. 7 Moorea Court, WEST LAKES SA 5021

Minutes of the Special General Meeting held at JE Whites - 55 Woodville Road, Woodville on Monday, 20 November 2023, commencing at 11:00 AM

1 ATTENDANCE, PROXIES, QUORUM AND CHAIRPERSON

Present:

Unit 1 & 2 - Ms Julie Wilson (proxy)

Unit 4 - Mr G Scherstobit

Proxies:

Unit 1 - Mr R Wilson to Ms Julie Wilson

Unit 2 - Mr E & Mrs J Wyatt to Ms Julie Wilson

Unit 5 - Ms R Haworth to Mrs Tanya Kelly of JE Whites

Apologies:

Nil

Quorum:

Mrs Tanya Kelly of JE Whites welcomed members present and declared a quorum in attendance.

ELECTION OF CHAIRPERSON

It was agreed by those Corporation members present that Mrs Tanya Kelly assist the Corporation in chairing the meeting.

2 CONFIRMATION OF MINUTES

The Minutes of the previous meeting dated 27/09/2023 were accepted as a true and correct account with no business arising. The Chairperson moved that the Minutes be accepted and with all in favour, the motion was carried.

3 SPECIAL RESOLUTION - DOOR AND WINDOW REPLACEMENT;

that door and window repair and replacement and all costs associated become the responsibility of the individual unit owner. Painting remains the Corporation responsibility. All window and door replacements must be in a colour and style as close as possible to those already existing. Any owner who would like to dramatically change the external appearance must seek approval from owners at a properly convened meeting.

In Favour: 2 Units Against: 2 Units

Motion Failed.

4 SPECIAL RESOLUTION - UNIT 5 DOUBLE GLAZED WINDOWS:

that Unit 5 may replace bedroom windows with double glazed windows as per picture attached. All costs associated with the installation and ongoing maintenance remain with the unit owner.

In Favour: 4 Units Against: Nil

Motion Passed.

CLOSURE OF MEETING

The Chairperson closed the meeting at 11:30am and thanked all for their attendance or proxy submission.



Balance Sheet As at 24/06/2024

■ info@jewhites.com.au⊕ www.jewhites.com.au**६** (08) 8444 6444ABN 41 050 206 525

Strata Corporation 5135 Inc.	7 Moorea Court, WEST LAKES SA 5021	
	Current period	
Owners' funds		
Administrative Fund		
Surplus / Deficit for YearAdmin	2,350.73	
Opening BalanceAdmin	582.48	
	2,933.21	
Sinking Fund		
Surplus / Deficit for YearSinking	529.28	
Opening BalanceSinking	12,614.22	
	13,143.50	
Net owners' funds	\$16,076.71	
Represented by:		
Assets		
Administrative Fund		
Cash at BankAdmin	2,953.96	
	2,953.96	
Sinking Fund		
Cash at BankSinking	2,859.97	
InvestmentsSinking	10,287.40	
	13,147.37	
Total assets	16,101.33	
Less liabilities		
Administrative Fund		
Prepaid LeviesAdmin	20.75	
,	20.75	
Sinking Fund		
Prepaid LeviesSinking	3.87	
	3.87	
Total liabilities	24.62	
Net assets	\$16,076.71	

24/06/2024 11:10 Debbie McDonald J E Whites Pty Ltd Page 1

STRATA CORPORATION NO 5135 INC. 7 Moorea Court, WEST LAKES SA 5021

Minutes of the Extraordinary General Meeting held at JE Whites - 55 Woodville Road, Woodville on Tuesday, 29 November 2022, commencing at 11:00 AM

1 ATTENDANCE, PROXIES, QUORUM AND CHAIRPERSON

Present:

Unit 2 - Mr E & Mrs J Wyatt

Unit 3 - Mr R Jarrett

Unit 4 - Mr G Scherstobit

Unit 6 - Mrs M O'Reilly

Proxies:

Unit 1 - Mr R Wilson to Mrs Tanya Kelly of JE Whites Unit 5 - Ms R Haworth to Mrs Tanya Kelly of JE Whites

Apologies:

Nil

Quorum:

Mrs Tanya Kelly of JE White's welcomed members present and declared a quorum in attendance.

ELECTION OF CHAIRPERSON

It was agreed by those Corporation members present that Mrs Tanya Kelly assist the Corporation in chairing the meeting.

2 SPECIAL RESOLUTION; FENCING

Special Resolution; that the Corporation agree to replace all existing common brush fencing with Colorbond Good Neighbour fencing in Woodland Grey. Maintenance of the common fencing remains the Corporation responsibility.

In Favour: 2 Units Against: 4 Units

Motion failed.

Unit 3 requested an on site meeting 3 months prior to the next AGM to determine correct wording of the fencing resolution and authority required to proceed with any fencing work in the future.

3 SPECIAL RESOLUTION; UNIT 5 - SLIDING DOOR

Special Resolution; that Unit 5 be permitted to replace the sliding door in the Unit's rear yard subsidiary with a double-glazed sliding door of a similar style in black. All costs associated with installation and ongoing maintenance remain with the respective Unit Owner.

In Favour: 6 Units Against: Nil

Motion passed.

The Chairperson closed the meeting at 11:30am and thanked all for their attendance or proxy submission.

STRATA CORPORATION NO 5135 INC. 7 Moorea Court, WEST LAKES SA 5021

Minutes of the Annual General Meeting held at J E White's - 55 Woodville Road, Woodville on Wednesday, 28 September 2022, commencing at 5:30 PM

1 ATTENDANCE, PROXIES, QUORUM AND CHAIRPERSON

Present:

Unit 4 - Mr G Scherstobit Unit 5 - Ms R Haworth

Proxies:

Unit 1 - Mr R Wilson to Mr Jackson Sutcliffe of JE Whites

Unit 2 - Mr E & Mrs J Wyatt to Mr Jackson Sutcliffe of JE Whites

Unit 3 - Mr R Jarrett to Mr Jackson Sutcliffe of JE Whites

Unit 6 - Ms M O'Reilly to Mr Jackson Sutcliffe of JE Whites

Apologies:

NIL

Presiding Officer: George Scherstobit

Quorum:

Meeting convenor, Mr Jackson Sutcliffe of JE White's welcomed members present and declared a quorum in attendance.

Members Advice

Members will find in the documentation of the Minutes several sections that are recorded at each meeting. As they are repeated from year to year, they may not be discussed in the same extent as actually recorded, but appear for the benefit of newcomers to the Corporation.

ELECTION OF CHAIRPERSON

It was agreed by those Corporation members present that Mr Jackson Sutcliffe assist the Corporation in chairing the meeting.

2 CONFIRMATION OF MINUTES & BUSINESS ARISING

The Minutes of the previous meeting dated 22/09/2021 were accepted as a true and correct account with no business arising. The Chairperson moved that the Minutes be accepted and with all in favour, the motion was carried.

3 FINANCIAL STATEMENTS

The financial statement dated 31/05/22 showed a balance of \$4,742.96 Administrative Fund and \$9,447.79 Sinking Fund currently held in the Macquarie Bank, Sydney. The Chairperson tabled the statement and invited owners to comment. The financial statement was unanimously accepted.

Tax and Audits

Legislation requires each Corporation to lodge an annual tax return; legislation further requires that our trust accounts be audited annually by an accredited auditor. The audit for 2022 was undertaken by Perks Accountants & Wealth Advisers of 180 Greenhill Road, Parkside, and a copy of the report is available to all members and can be viewed at our office.

DEBT COLLECTION

That, in accordance with previous instructions J E White's Pty Ltd is authorised to take all necessary action, without the need for further authority, including instructing a debt recovery company to initiate legal proceedings against Owners on behalf of the Corporation when they are in arrears.

4 APPOINTMENT OF OFFICERS AND/OR MANAGEMENT COMMITTEE

Mr George Scherstobit was thanked for being the Presiding Officer, Secretary & Treasurer for the past year.

It was resolved that Mr George Scherstobit be elected for the roles of Presiding Officer, Secretary & Treasurer for the upcoming year.

5 APPOINTMENT OF MANAGEMENT/WORKS COMMITTEE

A committee is not required.

6 APPOINTMENT OF BODY CORPORATE MANAGERS

JE White's Pty Ltd were unanimously reappointed as Body Corporate Managers for the coming year at \$1,780.00 inc GST per annum.

Any elected Office Bearer is authorised to sign the Management Agreement on behalf of the body corporate. JE Whites explained that should the management agreement not be returned, signed, within 21 days of receipt, then the agreement will be deemed as signed. JE Whites will stamp the agreement with the Body Corporate's common seal and place on file.

7 CORPORATION PUBLIC OFFICER

It was resolved that Mr Bryan Sutcliffe of JE White's be empowered to act as the Public Officer of the Corporation as defined under the Income Tax Assessment Act 1936.

8 TAXATION AUTHORITY

J E White's Pty Ltd are authorised to represent the Corporation in all aspects of dealings with the Australian Taxation Office. The nominated representatives from J E White's Pty Ltd are Wendy Sly, Joanne Pearce and Carolyn Walker.

9 INSURANCE REVIEW 9.1 INSURANCE RENEWAL

The Corporation's Insurance details are as follows:-

Policy No. 69909 CHU Insurance Type: Strata

Cover

Premium: \$5,352.06 Paid on: 08/12/21 Start: 12/01/22 Next due: 12/01/23

Sum Insured

Excess

Building \$2,713,494.00 \$500.00 Loss of Rent \$407,024.00 **Public Liability** \$10,000,000.00 Voluntary Workers \$200,000.00 Fidelity Guarantee \$100,000.00 Govt. Audit Costs \$25,000.00 Appeal Expenses \$100,000.00 Legal Defence Expenses \$50,000.00 Lot Owners' Fixtures & Improvements \$250,000.00 Office Bearers Liability \$250,000.00

Excess \$500.00 Excess - Water \$2,500.00

The Members determined that the insurance as presented by the Body Corporate Managers is adequate for the upcoming year.

Contents & Landlord Insurance

The Body Corporate Manager drew the members attention to the necessity for them to arrange individually for adequate insurance for the contents of their units, inclusive of carpets, drapes, light fitting, floating floors etc, whether or not the unit is occupied by the unit holder or a tenant, and it was noted that the Corporation's Legal Liability cover applied primarily to common property and that unit owners should be separately insured for cover in relation to their own premises.

Disclosure

JE White's Pty Ltd are an authorised representative of CHU Underwriting Agencies for QBE Insurance, Flex Insurance for QBE Insurance and receives a commission on the base premium. The Commission received from the insurer is retained by JE Whites and is retained as a fee for service to act on behalf of the corporation to ensure insurance is current, seek quotes at renewal and request valuations. JE Whites then assists in the claims process by lodging claims, seeking quotes for various works associated with claims, liaising with the insurer and contractors to carry out works, facilitating payments to contractors and excess recoveries from owners if required. All documentation regarding the claim is filed and stored by JE Whites for future reference.

General Advice Warning

Any advice provided by JE White's is General Advice only. Before acting on any advice you should consider its appropriateness having regard to your objectives, financial situation and needs. You should obtain and consider the relevant Product Disclosure Statement and Policy Wording for a financial product before making any decision about whether to acquire or hold that product.

9.2 INSURANCE VALUATION

Part 30 (3) of the Act imposes a duty on the Corporation to insure all building and building improvements for their full replacement value, including all costs incidental to and associated with the replacement. The Corporation is further required to keep itself insured against liability for negligence. JE White's advise that their advice is of a general nature and not personal advice. Members are encouraged to seek independent advice, which would include a licensed valuers' opinion where applicable.

10 COMMON PROPERTY MAINTENANCE

The following items were discussed :-

Unit 8 Boundary Fence

The Brush Fence on the boundary of Unit 8 is deteriorating and there are concerns about access to the public through this deteriorating portion. A quote was sourced for the repair to this section, however, was considered expensive for the scope. Mr Scherstobit suggested the Body Corporate Manager source a quote for the replacement of this fence line with Post & Rail Colorbond fencing for consideration. If the quote is acceptable, the Body Corporate Manager is to arrange a Special General Meeting to pass a Special Resolution for this change.

Unit 5 Windows

Ms Haworth of Unit 5 raised to the Meeting that she wishes to replace the windows and sliding door of her unit to double glazed glass. She also advised the Meeting that the style and colour previously used for the window frames was unavailable, so they would also need to be changed, pending approval from the Corporation. Mr Sutcliffe advised that this approval may be able to align with the Special General Meeting for fencing. Ms Haworth is to provide the Body Corporate with a proposal for the changes, to be included in the Agenda of the Special General Meeting for fencing.

Members are encouraged to report maintenance items to the Body Corporate Manager at any time. JE White's will assist the corporation and endeavour to have these matters attended to and rectified as soon as practicable. Maintenance items considered significant in their scope will require liaising between JE White's and the Committee in order for the development of an appropriate strategy to be agreed on.

11 LEVY & BUDGET

Administrative Fund of \$10,696.40 and Sinking Fund \$1,320.00

The proposed 2022 - 2023 budget was presented to all members present and was accepted.

This will be raised equally between all owners.

APPROVALS FOR INSTALLATIONS & ADDITIONS

Members are advised that a complete list of the Corporation's approvals can be obtained from the Body Corporate Managers.

12 OTHER BUSINESS

Agenda Items

Members are advised that items can be added to the agenda of your Annual General Meeting, at any time during the year by contacting your Body Corporate Manager.

The Chairperson closed the meeting at 5.55pm and thanked all for their attendance or proxy submission. The Corporation members present agreed next year's meeting will be held on or about the same time, date and place.



Income & Expenditure for the financial year to 31/05/2024

■ info@jewhites.com.au⊕ www.jewhites.com.au**\((08) 8444 6444**ABN 41 050 206 525

Strata Corporation 5135 Inc.

7 Moorea Court, WEST LAKES SA 5021

Strata Corporation 5135 Inc.	/ Moorea Court,	, WEST LAKES SA
Administr	ative Fund	
	Current period 01/06/2023-31/05/2024 0	Annual budget 1/06/2023-31/05/2024
Revenue		
Interest on ArrearsAdmin	0.52	0.00
Levies DueAdmin	10,768.00	10,800.00
Total revenue	10,768.52	10,800.00
Less expenses		
AdminAudit/Tax & Public Officer	246.00	258.29
AdminManagement FeesStandard	1,831.90	1,868.96
AdminMeeting Fees	164.00	164.00
AdminTechnology/Communications/Compliace	in 345.80	352.80
Bank Management Charges	37.44	0.00
InsuranceBuilding Premium Basic	5,998.95	6,000.00
Maint BldgCeiling	814.00	0.00
Maint BldgCleaning Gutters	840.00	0.00
Maint BldgConsultants	1,120.00	0.00
Maint BldgDoors & Windows	580.00	0.00
Maint BldgGeneral Maintenance/Repairs	0.00	1,000.00
Maint BldgRoof	279.18	0.00
Maint BldgStairs - Repairs & Maintenance	484.00	0.00
Maint GroundsLawns, Grounds & Gardening Maint.	530.00	500.00
Total expenses	13,271.27	10,144.05
Surplus/Deficit	(2,502.75)	655.95
Opening balance	3,085.23	3,085.23
Closing balance	\$582.48	\$3,741.18

2,000.00

10,647.74

1,966.48

10,647.74

Surplus/Deficit

Opening balance

	Sinking Fund	
	Current period	Annual budget
	01/06/2023-31/05/2024 01	/06/2023-31/05/2024
Revenue		
Interest on ArrearsSinking	0.10	0.00
Interest on InvestmentsSinking	286.38	0.00
Levies DueSinking	1,680.00	2,000.00
Total revenue	1,966.48	2,000.00
Less expenses		
Total expenses	0.00	0.00

Closing balance	\$12,614.22	\$12,647.74
	1.00	



Balance Sheet As at 31/05/2024

■ info@jewhites.com.au⊕ www.jewhites.com.au**\((08) 8444 6444**ABN 41 050 206 525

Strata Corporation 5135 Inc.	7 Moorea Court, WEST LAKES SA 5021					
	Current period					
Owners' funds						
Administrative Fund						
Surplus / Deficit for YearAdmin	(2,502.75)					
Opening BalanceAdmin	3,085.23					
	582.48					
Sinking Fund						
Surplus / Deficit for YearSinking	1,966.48					
Opening BalanceSinking	10,647.74					
	12,614.22					
Net owners' funds	\$13,196.70					
Represented by:						
Assets						
Administrative Fund						
Cash at BankAdmin	2,272.48					
	2,272.48					
Sinking Fund	·					
Cash at BankSinking	2,667.10					
InvestmentsSinking	10,262.12					
	12,929.22					
Total assets	15,201.70					
Less liabilities						
Administrative Fund						
Prepaid LeviesAdmin	1,690.00					
'	1,690.00					
Sinking Fund	·					
Prepaid LeviesSinking	315.00					
·	315.00					
Total liabilities	2,005.00					
Net assets	\$13,196.70					



Proposed Budget to apply from 01/06/2024

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Strata Corporation 5135 Inc.

Levy contribution per unit entitlement

7 Moorea Court, WEST LAKES SA 5021

Administrative Fund

Proposed budget

\$11.00

Revenue

Levies DueAdmin	11,000.00
Total revenue	11.000.00

Less expenses

AdminAudit/Tax & Public Officer	258.29
AdminManagement FeesStandard	1,960.00
AdminMeeting Fees	164.00
AdminTechnology/Communications/Compliance	e 376.00
Bank Management Charges	37.44
InsuranceBuilding Premium Basic	6,600.00
Maint BldgGeneral Maintenance/Repairs	1,000.00
Maint GroundsLawns, Grounds & Gardening Maint.	600.00
Total expenses	10,995.73
Surplus/Deficit	4.27
Opening balance	582.48
Closing balance	\$586.75
Total units of entitlement	1000

Levy contribution per unit entitlement

Sinking Fund

Proposed budget

\$2.00

Revenue

Revenue	
Levies DueSinking	2,000.00
Total revenue	2,000.00
Surplus/Deficit	2,000.00
Opening balance	12,614.22
Closing balance	\$14,614.22
Total units of entitlement	1000



Proposed Levy Schedule to apply from 01/06/2024

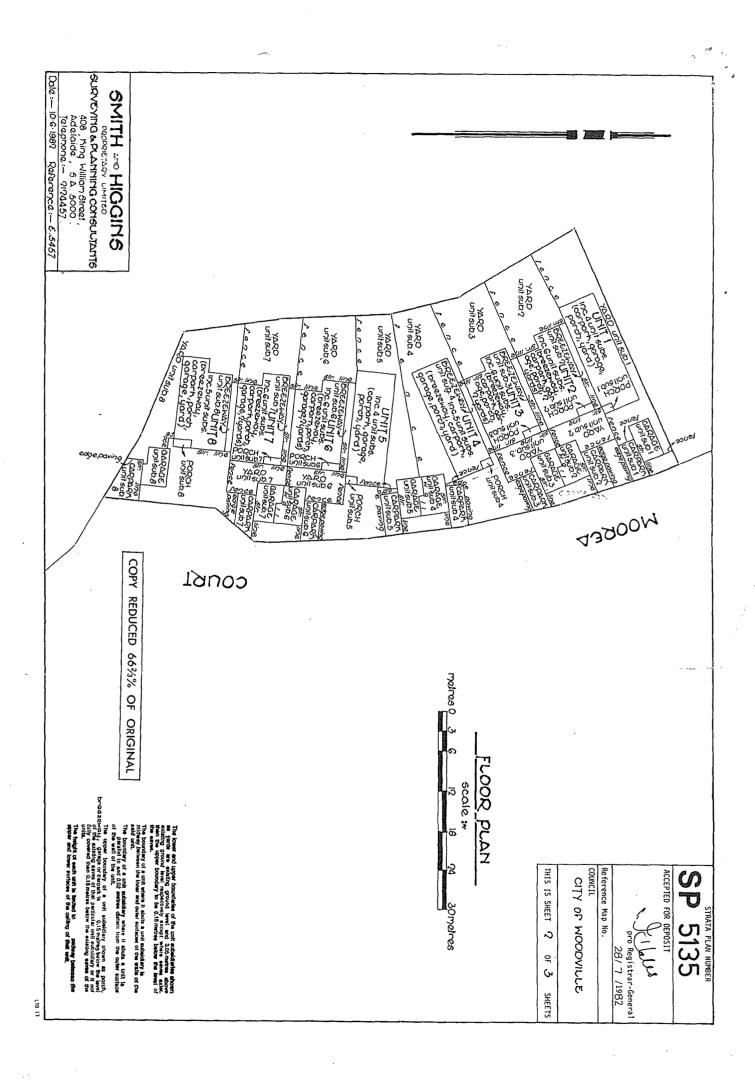
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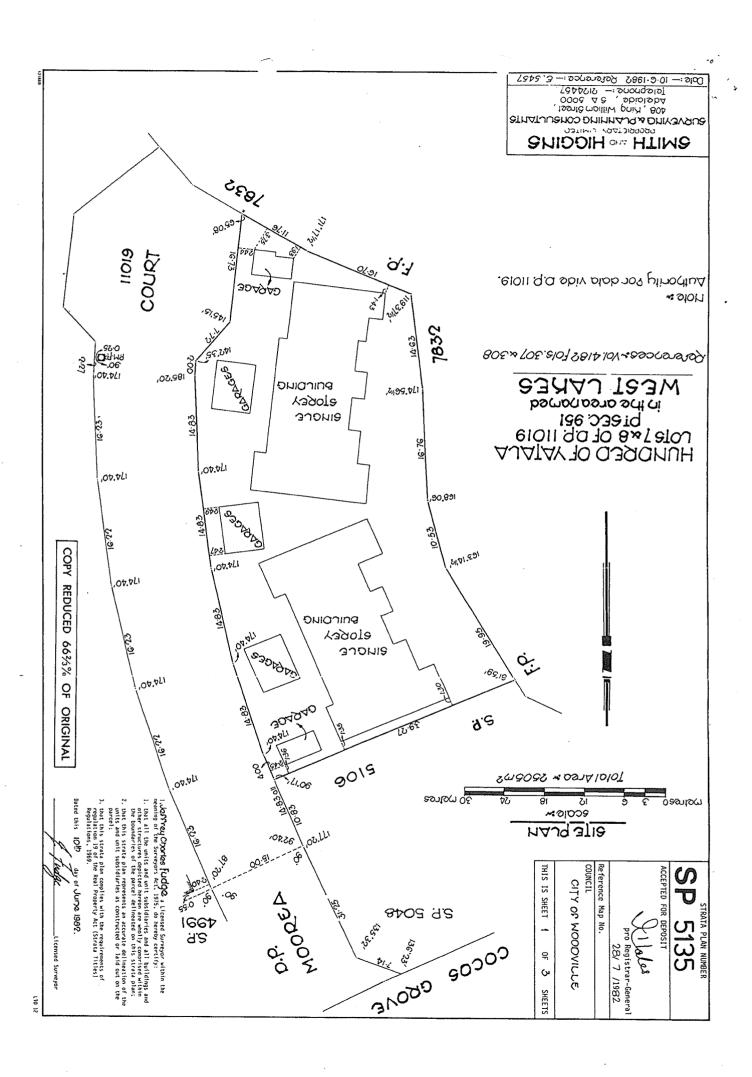
Strata Corporation 5135 Inc.

7 Moorea Court, WEST LAKES SA 5021

Quarterly levy instalments that would apply to each lot if proposed budgets are accepted by the general meeting:

Lot	Unit	Unit Entitlement	Admin Fund	Sinking Fund	Quarterly Total	Annual Total
1	1	125.00	344.00	63.00	407.00	1,628.00
2	2	125.00	344.00	63.00	407.00	1,628.00
3	3	125.00	344.00	63.00	407.00	1,628.00
4	4	125.00	344.00	63.00	407.00	1,628.00
5	5	125.00	344.00	63.00	407.00	1,628.00
6	6	125.00	344.00	63.00	407.00	1,628.00
7	7	125.00	344.00	63.00	407.00	1,628.00
8	8	125.00	344.00	63.00	407.00	1,628.00
		1,000.00	\$2,752.00	\$504.00	\$3,256.00	\$13,024.00





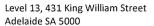
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SP 5135

Authenticated vide
Application No. 4918086
and Accepted for Deposit

pro Registrar-General 28/7/1982

THIS IS SHEET 3. OF 3. SHEET





Certificate of Currency

CHU Residential Strata Insurance Plan

Policy No 69909

Policy WordingCHU RESIDENTIAL STRATA INSURANCE PLANPeriod of Insurance12/01/2024 to 12/01/2025 at 4:00pmThe InsuredSTRATA CORPORATION NO. 5135 INC.Situation7 MOOREA COURT WEST LAKES SA 5021

Policies Selected

Policy 1 – Insured Property Building: \$2,900,000 Common Area Contents: \$0

Loss of Rent & Temporary Accommodation (total payable): \$435,000

Policy 2 – Liability to Others Sum Insured: \$10,000,000

Policy 3 – Voluntary Workers

Death: \$200,000

Total Disablement: \$2,000 per week

Policy 4 – Fidelity Guarantee Sum Insured: \$100,000

Policy 5 - Office Bearers' Legal Liability

Sum Insured: \$250,000

Policy 6 - Machinery Breakdown

Not Selected

Policy 7 - Catastrophe Insurance

Not Selected

Policy 8 - Government Audit Costs and Legal Expenses

Government Audit Costs: \$25,000

Appeal expenses – common property health & safety breaches: \$100,000

Legal Defence Expenses: \$50,000

Policy 9 - Lot owners' fixtures and improvements (per lot)



Sum Insured: \$250,00	0	
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Flood Cover is included.

Date Printed 12/01/2024

This certificate confirms this policy is in force for the Period of Insurance shown, subject to the policy terms, conditions and exclusions. It is a summary of cover only (for full details refer to the current policy wording and schedule). It does not alter, amend or extend the policy. This information is current only at the date of printing.

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