Rennicks Conveyancing Pty Ltd

Vendor Statement

The vendor makes this statement in respect of the land in accordance with section 32 of the *Sale of Land Act* 1962.

This statement must be signed by the vendor and given to the purchaser before the purchaser signs the contract. The vendor may sign by electronic signature.

The purchaser acknowledges being given this statement signed by the vendor with the attached documents before the purchaser signed any contract.

Land	UNIT 4, 15 ROSENEATH STREET, TRARALGON VIC 3844	
Vendor's name	Louise Watson	**Date** 7/9/2022
Vendor's signature	LWatson	
Purchaser's name		**Date** / /
Purchaser's signature		
Purchaser's name		**Date** / /
Purchaser's signature		

1. FINANCIAL MATTERS

1.1 **Particulars of any Rates, Taxes, Charges or Other Similar Outgoings** (and any interest on them)

(a) ☒ Their total does not exceed: $4,150.00

1.2 **Particulars of any Charge** (whether registered or not) imposed by or under any Act to secure an amount due under that Act, including the amount owing under the charge

To

Other particulars (including dates and times of payments):

1.3 **Terms Contract**

This section 1.3 only applies if this vendor statement is in respect of a terms contract where the purchaser is obliged to make 2 or more payments (other than a deposit or final payment) to the vendor after the execution of the contract and before the purchaser is entitled to a conveyance or transfer of the land.

Not Applicable

1.4 **Sale Subject to Mortgage**

This section 1.4 only applies if this vendor statement is in respect of a contract which provides that any mortgage (whether registered or unregistered), is NOT to be discharged before the purchaser becomes entitled to possession or receipts of rents and profits.

Not Applicable

2. INSURANCE

2.1 **Damage and Destruction**

This section 2.1 only applies if this vendor statement is in respect of a contract which does NOT provide for the land to remain at the risk of the vendor until the purchaser becomes entitled to possession or receipt of rents and profits.

Not Applicable

2.2 **Owner Builder**

This section 2.2 only applies where there is a residence on the land that was constructed by an owner-builder within the preceding 6 years and section 137B of the Building Act 1993 applies to the residence.

Not Applicable

3. LAND USE

3.1 **Easements, Covenants or Other Similar Restrictions**

(a) A description of any easement, covenant or other similar restriction affecting the land (whether registered or unregistered):

☒ Is in the attached copies of title document/s

(b) Particulars of any existing failure to comply with that easement, covenant or other similar restriction are:

To the best of the Vendor's knowledge there is no existing failure to comply with the terms of any easements, covenants or other similar restriction.

3.2 **Road Access**

There is NO access to the property by road if the square box is marked with an 'X' ☐

3.3 **Designated Bushfire Prone Area**

The land is in a designated bushfire prone area within the meaning of regulations made under the *Building Act* 1993 if the square box is marked with an 'X' ☐

3.4 **Planning Scheme**

☒ Attached is a certificate with the required specified information.

☒ The required specified information is as follows:

(a)	Name of planning scheme	Latrobe Planning Scheme
(b)	Name of responsible authority	Latrobe City Council
(c)	Zoning of the land	GRZ - General Residential Zone
(d)	Name of planning overlay	None

4. NOTICES

4.1 **Notice, Order, Declaration, Report or Recommendation**

Particulars of any notice, order, declaration, report or recommendation of a public authority or government department or approved proposal directly and currently affecting the land, being a notice, order, declaration, report, recommendation or approved proposal of which the vendor might reasonably be expected to have knowledge:

Not Applicable

4.2 **Agricultural Chemicals**

There are NO notices, property management plans, reports or orders in respect of the land issued by a government department or public authority in relation to livestock disease or contamination by agricultural chemicals affecting the ongoing use of the land for agricultural purposes. However, if this is not the case, the details of any such notices, property management plans, reports or orders, are as follows:

NIL

4.3 **Compulsory Acquisition**

The particulars of any notices of intention to acquire that have been served under section 6 of the *Land Acquisition and Compensation Act* 1986 are as follows:

NIL

5. BUILDING PERMITS

Particulars of any building permit issued under the *Building Act* 1993 in the preceding 7 years (required only where there is a residence on the land):

Not Applicable

6. OWNERS CORPORATION

This section 6 only applies if the land is affected by an owners corporation within the meaning of the *Owners Corporations Act* 2006.

6.1 ☒ Attached is a current owners corporation certificate with its required accompanying documents and statements, issued in accordance with section 151 of the Owners Corporations Act 2006.

7. GROWTH AREAS INFRASTRUCTURE CONTRIBUTION ("GAIC")

Words and expressions in this section 7 have the same meaning as in Part 9B of the *Planning and Environment Act* 1987.

Not Applicable

8. SERVICES

The services which are marked with an 'X' in the accompanying square box are NOT connected to the land:

Electricity supply ☐	Gas supply ☐	Water supply ☐ (Gippsland Water)	Sewerage ☐ (Gippsland Water)	Telephone services ☒

9. TITLE

Attached are copies of the following documents:

9.1 ☒ (a) Registered Title

A Register Search Statement and the document, or part of a document, referred to as the 'diagram location' in that statement which identifies the land and its location.

10. SUBDIVISION

10.1 **Unregistered Subdivision**

This section 10.1 only applies if the land is subject to a subdivision which is not registered.

Not Applicable

10.2 **Staged Subdivision**

This section 10.2 only applies if the land is part of a staged subdivision within the meaning of section 37 of the *Subdivision Act* 1988.

Not Applicable

10.3 **Further Plan of Subdivision**

This section 10.3 only applies if the land is subject to a subdivision in respect of which a further plan within the meaning of the *Subdivision Act* 1988 is proposed.

Not Applicable

11. DISCLOSURE OF ENERGY INFORMATION

(Disclosure of this information is not required under section 32 of the Sale of Land Act 1962 but may be included in this vendor statement for convenience.)

Details of any energy efficiency information required to be disclosed regarding a disclosure affected building or disclosure area affected area of a building as defined by the *Building Energy Efficiency Disclosure Act* 2010 (Cth)

(a) to be a building or part of a building used or capable of being used as an office for administrative, clerical, professional or similar based activities including any support facilities; and

(b) which has a net lettable area of at least 2000m^2; (but does not include a building under a strata title system or if an occupancy permit was issued less than 2 years before the relevant date):

Not Applicable

12. DUE DILIGENCE CHECKLIST

(The Sale of Land Act 1962 provides that the vendor or the vendor's licensed estate agent must make a prescribed due diligence checklist available to purchasers before offering land for sale that is vacant residential land or land on which there is a residence. The due diligence checklist is NOT required to be provided with, or attached to, this vendor statement but the checklist may be attached as a matter of convenience.)

Is Attached

13. ATTACHMENTS

(Any certificates, documents and other attachments may be annexed to this section 13)

(Additional information may be added to this section 13 where there is insufficient space in any of the earlier sections)

(Attached is an "Additional Vendor Statement" if section 1.3 (Terms Contract) or section 1.4 (Sale Subject to Mortgage) applies)

Owners Corporation Certificate
Gippsland Water Information Statement
GST Withholding Notice
Planning Certificate dated 30/08/2022
Land Victoria Property/Planning Reports

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The Victorian Government acknowledges the Traditional Owners of Victoria and pays respects to their ongoing connection to their Country, History and Culture. The Victorian Government extends this respect to their Elders, past, present and emerging.

REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 09684 FOLIO 026

Security no : 124099966402V
Produced 30/08/2022 12:38 PM

LAND DESCRIPTION

Lot 4 on Registered Plan of Strata Subdivision 023504P.
REGISTRATION OF DEALINGS WITH THIS LOT IS RESTRICTED
PARENT TITLE Volume 09214 Folio 208
Created by instrument SP023504P 17/06/1986

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
LOUISE WATSON of 29 GABO WAY MORWELL VIC 3840
AS005306V 14/03/2019

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE AS005307T 14/03/2019
COMMONWEALTH BANK OF AUSTRALIA

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 or Section 12 Strata Titles Act 1967 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE SP023504P FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

----------END OF REGISTER SEARCH STATEMENT----------

Additional information: (not part of the Register Search Statement)

Street Address: UNIT 4 15 ROSENEATH STREET TRARALGON VIC 3844

ADMINISTRATIVE NOTICES

NIL

eCT Control 15940N COMMONWEALTH BANK OF AUSTRALIA
Effective from 14/03/2019

OWNERS CORPORATIONS

The land in this folio is affected by
OWNERS CORPORATION PLAN NO. SP023504P

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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 09684 FOLIO 036

Security no : 124099966404T
Produced 30/08/2022 12:38 PM

LAND DESCRIPTION

Lot 14 on Registered Plan of Strata Subdivision 023504P.
CAR PARK
PARENT TITLE Volume 09214 Folio 208
Created by instrument SP023504P 17/06/1986

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
LOUISE WATSON of 29 GABO WAY MORWELL VIC 3840
AS005306V 14/03/2019

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE AS005307T 14/03/2019
COMMONWEALTH BANK OF AUSTRALIA

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 or Section 12 Strata Titles Act 1967 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE SP023504P FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

----------END OF REGISTER SEARCH STATEMENT----------

Additional information: (not part of the Register Search Statement)

Street Address: UNIT 4 15 ROSENEATH STREET TRARALGON VIC 3844

ADMINISTRATIVE NOTICES

NIL

eCT Control 15940N COMMONWEALTH BANK OF AUSTRALIA
Effective from 14/03/2019

OWNERS CORPORATIONS

The land in this folio is affected by
OWNERS CORPORATION PLAN NO. SP023504P

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DOCUMENT END

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Document Type	**Plan**
Document Identification	**SP023504P**
Number of Pages (excluding this cover sheet)	**3**
Document Assembled	**30/08/2022 12:45**

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PLAN OF STRATA SUBDIVISION | EDITION 1 | SP023504P

LOCATION OF LAND

PARISH: TRARALGON

TOWNSHIP: -

SECTION: -

CROWN ALLOTMENT: 10 A1 (PART)

CROWN PORTION: -

TITLE REFERENCE: VOL.9214 FOL.208

LAST PLAN REFERENCE: LOT 7 ON LP41799

DEPTH LIMITATION: DOES NOT APPLY

POSTAL ADDRESS: 15 ROSENEATH STREET
TRARALGON 3844

FOR CURRENT OWNERS CORPORATION DETAILS AND ADDRESS FOR SERVICE OF NOTICE SEE OWNERS CORPORATION SEARCH REPORT

SURVEYOR'S CERTIFICATE

Surveyor: IAN GORDON KEITH

Certification Date: 03/11/1983

SEAL OF MUNICIPALITY AND ENDORSEMENT

Sealed pursuant to Section 6 (1) of the Strata Titles Act 1967 by CITY of TRARALGON on 15/10/1985

REGISTERED DATE: 17/06/1986

PLAN UPDATED BY REGISTRAR IN AN661031Q 14/07/2020

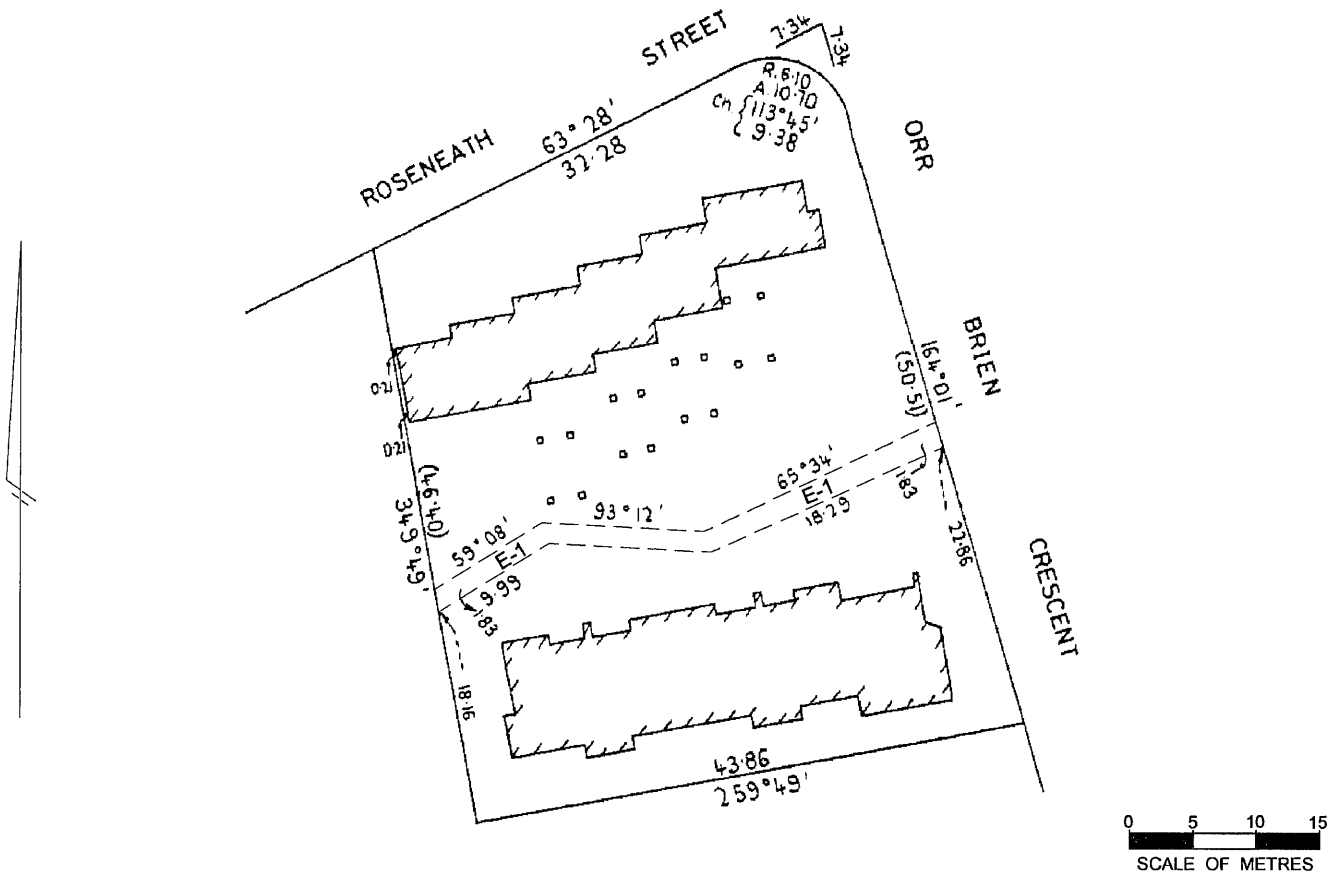


DIAGRAM SHOWING THE EXTERNAL BOUNDARIES OF THE SITE AND THE LOCATION IN RELATION THERETO AT GROUND LEVEL OF ALL BUILDINGS IN THE PARCEL

EASEMENT INFORMATION

LEGEND: A - Appurtenant Easement . E - Encumbering Easement R - Encumbering Easement (Road)

ENCUMBRANCES REFERRED TO IN SECTION 12 (2) OF THE SUBDIVISION ACT 1988 APPLY TO ALL THE LAND IN THIS PLAN

Easement Reference	Purpose	Width	Origin	Land Benefitted /In Favour Of	Plan Parcel Affected
E-1	DRAINAGE AND SEWERAGE	1.83	LP41799	LOTS ON LP41799	COMMON PROPERTY

MEASUREMENTS ARE IN METRES

PLAN OF STRATA SUBDIVISION | RP023504P

LEGEND

THE BUILDINGS IN THE PARCEL CONTAINED IN LOTS 1 TO 10 TWO STOREY BUILDINGS.
THE BUILDINGS IN THE PARCEL CONTAINED IN LOTS 11 TO 14 ARE SINGLE STOREY BUILDINGS.

THE UPPER BOUNDARY OF LOTS 1 TO 14 IS TEN METRES ABOVE THAT PART OF THE SITE OF THE RELEVANT LOT.
THE LOWER BOUNDARY OF THESE LOTS IS ONE METRE BELOW THAT PART OF THE SITE.

LOTS 11 TO 14 ARE ACCESSORY LOTS.

COMMON PROPERTY IS ALL OF THE LAND IN THE PLAN EXCEPT THE LOTS AND MAY INCLUDE LAND ABOVE AND BELOW THE LOTS. COMMON PROPERTY MAY BE SHOWN AS "CP" ON DIAGRAMS.

BOUNDARIES DEFINED BY STRUCTURE OR BUILDING ARE SHOWN AS THICK CONTINUOUS LINES.
LOCATION OF BOUNDARIES DEFINED BY STRUCTURE OR BUILDING:
OUTSIDE FACE OF WALLS: BOUNDARIES WHICH LIE ALONG THE EXTERNAL WALLS OF A BUILDING
MEDIAN: ALL OTHER BOUNDARIES

NOTICE OF RESTRICTION

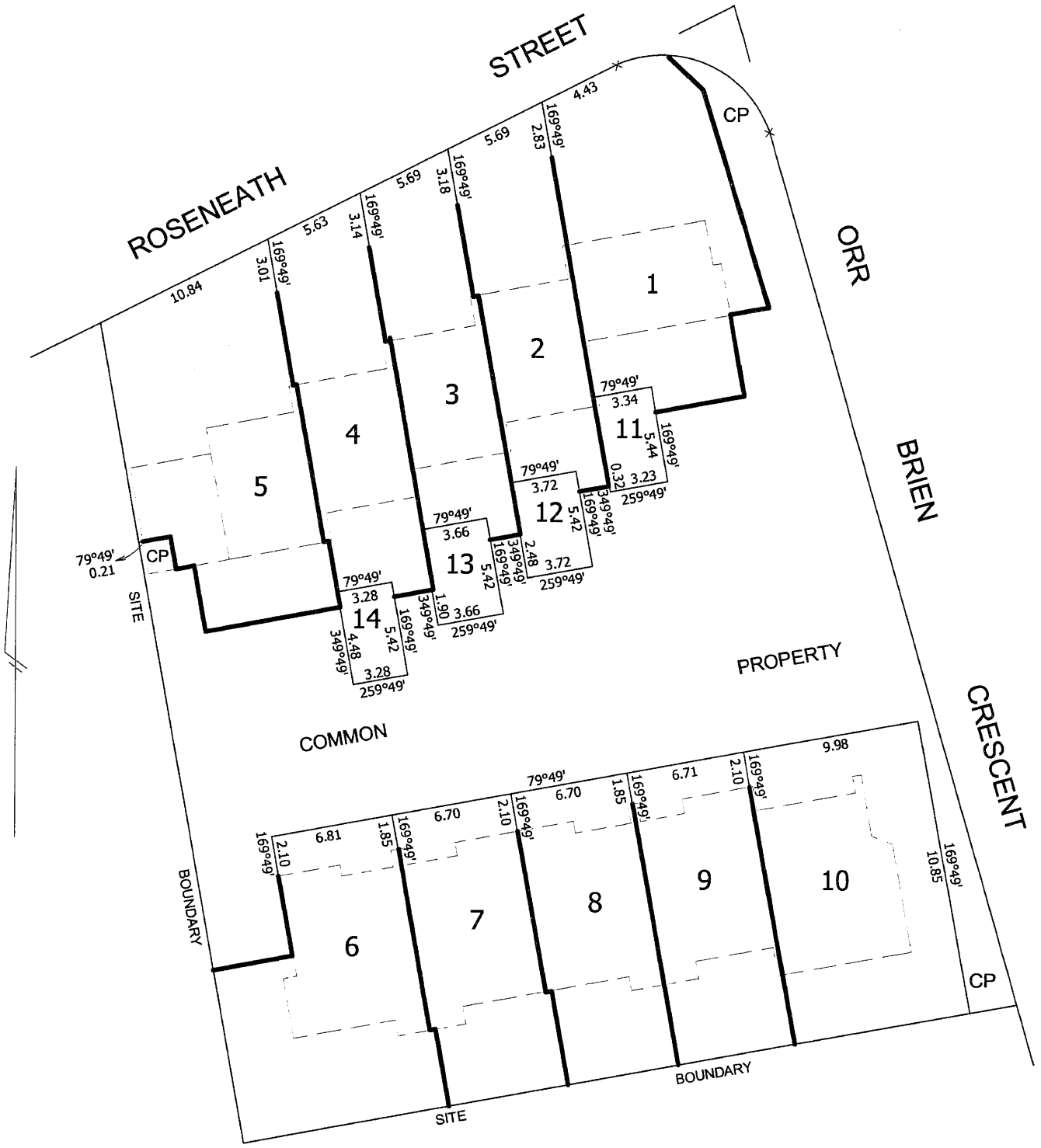
THE LOTS SPECIFIED IN COLUMN 1 HEREUNDER ARE RESTRICTED LOTS.
THE LOTS SPECIFIED IN COLUMN 2 HEREUNDER ARE CAR PARK LOTS.

COLUMN 1	COLUMN 2
LOTS 1 TO 4	LOTS 11 TO 14

REGISTRATION OF DEALINGS WITH THE LOTS SPECIFIED IN COLUMN 1 IS RESTRICTED.

PLAN OF STRATA SUBDIVISION

SP023504P



0 5 10 15

SCALE OF METRES

MEASUREMENTS ARE IN METRES

SHEET 3

Department of Environment, Land, Water & Planning

Owners Corporation Search Report

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OWNERS CORPORATION
PLAN NO. SP023504P

The land in SP023504P is affected by 1 Owners Corporation(s)

Land Affected by Owners Corporation:
Common Property, Lots 1 - 14.

Limitations on Owners Corporation:
Unlimited

Postal Address for Services of Notices:
2/41 BREED STREET TRARALGON VIC 3844

AN692200T 29/03/2017

Owners Corporation Manager:
NIL

Rules:
Model Rules apply unless a matter is provided for in Owners Corporation Rules. See Section 139(3) Owners Corporation Act 2006

Owners Corporation Rules:
NIL

Additional Owners Corporation Information:
NIL

Notations:
NIL

Entitlement and Liability:
NOTE – Folio References are only provided in a Premium Report.

Land Parcel	Entitlement	Liability
Common Property	0	0
Lot 1	50	50
Lot 2	50	50
Lot 3	50	50
Lot 4	50	50
Lot 5	55	55
Lot 6	55	55

Department of Environment, Land, Water & Planning

Owners Corporation Search Report

Produced: 30/08/2022 12:44:08 PM

OWNERS CORPORATION
PLAN NO. SP023504P

Entitlement and Liability:
NOTE – Folio References are only provided in a Premium Report.

Land Parcel	Entitlement	Liability
Lot 7	55	55
Lot 8	55	55
Lot 9	55	55
Lot 10	60	60
Lot 11	1	1
Lot 12	1	1
Lot 13	1	1
Lot 14	1	1
Total	**539.00**	**539.00**

From 31 December 2007 every Body Corporate is deemed to be an Owners Corporation. Any reference to a Body Corporate in any Plan, Instrument or Folio is to be read as a reference to an Owners Corporation.

Statement End.

Ace Body Corporate Management (Gippsland Region)
Phone: 03 5115 8300
Email: info.gippsland@acebodycorp.com.au
Postal: PO Box 2006, Traralgon, Vic, 3844
ABN: 23 431 923 108
Professional Personal Service www.acebodycorp.com.au

InfoTrack on behalf of Rennicks Conveyancing Pty Ltd

7th September 2022

Dear InfoTrack on behalf of Rennicks Conveyancing Pty Ltd

Re: OWNERS CORPORATION CERTIFICATE - LOT 4, PLAN NO. SP 23504P

In response to your request, we now attach an Owners Corporation Certificate for Lot 4 in Plan No. SP 23504P dated 7th September 2022. This certificate is intended for use for the purpose of section 151 of the *Owners Corporations Act 2006* (**"Act"**).

Pursuant to section 151(4)(b) of the Act, we also attach the following:

(a) A copy of the Rules for this Owners Corporation;

(b) A statement of advice and information for prospective purchasers of a strata title lot in Victoria in accordance with Regulation 17 of the *Owners Corporations Regulations 2018*; and

(c) A copy of the minutes of the last annual general meeting of the Owners Corporation showing all resolutions passed at that meeting.

Please note that if you require any further information on the matters reported in the attached Owners Corporation Certificate, you may inspect a copy of the Owners Corporation Register in accordance with section 150 of the Act. An inspection of the Register must be booked in advance by contacting our office during business hours or via email at info.gippsland@acebodycorp.com.au. Please note the inspection of the Register may require the payment of a fee.

Yours faithfully



Registered Manager

Full name: Stephen Nippers
Company: Ace Body Corporate Management (Gippsland Region)
Address of registered office: P O Box 2006 Traralgon 3844

07/09/2022

Date

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OWNERS CORPORATION CERTIFICATE

Owners Corporations Act 2006, s.151 Owners Corporations Act 2006, Owners Corporations Regulations 2018

As at 7th September 2022

1. OWNERS CORPORATION DETAILS

Plan Number:	SP 23504P
Address of Plan:	15 Roseneath Street TRARALGON VIC VIC 3844
Lot Number this statement relates to:	4
Unit Number this statement relates to:	4 (carport 14 included)
Postal Address	PO Box 2006 Traralgon 3844

2. CERTIFICATE DETAILS

Vendor:	Louise Watson
Postal Address for Lot 4	4/15 Roseneath Street TRARALGON VIC VIC 3844
Purchaser:	
Person requesting Certificate:	InfoTrack on behalf of Rennicks Conveyancing Pty Ltd
Reference:	(Ref: 00108675)
Address:	
Fax:	
E-mail:	ownerscorp@infotrack.com.au

3. CURRENT ANNUAL LEVY FEES FOR LOT 4

ADMINISTRATIVE FUND

The annual administrative levy fees for Lot 4 are **1,230.06 per annum** commencing on 1 January 2022. Levies for this plan are raised over **2 periods**

Period	Amount	Due Date	Status
01/01/22 to 30/06/22	567.72	02/01/22	Paid
01/07/22 to 31/12/22	662.34	02/07/22	Paid

Maintenance Fund

There are currently no annual Maintenance Fund levy fees payable for Lot 4.

4. CURRENT LEVY POSITION FOR LOT 4

Fund	Balance	Paid To
Administrative	$50.00 CR	31 December 2022
Maintenance Fund	0.00	
BALANCE	**$50.00 CR**	

THIS LOT CURRENTLY HAS A CREDIT OF $50.00.

5. SPECIAL LEVIES

There are currently no special levy fees due for Lot 4.

6. OTHER CHARGES

There are currently no additional charges payable by Lot 4 that relate to work performed by the owners corporation or some other act that incurs additional charge.

7. FUNDS HELD BY OWNERS CORPORATION

The owners corporation holds the following funds as at 7 September 2022:

Account / Fund	Amount
Administrative Fund	9,001.91
Maintenance Fund	0.00
TOTAL FUNDS HELD AS AT 7 SEPTEMBER 2022	**$9,001.91**

8. INSURANCE

The owners corporation currently has the following insurance cover in place:

Policy	
Policy No.	HU0017405
Expiry Date	18-December-2022
Insurance Company	CHU Underwriting Agencies Pty Ltd
Broker	Whitbread Insurance Brokers
Premium	5531.59

Cover Type	**Amount of Cover**
Building Catastrophe	487,500
Building Catastrophe - Loss of Rent/Temp Accom	73,125
Building Catastrophe - Removal of Contents/Evacuat	24,375
Common Area Contents	32,500
Damage (i.e. Building) Policy	3,250,000
Fidelity Guarantee Insurance	250,000
Flood	Insured
Government Audit Costs	25,000
Government Audit Costs - Appeal Expenses	100,000
Government Audit Costs - Legal Defense Expenses	100,000
Loss of Rent	487,500
Lot Owner's Fixtures and Improvements	250,000
Machinery Breakdown Insurance	10,000
Property, Death and Injury (Public Liability)	30,000,000
Voluntary Workers Insurance	300,000 / 3,000

9. CONTINGENT LIABILITIES

The owners corporation has no contingent liabilities arising from legal proceedings not otherwise shown or budgeted for in items 3, 5 or 6 above.

10. CONTRACTS OR AGREEMENTS AFFECTING COMMON PROPERTY

The owners corporation has not or do not intend in the foreseeable future to enter into any contracts affecting the common property.

11. AUTHORITIES OR DEALINGS AFFECTING COMMON PROPERTY

The owners corporation has not granted any authorities or dealings affecting the common property.

12. AGREEMENTS TO PROVIDE SERVICES

The owners corporation has made the following agreements to provide services to lot owners and occupiers or the general public for a fee:

Date of Agreement	Name of Service Provider	Agreement provided to	Status	Brief Description
01/03/2018	Traralgon Cleaning Service Pty Ltd		Current	6 monthly clean of Common Toilet
22/07/2021	PorterVac	Lot Owners	Current	Two yearly Gutter Clean
01/04/2022	John Shelley , Shelley's Mowing	Lot Owners	Current	Lawn Mowing and garden maintenace every 3 months of common area

13. NOTICES OR ORDERS

The owners corporation currently has no orders or notices served in the last 12 months that have not been satisfied.

14. CURRENT OR FUTURE PROCEEDINGS

The owners corporation is not currently a party to any proceedings or is aware of any circumstances which may give rise to proceedings.

15. APPOINTMENT OF AN ADMINISTRATOR

The owners corporation is not aware of an application or a proposal for the appointment of an administrator.

16. PROFESSIONAL MANAGER DETAILS

Name of Manager:	Ace Body Corporate Management (Gippsland Region)
ABN / ACN:	23431923108
Address of Manager:	P O Box 2006 Traralgon 3844
Telephone:	5115 8300
Facsimile:	
E-mail Address:	info.gippsland@acebodycorp.com.au

17. ADDITIONAL INFORMATION

The owners corporation provides the following information for the benefit of the purchaser:

Refer to the minutes of the last Annual General Meeting
*** Special General Meeting re Lot 8 Alterations attached

SIGNING

The common seal of Plan No. SP 23504P, was affixed and witnessed by and in the presence of the registered manager in accordance with Section 20(1) and Section 21(2A) of the Owners Corporations Act 2006.

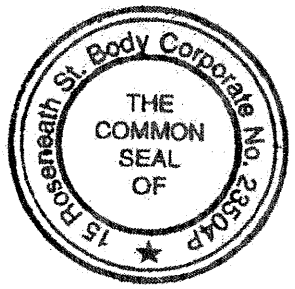


Registered Manager

Full name: Stephen Nippers
Company: Ace Body Corporate Management (Gippsland Region)
Address of registered office: P O Box 2006 Traralgon 3844

07/09/2022

Date



Common Seal
of Owners Corporation

Ace Body Corporate Management (Gippsland Region)
Phone: 03 5115 8300
PO Box 2006, Traralgon, 3844
info.gippsland@acebodycorp.com.au
ABN: 23 431 923 108

MINUTES OF ANNUAL GENERAL MEETING

Owners Corporations Act 2006 Section 81, Owners Corporations Regulations 2018

OWNERS CORPORATION PLAN NO. SP 23504P
15 Roseneath Street, Traralgon

The meeting was held on Wednesday, 23 March 2022 at 04:00 PM via Zoom.

PRESENT:	Lot 10	Shirley Corin	Proxy Vote Manager
IN ATTENDANCE:	Stephen Nippers representing Owners Corporation		

---

1. Meeting Chairperson.:

Motion to appoint manager to chair the meeting and to take minutes.

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

---

2. Quorum.:

Noting of attendances, proxies, apologies, and determination of a quorum.

NO Quorum:

No Quorum achieved means the meeting may proceed but all decisions made will be interim decisions. A notice (minutes) of all interim decisions will be forwarded to all owners within 14 days. If a petition is NOT received (within 29 days of the meeting) from members representing at least 25% of the total lot liability, for a meeting to review the decisions made, these interim decisions will become final decisions of the Owners Corporation.
(OC Act 2006 - Section 78)

Meetings, voting and other communication by electronic technologies is permitted by the Owners Corporation Act 2006. Method for voting be one vote per each lot, except if a poll vote is requested.

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3. Adoption of Minutes.:

Motion to accept that the minutes of the last annual general meeting of the Owners Corporation be taken as a true and accurate account of the proceedings of that meeting.

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

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4. Financial Statement.:

The administration account balance (excluding prepaid levies) at the end of the financial year was $597.97

Motion that the financial statement tabled for the period 31 DEC 2021 is accepted.

There are currently no outstanding levies

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

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5. Election of Committee - No Committee:

Motion NOT to have a committee of the Owners Corporation.

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

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6. Appointment of Owners Corporation Manager (OCM).:

Motion that the owners corporation re-appoint Kideston Dairy Pty Ltd (A.B.N. 23 431 923 108) (Registered Manager No. 766) trading as Ace Body Corporate Management (Gippsland Region) in accordance with the new Contract of Appointment for 2 years, the contract expires 29 JUN 2023 or is current until the next Annual General Meeting (whichever is the longer).

Management Fee - $1850.00 p.a. Disbursement Fee - $400 p.a.

Motion that the Owners Corporation delegates to the Manager the powers and functions of the Owners Corporation necessary to enable the Manager to perform his duties in accordance with those of the Owners Corporation Act 2006 and the Contract of Appointment.

Motion Pursuant to OC Act 2006 - section 82 that the following decisions, in the interest of the Owners Corporation, can only be made at a General Meeting: - Appointment and Termination of a Manager

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

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7. Managers' report.:

The manager performed all the normal accounting (accounts payable & receivable), administrative, banking, general enquiries, and record maintenance for the Owners Corporation.

The manager does not offer a 24/7 service. For afterhours - emergencies and insurance claims - please contact Whitbread Brokers 24/7 Emergency makesafe repair line. **Phone: 1300 945 945**

If the incident is not an approved insurance claim you may be responsible for the associated call out fees & repairs applicable.

For lot owner urgent maintenance please contact the required contractor and these costs are an owners responsibility.

- Convened, minuted, and circulated minutes to members for the Annual General Meeting

- Prepared financial reports, prepared proposed budget

- Struck levies as resolved, collected, and followed debt collection procedures

- Attended to management of expense payments; reconciled bank account

- Liaised with owners throughout the year, providing advice on OC Rules and general concerns raised by owners

- Re quoted insurance policy and renewed as instructed, provided Certificate of Currency upon request to owners

- Maintained the Owners Corporation Register and attended to all administrative duties, record keeping etc.

Grievance Report - No matters were referred to V.C.A.T.

The insurance valuation was conducted, and the building sum insured was increased to $3,250,000. As a result, there has been a slight increase in the insurance sum from $3,099,552.

The gardening contractor has not been carrying out duties as requested so two quotes have been obtained. Shelley's Mowing $80 per mow and common area tidy, $150 for gardens, stormwater pits every 2-3 months. Revival $200 per mow (24 mows per year) and $175 per quarter for gardens & stormwater pits - see General Business.

We were advised that front fence repairs were required at the front of Unit 1. The owner has been notified and has obtained details for a contractor who did repairs on her back fence. The owner advised repairs would be expected to be carried out in March.

As advised at the previous AGM repairs to the common brick letterbox and bin enclosure were carried out and appear in the financial statement.

Motion that the Managers report as tabled is accepted.

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

8.1. Essential Safety Measures (ESM):

Common Area Lighting:- There is no common area lighting. (No common Power).

Essential Services (Common Area):- Inspections of Essential Services for the common area are carried out according to the Certificate of Occupancy. As required under the Building Act 1993, Building Regulations 2018, Australian Standards and Building Codes of Australia.

Motion that the Owners Corporation resolves that each owner is to ensure that the essential service items are attended to in accordance with the Building Act 1993, Building Regulations 2018, Australian Standards and Building Codes of Australia.

Fire Appliances (Common Area): N/A - Nil Installed

Emergency Lighting Testing and Inspection (Common Area): N/A

Electrical Safety: Owners are required to arrange the annual maintenance and cleaning of their meter/fuse box.

2021 - Gauci Electrical attended and there are no group meters at this property. The two boxes at the front belong to Ausnet Services so no further inspections are required.

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

8.2. OH&S Obligations:

Current Policy: Motion that the Owners Corporation discharges its obligations under the OHS Act 2004 by:

a). Undertaking contractor validation utilising the manager's Contractor OH&S Checklist',

b) Owners and Committee to undertake regular inspections and to monitor the safety of the common area. Faults will be reported to the manager, and he is authorised to arrange repairs. If there are insufficient saving, Special Levies will be raised to fund these issues.

It was resolved NOT to obtain Safety Audit of common property or other professional services to perform OHS inspections.

Motion to reconfirm existing OHS policy.

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

8.3. Asbestos:

Owners should note that a liability may exist in the event that a person residing, working in or visiting a building containing asbestos, that has not been properly managed, can identify that they contracted an asbestos related illness from the Owners Corporation. There is a requirement under Sect 226 of the OHS Regulations 2017 to identify whether asbestos is present. As the Owners Corporation is in charge of the common property an asbestos audit is required.

Any buildings built before 2003 is considered to contain asbestos.

Owners aware of Asbestos, within their lots, are to notify manager of location of the Asbestos. Owners are to arrange for an inspection and to treat suspected Asbestos as per recommendation in the inspection report. This may be treatment or removal of the suspected Asbestos.

Motion that in the common area the Owners Corporation can manage this by:

i. Instruct each contractor that there is NO asbestos report and to assume that asbestos is present. Any suspected asbestos must be treated pursuant to Australian Standards.
ii. The manager is authorised to have any suspected asbestos tested and a quote is to be obtained for the treatment or removal of such Asbestos.

It was resolved not to Obtain a report that identifies the location and type of asbestos.

9.1. Debt Recovery & Penalty Interest:

Penalty Interest:- Pursuant to Section 29(1) & (2) of the Owners Corporation Act 2006, to charge penalty interest on monies owed by a member to the Owners Corporation after the due date for fees and charges. Penalty interest rate is set at the maximum rate of interest payable in accordance with the Penalty Interest Rate Act 1983. The rate under the Act is currently set at 10 %.

Debt Recovery: -

a. Levy payment is required by the due date. Penalty Interest will be charged on any overdue amount. A reminder notice will be forwarded when approximately 15 days overdue.

b. When a Levy is more than 28 days overdue, a statement will be sent confirming interest is being charged on the overdue levy. A fee of $30.00 will be charged and recoverable from the indebted lot owner.

c. When a Levy is more than 60 days overdue a Final Notice will be sent stating that the Owners Corporation intends to take action under Part 11 to recover the amount due. A fee of $100.00 will be charged and recoverable from the indebted lot owner.

d. If no payment is made after 28days from the date of the final notice, the Owners Corporation will make application to V.C.A.T. (via LFS Legal) for an order requiring the lot owner to pay all overdue fees, charges and interest owing. A letter confirming this action will be sent and the indebted lot owner charged $30.00.

e. Where a lot is in arrears, and a Final Notice has been issued, any new levy is overdue after the due date of that new levy. When the new levy is more than 28 days overdue a Final Notice will be sent stating that the Owners Corporation intends to take action under Part 11 to recover the amount due. A fee of up to $100.00 will be charged and recoverable from the indebted lot owner.

f. The costs incurred by the Owners Corporation in recovering fees and levies due under Section 32 of the Owners Corporation Act 2006, will be fully recoverable from the indebted lot owner. This includes administrative fees charged to the Owners Corporation by the manager and all legal fees incurred as a result of the failure to pay levies, fees, and charges due. VCAT action to recover a debt via LFS Legal and this initial cost is approximately $650.00 payable by the indebted lot owner.

g. The manager has authority enter into payment plans (manager discretion) and is also authorised to remove small amounts of interest as a management tool. Penalty interest will not be charged on a payment plan that was authorised prior to levy being in arrears and the above policy does not apply. This debt policy will be re-activated when a payment plan is breached.

Amounts owing on a Payment Plan are still considered in arrears and owners will not be able to vote at a General Meetings whilst in arrears.

h. Third party debt collection agencies are authorised and cost of 7.5% to 10% of debt are payable to OC. This amount will be charged to the indebted lot owner. A site visit to owners address, by the debt collection agency, may be required at a cost not exceeding $185.00. This amount will be charged to the indebted lot owner. All fees not recovered at VCAT will remain on the lot ledger and will be the responsibility of the indebted lot owner or any subsequent new owner.

Motion that the above penalty interest and debt recovery policy to be adopted.

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

9.2. Debt Recovery - Legal Action:

Please note that Solicitor fees are payable by the Owners Corporation and the Debt is recoverable from the indebted lot owner.

Motion that accrued funds will be used to fund this cost and if there are insufficient funds the manager is approved to raise a special levy to cover the debt collection costs.

Current policy - Special Resolution (2017): Motion that the Owners Corporation (SP 23504P) resolved to take legal action in a court of competent jurisdiction, against the registered and equitable owner of ANY Lot in Arrears in Owners Corporation (Plan SP 23504P) to recover unpaid fees, levies, interest administration fees, legal fees, and breaches of the Owners Corporations Act 2006.

Motion to reconfirm the above debt recovery special resolution.

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

10.1. Insurance.:

Current Insurance Company: CHU Underwriting Agencies Pty Ltd Policy Details: - Refer Insurance Report
Broker: Whitbread Brokers - **Phone: 1300 424 627**

For afterhours - emergencies and insurance claims - please contact Whitbread Brokers 24/7 Emergency makesafe repair line. **Phone: 1300 945 945**

If the incident is not an approved insurance claim you may be responsible for the associated call out fees & repairs applicable.

Insurance Claims Since Last AGM: Nil.

Motion that the OC have Strata Insurance to cover all the private lots, common area infrastructure and public liability as per Owners Corporation Act, Section 4 (c) and 62. All excesses are payable by the affected lot owners as determined under the benefit rule.

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

10.2. Insurance - Building Valuation.:

The valuation must be obtained every 5 years or earlier, as determined by the owners' corporation.

An insurance valuation was undertaken on 5th of October 2021 and the policy endorsed with the recommended replacement value of **$3,250,000.00**

Motion that a building valuation is obtained, 5 years after the last valuation October **2026**, that the limits of cover are set according to the report and that a special levy is raised (as required) to fund cost of valuation and the difference in premium.

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

10.3. Insurance - Building Sum:

Motion that the building sum insured be retained at the current sum insured $3,250,000.00

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

10.4. Insurance - Renew Options:

Motion to renew insurance policy without further approval from the Owners Corporation. Renew as per Brokers' recommendation. (Broker obtains up to 4 comparative quotes)

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

10.4. Alternatives for Insurance - Renew Options:

(Option A) The sum insured to be increased as per the insurance companies indexed sum insured recommendation.

1 A 0 B 0 Invalid Motion Option A Carried

11.1. Common Area Maintenance:

Motion that the manager arrange common area minor building & general maintenance as per C.O.A. Accrued funds to be utilised. If there are insufficient accrued funds, then a special levy will be issued.

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

11.2. Lawn Mowing & Gardening:

Owners determine the quality and aesthetic standards of the complex. It is not the manager's responsibility. Common area inspections can be organised from around $500.00. Owners are required to report issues to the manager and supply photos to support their claim.

Motion that the manager is responsible to arrange lawn mowing, garden maintenance and tidiness or cleaning of the common property to a standard that does not affect the Aesthetics of the common area. The contractor is to continue with existing service schedule.

Current Scope: Fortnightly mow and quarterly garden maintenance

Current Contractor: Shelley's Mowing

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

11.2. Alternatives for Lawn Mowing & Gardening:

(Option A) The gardening contractor has not been carrying out duties as requested so two quotes have been obtained. Shelley's Mowing $80 per mow and common area tidy, $150 for gardens, stormwater pits every 2-3 months. Revival $200 per mow (24 mows per year) and $175 per quarter for gardens & stormwater pits.

Motion that Steve's Home & Garden is terminated, and Shelley's Mowing is appointed as new gardening contractor.

1 A 0 B 0 Invalid Motion Option A Carried

11.3. Gutter Cleaning:

Motion that the roof gutters are to be inspected on a yearly basis and cleaned as required.

This is a lot owner responsibility, but annual cleaning can be arranged collectively.

(This is a maintenance issue which could affect insurance claims).

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

11.3. Alternatives for Gutter Cleaning:

(Option B) Motion that the manager is responsible to arrange this annual clean.

Current Contractor: Portervac (every second year – due 2023)

0 A 1 B 0 Invalid Motion Option B Carried

11.4. Storm Water Pits:

Motion that the owners arrange for the stormwater pits to be inspected on a yearly basis and cleaned as required. Manager to assist when requested. Select below alternative in relation to manager assistance.

Note: Pipes are not being inspected - this requires a camera inspection.

(This is a maintenance issue that could affect insurance claims).

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

11.4. Alternatives for Storm Water Pits:

(Option A) Garden contractor cleaned out pits in February 2022 and believes pipes may have blockages. Manager is approved to organise a plumber to camera and jetter clean pipes as required.

1 A 0 B 0 Invalid Motion Option A Carried

11.5. Toilet Block:

Motion that the manager organise the cleaning of the toilet block every six months.

Current Contractor: Traralgon Cleaning Service Pty Ltd

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

11.6. Other Items Raised from the floor:

External Colours: AGM 2020 - It was resolved the complex colours are: Down pipes - Colourbond Jasper Gutters & Fascia - Colourbond Mangrove (Doors & window frames) Eaves - Off white to match

External Painting: - To be raised next AGM for approval

This issue has been raised for the last six years and there is have never been enough support for a collective approach. As this is a lot owner responsibility a special resolution is required.

Owners are required to ensure their unit is painted and maintained to ensure the outward appearance does not adversely affect the aesthetics of the complex.

The complex has a few varied colours which do not match the current approved colours.

There were three objections received to these works being carried out after the AGM (2020).

The collective approach has been cancelled and will not be raised until more than 50% of owners request a collective approach.

Previous Information:

Painting of the eaves and gutters is a necessity at the complex. There is no change to the existing colours of the complex. Uniform colour is an essential requirement, owners in the past have changed colours without permission from the OC.

The estimated cost per unit to paint only the eaves and fascia was between $2,600 to $4,500.

Several gutters also require replacement. Colorbond Mangrove is the approved colour. This maintenance is a lot owner responsibility.

D**RAFT - Painting Special Resolution:** Motion that the manager arrange the painting of the entire complex (Fascia, Gutters, and Eaves) with current colour scheme. (Down pipes - Colorbond Jasper Gutters & Fascia - Colorbond Mangrove (Doors & window frames) Eaves - Off white to match)

This is lot owner maintenance and the cost to be apportioned under the benefit rule where each lot is quoted and responsible for their own lot cost.

A special levy will be raised per lot for the total cost of their lot. Two quotes to be obtained (fwded to owners for their information) and most competitive quote will be chosen.

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

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12. Proposed Budget - Biannual:

Owners Corporation Financial Year Ending: - 31st of December 2022

Motion that the proposed Administration Fund budget totalling $13,000.00 per annum adopted (attached). That the levy period, due date, and amounts based on lot liability are as attached. Budget apportioned according to lot liability and commence at the start of the financial year. The levy period is also to commence at the start of the financial year.

The Administrative Fund Balance at the end of the financial year be approximately $972.17.

Motion that the Administration Fund plans on a maximum balance of approximately $6,000 for contingencies.

Motion that all levies be paid in advance in Biannual instalments, the first levy is due on 1st day of the financial year. Levies will continue at the same biannual rate or as required by the next proposed budget or until changed by a resolution of the Owners Corporation at a General Meeting.

Motion that the fees be paid in advance by instalments, the first such instalment being due on

- 1 JAN 2022
- 1 JUL 2022

Motion in accordance to Section 24 of the Owners Corporation Act 2006 that should there be a shortfall in the funds of the Owners Corporation to meet its statutory commitments, including maintaining a current insurance policy then the OCM may raise a special levy to meet the shortfall in funds to comply with that statutory and or contractual obligations.

Next Budget estimated at $14,553.00

If paying by cheque - Please make cheques payable to:
Owners Corporation for Plan No. SP 23504P

By post: Mail this slip with your cheque to: DEFT Payment Systems,
GPO Box 2174, MELBOURNE VIC 3001

1 Yes 0 No 0 Abstain 0 Invalid Motion Carried

13. General (Enduring) Resolutions:

The following are enduring resolutions of the Owners Corporation which remain in place from year to year, unless the Owners Corporation resolves to change them:

Solar Panels (2021):- Motion that solar panels are permitted on roofs, but they must be flat mounted, entirely within lot boundaries and professionally installed. All external pipes and control panels that are visible (externally installed) must be painted a colour consistent with the complex. (Preference is to have these items installed internally)

Letter Boxes (2019):- Motion that each owner (or occupant) is responsible to clear mail and junk mail from their letter box.

Exterior Lighting (2017):- Motion that lot owners are authorised to install subtle solar or sensor lighting upon their lots and along the common area driveway / footpaths in front of their lots. Maintenance of these lights will be the lot owners responsibility.

Rubbish Bins (2017):- Motion that each lot is responsible for putting out and collecting their individual bins. Bins are to be put out the night before collection and returned ASAP after collection. Bins are to be kept within either in the bin receptacle or within each lot boundary. Bins are not to be left in or within the view of the common area.

Motion that bins are to be audited, as required by Shirley (Lot 10) and be renumbered. Broken bins to be repaired or replaced. Out of pocket expenses to be reimbursed from accrued funds.

Council has the authority to fine occupants for rubbish bins that have been left on the nature strip and not returned to a person's property.

Dumping of Rubbish: - Members are reminded not to dump or leave rubbish on the common property.

Collection of Fees and Bank Account (2019):- Motion that the Manager (or the manager's delegate), pursuant to its appointment as manager for the Owners Corporation, is authorised to collect the fees for the Owners Corporation and to operate a bank account on behalf of the Owners Corporation.

The Strata Manager will not issue a Work Order or engage any Contractors for the provision of any goods or services, unless they have complied with the minimum requirements as defined in Contractor OH&S form. Minor works of cost of $1000 or less will be actioned with one quote. Additional quotes will incur an additional management fee.

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14. Insurance Information:

Insurance: - The manager discloses that he is an Authorised Representative (per Corporations Act 2001 and registered with A.S.I.C.) for the Insurance Company. The Financial Services Guide (FSG) and Product Disclosure Statement (PDS) are tabled at the meeting. Owners are advised they are available online or from the managers office. Please contact the manager if you require a copy of these documents.

Motion that the manager upload the PDS & FSG to the online portal each renewal and this is deemed as service to all owners of the owners corporation.

General Advice:- Any advice I give is General Advice please read the P.D.S. before making a decision. All insurance claims are handled by either the manager or direct with the insurance company.

For lot owner urgent maintenance please contact the required contractor and these costs are an owners responsibility.

Current Insurance Company: CHU Underwriting Agencies Pty Ltd Policy Details: - Refer Insurance Report Broker: Whitbread Brokers - **Phone: 1300 424 627**

For afterhours - emergencies and insurance claims - please contact Whitbread Brokers 24/7 Emergency makesafe repair line. **Phone: 1300 945 945**

If the incident is not an approved insurance claim you may be responsible for the associated call out fees & repairs applicable.

Owners Corporation Act requires Insurance valuations to be conducted every 5 years.

The manager discloses that as an Authorised Representative we receive a commission of up to 20% of base premium for placing the insurance, processing, and follow-up of insurance claims. The commission in no way affects the Owners Corporation insurance premiums.

Manager advises that lot owners are responsible for their own insurance needs, including, but not limited to, contents and public liability insurance inside their lots. It is important that owners organise their own insurance.

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15. Essential Services and OHS:

Owners noted that the Owners Corporation is in charge of the common property that is a defined workplace under the Occupational Health and Safety Act. As an occupier of a workplace the Owners Corporation has an obligation to ensure that the workplace (common property) including the means of access and egress from the workplace are safe and without risk to the health and safety of visitors and workers alike. Workers include voluntary and contractors engaged by the Owners Corporation. Prosecution and or substantial fines may result should an incident occur.

The Owners Corporation reviewed its mandatory responsibility in accordance with the Building Act 1993, Building Regulations 2006 (Part 11) & OHS Act 2004, Section 21 (3) in relation to the fire services, safety and risk management including:

- Identifying hazards on common property;
- Assessing risks that may result because of the hazards;
- Deciding on control measures to prevent or minimise the level of the risks;
- Implementation of control measures;
- Monitoring and reviewing the effectiveness of the measures;
- Ensure that all Owners Corporation work is carried out by properly qualified tradespeople holding appropriate insurances.

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16. General Information and meeting closure:

Rules: - The Owners Corporation will be bound by the Special Rules (if applicable) of the Owners Corporation & Model Rules (Updated 2021) under the Owners Corporation Regulations 2018. Please contact manager if you require a copy.

All owners are reminded it is their responsibility to ensure all tenants are provided with a copy of the Model Rules and all owners, occupiers and tenants are bound by the Rules. A copy of the Rules are attached to the Owners Corporation Certificate (part of Section 32 documents).

General Complaints - Breach of OC Rules:- All breaches of OC Rules require a grievance meeting. The manager will issue a breach notice for any proven breaches of the Rules. The notice is subject to a $60.00 Admin Fee charged to the lot owner of the offending lot via a special levy.

Owners are responsible for the general tidiness, lawn mowing, garden maintenance and building maintenance within their own lots to a standard that does not affect the Aesthetics of the Owners Corporation. Owners are responsible to ensure tenants maintain the appropriate standard.

Owners Details: - Members are reminded that it is the responsibility of the lot owners to ensure their contact details (including e-mail address) are kept up to date on the Owners Corporation Register.

Manager's Professional Indemnity - Strata Managers - Insurer: Chubb Insurance Company
Policy Number: 93312084 Limit: $5,000,000 Expiry date: 4.00 P.M on 1 July 2022

Owners are advised that the seal of the Owners Corporation is fixed to the following documents as required: -

i. Contract of Appointment of the Owners Corporation Manager.
ii. Owners Corporation Certificates.
iii. Documents forwarded to the Titles Office.
iv. Instrument of Delegation - To the Committee.

Motion that the manager is permitted to apply seal as required to above documents.

Electricity & Gas Meter Numbers:- New Owners and tenants sometimes have difficulty connecting power and gas services. The manager can record the MNI of their power meter and the gas meter number for each lot. Please forward these details if you want them stored on your file.

OH&S:- The Manager advises owners to be aware of their obligations under OH&S and Work-Cover Victoria when they engage the services of a contractor, especially to works carried out at height. It is advised that each owner (within their lot) is to ensure that all OH&S and Work-Cover requirements re adhered to in accordance with the Building Codes of Australia.

Essential Services:- It is advised that each owner (within their lot) is to ensure that the essential service items are attended to in accordance with the Building Codes of Australia. This includes but not limited to: Paths of Egress, Air Conditioning units and extraction ducts and fans. Tested as required by relevant standards

Fire Appliances:- It is the responsibility of individual lot owners (within their lot) to ensure that the servicing of all fire appliances within their lots are carried out as per the essential services requirements of the Building Codes of Australia. This includes fire extinguishers, fire blankets, alarms, detectors, and any other fire equipment. Tested every 6 months.

Smoke Detectors: - Members are reminded that smoke detectors are mandatory inside residential lots. They must be always kept operational as per provisions of Australian Standards AS3786. It is the responsibility of the lot owners to notify their tenants of this requirement. Please note that detectors have a 10-year expiry date and should be replaced if past expiry date.

Parking: - Members are reminded that there is no parking in common driveway (other than designated) and under no circumstances are the vehicles to be parked on the lawns. Members with tenants must advise their tenants as this is a breach of the Rules of the Owners Corporation.

Similar time for the next Annual General Meeting. (There is NO preferred time)

Zoom conference is the preferred option. (Zoom meetings - Mgt Fee fixed 2024)

Closing time of the meeting: 4.15 p.m.

Insurance Report

Owners Corporation for Plan No. SP 23504P

15 Roseneath Street TRARALGON VIC VIC 3844

Policy number : HU0017405

Insurance Policy Details

Policy Number:	HU0017405
Period of Insurance:	18 December 2021 to 18 December 2022
Insurance Company:	CHU Underwriting Agencies Pty Ltd
Broker (if any):	
Amount of Premium:	$ 5,531.59
Paid Date:	

Policy Type	Amount of cover	Excess
Lot Owner's Fixtures and Improvements	250,000.00	1,000.00
Government Audit Costs - Legal Defense Expenses	100,000.00	1,000.00
Government Audit Costs - Appeal Expenses	100,000.00	1,000.00
Government Audit Costs	25,000.00	1,000.00
Building Catastrophe - Removal of Contents/Evacuat	24,375.00	1,000.00
Building Catastrophe - Loss of Rent/Temp Accom	73,125.00	1,000.00
Building Catastrophe	487,500.00	1,000.00
Machinery Breakdown Insurance	10,000.00	500.00
Fidelity Guarantee Insurance	250,000.00	1,000.00
Voluntary Workers Insurance	300,000 / 3,000	1,000.00
Property, Death and Injury (Public Liability)	30,000,000.00	1,000.00
Common Area Contents	32,500.00	1,000.00
Loss of Rent	487,500.00	1,000.00
Damage (i.e. Building) Policy	3,250,000.00	1,000.00

Note

Approved Annual Budget

Administrative Fund

Owners Corporation for Plan No. SP 23504P

15 Roseneath Street TRARALGON VIC VIC 3844

1 January 2022 to 31 December 2022

Expenditure	Actuals 01/21 - 12/21	Budget 01/21 - 12/21	Budget 01/22 - 12/22	Variance $
Administrative Fees & Charges - Deft, Banking & Software Fees	165.77	165.80	165.80	-
Cleaning Service - toilet, washroom	154.00	160.00	160.00	-
Debt Collection Service	190.00	-	-	-
Garden/Lawn Maintenance	2,640.00	2,600.00	2,700.00	100.00
Insurance Premiums	5,579.01	5,350.00	6,200.00	850.00
Minor Building Maintenance - Common Area Maintenance	1,243.00	1,000.00	500.00	(500.00)
Roof Systems - gutters, valleys	605.00	750.00	650.00	(100.00)
Strata Manager - disbursements	300.00	300.00	400.00	100.00
Strata Manager - management fees	1,850.00	1,850.00	1,850.00	-
Valuer - insurance valuation	427.50	475.00	-	(475.00)
Total Administrative Fund Expenditure	**13,154.28**	**12,650.80**	**12,625.80**	**(25.00)**

Administrative Fund Summary		Budget 01/22 - 12/22	
Opening balance (Surplus)		597.97	
Expenditure during budget period		12,625.80	
		12,027.83	
Less	Additional revenue during budget period	0.00	
Plus	Planned surplus at end of budget period	972.17	
			Per Ent
Budgeted levies to be raised $		**13,000.00**	24.1187
Last years budgeted levies raised		10,995.60	20.4000
Variance $		2,004.40	
Total Lot Liability		539	

*May include insurance contributions

1 January 2022 to 31 December 2022

Owners Corporation for Plan No. SP 23504P

15 Roseneath Street TRARALGON VIC VIC 3844

Levy Period Start	01/01/2022
Levy Period Duration	12 month(s)
No. of Instalment(s):	2
GST	NO

TOTAL LEVIES	Per Period	Per Year
Admin Fund	P1 6,000.0000 P2 7,000.0000	13,000.00
Total Contribution	P1 6,000.0000 P2 7,000.0000	13,000.00

TOTAL LIABILITIES	Per Period	Per Year
Admin Fund	P1 11.1317 P2 12.9870	24.1187
Total Per Lot Liability	P1 11.1317 P2 12.9870	24.1187

					Yearly Levy By Period (Estimate Only)	
Lot No.	Unit No.	Lot Liability	Lot Entitlement		Administrative Fund	Total
1	1	51	51		567.72	567.72
					662.34	662.34
2	2	51	51		567.72	567.72
					662.34	662.34
3	3	51	51		567.72	567.72
					662.34	662.34
4	4	51	51		567.72	567.72
					662.34	662.34
5	5	55	55		612.24	612.24
					714.29	714.29
6	6	55	55		612.24	612.24
					714.29	714.29
7	7	55	55		612.24	612.24
					714.29	714.29
8	8	55	55		612.24	612.24
					714.29	714.29
9	9	55	55		612.24	612.24
					714.29	714.29
10	10	60	60		667.90	667.90
					779.22	779.22
		539	**539**		**13,000.00**	**13,000.00**

Ace Body Corporate Management (Gippsland Region)
Phone: 03 5115 8300
PO Box 2006, Traralgon, 3844
info.gippsland@acebodycorp.com.au
ABN: 23 431 923 108

Professional Personal Service **www.acebodycorp.com.au**

MINUTES OF SPECIAL GENERAL MEETING

Owners Corporations Act 2006 Section 81, Owners Corporations Regulations 2018

OWNERS CORPORATION PLAN NO. PS SP 23504P
15 Roseneath Street, Traralgon

The meeting was held on Wednesday, 17 August 2022 at 10:00 AM via Zoom.

PRESENT:	Lot 7	Monique Angeline Cameron	Online Vote
	Lot 8	Shona Lee Arber	Online Vote
	Lot 10	Shirley Corin	Online Vote

IN ATTENDANCE: Stephen Nippers representing Owners Corporation

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1. Authority to Convene a Special Meeting / Postal Ballot and Postal Ballot Conditions.:

OWNERS CORPORATION ACT 2006. Section 74 & 83. Who can arrange a special meeting / ballot?

A ballot of an owners corporation may be arranged by:

(d) the manager of the owners corporation; (iii) in the absence of a committee.

Resolution by ballot

(1) A person may vote in a ballot by completing the ballot form and forwarding it to the manager of the owners corporation in accordance with the rules of the owners corporation.

(2) A resolution of the owners corporation by ballot is made as follows:
(a) matters requiring an ordinary resolution must be passed by a majority of the votes returned by the closing date, but the number of votes returned must be not less than the number needed for a quorum in accordance with section 77.

Conditions of a ballot

1. You have been given notice in writing of the ballot at least 14 days before the closing date for the ballot.

2. The closing date for the ballot is Wednesday, 17 August, 2022 at 10:00 AM.

3. Refer attached motions.

4. Lot owners have the right to appoint a proxy.

5. Please vote on each resolution and return vote paper no later than the closing date.

---

2. Quorum.:

Noting of attendances, proxies, apologies and determination of a quorum.

NO Quorum: - A quorum was not present, therefore all decisions of this meeting are interim decisions. The decisions set out in these minutes are interim decisions and these minutes, forwarded to all members within 14 days of the meeting, constitute notice of those decisions. Unless a petition is received from members representing at least 25% of the total lot entitlement within 28 days of the meeting, for a Special General Meeting to be held, the decisions become resolutions of the Owners Corporation from the date of the interim resolutions. (OC Act 2006 - Section 78 (4)(a))

Meetings, voting and other communication by electronic technologies is permitted by the Owners Corporation Act 2006. Method for voting be one vote per each lot, except if a poll vote is requested.

---

3. Ballot Chairperson.:

Motion to appoint the manager conduct ballot and to take minutes.

3 Yes 0 No 0 Abstain 0 Invalid Motion Carried

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4. General Information - Alterations Requested by Lot 8 - (Shona Lee Arber).:

We have received a request from the Lot 8 owner (Shona Lee Arber) for several alterations to the outward appearance of her property. These will alter the outward appearance of her lot. The model rules require approval by the owners corporation for any change to the outward appearance.

Item 1. Have gardening crew remove the pittosporum marked with red cross (one will remain in front of it) & remove plants in brick garden bed between unit 8 and 9 (marked with red cross) (Photo attached).

Item 2. Replace plants with a variety of new plants and shrubs in garden and brick garden bed including, but not limited to lavender and herbs such as rosemary, oregano etc.

Item 3. Replace bark and garden bed with concrete (extension of concrete pathway) (Photo attached).

Item 4. Replace the broken letterbox (someone reversed into the wall) . The closest colour match the owner could find is the same as unit 1s. (All Cream no Burgundy top) (Photo attached).

Item 5. Attach a wooden trellis to the 1st floor balcony rail (full length of balcony) to grow a climbing plant along. The plant is hardenbergia and is very easily kept under control and will not invade brick or gutters and therefore poses no potential problems to the structural integrity of my or other units. (Photo attached).

Please review the above proposals and vote on the following motions.

---

5. Lot 8 - Alterations to renovate front garden beds.:

Motion that Lot 8 is authorised to have gardening crew remove the pittosporum marked with red cross (one will remain in front of it) & remove plants in brick garden bed between unit 8 and 9 (marked with red cross) (Photo attached).

3 Yes 0 No 0 Abstain 0 Invalid Motion Carried

---

6. Lot 8 - Alterations to change the plants in front garden beds.:

The owner has requested to change the type of plants to be replanted in her front garden beds. This is different to the current theme of the complex.

Motion that lot 8 is authorised to replace plants with a variety of new plants and shrubs in garden and brick garden bed including, but not limited to lavender and herbs such as rosemary, oregano etc.

3 Yes 0 No 0 Abstain 0 Invalid Motion Carried

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7. Lot 8 - Alterations to replace bark with concrete (path extension) in front garden bed.:

Motion that lot 8 is authorised to replace bark and replace with concrete to extend the pathway in the front garden bed (blue outlined section in the attached).

3 Yes 0 No 0 Abstain 0 Invalid Motion Carried

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8. Lot 8 - Alterations to replace letter box.:

Motion that Lot 8 is authorised to replace the broken letterbox (someone reversed into the wall) with a letter box that is similar shape to existing. (Photo attached).

Refer options for colour requirements. The closest colour match the owner could find is the same as unit 1s.

3 Yes 0 No 0 Abstain 0 Invalid Motion Carried

8. Alternatives for Lot 8 - Alterations to replace letter box.:

(Option A) All cream letter box is approved, and the new letter box is not required to be exact colours of original letter boxes.

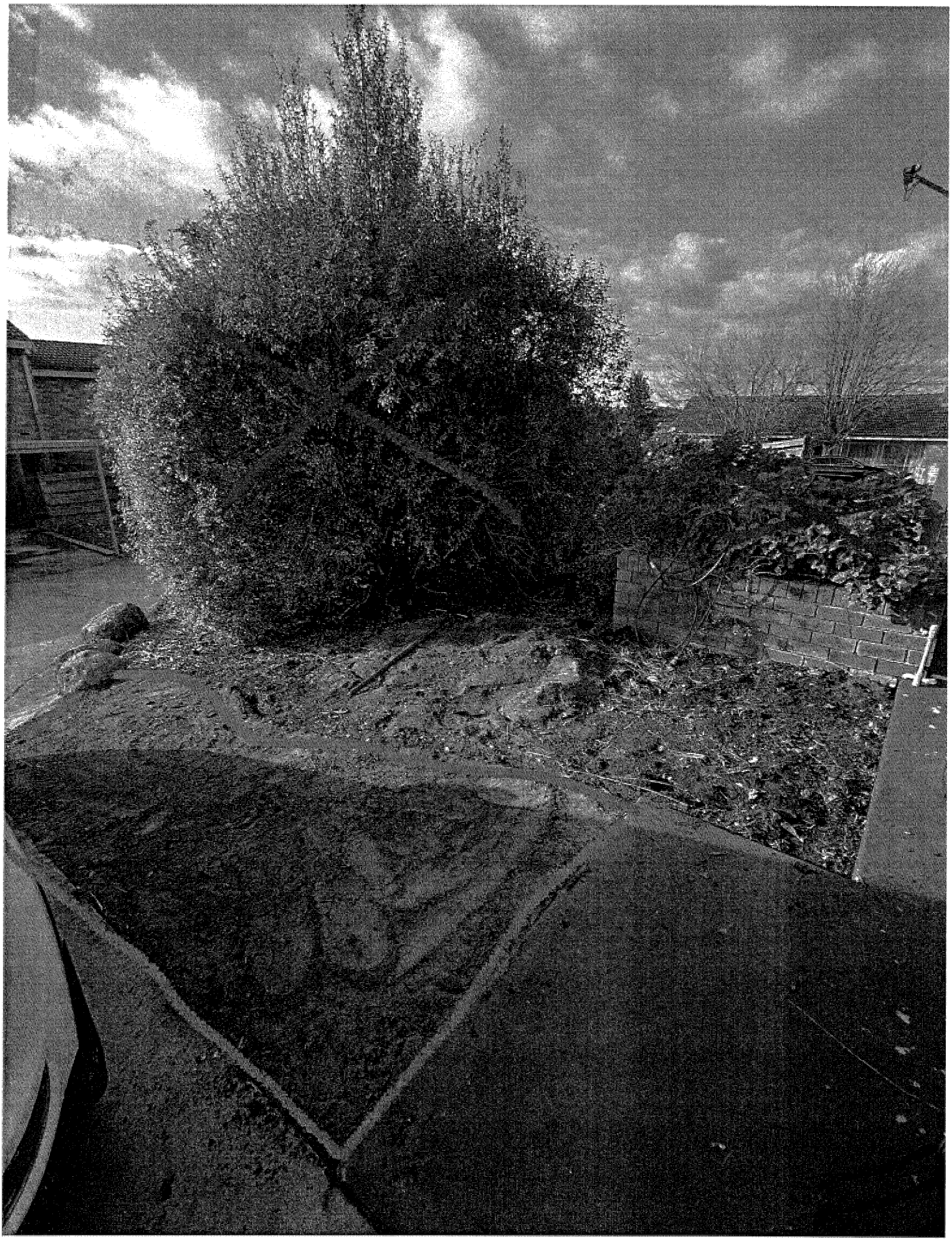
2 A 1 B 0 Abstain 0 Invalid Option A Carried

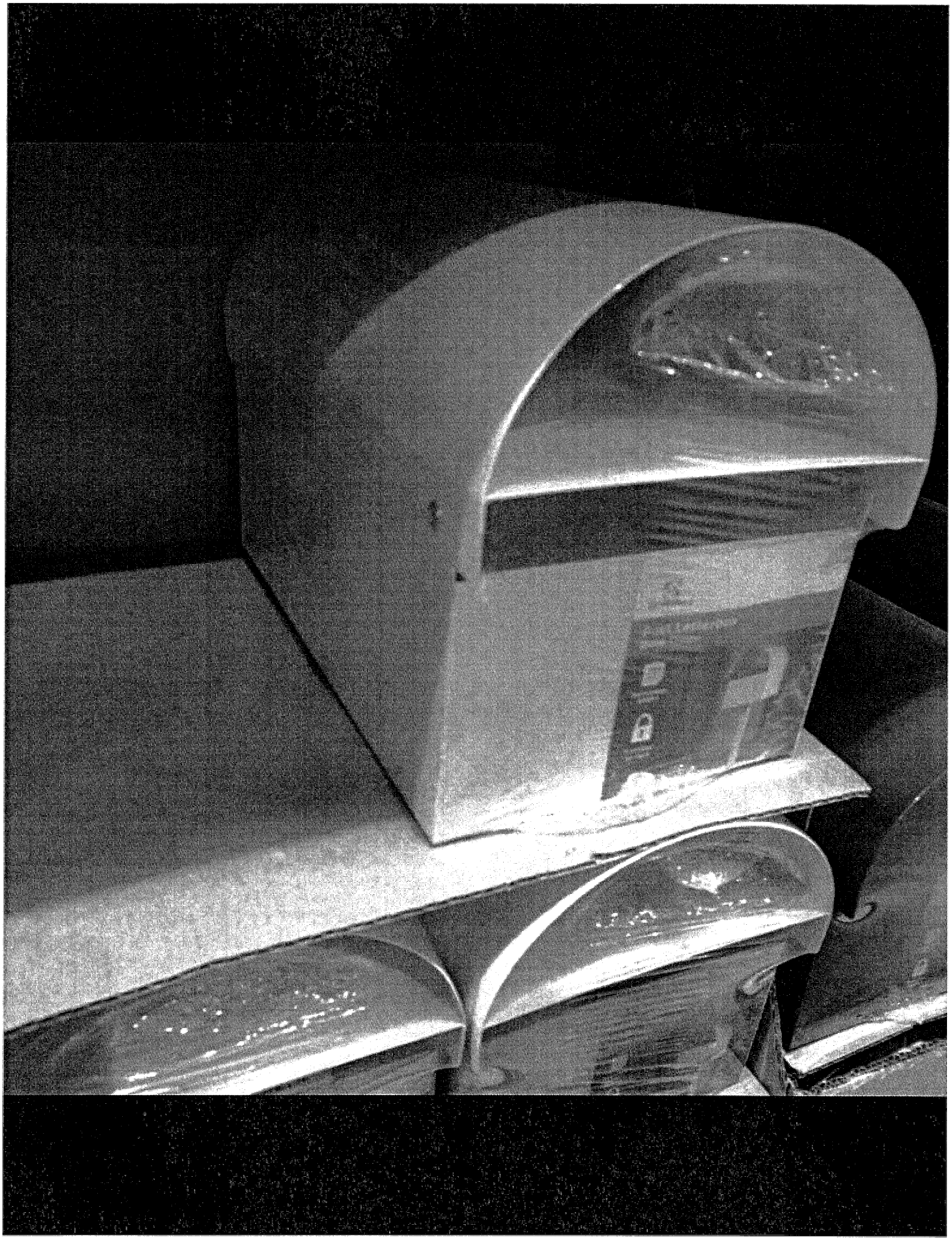
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9. Lot 8 - Alterations to install a timber trellis to 1st floor balcony.:

Motion Defeated .... that lot 8 is authorised to attach a wooden trellis to the 1st floor balcony rail (full length of balcony) to grow a climbing plant along. The plant is hardenbergia and is very easily kept under control and will not invade brick or gutters and therefore poses no potential problems to the structural integrity of my or other units. (Photo attached).

1 Yes 2 No 0 Abstain 0 Invalid Motion Defeated





1 Health, safety and security

1.1 Health, safety and security of lot owners, occupiers of lots and others

A lot owner or occupier must not use the lot, or permit it to be used, so as to cause a hazard to the health, safety and security of an owner, occupier, or user of another lot.

1.2 Storage of flammable liquids and other dangerous substances and materials

(1) Except with the approval in writing of the owners corporation, an owner or occupier of a lot must not use or store on the lot or on the common property any flammable chemical, liquid or gas or other flammable material.

(2) This rule does not apply to—

(a) chemicals, liquids, gases or other material used or intended to be used for domestic purposes; or

(b) any chemical, liquid, gas or other material in a fuel tank of a motor vehicle or internal combustion engine.

1.3 Waste disposal

An owner or occupier must ensure that the disposal of garbage or waste does not adversely affect the health, hygiene or comfort of the occupiers or users of other lots.

1.4 Smoke penetration

A lot owner or occupier in a multi-level development must ensure that smoke caused by the smoking of tobacco or any other substance by the owner or occupier, or any invitee of the owner or occupier, on the lot does not penetrate to the common property or any other lot.

1.5 Fire safety information

A lot owner must ensure that any occupier of the lot owner's lot is provided with a copy of fire safety advice and any emergency preparedness plan that exists in relation to the lot prior to the occupier commencing occupation of the lot.

2 Committees and sub-committees

2.1Functions, powers and reporting of committees and sub-committees

A committee may appoint members to a sub-committee without reference to the owners corporation.

3 Management and administration

3.1 Metering of services and apportionment of costs of services

(1) The owners corporation must not seek payment or reimbursement for a cost or charge from a lot owner or occupier that is more than the amount that the supplier would have charged the lot owner or occupier for the same goods or services.

(2) If a supplier has issued an account to the owners corporation, the owners corporation cannot recover from the lot owner or occupier an amount which includes any amount that is able to be claimed as a concession or rebate by or on behalf of the lot owner or occupier from the relevant supplier.

(3) Subrule (2) does not apply if the concession or rebate—

(a) must be claimed by the lot owner or occupier and the owners corporation has given the lot owner or occupier an opportunity to claim it and the lot owner or occupier has not done so by the payment date set by the relevant supplier; or

(b) is paid directly to the lot owner or occupier as a refund.

4 Use of common property

4.1 Use of common property

(1) An owner or occupier of a lot must not obstruct the lawful use and enjoyment of the common property by any other person entitled to use the common property.

(2) An owner or occupier of a lot must not, without the written approval of the owners corporation, use for the owner or occupier's own purposes as a garden any portion of the common property.

(3) An approval under subrule (2) may state a period for which the approval is granted.

(4) If the owners corporation has resolved that an animal is a danger or is causing a nuisance to the common property, it must give reasonable notice of this resolution to the owner or occupier who is keeping the animal.

(5) An owner or occupier of a lot who is keeping an animal that is the subject of a notice under subrule (4) must remove that animal.

(6) Subrules (4) and (5) do not apply to an animal that assists a person with an impairment or disability.

(7) The owners corporation may impose reasonable conditions on a lot owner's right or an occupier's right to access or use common property to protect the quiet enjoyment, safety and security of other lot owners, including but not limited to imposing operating hours on facilities such as gymnasiums and swimming pools.

4.2 Vehicles and parking on common property

An owner or occupier of a lot must not, unless in the case of an emergency, park or leave a motor vehicle or other vehicle or permit a motor vehicle or other vehicle—

(a) to be parked or left in parking spaces situated on common property and allocated for other lots; or

(b) on the common property so as to obstruct a driveway, pathway, entrance or exit to a lot; or

(c) in any place other than a parking area situated on common property specified for that purpose by the owners corporation.

4.3 Damage to common property

(1) An owner or occupier of a lot must not damage or alter the common property without the written approval of the owners corporation.

(2) An owner or occupier of a lot must not damage or alter a structure that forms part of the common property without the written approval of the owners corporation.

(3) An approval under subrule (1) or (2) may state a period for which the approval is granted, and may specify the works and conditions to which the approval is subject.

(4) An owner or person authorised by an owner may install a locking or safety device to protect the lot against intruders, or a screen or barrier to prevent entry of animals or insects, if the device, screen or barrier is soundly built and is consistent with the colour, style and materials of the building.

(5) The owner or person referred to in subrule (4) must keep any device, screen or barrier installed in good order and repair.

5 Lots

5.1 Change of use of lots

An owner or occupier of a lot must give written notification to the owners corporation if the owner or occupier changes the existing use of the lot in a way that will affect the insurance premiums for the owners corporation.

Example

If the change of use results in a hazardous activity being carried out on the lot, or results in the lot being used for commercial or industrial purposes rather than residential purposes.

5.2 External appearance of lots

(1) An owner or occupier of a lot must obtain the written approval of the owners corporation before making any changes to the external appearance of their lot.

(2) An owners corporation cannot unreasonably withhold approval, but may give approval subject to reasonable conditions to protect quiet enjoyment of other lot owners, structural integrity or the value of other lots and/or common property.

(3) The owners corporation cannot unreasonably prohibit the installation of sustainability items on the exterior of the lot, including by prohibiting the installation of a sustainability item only on aesthetic grounds.

(4) The owners corporation may require that the location of a sustainability item, or the works involved in installing a sustainability item, must not unreasonably disrupt the quiet enjoyment of other lot owners or occupiers or impede reasonable access to, or the use of, any other lot or the common property.

(5) The owners corporation may impose reasonable conditions on the installation of a sustainability item on the exterior of the lot related to the colour, mounting and location of the sustainability item provided that these conditions do not increase the cost of installing the sustainability item or reduce its impact as a sustainability item.

5.3 Requiring notice to the owners corporation of renovations to lots

An owner or occupier of a lot must notify the owners corporation when undertaking any renovations or other works that may affect the common property and/or other lot owners' or occupiers' enjoyment of the common property.

6 Behaviour of persons

6.1 Behaviour of owners, occupiers and invitees on common property

An owner or occupier of a lot must take all reasonable steps to ensure that guests of the owner or occupier do not behave in a manner likely to unreasonably interfere with the peaceful enjoyment of any other person entitled to use the common property.

6.2 Noise and other nuisance control

(1) An owner or occupier of a lot, or a guest of an owner or occupier, must not unreasonably create any noise likely to interfere with the peaceful enjoyment of any other person entitled to use the common property.

(2) Subrule (1) does not apply to the making of a noise if the owners corporation has given written permission for the noise to be made.

7 Dispute resolution

(1) The grievance procedure set out in this rule applies to disputes involving a lot owner, manager, or an occupier or the owners corporation.

(2) The party making the complaint must prepare a written statement in the approved form.

(3) If there is a grievance committee of the owners corporation, it must be notified of the dispute by the complainant.

(4) If there is no grievance committee, the owners corporation must be notified of any dispute by the complainant, regardless of whether the owners corporation is an immediate party to the dispute.

(5) The parties to the dispute must meet and discuss the matter in dispute, along with either the grievance committee or the owners corporation, within 28 calendar days after the dispute comes to the attention of all the parties.

(5A) A meeting under subrule (5) may be held in person or by teleconferencing, including by videoconference.

(6) A party to the dispute may appoint a person to act or appear on the party's behalf at the meeting.

(6A) Subject to subrule (6B), the grievance committee may elect to obtain expert evidence to assist with the resolution of the dispute.

(6B) The grievance committee may obtain expert evidence to assist with the resolution of a dispute if the owners corporation or the parties to the dispute agree in writing to pay for the cost of obtaining that expert evidence.

(7) If the dispute is not resolved, the grievance committee or owners corporation must notify each party of the party's right to take further action under Part 10 of the **Owners Corporations Act 2006**.

(8) This process is separate from and does not limit any further action under Part 10 of the **Owners Corporations Act 2006**.

Schedule 3—Statement of advice and information for prospective purchasers and lot owners

Regulation 17

What is an owners corporation?

The lot you are considering buying is part of an owners corporation. Whenever a plan of subdivision creates common property, an owners corporation is responsible for managing the common property. A purchaser of a lot that is part of an owners corporation automatically becomes a member of the owners corporation when the transfer of that lot to the purchaser has been registered with Land Use Victoria.

If you buy into an owners corporation, you will be purchasing not only the individual property, but also ownership of, and the right to use, the common property as set out in the plan of subdivision. This common property may include driveways, stairs, paths, passages, lifts, lobbies, common garden areas and other facilities set up for use by owners and occupiers. In order to identify the boundary between the individual lot you are purchasing (for which the owner is solely responsible) and the common property (for which all members of the owners corporation are responsible), you should closely inspect the plan of subdivision.

How are decisions made by an owners corporation?

As an owner you will be required to make financial contributions to the owners corporation, in particular for the repair, maintenance and management of the common property. Decisions as to the management of this common property will be the subject of collective decision making. Decisions as to these financial contributions, which may involve significant expenditure, will be decided by a vote.

Owners corporation rules

The owners corporation rules may deal with matters such as car parking, noise, pets, the appearance or use of lots, behaviour of owners, occupiers or guests and grievance procedures. You should look at the owners corporation rules to consider any restrictions imposed by the rules.

Lot entitlement and lot liability

The plan of subdivision will also show your lot entitlement and lot liability. Lot liability represents the share of owners corporation expenses that each lot owner is required to pay. Lot entitlement is an owner's share of ownership of the common property, which determines voting rights. You should make sure that the allocation of lot liability and entitlement for the lot you are considering buying seems fair and reasonable.

Further information

If you are interested in finding out more about living in an owners corporation, you can contact Consumer Affairs Victoria. If you require further information about the particular owners corporation you are buying into, you can inspect that owners corporation's information register.

Management of an owners corporation

An owners corporation may be self-managed by the lot owners or professionally managed by an owners corporation manager. If an owners corporation chooses to appoint a professional manager, it must be a manager registered with the Business Licensing Authority (BLA).

IF YOU ARE UNCERTAIN ABOUT ANY ASPECT OF THE OWNERS CORPORATION OR ANY DOCUMENTS YOU HAVE RECEIVED IN RELATION TO THE OWNERS CORPORATION YOU SHOULD SEEK EXPERT ADVICE.

GIPPSLAND WATER

55 Hazelwood Rd
PO Box 348
Traralgon Vic 3844

Telephone: 1800 050 500
Fax: (03) 5174 0103

INFORMATION STATEMENT

Email: contactus@gippswater.com.au
www.gippswater.com.au
ABN : 75 830 750 413

30 August 2022

Your Reference : 65856420-035-2
Our Reference: 00106601-05

Landata

Secure Electronic Registries Vic (SERV) Locked Bag

MELBOURNE VIC 3001

Thank you for requesting a Gippsland Water Information Statement. We are pleased to provide you with an Information Statement for the below property.

Applicant: Landata
Property Address: 4 15 Roseneath St Traralgon Vic 3844
Information Statement No: 147923

Please find enclosed:

- Section 158 Statement
- Financial Statement
- Important Information
- Asset Plan (if available)

If you have any questions relating to this Information Statement please phone Gippsland Water on 1800 050 500 or email us at infostats@gippswater.com.au.

Online updates are available, please visit our website www.gippswater.com.au to register for our Solicitor Updates Online service.

Yours sincerely

Nigel Gerreyn
MANAGER PROPERTY SERVICES

GIPPSLAND WATER

55 Hazelwood Rd
PO Box 348
Traralgon Vic 3844

Telephone: 1800 050 500
Fax: (03) 5174 0103

INFORMATION STATEMENT

Email: contactus@gippswater.com.au
www.gippswater.com.au
ABN : 75 830 750 413

Section 158 Statement

(Water Act 1989)

Date of Issue:	30/08/2022	**Your Reference :**	65856420-035-2
Information Statement No:	147923	**Our Reference:**	00106601-05

Property Address: 4 15 Roseneath St Traralgon Vic 3844
Property Details: Vol 9684 Folio 026/036 Lot 4 Plan SP23504
Settlement Date: 31/10/2022

The following items relate to Section 158 of the *Water Act 1989*:

- This property is serviced by a common water meter. Gippsland Water equally divides the water usage between the number of properties serviced by the meter.
- This property is serviced by a combined sewer drain. Gippsland Water has no powers within an Owners Corporation and no control over, or responsibility for internal common sewer drains. Therefore, maintenance of a common sewer drain is the responsibility of the Owners Corporation or the joint responsibility of the property owners where no Owners Corporation exists.
- This property is serviced by a shared water supply. Gippsland Water has no powers within the Owners Corporation and no control over, or responsibility for internal common water supply pipes. Therefore, maintenance of a common water service is the responsibility of the Owners Corporation or the joint responsibility of the property owners where no Owners Corporation exists.
- Vendor will be liable for any water/wastewater volumetric charges from last bill to settlement date.
- This certificate has been produced for Sales Purposes only. Notification of sale particulars must be supplied two (2) working days prior to settlement to enable a final water meter reading to be scheduled, however a final meter reading will not be provided if the certificate is produced for Sale of Business purposes only.

GIPPSLAND WATER

55 Hazelwood Rd
PO Box 348
Traralgon Vic 3844

Telephone: 1800 050 500
Fax: (03) 5174 0103

INFORMATION STATEMENT

Email: contactus@gippswater.com.au
www.gippswater.com.au
ABN : 75 830 750 413

Protection of Gippsland Water Assets:

It is possible that this property has water or sewerage infrastructure located on it. Please refer to the attached plan. Unless prior written consent has been obtained from Gippsland Water, the *Water Act* 1989 PROHIBITS:

1. The erection and / or placement of any structure (including but not limited to building, wall, fence, driveway, machinery, embankment) or the removal or addition of filling, over an easement or within one metre laterally of Gippsland Water's water supply and sewerage assets.
2. The connection to, or interference with, any Gippsland Water water supply or sewerage asset.

Gippsland Water may require removal of any trees which may be, in the view of Gippsland Water, invasive to its water supply and sewerage assets. The guide *Planting the Right Trees* is available on the Gippsland Water website.

For additional information, please contact Gippsland Water on 1800 050 500.

GIPPSLAND WATER

55 Hazelwood Rd
PO Box 348
Traralgon Vic 3844

Telephone: 1800 050 500
Fax: (03) 5174 0103

INFORMATION STATEMENT

Email: contactus@gippswater.com.au
www.gippswater.com.au
ABN : 75 830 750 413

Financial Statement

Date of Issue:	30/08/2022	**Your Reference :**	65856420-035-2
Information Statement No:	147923	**Our Reference:**	00106601-05

Property Address: 4 15 Roseneath St Traralgon Vic 3844
Property Details: Vol 9684 Folio 026/036 Lot 4 Plan SP23504
Settlement Date: 31/10/2022

Gippsland Water billing periods: 01 Jul to 31 Oct, 01 Nov to 28 Feb and 01 Mar to 30 June

Charges levied for billing period: 01 Jul to 31 Oct

Financial Information:	
Brought Forward Balance	-50.00
Sewer Scheme Charges	0.00
Adjustable Charges:	
Water Service Charges	59.38
Wastewater Service Charges	272.81
Fire Service Charges	0.00
Commercial Trade Waste Charges	0.00
Non Adjustable Charges:	
Wastewater Volumetric Charges	0.00
Notional / Usage Charges	0.00
Miscellaneous / Adjustments / Credits	0.00
Total Outstanding	**282.19**

(Please note: CR denotes a credit)

BPAY **Biller Code: 3475**
REF: 3680 0000 1066 0105 3
Pay by savings or credit card

Gippsland Water Authorised Officer: _____ Date: 30 August 2022

GIPPSLAND WATER
Solicitors
Updates Online
Tool

Gippsland Water has launched a tool to enable you to get your financial updates online

REGISTER TODAY

https://www.gippswater.com.au/developers/property-connections/solicitor-updates-online

GIPPSLAND WATER

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www.gippswater.com.au
ABN: 75 830 750 413

Important Information

Gippsland Water bill period:
Gippsland Water bills three times per year, for billing periods: 01/07 to 31/10, 01/11 to 28/02 and 01/03 to 30/06.

Gippsland Water tariffs:
Gippsland Water tariffs are reviewed annually and applied as of 01 July. Please ensure you obtain a financial update prior to settlement.

Adjustable and non adjustable charges:
Charges listed under the adjustable charges section are fixed service charges that are applicable to the property e.g. water availability charges. Charges listed under the non adjustable section are applicable to the customer e.g. notional/usage charges, these charges do not need to be adjusted.
Do not adjust on any credit balances as any credit remaining after settlement will remain with the vendor.

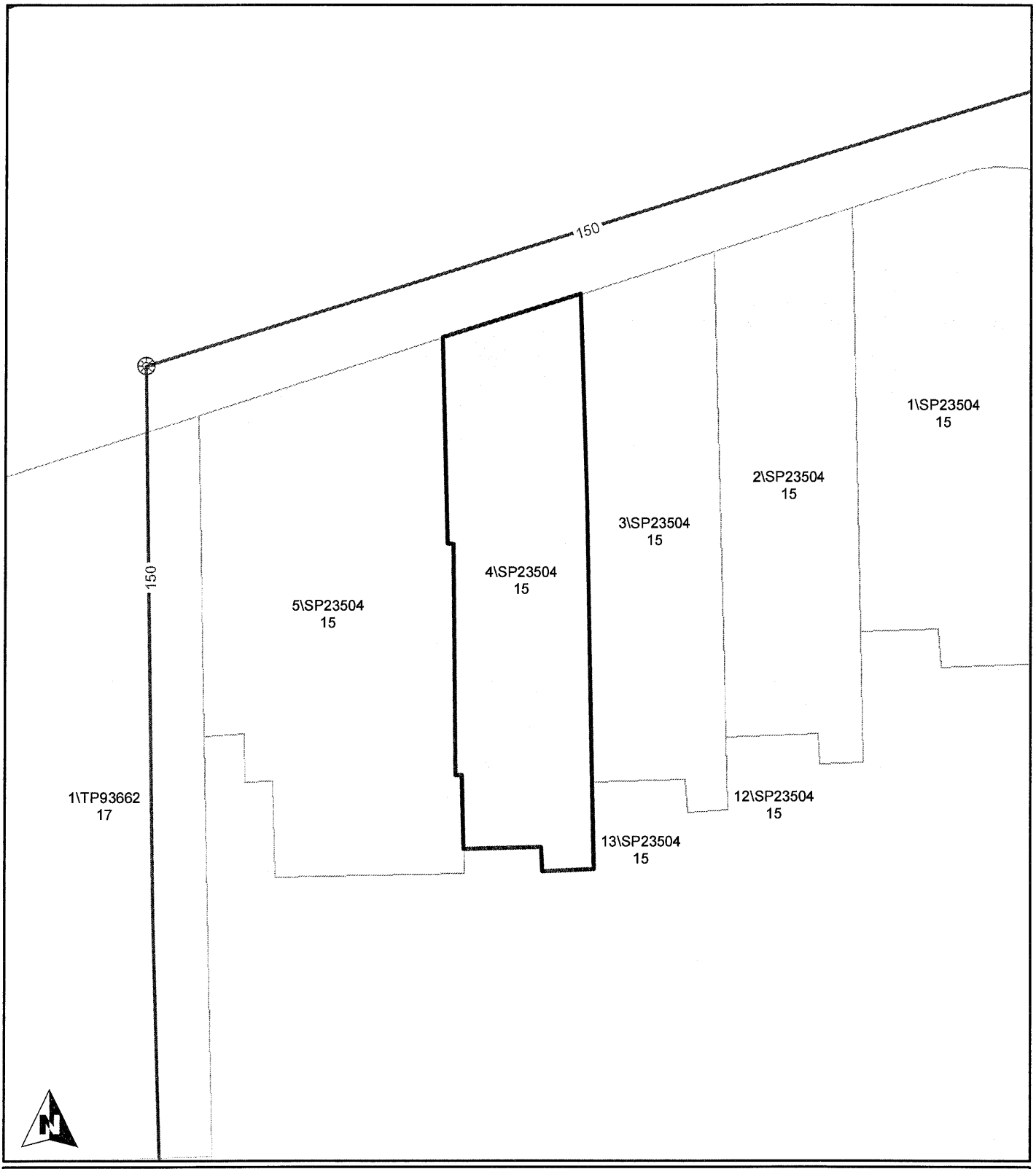
Payment of Gippsland Water accounts:
Gippsland Water requires payment of any outstanding charges within 10 working days of settlement occurring. Any unpaid charges will become the responsibility of the new property owner. Enquiries relating to the unpaid charges will be referred to the purchaser's solicitor or conveyancer.

Financial updates:
It is important to obtain a financial update within 10 days of settlement. Balances may change throughout the bill period and any unpaid charges may be transferred to the purchaser at settlement. Updates can be obtained online through the solicitor updates online
https://www.gippswater.com.au/developers/property-connections/solicitor-updates-online.

Notice of property transfer:
Gippsland Water requires notice of property transfer to be received within 10 working days of settlement taking place. Where Gippsland Water has not received notice of a property transfer, the payment of accounts remains the responsibility of the vendor. Notices of property transfer are to be emailed to propertytransfers@gippswater.com.au

Validity of the Information Statement:
This Information Statement will be valid only to the end of the next billing period after the date of issue of this Information Statement.

Automatic eBilling Registration for new customers
Gippsland Water will automatically register our customers for electronic billing upon the creation of their account. Customers can switch to receiving paper bills by post at any time. Refer to our eBilling terms and conditions for more information: www.gippswater.com.au/digital-billing-terms-conditions. We will not disclose personal information to any external parties without consent, unless required or authorised by law. Refer to our privacy policy which sets out how and why we collect, use and disclose your personal information: www.gippswater.com.au/legal/privacy-policy
You can request a printed version of the eBilling Terms and Conditions and/or Privacy by emailing us at contactus@gippswater.com.au or call us on 1800 050 500.



Gippsland Water Asset Plan

4 15 Roseneath St Traralgon
Information Statement No: 147923
Date Issued: 30/08/2022

GIPPSLAND WATER

Water Pipes
- Reticulation
- Distribution
- Transfer

Sewer Pipes
- Gravity
- Pressure
- Rising Main

House Discharge Line
- House Discharge Line

- Maintenance Point
- Manhole
- Pipe End
- Collection Tank

Disclaimer: Gippsland Water does not quarentee or make any representation or warrant the accuracy, scale or completeness of information inthis product. Any person relying upon such information does so on the basis that Gippsland Water shall bear no responsibility or liability for loss, damage or injury arising from any error, fault, defect, or omission in the infromation. Any persons using this information should make their own site investigation and accommodate their works accordingly.

rennicks conveyancing pty. ltd.
217 Commercial Road, Morwell, 3840 Tel: (03) 5135 3177
PO Box 215, Morwell 3840 Fax: (03) 5135 3077 ACN 094 190 226

Vendor GST Withholding Notice

Pursuant to Section 14-255 Schedule 1 Taxation Administration Act 1953 (Cwlth)

To: The Purchaser(s)
From: Louise Watson, Unit 4, 15 Roseneath Street, Traralgon VIC 3844

Property Address: Unit 4, 15 Roseneath Street, Traralgon VIC 3844
Lot: 4 and 14 Plan of subdivision: 023504P and 023504P

The Purchaser is not required to make a payment under Section 14-250 of Schedule 1 of the Taxation Administration Act 1953 (Cwlth) in relation to the supply of the above property

Dated:

Signed by:

LWatson
.....
Louise Watson

PLANNING CERTIFICATE

Official certificate issued under Section 199 Planning & Environment Act 1987
and the Planning and Environment Regulations 2005

CERTIFICATE REFERENCE NUMBER

869659

APPLICANT'S NAME & ADDRESS

RENNICKS CONVEYANCING PTY LTD C/- TRICONVEY (RESELLER) C/- LANDATA

MELBOURNE

VENDOR

WATSON, LOUISE

PURCHASER

N/A, N/A

REFERENCE

215433

This certificate is issued for:
LOT 4 PLAN SP23504, LOT CM PLAN SP23504 ALSO KNOWN AS 4/15 ROSENEATH STREET TRARALGON LATROBE CITY

The land is covered by the:
LATROBE PLANNING SCHEME

The Minister for Planning is the responsible authority issuing the Certificate.

The land:
- is included in a GENERAL RESIDENTIAL ZONE - SCHEDULE 2

A detailed definition of the applicable Planning Scheme is available at :
(http://planningschemes.dpcd.vic.gov.au/schemes/latrobe)

Historic buildings and land protected under the Heritage Act 1995 are recorded in the Victorian Heritage Register at:
http://vhd.heritage.vic.gov.au/

Additional site-specific controls may apply. The Planning Scheme Ordinance should be checked carefully.
The above information includes all amendments to planning scheme maps placed on public exhibition up to the date of issue of this certificate and which are still the subject of active consideration

Copies of Planning Schemes and Amendments can be inspected at the relevant municipal offices.

LANDATA®
T: (03) 9102 0402
E: landata.enquiries@servictoria.com.au

30 August 2022

Hon. Richard Wynne MP
Minister for Planning

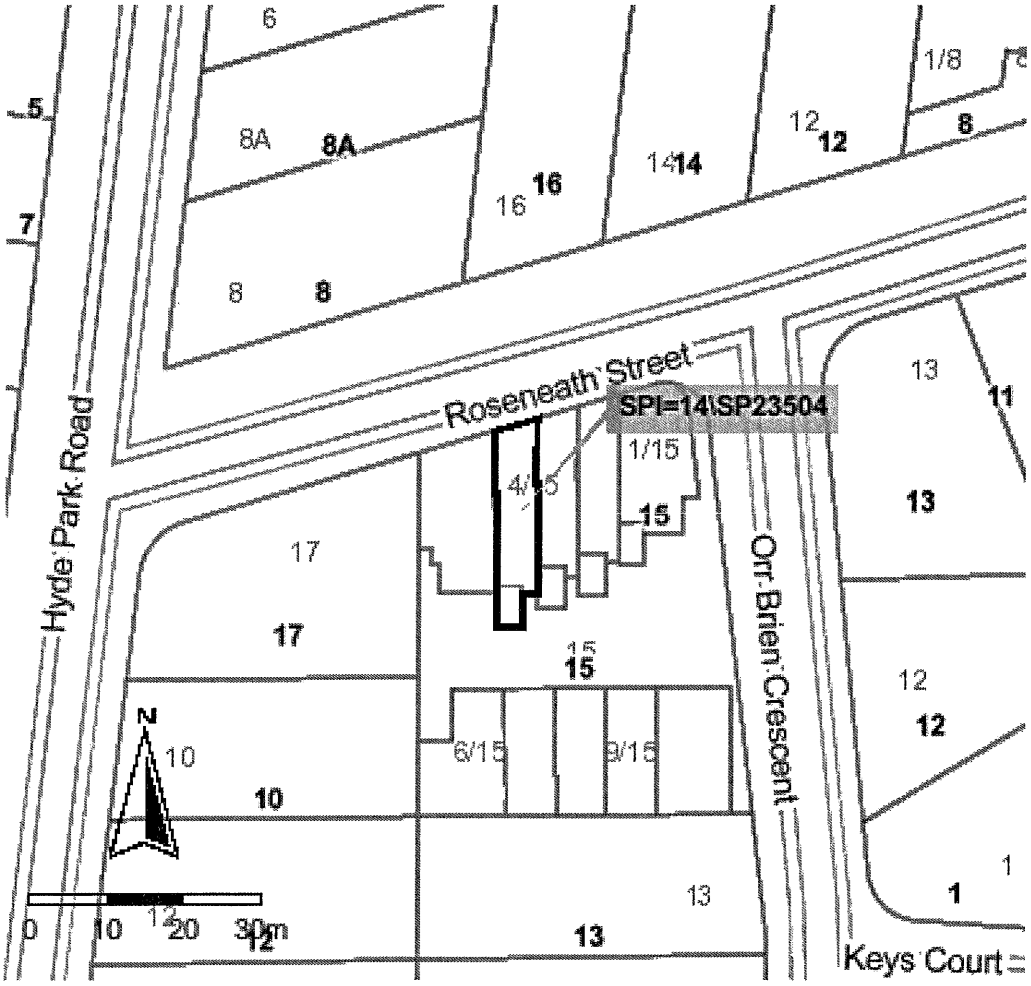
VICTORIA State Government

The attached certificate is issued by the Minister for Planning of the State of Victoria and is protected by statute.

The document has been issued based on the property information you provided. You should check the map below - it highlights the property identified from your information.

If this property is different to the one expected, you can phone (03) 9102 0402 or email landata.enquiries@servictoria.com.au

Please note: The map is for reference purposes only and does not form part of the certificate.



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Choose the authoritative Planning Certificate

Why rely on anything less?

As part of your section 32 statement, the authoritative Planning Certificate provides you and / or your customer with the statutory protection of the State of Victoria.
Order online before 4pm to receive your authoritative Planning Certificate the same day, in most cases within the hour.
Next business day delivery, if further information is required from you.

Privacy Statement

The information obtained from the applicant and used to produce this certificate was collected solely for the purpose of producing this certificate. The personal information on the certificate has been provided by the applicant and has not been verified by LANDATA®. The property information on the certificate has been verified by LANDATA ®. The zoning information on the certificate is protected by statute. The information on the certificate will be retained by LANDATA ® for auditing purposes and will not be released to any third party except as required by law.

VICTORIA State Government

PROPERTY REPORT

Environment, Land, Water and Planning

From www.planning.vic.gov.au at 30 August 2022 12:27 PM

PROPERTY DETAILS

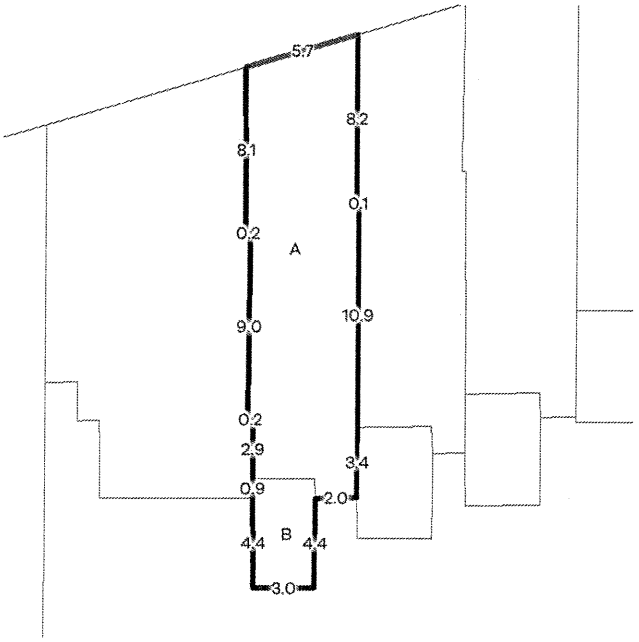
Address:	**4/15 ROSENEATH STREET TRARALGON 3844**
Lot and Plan Number:	**This property has 2 parcels. See table below**
Standard Parcel Identifier (SPI):	**See table below**
Local Government Area (Council):	**LATROBE** www.latrobe.vic.gov.au
Council Property Number:	**30094**
Directory Reference:	**Vicroads 696 F7**

This property is not in a designated bushfire prone area.
No special bushfire construction requirements apply. Planning provisions may apply.

Further information about the building control system and building in bushfire prone areas can be found on the Victorian Building Authority website https://www.vba.vic.gov.au

SITE DIMENSIONS

All dimensions and areas are approximate. They may not agree with those shown on a title or plan.



Area: 130 sq. m
Perimeter: 64 m
For this property:
——— Site boundaries
——— Road frontages

Dimensions for individual parcels require a separate search, but dimensions for individual units are generally not available.

Calculating the area from the dimensions shown may give a different value to the area shown above

For more accurate dimensions get copy of plan at Title and Property Certificates

PARCEL DETAILS

The letter in the first column identifies the parcel in the diagram above

	Lot/Plan or Crown Description	SPI
A	Lot 4 SP23504	4\SP23504
B	Lot 14 SP23504	14\SP23504

UTILITIES

Rural Water Corporation:	**Southern Rural Water**
Urban Water Corporation:	**Gippsland Water**
Melbourne Water:	**Outside drainage boundary**
Power Distributor:	**AUSNET**

STATE ELECTORATES

Legislative Council:	**EASTERN VICTORIA**
Legislative Assembly:	**MORWELL**

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Notwithstanding this disclaimer, a vendor may rely on the information in this report for the purpose of a statement that land is in a bushfire prone area as required by section 32C (b) of the Sale of Land 1962 (Vic).

PROPERTY REPORT

Environment, Land, Water and Planning

PLANNING INFORMATION

Planning Zone GENERAL RESIDENTIAL ZONE (GRZ)
GENERAL RESIDENTIAL ZONE - SCHEDULE 2 (GRZ2)

Planning Overlay None

Planning scheme data last updated on 23 August 2022.

A **planning scheme** sets out policies and requirements for the use, development and protection of land.
This report provides information about the zone and overlay provisions that apply to the selected land.
Information about the State and local policy, particular, general and operational provisions of the local planning scheme that may affect the use of this land can be obtained by contacting the local council
or by visiting https://www.planning.vic.gov.au

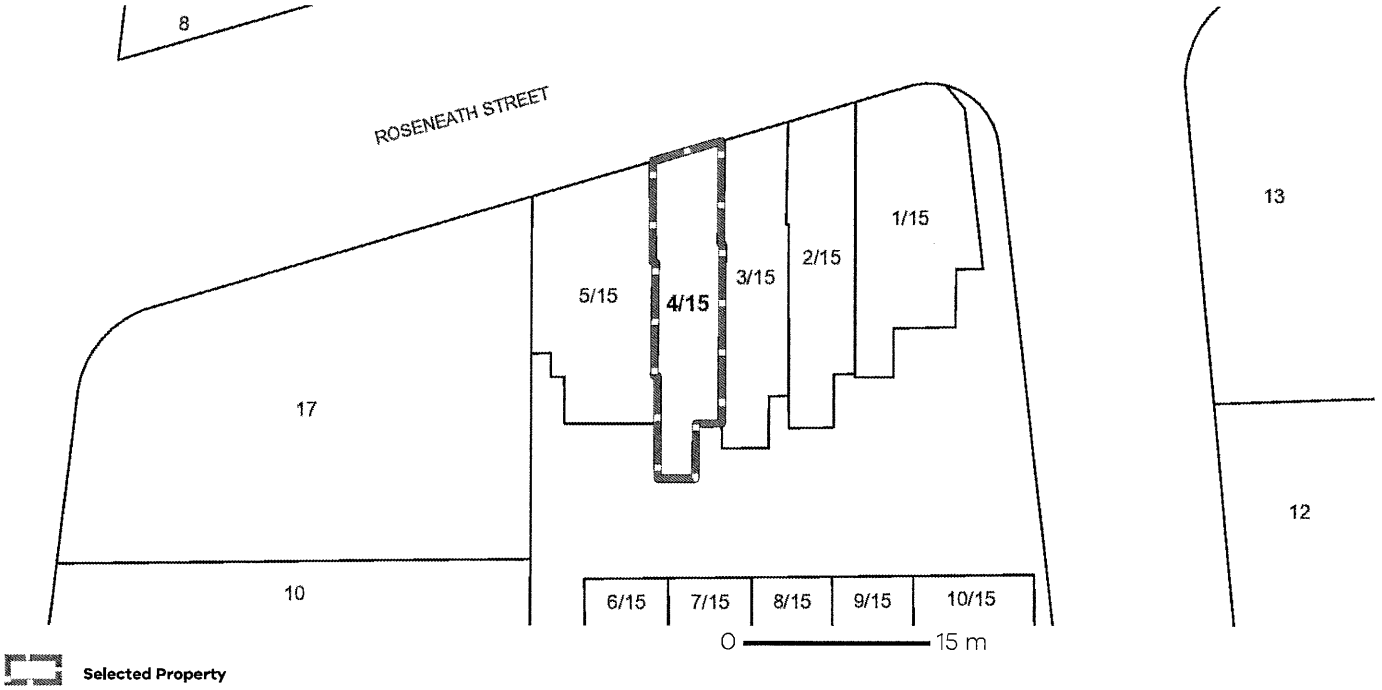
This report is NOT a **Planning Certificate** issued pursuant to Section 199 of the ***Planning and Environment Act 1987.***
It does not include information about exhibited planning scheme amendments, or zonings that may abut the land.
To obtain a Planning Certificate go to Titles and Property Certificates at Landata - https://www.landata.vic.gov.au

For details of surrounding properties, use this service to get the Reports for properties of interest.

To view planning zones, overlay and heritage information in an interactive format visit https://mapshare.vic.gov.au/vicplan

For other information about planning in Victoria visit https://www.planning.vic.gov.au

Area Map



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PLANNING PROPERTY REPORT

Environment, Land, Water and Planning

From www.planning.vic.gov.au at 30 August 2022 12:28 PM

PROPERTY DETAILS

Address:	**4/15 ROSENEATH STREET TRARALGON 3844**
Lot and Plan Number:	**More than one parcel - see link below**
Standard Parcel Identifier (SPI):	**More than one parcel - see link below**
Local Government Area (Council):	**LATROBE** www.latrobe.vic.gov.au
Council Property Number:	**30094**
Planning Scheme:	**Latrobe** Planning Scheme - Latrobe
Directory Reference:	**Vicroads 696 F7**

This property has 2 parcels. For full parcel details get the free Property report at Property Reports

UTILITIES

Rural Water Corporation:	**Southern Rural Water**
Urban Water Corporation:	**Gippsland Water**
Melbourne Water:	**Outside drainage boundary**
Power Distributor:	**AUSNET**

STATE ELECTORATES

Legislative Council:	**EASTERN VICTORIA**
Legislative Assembly:	**MORWELL**

OTHER

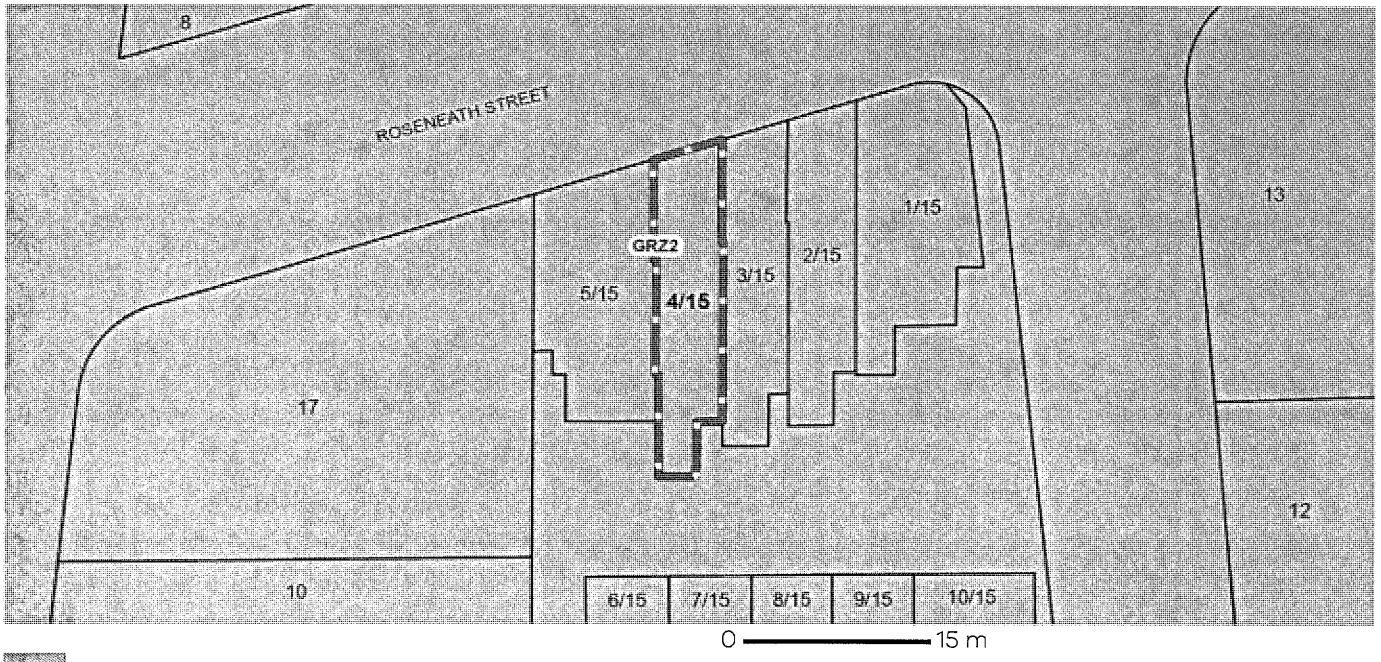
Registered Aboriginal Party: **Gunaikurnai Land and Waters Aboriginal Corporation**

View location in VicPlan

Planning Zones

GENERAL RESIDENTIAL ZONE (GRZ)

GENERAL RESIDENTIAL ZONE - SCHEDULE 2 (GRZ2)



GRZ - General Residential

Note: labels for zones may appear outside the actual zone - please compare the labels with the legend.

Planning Overlays

No planning overlay found

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PLANNING PROPERTY REPORT

Environment, Land, Water and Planning

Further Planning Information

Planning scheme data last updated on 23 August 2022.

A **planning scheme** sets out policies and requirements for the use, development and protection of land.
This report provides information about the zone and overlay provisions that apply to the selected land.
Information about the State and local policy, particular, general and operational provisions of the local planning scheme that may affect the use of this land can be obtained by contacting the local council or by visiting https://www.planning.vic.gov.au

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PLANNING PROPERTY REPORT

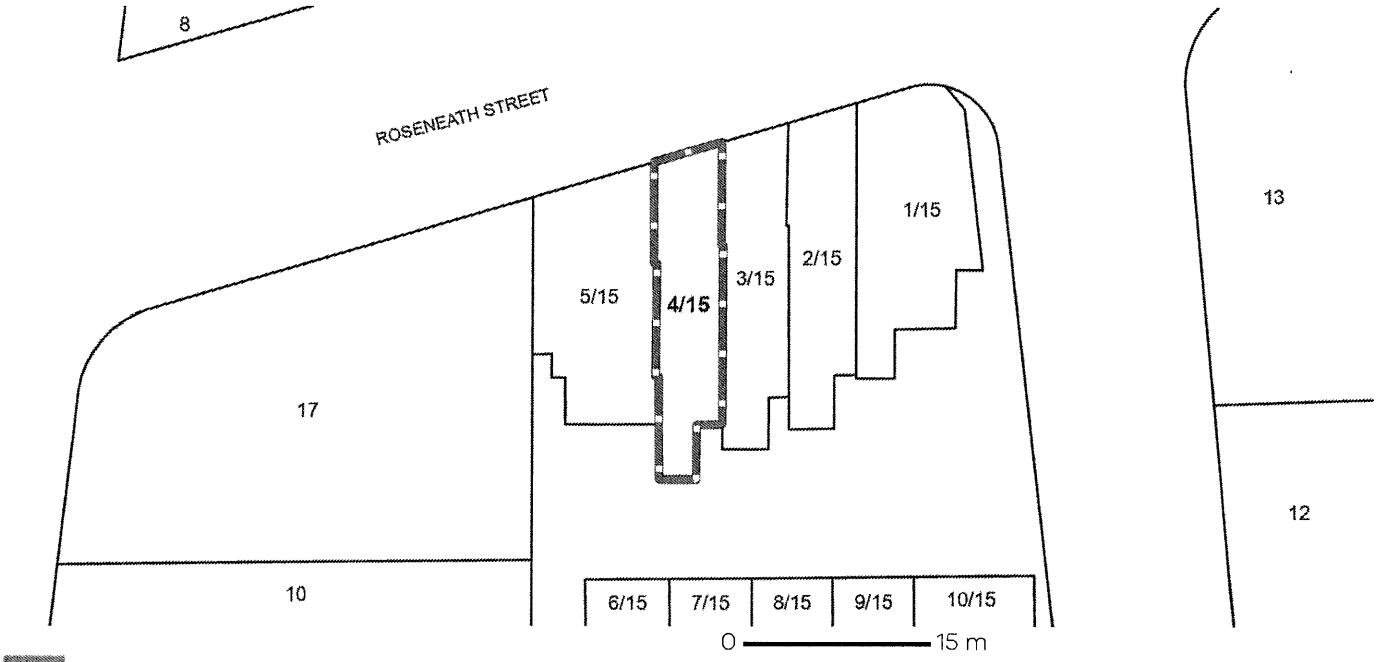
Environment, Land, Water and Planning

Designated Bushfire Prone Areas

This property is not in a designated bushfire prone area.
No special bushfire construction requirements apply. Planning provisions may apply.

Where part of the property is mapped as BPA, if no part of the building envelope or footprint falls within the BPA area, the BPA construction requirements do not apply.

Note: the relevant building surveyor determines the need for compliance with the bushfire construction requirements.



Designated Bushfire Prone Areas

Designated BPA are determined by the Minister for Planning following a detailed review process. The Building Regulations 2018, through adoption of the Building Code of Australia, apply bushfire protection standards for building works in designated BPA.

Designated BPA maps can be viewed on VicPlan at https://mapshare.vic.gov.au/vicplan/ or at the relevant local council.

Create a BPA definition plan in VicPlan to measure the BPA.

Information for lot owners building in the BPA is available at https://www.planning.vic.gov.au.

Further information about the building control system and building in bushfire prone areas can be found on the Victorian Building Authority website https://www.vba.vic.gov.au. Copies of the Building Act and Building Regulations are available from http://www.legislation.vic.gov.au. For Planning Scheme Provisions in bushfire areas visit https://www.planning.vic.gov.au.

Native Vegetation

Native plants that are indigenous to the region and important for biodiversity might be present on this property. This could include trees, shrubs, herbs, grasses or aquatic plants. There are a range of regulations that may apply including need to obtain a planning permit under Clause 52.17 of the local planning scheme. For more information see Native Vegetation (Clause 52.17) with local variations in Native Vegetation (Clause 52.17) Schedule

To help identify native vegetation on this property and the application of Clause 52.17 please visit the Native Vegetation Information Management system https://nvim.delwp.vic.gov.au/ and Native vegetation (environment.vic.gov.au) or please contact your relevant council.

You can find out more about the natural values on your property through NatureKit NatureKit (environment.vic.gov.au)

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Due diligence checklist

What you need to know before buying a residential property

Before you buy a home, you should be aware of a range of issues that may affect that property and impose restrictions or obligations on you, if you buy it. This checklist aims to help you identify whether any of these issues will affect you. The questions are a starting point only and you may need to seek professional advice to answer some of them. You can find links to organisations and web pages that can help you learn more, by visiting the Due diligence checklist page on the Consumer Affairs Victoria website (consumer.vic.gov.au/duediligencechecklist).

Urban living

Moving to the inner city?

High density areas are attractive for their entertainment and service areas, but these activities create increased traffic as well as noise and odours from businesses and people. Familiarising yourself with the character of the area will give you a balanced understanding of what to expect.

Is the property subject to an owners corporation?

If the property is part of a subdivision with common property such as driveways or grounds, it may be subject to an owners corporation. You may be required to pay fees and follow rules that restrict what you can do on your property, such as a ban on pet ownership.

Growth areas

Are you moving to a growth area?

You should investigate whether you will be required to pay a growth areas infrastructure contribution.

Flood and fire risk

Does this property experience flooding or bushfire?

Properties are sometimes subject to the risk of fire and flooding due to their location. You should properly investigate these risks and consider their implications for land management, buildings and insurance premiums.

Rural properties

Moving to the country?

If you are looking at property in a rural zone, consider:

- Is the surrounding land use compatible with your lifestyle expectations? Farming can create noise or odour that may be at odds with your expectations of a rural lifestyle.
- Are you considering removing native vegetation? There are regulations which affect your ability to remove native vegetation on private property.
- Do you understand your obligations to manage weeds and pest animals?

Can you build new dwellings?

Does the property adjoin crown land, have a water frontage, contain a disused government road, or are there any crown licences associated with the land?

Is there any earth resource activity such as mining in the area?

You may wish to find out more about exploration, mining and quarrying activity on or near the property and consider the issue of petroleum, geothermal and greenhouse gas sequestration permits, leases and licences, extractive industry authorisations and mineral licences.

Soil and groundwater contamination

Has previous land use affected the soil or groundwater?

You should consider whether past activities, including the use of adjacent land, may have caused contamination at the site and whether this may prevent you from doing certain things to or on the land in the future.

(04/10/2016)

Land boundaries

Do you know the exact boundary of the property?

You should compare the measurements shown on the title document with actual fences and buildings on the property, to make sure the boundaries match. If you have concerns about this, you can speak to your lawyer or conveyancer, or commission a site survey to establish property boundaries.

Planning controls

Can you change how the property is used, or the buildings on it?

All land is subject to a planning scheme, run by the local council. How the property is zoned and any overlays that may apply, will determine how the land can be used. This may restrict such things as whether you can build on vacant land or how you can alter or develop the land and its buildings over time.

The local council can give you advice about the planning scheme, as well as details of any other restrictions that may apply, such as design guidelines or bushfire safety design. There may also be restrictions – known as encumbrances – on the property's title, which prevent you from developing the property. You can find out about encumbrances by looking at the section 32 statement.

Are there any proposed or granted planning permits?

The local council can advise you if there are any proposed or issued planning permits for any properties close by. Significant developments in your area may change the local 'character' (predominant style of the area) and may increase noise or traffic near the property.

Safety

Is the building safe to live in?

Building laws are in place to ensure building safety. Professional building inspections can help you assess the property for electrical safety, possible illegal building work, adequate pool or spa fencing and the presence of asbestos, termites, or other potential hazards.

Building permits

Have any buildings or retaining walls on the property been altered, or do you plan to alter them?

There are laws and regulations about how buildings and retaining walls are constructed, which you may wish to investigate to ensure any completed or proposed building work is approved. The local council may be able to give you information about any building permits issued for recent building works done to the property, and what you must do to plan new work. You can also commission a private building surveyor's assessment.

Are any recent building or renovation works covered by insurance?

Ask the vendor if there is any owner-builder insurance or builder's warranty to cover defects in the work done to the property.

Utilities and essential services

Does the property have working connections for water, sewerage, electricity, gas, telephone and internet?

Unconnected services may not be available, or may incur a fee to connect. You may also need to choose from a range of suppliers for these services. This may be particularly important in rural areas where some services are not available.

Buyers' rights

Do you know your rights when buying a property?

The contract of sale and section 32 statement contain important information about the property, so you should request to see these and read them thoroughly. Many people engage a lawyer or conveyancer to help them understand the contracts and ensure the sale goes through correctly. If you intend to hire a professional, you should consider speaking to them before you commit to the sale. There are also important rules about the way private sales and auctions are conducted. These may include a cooling-off period and specific rights associated with 'off the plan' sales. The important thing to remember is that, as the buyer, you have rights.

DATED 2022

LOUISE WATSON

VENDOR STATEMENT

Property: **Unit 4, 15 Roseneath Street, Traralgon VIC 3844**

Rennicks Conveyancing Pty Ltd
Licensed Conveyancer
217 Commercial Road
MORWELL VIC 3840
Tel: (03) 5135 3177
PO Box 215, Morwell VIC 3840
Ref: KM:BH:00108675