



STRATA | REPORTS | SYDNEY



Inspection Report

Address

5/215 Darby Street, Cooks Hill

Lot 17 Strata Plan 53580 (50423)

Inspection Date

4th November 2023

INSPECTION REPORT

Property Address 5/215 Darby Street, Cooks Hill NSW 2300
Lot 17 Strata Plan 53580 (50423)

Inspection Date 4th November 2023

Inspector Kate Warner-Smith
0410 11 44 11
kate@sydneystratareports.com.au

MANAGING AGENT / SECRETARY

Name Lake Group Strata

Address 34 Smith Street, Charlestown NSW 2290

Phone 02 4942 3305

STRATA COMMITTEE

The Election of Office Bearers for the Strata Committee, are as follows;

Chairman: Ian Craig Secretary: Kathleen Sullivan Treasurer: John Muller

STRATA ROLL

Our Inspector did sight a printed strata roll for the subject lot.

Owner Graeme James Roberts

Address 5/215 Darby Street, Newcastle NSW 2300

Mortgage None noted

Unit Entitlement 20

Aggregate Unit Entitlement 1,000

The initial period has expired, according to available records.

STRATA PLAN

Our Inspector did NOT sight a copy of the Strata Plan.



POSSIBLE / PROPOSED SPECIAL LEVIES

The strata records inspected do not indicate any proposed special levy.

NOTE: For your general information – Special Levy contributions are normally in proportion to units and their unit entitlement.

The contribution for Lot 17 would be 20/1,000 – \$20.00 for every \$1,000 collected by the Owners Corporation.

QUOTES FOR MAJOR WORKS

None noted

FIRE SAFETY

No Annual Fire Safety Statement Available

LITIGATION

Our Inspector did NOT sight evidence of any current or proposed litigation involving the Owners Corporation.

MINUTES OF MEETINGS & RECORDS

Minutes are retained for the prescribed period.

The prescribed books of accounts are kept.

Last Annual General Meeting 27/09/23 (enclosed)

Last item in the Minute Book Draft Notice of Strata Committee Meeting 13/11/23 (enclosed)

An auditor has been appointed.

The Strata Committee holds meetings as required and produces detailed minutes.



LONG TERM CAPITAL WORKS FUND FORECAST

Not attainable.

PAST MAJOR WORKS – CAPITAL WORKS FUND

	23/24	22/23	21/22	20/21	19/20
Consultants		700	5,815.45		
General Repairs / Replacement		545,201.08		7,944.34	77,572.73
Income Tax		260.10	186	185.10	306.60
Painting & Surface Finishes				264,625	
Prior Period GST Expense					0.74
Total	NIL	\$546,161.18	\$6,001.45	\$272,754.44	\$77,880.07

INSURANCE

Insurer	Chubb Insurance Australia Limited
Policy Number	01GS548627
Due Date	30/09/24
Building Sum Insured	\$57,289,084
General Liability Insurance	\$50,000,000
Voluntary Workers Insurance	\$200,000
Workers Compensation	Not Selected
Additional Insurances Held	Yes, see attached

VALUATION

30/07/20 - \$51,943,100.00.



BY-LAWS

CHANGES TO BY-LAWS

Not attainable – as per contract.

ANIMALS

Not attainable – as per contract.

STATE OF HARMONY IN THE BUILDING

No regular correspondence noted.

ALTERATIONS / IMPROVEMENTS

We did not inspect any By-Law or Strata Committee approval for alterations to Lot 17.



ATTACHMENTS

The following are attached in this report:

- Important general information about strata record inspections
- Statement of Financial Position
- Income & Expenditure
- Lot File
- Insurance
- Safety Report – Summary
- Minutes

NOTES

Documents attached to this report may disclose building defects, proposed works, legal disputes, current and proposed levies and special levies, attitude to keeping of animals, by-law changes and state of harmony within the building. It is the responsibility of our client to determine how this may affect the purchase.

We always recommend that a pre-purchase building inspection be completed prior to settlement. Matters contained in this report may assist a building inspector to conduct a more thorough inspection.



IMPORTANT GENERAL INFORMATION ABOUT STRATA RECORD INSPECTIONS

Information contained in our inspection report has been derived solely from the records available at the time of inspection. We have not inspected the building and often have very little practical information about it. We may not, for instance, be able to distinguish between a low maintenance building in good condition and one where owners are not making a record of maintenance requirements or building problems.

The Owners Corporation are required to keep accounts, minutes of meetings and correspondence records but there is no external monitoring of this process. If an Owners Corporation fails to keep a full record of its activities, or fails to keep them in an accessible manner, any inspection the the records will be deficient.

Some Owners Corporations deliberately withhold information with the intention of misleading potential purchasers. You should make your own observations of the building's condition and you must make further enquiries if material in the report seems inconsistent with your observations. You should, in any case, use the report as a starting point to ask questions of the vendor and we always recommend informal discussions with people living or working in a building as they may identify important matters not in the formal records.

Our inspection of the records is normally confined to a single scheduled viewing of the records held. Strata Managers are not obliged to be available for interview. Some management companies prohibit staff from providing verbal advice. Unless specifically stated, we have not obtained any information other than files provided by the Strata Manager. Our primary goal is to identify items in the formal records which may materially affect the value of the property to a purchaser.

Our inspection of the records has been conducted in a systematic manner. Strata Reports, Sydney use our own specially developed computer software and are trained to conduct inspections of strata records.

Beyond inspection training, our Inspector is a Licensed Real Estate Agent, Auctioneer and Licensed Strata Manager with more than fourteen (14) years practical knowledge. We are not Lawyers, Accountants, Auditors, Engineers, Fire Safety Experts, Builders or Psychologists. Our Inspectors have knowledge specifically useful for strata record inspections, such as general familiarity with common report formats and filing systems. They tend to recognise the names and letterheads of regular expert professional advisers but, they are not themselves experts.

Nothing in this report should be construed as legal advice. Where we refer to any legislation or other legal matter we are providing general information only. This report is an adjunct to, not a substitute for, considered legal advice. Unless otherwise stated this inspection report relates to an inspection of the Owners Corporation records to a maximum of five (5) years prior to the date of the inspection.

Some or all of this report may have come from our archives. Some or all of this report may be used by us for current and future clients.

SECTION 98 COMPLIANCE

The Act contains several requirements in respect of the records kept with the strata roll. These requirements are based upon manual record keeping procedures while strata managers use largely computer based records. Further, in our experience, default in this area is of only technical interest, It has no implications for any purchase decision, nor does it place the Owners Corporation at risk of prosecution. We do not report on Section 98 compliance.



INSURANCE

The Strata Schemes Management Act 1996 requires the Owners Corporation have;

- (1) Building insurance at least to the value of the building as determined by a valuation, which must be obtained at least every five (5) years
- (2) Public Liability cover to a minimum of \$10,000,000 and
- (3) Voluntary Workers Insurance.

After 30th June 2008 employers paying less than \$7,500.00 per annum wages in NSW are not required to carry Workers Compensation Insurance.

It should be noted the Owners Corporation insurance policies normally cover only risks associated with the common property and not individual lots. It should be noted this can apply even where damage to property in an individual lot results from a fault arising in the common property.

Owners and occupiers need to have adequate cover for their own contents and other risks.

FUND BALANCES

Fund balances are from information provided by the Strata Manager. This information has not been subject to any audit. The Property Stock & Business Agents Act and Strata Schemes Management Act between them make a number of requirements in respect of accounts, accounting reports and funds held in trust for Owners Corporations. We have not reviewed these requirements.

UNIT LEVIES

Levy information is provided by the Strata Manager at the date of the inspection of the records. It may be desirable to have the Strata Manager provide a Section 109 Certificate prior to settlement to confirm any levies or other charges payable by the lot owner.

LONG TERM CAPITAL WORKS FUND FORECAST

Regulations require Owners Corporations prepare a plan of anticipated major Capital Works Fund expenditure for a ten (10) year period (formally known as the Sinking Fund Plan). The forecast requires item by item assessment of major building elements and must be reviewed at each Annual General Meeting. It is to be adjusted, if necessary, at the fifth Annual General Meeting and a new plan is to be prepared at the conclusion on the ten (10) years. Most Owners Corporations seek professional assistance for these forecasts.

The Regulations came into force in early 2007 and implementation has been staged depending on the Strata Plan number. All Owners Corporations with a number greater than SP 30000 are required to have a plan in place at their next Annual General Meeting. Plans for schemes with numbers greater than SP 10000 are required for the Annual General Meeting after 1st July 2008 and older schemes with numbers up to SP 10000 after 1st July 2009.

TAXATION

Owners Corporations are not normally considered a "non profit" entity within the terms of the GST Legislation, so the obligation to collect GST commences when the total income exceeds \$75,000.00. Income earned by the Owners Corporation from sources such a rent is taxable in the hands of individual lot owners. We have made no review of the Owners Corporation taxation obligations.



MINUTES & RECORDS

The Act requires notice of a forthcoming Executive Committee Meeting are distributed to all owners not less than 72 hours before the meeting. Minutes of the meeting are to be distributed to all owners within seven (7) days after the meeting. If the scheme is smaller than 100 lots and maintain a notice board, the notice board and minutes of the meeting may be displayed on that board. Minutes must be displayed for a minimum of fourteen (14) days.

LITIGATION

The Act provides an Owners Corporation or Executive Committee must not seek legal advice or the provision of other legal services, or initiate legal action, for which any payments may be required unless and resolution is passed at a General Meeting of the Owners Corporation. There may be some exemptions provided in the regulations.

For new buildings this change to the Act should be understood in conjunction with Home Building Amendment (Insurance Exemptions) Regulation 2003, which exempts buildings over three (3) stories in height, commenced after 31st December 2003 from the requirement to have Home Owners Warranty Insurance.

CHANGES TO BY-LAWS

Changes to By-Laws require the passing of a Special Resolution at a General Meeting. The Act then allows two years for the new By-Law to be registered at the Titles Office. Part of our inspection of the records includes a search for By-Laws that may not yet be registered with the Strata Plan.

Strata Schemes registered prior to 1st July 1997 have By-Laws as defined by Schedule 1 of the Act, subject to later registered change. Strata Schemes registered from 1st July 1997, a copy of the By-Laws will be among documents registered with the Strata Plan.

ALTERATIONS / IMPROVEMENTS

As a general rule owners are not allowed to make any alteration to their lot or common property except where it is permitted in the By-Laws. In a practical situation this means an Owners Corporations permission must be sought for such things as; installing air conditioning, satellite dishes, awnings and security doors, closing balconies, removing carpet, installation of timber or tile flooring, moving or removing walls and or doors.

Any permission is normally granted with conditions in respect of the brand, style, colour, capacity and future maintenance of the changed item. Typically, any item of common property altered by a lot owner will become the responsibility of the lot owner.

Please refer to the Strata Schemes Management Act 1996 – Section 116

NOTICES AND ORDERS

We recommend as a standard enquiry enquiry the local Council, Sydney Water and other relevant bodies be contacted to ascertain if there are outstanding notices or orders against the Owners Corporation.



HOME OWNERS WARRANTY INSURANCE

The Home Building Act 1989 applies to building work on residential properties. Among other things, the Act provides for warranties for a period of seven (7) years and requires that these be insured.

The Legislation allows an insurer to exclude claims made later than six (6) months after the beneficiary first becomes aware, or ought reasonably to be aware, of the fact or circumstance under which the claim arises. Insurers specifically enforce this exclusion.

Accordingly, the insurer should be advised in writing of any building defects claims, immediately they are communicated with the builder, regardless of the builder's likely response. It is beyond the scope of a standard inspection of the records to provide comment on the management of building defect claims.

Home Owners Warranty Insurance does not apply to building over three (3) stories in height where construction commenced after 31st December 2003.

OCCUPATIONAL HEALTH AND SAFETY

The common property of many residential buildings may be included under the definition of workplace. This means the Owners Corporation, its executive committee and strata managers are obliged to ensure the property complies with the "safe workplace" requirements of the legislation.

Compliance with the legislation is compulsory. Any purchase of a Strata Title property needs to be aware that the safety of the common property requires the ongoing attention of every Owners Corporation.

SERVICE AND MAINTENANCE AGREEMENTS

No examination has been made of any service or maintenance or other agreements entered into by the Owners Corporation and they are not covered by this report.

LEGISLATION AND GOVERNMENT

The Strata Schemes Management Act and Regulations can be viewed in their complete form at Australasian Legal Information Institute website – www.austlii.edu.au

The Office of Fair Trading has several publications discussing various aspects of strata living, including the management and disputes. These can be seen at – www.fairtrading.nsw.gov.au

PROFESSIONAL INDEMNITY INSURANCE

Strata Reports Pty Ltd trading as Strata Reports, Sydney carries Professional Indemnity Insurance. Policy Number 18A051545PID underwritten by QBE Insurance (Australia) Limited, ABN 78 003 191 035 with a limit of \$1,000,000 on any one claim.

LIMIT OF LIABILITY

This report is provided exclusively for the use of the person to whom it is addressed or, where has been provided by phone or internet order, the person whose name appears on the invoice. No other person or corporation has any authority to make use of any or all of this report. This report supersedes any other report, verbal or written, given in respect of the property.



Balance Sheet

As at 03/11/2023

The Owners--Strata Plan 50423

Woolstore Apartments, 215 Darby Street, COOKS
 HILL NSW 2300

	Current period
Owners' funds	
Administrative Fund	
Operating Surplus/Deficit--Admin	(39,737.50)
Owners Equity--Admin	90,976.29
	51,238.79
Capital Works Fund	
Operating Surplus/Deficit--Capital Works	41,802.16
Owners Equity--Capital Works	121,053.58
	162,855.74
Net owners' funds	\$214,094.53
Represented by:	
Assets	
Administrative Fund	
Cash at Bank--Admin	27,187.89
Petty Cash--Admin	300.00
Receivable--Levies--Admin	27,190.26
	54,678.15
Capital Works Fund	
Cash at Bank--Capital Works	107,933.66
Receivable--Levies--Capital Works	27,741.73
Investment--Capital Works #4	28,357.76
	164,033.15
Unallocated Money	0.00
<i>Total assets</i>	218,711.30
Less liabilities	
Administrative Fund	
Creditor--GST--Admin	1,848.88
Prepaid Levies--Admin	1,590.48
	3,439.36
Capital Works Fund	
Creditor--GST--Capital Works	(444.78)
Prepaid Levies--Capital Works	1,622.19
	1,177.41
Unallocated Money	0.00
<i>Total liabilities</i>	4,616.77
Net assets	\$214,094.53

Income & Expenditure Statement for the financial year-to-date 01/09/2023 to 03/11/2023

The Owners--Strata Plan 50423

Woolstore Apartments, 215 Darby Street, COOKS
HILL NSW 2300

Administrative Fund

Current period

01/09/2023-03/11/2023

Revenue

Interest on Arrears--Admin	71.80
Levies Due--Admin	40,872.45
<i>Total revenue</i>	<u>40,944.25</u>

Less expenses

Admin--Accountancy Fees	225.00
Admin--Agent Disbursements	2,085.64
Admin--Management Fees - Schedule B	390.90
Admin--Management Fees--Standard	1,552.16
Admin--Miscellaneous	(31.82)
Insurance--Premiums	69,873.73
Maint Bldg--Cleaning	3,412.00
Maint Bldg--Contract Maintenance	700.00
Maint Bldg--Fire Protection--Contract	270.00
Maint Bldg--Fire Protection--False Alarm Fee	1,688.00
Maint Bldg--General Repairs	336.14
Maint Grounds--Lawns & Gardening	180.00
<i>Total expenses</i>	<u>80,681.75</u>

Surplus/Deficit

(39,737.50)

Opening balance 90,976.29

Closing balance

\$51,238.79

Capital Works Fund**Current period**

01/09/2023-03/11/2023

Revenue

Interest on Arrears--Capital Works	48.62
Interest on Investments--Capital Works	66.23
Levies Due--Capital Works	41,687.31

Total revenue 41,802.16

Less expenses

Total expenses 0.00

Surplus/Deficit41,802.16

Opening balance 121,053.58

Closing balance**\$162,855.74**

Income & Expenditure Statement for the financial year to 31/08/2023



The Owners--Strata Plan 50423

Woolstore Apartments, 215 Darby Street, COOKS
 HILL NSW 2300

Administrative Fund

	Current period 01/09/2022-31/08/2023	Annual budget 01/09/2022-31/08/2023	Previous year 01/09/2021-31/08/2022
Revenue			
Insurance Claims	12,732.30	0.00	0.00
Interest on Arrears--Admin	1,433.98	0.00	148.72
Levies Due (Special)--Admin	475,000.00	0.00	115,944.64
Levies Due--Admin	163,113.08	163,109.00	178,076.44
<i>Total revenue</i>	652,279.36	163,109.00	294,169.80
Less expenses			
Admin--Accountancy Fees	350.00	350.00	320.00
Admin--Agent Disbursements	6,825.69	5,260.00	5,010.72
Admin--Creditor Compliance	136.36	110.00	109.09
Admin--Legal & Debt Collection Fees	56.37	0.00	(49.96)
Admin--Management Fees - Schedule B	1,728.51	1,890.00	1,798.63
Admin--Management Fees--Standard	9,234.80	9,313.00	8,757.00
Admin--Miscellaneous	(345.48)	0.00	(363.65)
Insurance--Premiums	60,974.57	58,080.00	53,282.33
Legal Expenses	453.15	0.00	0.00
Maint Bldg--Cleaning	20,470.90	21,600.00	20,571.45
Maint Bldg--Consultants	42,300.35	0.00	13,230.00
Maint Bldg--Contract Maintenance	1,045.00	3,129.00	2,980.00
Maint Bldg--Fire Protection--Contract	1,942.45	7,000.00	29,051.49
Maint Bldg--Fire Protection--Monitoring	2,125.53	5,040.00	1,680.00
Maint Bldg--General Repairs	516,388.72	30,000.00	19,043.50
Maint Bldg--Insurance Repairs	15,232.30	0.00	0.00
Maint Bldg--Lift--Maintenance Contract	6,758.70	7,467.00	7,111.72
Maint Bldg--Plumbing--Backflow Prevention Device	650.00	0.00	0.00
Maint Grounds--Lawns & Gardening	780.00	1,000.00	850.00
Utility--Electricity	10,016.49	12,870.00	11,917.26
Utility--Water & Sewerage	477.93	0.00	0.00
<i>Total expenses</i>	697,602.34	163,109.00	175,299.58
Surplus/Deficit	(45,322.98)	0.00	118,870.22
Opening balance	136,299.27	136,299.27	17,429.05

Administrative Fund

	Current period	Annual budget	Previous year
	01/09/2022-31/08/2023	01/09/2022-31/08/2023	01/09/2021-31/08/2022
Closing balance	\$90,976.29	\$136,299.27	\$136,299.27

Capital Works Fund

	Current period	Annual budget	Previous year
	01/09/2022-31/08/2023	01/09/2022-31/08/2023	01/09/2021-31/08/2022
Revenue			
Interest on Arrears--Capital Works	101.43	0.00	86.82
Interest on Investments--Capital Works	1,311.33	0.00	1,025.27
Levies Due--Capital Works	167,326.40	167,322.00	135,729.40
<i>Total revenue</i>	168,739.16	167,322.00	136,841.49
Less expenses			
Admin--Income Tax--Capital Works	260.10	0.00	186.00
Maint Bldg--Consultants	700.00	0.00	5,815.45
Maint Bldg--General Repairs/Replacement	545,201.08	167,322.00	0.00
<i>Total expenses</i>	546,161.18	167,322.00	6,001.45
Surplus/Deficit	(377,422.02)	0.00	130,840.04
Opening balance	498,475.60	498,475.60	367,635.56
Closing balance	\$121,053.58	\$498,475.60	\$498,475.60

INDIVIDUAL LOT

Lot 17

Associated lots:

Unit no. 5

Unit entitlements

Levy Entitlement 20.00 / 1,000.00

Owners

Name

Address for service of notices

Graeme James Roberts

Woolstore Apartments, 5/215 Darby Street, NEWCASTLE NSW
2300

Email Address graemeroberts@aapt.net.au

Date of entry 12/11/2003

Date of purchase 08/06/1999

Mortgages

None

Leases

None

34 Smith Street
 CHARLESTOWN
 NSW 2290
 Phone 02 4942 3305
 Fax 02 4942 3243
 info@lakegroupstrata.com

Owner Ledger

Start Date: 01/11/2021
 End Date: 30/11/2025
 Owners: One only



The Owners--Strata Plan 50423

Woolstore Apartments, 215 Darby Street, COOKS HILL NSW 2300

Lot 17 Unit 5 Dr Graeme Roberts

UE / AE: 20.00 / 1,000.00

Levies

Levy no.	Due date	Frequency	Details	Admin Fund		Capital Works Fund		Interest paid	Discount	Levy type	Status	Group
				Due	Paid	Due	Paid					
			Balance brought forward	0.00		0.00						
1	01/11/2021	Quarterly	Quarterly Admin/Capital Works Levy - 01 Nov - 31 Jan	979.45	979.45	746.50	746.50	0.00	0.00%	Standard	Normal	None
2	14/01/2022	Once-off	To cover partial roof replacement cost	2,550.80	2,550.80	0.00	0.00	0.00	0.00%	Special	Normal	None
3	01/02/2022	Quarterly	Quarterly Admin/Capital Works Levy - 01 Feb - 30 Apr	979.45	979.45	746.50	746.50	0.00	0.00%	Standard	Normal	None
4	25/02/2022	Once-off	Lot 17: 2 x fobs & 1 x remote	130.00	130.00	0.00	0.00	0.00		Owner Invoice	Normal	None
5	01/05/2022	Quarterly	Quarterly Admin/Capital Works Levy - 01 May - 31 Jul	979.45	979.45	746.50	746.50	3.31	0.00%	Standard	Normal	None
6	08/06/2022	Once-off	Lot 17: Debt recovery Stage 1	7.00	7.00	0.00	0.00	0.00		Owner Invoice	Normal	None
7	01/08/2022	Quarterly	Quarterly Admin/Capital Works Levy - 01 Aug - 31 Oct	979.45	979.45	746.50	746.50	0.00	0.00%	Standard	Normal	None
8	01/11/2022	Quarterly	Quarterly Admin/Capital Works Levy - 01 Nov - 31 Jan	897.10	897.10	920.30	920.30	0.00	0.00%	Standard	Normal	None
9	01/02/2023	Quarterly	Quarterly Admin/Capital Works Levy - 01 Feb - 30 Apr	897.10	897.10	920.30	920.30	0.00	0.00%	Standard	Normal	None
10	01/02/2023	Once-off	To meet the cost of roof replacement	10,450.00	10,450.00	0.00	0.00	0.00	0.00%	Special	Normal	None
11	01/05/2023	Quarterly	Quarterly Admin/Capital Works Levy - 01 May - 31 Jul	897.10	897.10	920.30	920.30	0.00	0.00%	Standard	Normal	None
12	01/08/2023	Quarterly	Quarterly Admin/Capital Works Levy - 01 Aug - 31 Oct	897.10	0.00	920.30	0.00	0.00	0.00%	Standard	Normal	None
13	01/11/2023	Quarterly	Quarterly Admin/Capital Works Levy - 01 Nov - 31 Jan	899.20	0.00	917.10	0.00	0.00	0.00%	Standard	Normal	None
14	01/02/2024	Quarterly	Quarterly Admin/Capital Works Levy - 01 Feb - 30 Apr	899.20	0.00	917.10	0.00	0.00	0.00%	Standard	Normal	None

Lot 17 Unit 5 Dr Graeme Roberts

UE / AE: 20.00 / 1,000.00

15	01/05/2024	Quarterly	Quarterly Admin/Capital Works Levy - 01 May - 31 Jul	899.20	0.00	917.10	0.00	0.00	0.00%	Standard	Normal	None
16	01/08/2024	Quarterly	Quarterly Admin/Capital Works Levy - 01 Aug - 31 Oct	899.20	0.00	917.10	0.00	0.00	0.00%	Standard	Normal	None

Current position: Unallocated prepayments \$0.00

Levy arrears & owner invoices due \$3,633.70

Interest on levy arrears \$16.43

Receipts

Date	Receipt no.	Subtype	Status	Source	Admin Fund		Capital Works Fund		Unallocated	Total amount	Cheque no.	Levy no.
					Paid	Interest	Paid	Interest	Paid			
01/12/2021	3125	Receipt	Banked		979.45	0.00	746.50	0.00	0.00	1,725.95		1
25/01/2022	3204	Receipt	Banked		3,530.25	0.00	746.50	0.00	0.00	4,276.75		3, 2
11/02/2022	3243	Receipt	Banked		130.00	0.00	0.00	0.00	0.00	130.00		4
08/06/2022	3340	Receipt	Banked		986.45	1.88	746.50	1.43	0.00	1,736.26		5, 6
27/06/2022	3352	Receipt	Banked		979.45	0.00	746.50	0.00	0.00	1,725.95		7
25/10/2022	3441	Receipt	Banked		897.10	0.00	920.30	0.00	0.00	1,817.40		8
30/12/2022	3505	Receipt	Banked		897.10	0.00	920.30	0.00	0.00	1,817.40		9
31/01/2023	3553	Receipt	Banked		10,450.00	0.00	0.00	0.00	0.00	10,450.00		10
27/03/2023	3603	Receipt	Banked		897.10	0.00	920.30	0.00	0.00	1,817.40		11

Certificate of Currency

Insured:	SP 50423
Policy Number:	01GS548627
Policy Period:	From: 4PM on 30/09/2023 To: 4PM on 30/09/2024
Particulars Of Insurance:	Residential Strata Insurance as outlined in Chubb Owners Corporation Elite Package Chubb16-275-0521
Location:	215 Darby Street, Cooks Hill, NSW, 2300
Sum Insured:	
Building & Common property	\$57,289,084
Temporary Accommodation and Loss of Rent	\$8,508,280
Catastrophe Extension and Owners Improvements	\$8,508,280
First Loss Terrorism	Not Insured
General Liability	\$50,000,000
Crime Insurance	\$100,000
Machinery Breakdown	\$100,000
Management Committee Liability	\$10,000,000
Voluntary Workers (in the aggregate any one period)	\$500,000
Voluntary Workers (per volunteer)	\$200,000
Professional Expenses (in the aggregate any one period)	\$30,000
Appeal Expenses (in the aggregate any one period)	\$150,000
Chubb Proportion:	100%
Date:	22 September 2023

All the values on this Certificate of Currency are correct as at 22 September 2023 and may only be subject to change within the Policy Period by written agreement between the Insurer and the Insured.

This Certificate is furnished as a matter of information only and does not constitute an insurance contract upon which claims can be made.

The insurance afforded by the policies described herein is subject to all terms, exclusions and conditions of such policies.



Nick Andrejic | **Chubb Insurance Australia Limited**

**Updated Common Property Safety
Report
For
Woolstore Apartments
215 Darby Street, Newcastle NSW 2300
Scheme Number: 50423**



COMPILED BY Mike Rossiter

On 21 January 2022

QIA JOB Reference No. 170800

PROFESSIONAL INDEMNITY INSURANCE POLICY NUMBER 96 0968886 PLP
© QIA Group Pty Ltd

PO Box 1280,
Beenleigh QLD 4207

P 1300 309 201
F 1300 369 190
E info@qjagroup.com.au
W www.qjagroup.com.au

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SECTION 1 – SUMMARY OF RECOMMENDED ACTIONS

From Common Property Safety Inspection :

Item 1:

Please ensure the RCDs Main switchroom are inspected and tested in accordance with AS 3760 at least every 2 years by a suitably qualified electrical contractor with inspection records maintained onsite.

Item 2:

While not a legislative requirement we recommend that a suitably qualified electrical contractor carry out a thorough visual inspection of the Main Switchboard every 2 years and records are present onsite.

Item 3:

Please highlight with yellow non-slip road marking paint the leading edge of the step/s down in the stairway Short and uneven bottom steps near entry and fire escapes to street as soon as possible as the change in level is not readily discernible and may cause a person to miss their footing and fall.

Item 4:

Site contact advises that common area lighting currently switches off late at night and comes back on in early morning. It is recommended that sensors are installed to ensure lighting is available 24 hours

Item 5:

Please highlight with yellow roadmarking paint the top edge of the hob/step in the Plant Room Steps into valve room as soon as possible as the current situation represents a moderate tripping hazard.

Item 6:

Please remove the slippery contamination evident on the Plant Room floor area Basement mech vent room *** tidy up obstructions*** as soon as possible as the current situation represents a moderate slip/fall hazard.

Item 7:

Please ensure the roof top anchor points are inspected and tested on a yearly basis by a qualified building contractor in accordance with AS1891 as soon as possible as the current situation represents a moderate falling hazard.

DRAFT AGENDA FOR COMMITTEE MEETING OF THE WOOLSTORE APARTMENTS SP50423

13 November 2023 AT 5:00PM Level 3 Common Area

Date of issue: 01-November-2023

- 1. Attendance and apologies:**
- 2. MOTION: To accept the Minutes of *previous meeting*.**
- 3. Ratification of Votes outside of Committee meetings (VOC)**
- 4. Treasurer's Report**

- 5. Business arising from the Minutes**
 - 5.1 Capital Works
 - 5.1.1 Roof Safety Access System
 - 5.1.2 Level 1 Balcony Overflows
 - 5.2 General Maintenance & Repairs
 - 5.2.1 Ceiling damage outside Unit 36
 - 5.2.2 Sump Pump Maintenance Update
 - 5.2.3 Unit 6 Contents Insurance Claim
 - 5.3 Health & Safety
 - 5.3.1 Fire-Safety regarding lithium-ion batteries
 - 5.4 Unit Approvals/Notices
 - 5.5 Other Administrative Matters/Business

- 6 Scheduled Maintenance and other Matters**
 - 6.1 Monthly and Annual

- 7 New Business Arising**
 - 7.1 Capital Works
 - 7.1.1 Priorities for 2023-2020: add garage doors
 - 7.1.2 Intercom/ Fob System Replacement
 - 7.1.3 CW Correspondence

 - 7.2 General Maintenance & Repairs
 - 7.2.1 LGS response time and process for informing Committee of M&R matters
 - 7.2.2 GMR correspondence

 - 7.3 Health & Safety
 - 7.3.1 Garage & stairwell safety inspections
 - 7.3.2 H&S Correspondence

 - 7.4 Unit Approvals/Notices
 - 7.4.1 Info & process requirements for approvals/notices from unit owners (or their agents)
 - 7.4.2 Unit 33
 - 7.4.3 UA/N Correspondence

- 8 Other Administrative Matters/Business**
 - 8.1 Priorities 2023-2024
 - 8.2 Minimum standards for renovations
 - 8.3 Clarification of common property – garage and balcony “air”
 - 8.4 OAM/B Correspondence

- 9 Next Meeting: (Date, time, and place)**

Proposed January 15, 2024, 5pm Level 3 - TBC

Treasurer's Report

For: Aug-23

Period Covered - From: 01-Aug-23
 To: 31-Aug-23
 By: J. Muller
 Prepared: 04-Sep-23

	<u>ADMIN FUND</u>		<u>CAPITAL FUND</u>	<u>TOTAL</u>
OPENING BALANCE	\$62,207.39		\$79,211.59	\$141,418.98
INCOME	\$41,214.13		\$41,841.99	
EXPENSES	-\$12,445.23		\$0.00	
CLOSING BALANCE	\$90,976.29		\$121,053.58	\$212,029.87

	<u>01-Aug-23</u>	<u>31-Aug-23</u>	<u>01-Aug-23</u>	<u>31-Aug-23</u>
ASSETS				
Cash at Bank	\$75,706.68	\$79,891.16	\$106,676.96	\$85,850.94
Investment Account			\$0.00	\$28,291.53
Petty Cash	\$300.00	\$300.00		
Levies Due	\$1,484.35	\$5,630.09	\$1,522.71	\$5,775.59
Special Levies Due	\$13,069.92	\$2,904.15		
Total Assets	\$90,560.95	\$88,725.40	\$108,199.67	\$119,918.06
LIABILITIES				
GST	\$5,089.35	\$2,250.89	\$5,318.62	\$1,135.52
Pre-Paid Levies	-\$33,442.91	\$0.00	-\$34,306.70	\$0.00
Pre-Paid Special Levies	\$0.00	\$0.00		
Total Liabilities	-\$28,353.56	\$2,250.89	-\$28,988.08	\$1,135.52
NET ASSETS	\$62,207.39	\$90,976.29	\$79,211.59	\$121,053.58

ADMIN FUND

02-Aug-23 Hunter Valley Fire	\$135.00	Monthly Inspection - July
02-Aug-23 Ron Fitzpatrick	\$1,706.00	Cleaning - July
03-Aug-23 Cherry Craig	\$185.82	Replacement Smoke Alarm
11-Aug-23 Energy Australia	\$2,456.25	Electricity - May-July
11-Aug-23 Ncl Lawnmowing	\$60.00	Grounds - 31-Jul
14-Aug-23 Custom Dry Cleaning	\$4,989.00	Unit 42 water damage
16-Aug-23 Lake Group	\$287.27	Disbursements
16-Aug-23 Lake Group	\$54.55	Debt Collection
16-Aug-23 Lake Group	\$776.08	Management Fee
23-Aug-23 Hunter Valley Fire	\$135.00	Monthly Inspection - Aug
30-Aug-23 Kone Elevators	\$1,722.81	Service Fee - Oct-Dec
21-Aug-23 Debt Recovery	-\$62.55	Debt Collection recovery
TOTAL EXPENSES	\$12,445.23	

Interest on Arrears \$435.86

CAPITAL FUND

TOTAL EXPENSES \$0.00

Transfer to Investment **-\$28,287.19**
 Interest on Arrears \$6.05

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS OF STRATA PLAN 50423
HELD ON 27 SEPTEMBER 2023 AT 05:30 PM**

215 DARBY STREET, COOKS HILL

Meeting Date	27 September 2023		
Meeting Location	Level 3, 215 Darby Street, COOKS HILL, NSW, 2300		
Lots Represented	Lot 2	Kathleen Leone Sullivan	Owner present
	Lot 11	Megan Ruth Williamson	Owner present
	Lot 12	Jason Frank Norman Daniel	Owner present
	Lot 13	Glenyce Patricia Towers	Owner present
	Lot 14	Ruth Buchanan	Proxy present
	Lot 15	Maxine Joyce Daley	Owner present
	Lot 22	Marian Slee	Electronic vote
	Lot 27	Elyssa Clare Tapp	Owner present
	Lot 32	Ron Fleming	Electronic vote
	Lot 35	Pamela Mary Whalan	Owner present
	Lot 36	James Edwin Smith	Owner present
	Lot 37	Jeffrey Tolmie	Electronic vote
	Lot 41	Lynda Hartney	Electronic vote
	Lot 44	Elizabeth Jan Hodge	Owner present
	Lot 46	Roger Lewis	Electronic vote
	Lot 47	John Thomas Muller	Owner present
	Lot 50	Rosemary Wells	Electronic vote
	Lot 52	Doug Sharpe	Proxy present
	Lot 53	Margaret Joan Flood	Owner present
	Lot 54	Paolo Cunsolo	Electronic vote
	Lot 55	Ian Craig	Owner present
	Lot 57	robert Dupont	Electronic vote
Chairperson	Kerrilyn Jeffery		
Additional Attendees	Julie Daniel Cherilyn Craig		
Apologies	Nil		
Quorum	The Chairperson declared that quorum has been achieved		

MOTIONS IN ACCORDANCE WITH THE NOTICE OF BUSINESS:

Motion 1		
MINUTES	Ordinary Resolution	
<p>That The Owners - SP 50423 approve the amended minutes of the last General Meeting held on 07/12/2022.</p>		

The meeting discussed Motion 10 of these minutes and advised the Strata Manager the intention was to raise a Special Capital Works Fund Levy and not a Special Administrative Fund Levy. The meeting requested all revenue raised and expenditure allocated to the Administrative Fund for the Roof Replacement be transferred from the Administrative Fund to the Capital Works Fund.

Motion CARRIED.

VOTES	Yes : 21	No: 0	Abs: 1	Inv: 0
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Motion 2
FINANCIALS
Ordinary Resolution

That The Owners - SP 50423 accept the annual Financial Statements for the period ending 31/8/23 noting all amendments required in accordance with Motion 1.

Motion CARRIED.

VOTES	Yes : 22	No: 0	Abs: 0	Inv: 0
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Motion 3
AUDIT
Ordinary Resolution

That The Owners - SP 50423 appoint an auditor for the period ending 31/8/24.

Motion CARRIED.

VOTES	Yes : 18	No: 3	Abs: 1	Inv: 0
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Motion 4
INSURANCE VALUATION
Ordinary Resolution

That The Owners - SP 50423 conduct a valuation of the building for insurance purposes in accordance with section 161 of the Strata Schemes Management Act (NSW) 2015.

The meeting requested two quotations be obtained and forwarded to the Strata Committee for consideration and determination. One quotation should come from a valuer recommended by the Owners Corporation Broker – Strata Advise and the second quotation to be obtained from a local valuer.

Last Valuation - 30/07/2020 - \$51,943,100.00

Motion CARRIED.

VOTES	Yes : 21	No: 1	Abs: 0	Inv: 0
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Motion 5				
INSURANCES		Ordinary Resolution		
<p>That The Owners - SP 50423 insurances as detailed below be considered and after any amendments be confirmed.</p> <p>Broker: Strata Advise</p>				
INSURANCE CO.	TYPE OF POLICY	POLICY NO.	COVER	DUE DATE
Chubb Insurance Company of Australia Ltd	Building & Contents	01GS548627	\$54,561,032.00	30/09/2023
	Loss of Rent		\$8,103,124.00	
	Catastrophe		\$8,103,124.00	
	Other		\$10,000.00	
	Machinery Breakdown		\$25,000.00	
	Public Liability		\$50,000,000.00	
	Other		\$100,000.00	
	Machinery Breakdown		\$100,000.00	
	Office Bearers Liability		\$10,000,000.00	
	Voluntary Workers		\$200,000.00	
	Other		\$30,000.00	
	Appeal Expenses		\$150,000.00	
Motion CARRIED.				
VOTES	Yes : 22	No: 0	Abs: 0	Inv: 0

Motion 5 Alternatives	
Alternatives for INSURANCES	Motion Alternatives
<p>(Option A) The Strata Managing Agent is to obtain quotations based on a CPI increase. The quotations are to be forwarded to the Strata Committee for the consideration and determination of the Strata Committee prior to renewal.</p> <p>(Option B) The Strata Managing Agent is to organise quotations based on the valuation. Quotations are to be forwarded to the Strata Committee for their consideration and determination prior to renewal.</p> <p>(Option C) The Strata Managing Agent is to renew the insurances with the current insurer based on the current level of cover.</p>	

'OPTION B' has been selected with the highest votes.				
VOTES	A : 4	B: 16	C: 2	Inv: 0

Motion 6				
COMMISSIONS AND TRAINING	Ordinary Resolution			
<p>That The Owners - SP 50423 acknowledge that the Managing Agent received \$0 in commissions from insurance policy placements and that no other commissions or training was paid for by other parties with respect to the Managing Agents management of this The Owners - SP 50423. The Managing Agent anticipates receiving \$0 commission upon the policy renewal, if there are no changes to the insurer and the premium paid equals the budgeted amount for insurance.</p>				
Motion CARRIED.				
VOTES	Yes : 22	No: 0	Abs: 0	Inv: 0

Motion 7				
CAPITAL WORKS FUND PLAN	Ordinary Resolution			
<p>That The Owners - SP 50423 appoint suitably qualified consultants to provide a Capital Works Fund Plan to assist in estimating the requirements of the Capital Works Fund.</p> <p>Last Capital Works Fund Plan Prepared - 2022</p>				
Motion DEFEATED.				
VOTES	Yes : 5	No: 16	Abs: 1	Inv: 0

Motion 8				
PEST CONTROL	Ordinary Resolution			
<p>That The Owners - SP 50423 authorise the Strata Managing Agent to organise pest control for the common property.</p>				
Motion DEFEATED.				
VOTES	Yes : 5	No: 16	Abs: 1	Inv: 0

Motion 9				
WH & S REPORT	Ordinary Resolution			
<p>That The Owners - SP 50423 appoint qualified consultants to conduct inspections of the property to meet its Workplace Health & Safety obligations under the Workplace Health & Safety Regulation 2017.</p>				
Motion DEFEATED.				
VOTES	Yes : 4	No: 17	Abs: 1	Inv: 0

Motion 10				
CONSTRUCTION DEFECTS	Ordinary Resolution			
<p>That The Owners - SP 50423 take action with respect to construction defects.</p>				
Motion DEFEATED.				
VOTES	Yes : 4	No: 17	Abs: 1	Inv: 0

Motion 11				
ANNUAL FIRE SAFETY STATEMENT	Ordinary Resolution			
<p>That The Owners - SP 50423 accept the existing Annual Fire Safety Statement (where applicable) and determine to engage a suitably qualified contractor to report on the requirements of the next statement if applicable, the Committee is to authorise any corrective action required and the Strata Managing Agent is instructed to sign the statement on behalf of the Owners Corporation upon completion of works.</p>				
Motion CARRIED.				
VOTES	Yes : 22	No: 0	Abs: 0	Inv: 0

Motion 12				
MAA APPOINTMENT	Ordinary Resolution			
<p>That The Owners - SP 50423 RESOLVES by ordinary resolution to appoint Lake Group Property Services t/a Lake Group Strata as Agent on the terms and conditions set out in the proposed Management Agency Agreement (Agreement) for a term of 1 year, with a copy to be tabled at the meeting or available in advance by contacting the office of Lake Group Strata and that the following be delegated to the Agent:</p> <ol style="list-style-type: none"> 1. All of the functions of the Plan (other than its power to make a delegation, to make a decision on a matter that is required to be decided by the Plan or to make a determination relating to the levying or payment of contributions); and 				

2. The functions of chairperson, secretary and treasurer necessary to enable the Agent to carry out the 'Primary Services/Agreed Services' and the 'Further Services/Additional Services' as defined in the Agreement;
with effect from the date determined for that purpose by the Committee, provided that:
3. the delegation to the Agent is subject to the conditions and limitations listed in the Agreement;
4. the Plan is to execute the Agreement to give effect to this appointment and delegation; and
5. authority is given to two members of the Committee to affix the common seal of the Plan to the Agreement.

Motion CARRIED.

VOTES	Yes : 20	No: 2	Abs: 0	Inv: 0
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Motion 13
KITCHEN AND BATHROOM RENOVATION - UNIT 3
Special Resolution
By Poll

That the Owners - SP 50423 approve a kitchen and bathroom renovation to be undertaken by the Owner of Unit 3.

Conditions of this approval:-

- That a waterproofing certificate be provided upon completion of works by a licensed waterproofing contractor.
- That the Owner for the time being of the lot be solely responsible for the cost of the renovation.
- That the Owner for the time being of the lot be solely responsible for the property maintenance and keeping in a state of good repair of the renovated bathroom and kitchen.
- The renovation to be carried out in a tradesman like manner.

Motion CARRIED.

VOTES	Yes : 424	No: 0	Abs: 48	Inv: 0
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Motion 14
BUDGETS
Ordinary Resolution

That The Owners - SP 50423 approve the proposed Administrative Fund Levy in the amount of \$163,487.00 and the Capital Works Fund Levy in the amount of \$166,746.00 with contributions then being levied in accordance with the approved budgets.

Levies based upon the above sums will be due and payable quarterly as per unit entitlement on the following dates:

1/11/23

1/2/24

1/5/24

1/8/24

Motion CARRIED.

VOTES	Yes : 22	No: 0	Abs: 0	Inv: 0
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Motion 15				
LEVY COLLECTION & PAYMENT PLANS	Ordinary Resolution			
<p>That The Owners - SP 50423 determine the Managing Agent should do all things necessary to commence and maintain debt collection proceedings for collecting outstanding levy contributions in conjunction with further instructions that may be given by the Committee. Recovery of expenses in collection actions is to be sought from the Owner of the offending Lot in accordance with the Act. Further, that The Owners - SP 50423 authorise the Committee to negotiate and accept payment plans that may be offered by Lot Owners with respect to their outstanding contributions.</p>				
Motion CARRIED.				
VOTES	Yes : 22	No: 0	Abs: 0	Inv: 0

Motion 16				
RESTRICTED MATTERS	Ordinary Resolution			
<p>That The Owners - SP 50423 determine that there be no additional restrictions placed on the Committee other than those currently imposed by the Act.</p>				
Motion CARRIED.				
VOTES	Yes : 22	No: 0	Abs: 0	Inv: 0

ELECTION OF COMMITTEE		
Election of Ordinary Member		
<p>Ian Craig, Elizabeth Jan Hodge, Kathleen Leone Sullivan, Doug Sharpe, John Thomas Muller have been elected to the committee.</p>		
Name	Votes	Outcome
Ian Craig	0	Elected, reason: Elected Unopposed
Elizabeth Jan Hodge	0	Elected, reason: Elected Unopposed
Kathleen Leone Sullivan	0	Elected, reason: Elected Unopposed
Doug Sharpe	0	Elected, reason: Elected Unopposed
John Thomas Muller	0	Elected, reason: Elected Unopposed

Motion 18		
STRATA HUB	Ordinary Resolution	
<p>That The Owners - SP 50423 appoint a person as Emergency Services Contact, for the purposes of the Strata Hub and authorise Lake Group Strata to provide the annual return to Strata Hub on behalf of the Owners Corporation.</p>		
<p>Emergency Services Contact - Doug Sharpe and Kathleen Sullivan</p>		

Motion CARRIED.				
VOTES	Yes : 20	No: 1	Abs: 1	Inv: 0

Item 19		
GENERAL BUSINESS		
<p>Roof Penetrations</p> <p>Owners are reminded there should be no additions to the individual units that require a penetration to the Common Property roof.</p> <p>Appreciation</p> <p>The meeting expressed their sincere thank you to the previous Strata Committee for the management of the roof replacement and all associated matters.</p>		

CLOSURE: There being no further business the Chairperson declared the meeting closed at 07:15 PM and thanked all those present for their attendance and contribution to the meeting.

CHAIRPERSON

CONFIRMED

**MINUTES OF THE STRATA COMMITTEE MEETING OF THE OWNERS OF STRATA PLAN 50423
HELD ON 27 SEPTEMBER 2023 AT 07:15 PM**

215 DARBY STREET, COOKS HILL

Meeting Date	27 September 2023
Committee Members	Lot 2 Kathleen Leone Sullivan Committee member present Lot 44 Elizabeth Jan Hodge Committee member present Lot 47 John Thomas Muller Committee member present Lot 52 Doug Sharpe Committee member present Lot 55 Ian Craig Committee member present
Additional Attendees	Megan Williamson Jason Daniel Maxine Daley Elyssa Tapp Pamela Whalan James Smith Margaret Flood Cherilyn Craig Andrew O'Brien representing Lake Group Strata
Chairperson	Kerrilyn Jeffery
Apologies	Nil

MOTIONS IN ACCORDANCE WITH THE NOTICE OF BUSINESS:

Motion 1				
MINUTES	Ordinary Resolution			
That the Minutes of the Strata Committee Meeting held on 8/8/23 be approved.				
Motion CARRIED.				
VOTES	Yes : 5	No: 0	Abs: 0	Inv: 0

Motion 2		
APPOINT OFFICE BEARERS	Ordinary Resolution	
That the Committee elect office bearers of Chairperson, Secretary and Treasurer for the ensuing period as follows:-		
Chairperson	-	Ian Craig
Secretary	-	Kathleen Sullivan
Treasurer	-	John Muller

Motion CARRIED.				
VOTES	Yes : 5	No: 0	Abs: 0	Inv: 0

CLOSURE: There being no further business the Chairperson declared the meeting closed at 07:20 PM and thanked all those present for their attendance and contribution to the meeting.

CHAIRPERSON

CONFIRMED

MINUTES OF COMMITTEE MEETING OF THE WOOLSTORE APARTMENTS SP50423 HELD ON TUESDAY 5 September 2023 AT 5:30PM IN Unit 43 (3rd floor)

Date of issue: 8-September-2023

1. Attendance and apologies: Margaret Flood, John Muller, Kathleen Sullivan, Beth Hodge, Jim Smith, Elyssa Tapp
Apologies: Doug Sharp
2. MOTION: To accept the Minutes of the meeting of 8 August 2023. Moved Kathleen, seconded Jim.
3. Business arising from the Minutes.
 - a) Level 1 Balcony Overflows. Further investigation regarding options of hobs regarding levels and alternative drainage with the builder.
 - b) Roof Safety Access System. Stage 1 is completed. Stage 2 possibly in November depending on funds.
 - c) Sump pump maintenance update. A reply to be sent to 1A Parry St clarifying our position that it is not the responsibility of 215 Darby St.
 - d) Unit 36 maintenance issues: paint colour and kitchen ceiling cracks. Information has been presented to the agent regarding the responsibility of owners for the repair of non-structural issues.
 - e) Building Insurance renewal. Quotes not received by the committee.
 - f) Quotes for Strata Management services. Received two quotes but still awaiting the Lake Group quote. Need to look closely at the cost/benefit comparison of each at an informal meeting before the AGM.
 - g) Fire-Safety regarding lithium-ion batteries. Deferred to next meeting.
4. Correspondence
Incoming – General Correspondence

Date	From	Description
4-Aug	Guy Marks Carpet	Confirming payment of invoice by builder for unit 9. Noted
7-Aug	Unit 32 Agent	Requesting strata action on stain on a kitchen wall due to water dripping from leaking pipe upstairs Noted
8-Aug	Zokal	Confirming start on roof-access safety system from 14-Aug Noted
9-Aug	Unit 42 owner	Requesting strata to confirm if certain damage from water ingress has been repaired by builder. Owner responsibility to refer to agent.
9-Aug	EJE	Providing as-built drawings for roof. Noted
9-Aug	Unit 6	Reporting rejection of contents' insurance claim by GIO. Noted
10-Aug	Unit 3	Requesting a garage remote access device. Noted
10-Aug	Unit 38	Reporting missing timber joists in garage area. Builder reviewed and need further clarification with owner.

10-Aug	Lake Group	Confirming opening of trust account for deposit of roof replacement retention money. Noted
11-Aug	Lake Group	Confirming payment of invoice from Custom Dry for Unit 42 carpet drying and removal. Noted
11-Aug	Unit 10	Informing committee of replacement flooring to be installed from 14-Aug Noted
16-Aug	Unit 6	Informing committee of request for insurer to review the findings of the assessor about 26-May storm event. Noted
18-Aug	Unit 33	Reporting loud noises coming from the roof during high wind. Investigated. Noise was found to be from manhole cover
21-Aug	Unit 41	Reporting insufficient light from new skylights and requesting replacement with solar-LED and/ or Velux "Sun Tunnels". John to contact the builder and request a response.
22-Aug	CSTM	Requesting update on easement maintenance. Noted
23-Aug	Unit 36 agent	Acknowledging Committee's response of 15-Aug & advising of organizing an opinion from their plasterer (kitchen ceiling crack). Noted
26-Aug	Unit 43	Advising of leak in upstairs bathroom during rain on 14-Aug. Report to the builder.
30-Aug	Unit 10	Reporting dripping water from downpipe area onto balcony following rain. Noted
30-Aug	Unit 8	Advising committee of carpet replacement beginning 11-Sep. Noted

Outgoing

Date	To	Description
9-Aug	Unit 15	Responding to owner's information on fire safety related to lithium-ion batteries. Noted
9-Aug	BRW	Sending details for re-imbursalment of owner's contents insurance excess. Noted
14-Aug	Unit 6	Strata's response to insurance assessor's report on contents damage from 26-May storm. Noted
15-Aug	Unit 36 Agent	Reporting on unit inspection with builder & advising that kitchen ceiling plaster crack is owner's responsibility. Noted

5. Treasurer's Report. **As attached. It should be noted that the current assets include the retention money for the roof replacement which has been deposited in a separate account as per contract requirements. These funds are not available to the strata for general purposes.**

6. General business

- Planning for fob system replacement. Elyssa to contact AJ Edden to discuss requirements and obtain quote.
 - Planning for intercom system replacement. As above
 - Recruitment of new Committee Secretary. To be appointed from the committee elected at the AGM.
 - Preparation for AGM.
 - Unit 3 Renovations update. Noted
7. Date, time, and place of next meeting. To be decided by the next committee.

**MINUTES OF THE EXTRAORDINARY GENERAL MEETING OF THE OWNERS OF
STRATA PLAN 50423 HELD ON 04 MAY 2022 AT 05:30 PM**

215 DARBY STREET, COOKS HILL

Meeting Date	4 May 2022		
Meeting Location	Level 3, 215 Darby Street, COOKS HILL, NSW, 2300		
Time	05:30 PM	Opened: 05:30 PM	Closed: 05:33 PM
Lots Represented	Lot 2	Kathleen Leone Sullivan	Electronic vote
	Lot 12	Jason Frank Norman Daniel	Owner present
	Lot 14	Evonne Lee Irwin	Owner present
	Lot 20	Richard Leslie Jones & Deborah Annette Clark- Jones	Electronic vote
	Lot 13	Glencyce Towers	Paper vote
	Lot 24	Celia Semitecolos	Owner present
	Lot 27	Elyssa Clare Tapp	Owner present
	Lot 29	Ameet Kumar Parekh	Electronic vote
	Lot 32	Francis Ronald Fleming	Electronic vote
	Lot 34	Trudy Anne Robinson	Owner present
	Lot 35	Pamela Mary Whalan	Owner present
	Lot 40	Barbara Teresa Podsiadly	Electronic vote
	Lot 41	Christopher D & Lynda M Hartney	Electronic vote
	Lot 43	Lesley Crimmings	Owner present
	Lot 45	Janet Dunbar	Owner present
	Lot 46	Roger Anthony Lewis	Owner present
	Lot 47	John Thomas Muller	Owner present
	Lot 50	Rosemary Wells	Owner present
	Lot 53	Margaret Joan Flood	Owner present
	Lot 57	R & L Dupont Holdings Pty Limited	Electronic vote
Chairperson	Kerrilyn Jeffery		
Additional Attendees			
Apologies			
Quorum	The Chairperson declared that quorum has been achieved		

MOTIONS IN ACCORDANCE WITH THE NOTICE OF BUSINESS:

Motion 1				
MINUTES	Ordinary Resolution			
<p>That The Owners - SP 50423 approve the minutes of the last General Meeting held on 03/11/2021 as enclosed with the notice of meeting.</p>				
Motion CARRIED.				
VOTES	Yes : 17	No: 0	Abs: 2	Inv: 0

Motion 2				
UNIT 10 BATHROOM RENOVATION	Special Resolution		By Poll	
<p>That the Owners of SP 50423 approve the bathroom renovations to be undertaken by the Owner of unit 10 in accordance with the scope of works attached to this notice of meeting.</p>				
Motion CARRIED.				
VOTES	Yes : 369	No: 0	Abs: 17	Inv: 0

Item 3				
GENERAL BUSINESS				
<p>That The Owners - SP 50423 discuss and record any General Business.</p>				

CLOSURE:

There being no further business the Chairperson declared the meeting closed at 05:33 PM and thanked all those present for their attendance and contribution to the meeting.

CHAIRPERSON

CONFIRMED

MINUTES FOR COMMITTEE MEETING OF THE WOOLSTORE APARTMENTS SP50423 HELD ON TUESDAY 4 APRIL 2023 AT 5:30PM IN UNIT 43, LEVEL 3

Date of issue: 06-04-2023

1. Attendance and apologies:
In Attendance: Margaret Flood, Doug Sharp, Beth Hodge, Jeff Tolmie, John Muller, Elyssa Tapp
No apologies
2. MOTION: To accept the Minutes of the meeting of 28 February 2023.
Proposed Margaret, seconded John
3. Business arising from the Minutes
 - a) Roof replacement update Interim report to be distributed to owners. Elyssa to send to Kerrilyn to distribute. Damage to Unit 42 addressed by Jeff Tolmie. Combination of amount of rain, missing gutter and overflow from balconies. Problems are referred to builders to address. No point trying to repair internal damage until the roof work is completed. Working on completing current work, then corners after Easter and then assess internal damage. Some residents have been addressing frustrations towards builders. All concerns should come direct to the committee.
 - b) Sump pump maintenance update. Lake group looking into with CSTM.
 - c) Unit 29 water issue: update if relevant No further problems
 - d) Unit 36 maintenance issues: window and balcony tiles Cracked window pane to be deferred until another quote received due to excessive first quote. Cracked balcony tiles occur around the building and are not causing problems or leaks.
 - e) Ventilation room clean-up. Update. Completed. Paints needs to be stored elsewhere. Margaret/ Doug to contact Harveys.
4. Correspondence
Incoming
 - 28.02.2023 StrataHub to Secretary re registration to StrataHub Elyssa to follow up with Lake Group.
 - 01.03.2023 Lake Group re quote from Cottons Glass to replace Unit 36 window Noted.
 - 03.03.2023 Arnold Property: suggesting window replacement to Unit 36 while scaffolding is up and full replacement of broken tiles on balcony. Noted
 - 03.03.2023 Unit 38 re resignation from Committee Noted. Letter of thanks to be sent.
 - 07.03.2023 Report and Quote from Site Safety Specialists Noted
 - 13.03.2023 Lake Group re Unit 14 water leak in dining room Doug investigated. Should it occur again, resident to contact Doug.
 - 14.03.2023 Unit 44 re severe water leaks Noted. Related to roof issues
 - 14.03.2023 Unit 42 re severe water leaks Noted. Related to roof issues
 - 14.03.2023 Lake Group re water leaks and damage to Unit 26 Noted. Related to roof issues

14.03.2023 Unit 43 re water leaks and damage to Unit 43 Noted. Related to roof issues

14.03.2023 EJE re water leaks and response from BRW to mitigate and repair damage Noted. Related to roof issues

15.03.2023 BRW re updated building schedule and dates for Unit vacation. Noted

15.03.2023 Lake Group re reinstatement of repairs and maintenance as part of management contract. Noted

15.03.2023 Unit 39 re water leaks Noted. Related to roof issues

15.03.2023 Lake Group re access fob for Unit 28 To be checked

16.03.2023 BRW and EJE re update on electrical inspection to Unit 44 Noted. Related to roof issues

16.03.2023 CSTM re requesting update on sump pump maintenance issue Noted refer to item 3 b)

17.03.2023 Unit 42 re report of broken pipe in garage above Unit 1 parking space Waiting on the bill. Unit 8 informed.

17.03.2023 Unit 24 re query about Foxtel disruption Rectified

17.03.2023 Unit 24 re tiler fixing entrance to Unit using common balcony for short period of time. Noted

17.03.2023 EJE and McCallum PFCA re review of overflow design on Darby Street side of building Noted. Related to roof issues

23.03.2023 Units 24, 34, 39, and 42 advising of flooding of apartments due to water ingress during storm. Noted. Related to roof issues

24.03.2023 Unit 38 advising of interior work to prepare unit for sale – painting, light fittings, blind replacements etc. Noted

25.03.2023 Units 34, 39, 40, 49 advising of further water ingress and damage from storm on evening of 23-March Noted. Related to roof issues

27.03.2023 Unit 39, 41, 49 advising of further water leaks. Noted. Related to roof issues

27.03.2023 Unit 47 reported suspicious behaviour in the garage. Committee to investigate.

28.03.2023 Hunter Valley Fire advising fire system testing on 21-Apr. Noted.

28.03.2023 Unit 35 reporting damage from storm on 23-Mar. Noted. Related to roof issues.

29.03.2023 Unit 39 advising of further water ingress. Noted. Related to roof issues.

30.03.2023 LJ Hooker (Unit 42) sending report from “Custom Dry Cleaning & Restoration” on water damage to unit from storm on 23-Mar. Noted. Related to roof issues.

1.04.2023 Unit 39 advising of further water ingress. Noted. Related to roof issues.

1.04.2023 Unit 41 concerns over liability for water damage. Noted. Related to roof issues.

2.04.2023 Unit 39 advising of water ingress. Noted. Related to roof issues.

2.04.2023 Unit 25 reporting low water supply pressure. Problem resolved.

2.04.2023 Lake Group (for Unit 33) reporting damage and photos of water ingress from the 23-Mar storm. Noted. Related to roof issues.

Outgoing

- 22.03-2023 To Unit 24 about Foxtel re-alignment of dish Resolved
22.03.2023 To Lake Group – for review of documents associated with 1A Parry Street easement maintenance. Awaiting advice
24.03.2023 To EJE requesting report from builder on damage and causes of water ingress during the storm on evening of 23-March. Report received and will be sent to owners.

5. Treasurer's Report Reports not received in time from Lake Group.

6. General business

- Planning for fob system replacement. Margaret to approach Jason to liaise with AJEdden to look at the system, suggest updates and quote.
- Planning for intercom system replacement. Margaret to approach Jason to liaise with AJEdden to look at the system, suggest updates and quote.
- Recruitment of new Committee Secretary. Positions of Chairperson and secretary need to be filled urgently. This is a requirement of StrataHub and must be registered. In addition, the effectiveness of your committee is being seriously compromised through the lack of support from owners. This may result in the increase of strata fees in the very near future as Lake Group will have to be engaged.
- Discussion to attempt to spread the load of work for the committee. John and Alyssa to monitor the 215 inbox. Beth agreed to type the minutes of committee meetings. John to prepare the agenda for committee meetings.

MOTION: To call for nominations for Secretary of Strata Committee SP50423

Motion proposed by Elyssa, seconded Doug.

7. Date, time and place of next meeting.
09/05/2023 5.30pm Unit 43

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS OF STRATA PLAN 50423
HELD ON 05 OCTOBER 2022 AT 05:30 PM**

215 DARBY STREET, COOKS HILL

Meeting Date	5 October 2022		
Meeting Location	215 Darby Street, COOKS HILL, NSW, 2300		
Time	05:30 PM	Opened: 05:30 PM	Closed: 07:17 PM
Lots Represented	Lot 2	Kathleen Leone Sullivan	Electronic vote
	Lot 4	Jodi Ann Wormington	Electronic vote
	Lot 11	William John Williamson	Owner present
	Lot 12	Jason Frank Norman	Owner present
		Daniel	
	Lot 13	Glenyce Patricia Towers	Owner present
	Lot 14	Elyssa Tapp	Proxy present
	Lot 15	Maxine Joyce Daley	Owner present
	Lot 20	Richard Leslie Jones & Deborah Annette Clark-Jones	Electronic vote
	Lot 27	Elyssa Clare Tapp	Owner present
	Lot 32	Francis Ronald Fleming	Electronic vote
	Lot 34	Trudy Anne Robinson	Owner present
	Lot 35	Pamela Mary Whalan	Owner present
	Lot 36	James Edwin Smith - Arrived at Motion 7	Owner present
	Lot 38	Brad John Drinkwater	Owner present
	Lot 41	Christopher D & Lynda M Hartney	Electronic vote
	Lot 43	Lesley Crimmings	Owner present
	Lot 45	Janet Dunbar	Owner present
	Lot 46	Roger Anthony Lewis	Electronic vote
	Lot 47	Margaret Flood	Proxy present
	Lot 50	Rosemary Wells	Electronic vote
	Lot 52	Brad Drinkwater	Proxy present
	Lot 53	Margaret Joan Flood	Owner present
	Lot 55	Ian Craig	Owner present
Chairperson	Kerrilyn Jeffery		
Additional Attendees	Julie Daniel Beth Hodge Cherilyn Craig		
Apologies	Christopher & Lynda Hartney		
Quorum	The Chairperson declared that quorum has been achieved		

MOTIONS IN ACCORDANCE WITH THE NOTICE OF BUSINESS:

Motion 1		
MINUTES	Ordinary Resolution	
That The Owners - SP 50423 approve the minutes of the last General Meeting held on 04/05/2022.		
Passed by Simple Majority		

Motion 2		
ADDITIONAL MEANS OF VOTING	Ordinary Resolution	
That The Owners - SP 50423 resolve by Ordinary Resolution to adopt the following alternate means of voting at meetings of the Owners Corporation:		
<ol style="list-style-type: none"> 1. Voting by means of teleconference while participating in a meeting from a remote location; 2. Voting by means of video-conferencing while participating in a meeting from a remote location; 3. Voting by means of email while participating in a meeting from a remote location; 4. Voting by means of other electronic means while participating in a meeting from a remote location; 5. Voting by means of email before the meeting; or 6. Voting by means of other electronic means before the meeting. 		
Passed by Simple Majority		

Motion 3		
FINANCIALS	Ordinary Resolution	
That The Owners - SP 50423 accept the annual Financial Statements for the period ending 31/8/22.		
Passed by Simple Majority		

Motion 4		
AUDIT	Ordinary Resolution	
That The Owners - SP 50423 appoint an auditor for the period ending 31/8/23.		
Passed by Simple Majority		

Motion 5		
INSURANCE VALUATION	Ordinary Resolution	
<p>That The Owners - SP 50423 conduct a valuation of the building for insurance purposes in accordance with section 161 of the Strata Schemes Management Act (NSW) 2015.</p> <p>Last Valuation - 30/07/2020 - \$51,943,100.00</p>		
Defeated by Simple Majority		

Motion 6				
INSURANCES		Ordinary Resolution		
<p>That The Owners - SP 50423 insurances as detailed below be considered and after any amendments be confirmed.</p> <p>Broker: Strata Advise</p>				
INSURANCE CO.	TYPE OF POLICY	POLICY NO.	COVER	DUE DATE
Chubb Insurance Company of Australia Ltd	Building & Contents	01GS548627	\$52,462,531.00	30/09/2022
	Loss of Rent		\$7,791,465.00	
	Catastrophe		\$7,791,465.00	
	Other		\$10,000.00	
	Machinery Breakdown		\$25,000.00	
	Public Liability		\$50,000,000.00	
	Other		\$100,000.00	
	Machinery Breakdown		\$100,000.00	
	Office Bearers Liability		\$10,000,000.00	
	Voluntary Workers		\$200,000.00	
	Other		\$30,000.00	
	Appeal Expenses		\$150,000.00	
INSURANCE CO.	TYPE OF POLICY	POLICY NO.	COVER	DUE DATE
Chubb Insurance Company of Australia Ltd	Building & Contents	01GS548627	\$54,561,032.00	30/09/2023
	Loss of Rent		\$8,103,124.00	
	Catastrophe		\$8,103,124.00	
	Other		\$10,000.00	
	Machinery Breakdown		\$25,000.00	

	Public Liability		\$50,000,000.00	
	Other		\$100,000.00	
	Machinery Breakdown		\$100,000.00	
	Office Bearers Liability		\$10,000,000.00	
	Voluntary Workers		\$200,000.00	
	Other		\$30,000.00	
	Appeal Expenses		\$150,000.00	
Passed by Simple Majority				

Motion 6 Alternatives				
Alternatives for INSURANCES		Motion Alternatives		
(Option A) The Strata Managing Agent is to obtain quotations based on a CPI increase. The quotations are to be forwarded to the Strata Committee for the consideration and determination of the Strata Committee prior to renewal.				
'OPTION A' has been selected with the highest votes.				
VOTES	A : 18	B: 2	C: 1	Inv: 2

Motion 7		
COMMISSIONS AND TRAINING	Ordinary Resolution	
That The Owners - SP 50423 acknowledge that the Managing Agent received \$0 in commissions from insurance policy placements and that no other commissions or training was paid for by other parties with respect to the Managing Agents management of this The Owners - SP 50423. The Managing Agent anticipates receiving \$0 commission upon the policy renewal, if there are no changes to the insurer and the premium paid equals the budgeted amount for insurance.		
Passed by Simple Majority		

Motion 8		
CAPITAL WORKS FUND PLAN	Ordinary Resolution	
That The Owners - SP 50423 appoint suitably qualified consultants to provide a Capital Works Fund Plan to assist in estimating the requirements of the Capital Works Fund.		
Last Capital Works Fund Plan Prepared - 2022		
Defeated by Simple Majority		

Motion 8 Alternatives	
Alternatives for CAPITAL WORKS FUND PLAN	Motion Alternatives
<p>(Option A) That The Owners - SP 50423 authorise the Managing Agent to obtain quotations which are to be forwarded to the Committee for consideration and determination.</p> <p>(Option B) That The Owners - SP 50423 authorise the Committee to review the Capital Works Fund and provide a recommendation to the next Annual General Meeting.</p> <p>(Option C) That The Owners - SP 50423 authorise the Managing Agent to organise a suitably qualified consultant to prepare a Capital Works Fund Plan for consideration at the next General Meeting.</p>	
Motion lapsed as CAPITAL WORKS FUND PLAN was LOST	

Motion 9		
CONSTRUCTION DEFECTS	Ordinary Resolution	
That The Owners - SP 50423 take action with respect to construction defects.		
Passed by Simple Majority		

Motion 9 Alternatives			
Alternatives for CONSTRUCTION DEFECTS	Motion Alternatives		
<p>(Option B) That The Owners - SP 50423 obtain quotations from suitably qualified consultants to conduct an assessment of the common property for concrete cancer and structural corrosions from years of water damage.</p>			
'OPTION B' has been selected with the highest votes.			
VOTES	A : 3	B: 17	Inv: 2

Motion 10		
ANNUAL FIRE SAFETY STATEMENT	Ordinary Resolution	
That The Owners - SP 50423 accept the existing Annual Fire Safety Statement (where applicable) and determine to engage a suitably qualified contractor to report on the requirements of the next		

statement if applicable, the Committee is to authorise any corrective action required and the Strata Managing Agent is instructed to sign the statement on behalf of the Owners Corporation upon completion of works.

Passed by Simple Majority

Motion 11

TERMITE REPORT

Ordinary Resolution

That The Owners - SP 50423 authorise the Strata Managing Agent to organise pest control for the common property.

Defeated by Simple Majority

Motion 11 Alternatives

Alternatives for TERMITE REPORT

Motion Alternatives

(Option A)

That the Strata Managing Agent obtain a general pest spray treatment of common areas only.

(Option B)

That the Strata Managing Agent obtain a termite inspection report of all units and common areas.

(Option C)

That the Strata Managing Agent is to obtain a termite inspection of all units and common areas and a pest spray treatment of common areas only.

Motion lapsed as TERMITE REPORT was DEFEATED

Motion 12

WH & S REPORT

Ordinary Resolution

That The Owners - SP 50423 appoint qualified consultants to conduct inspections of the property to meet its Workplace Health & Safety obligations under the Workplace Health & Safety Regulation 2017.

Defeated by Simple Majority

Motion 12 Alternatives	
Alternatives for WH & S REPORT	Motion Alternatives
<p>(Option A) That The Owners - SP 50423 obtain quotations from a suitably qualified consultant to provide a Work Health and Safety Audit report on the property. The quotations are to be forwarded to the Committee for consideration and determination.</p> <p>(Option B) That The Owners - SP 50423 obtain quotations from suitably qualified consultants to undertake an Asbestos Inspection and prepare an Asbestos Management Plan if asbestos containing material is found to be located in the building and arrange for a document register box to be installed on common property.</p>	
Motion lapsed as WH & S REPORT was DEFEATED	

Motion 13		
UTILITY SUPPLY AGREEMENT	Ordinary Resolution	
<p>That The Owners - SP 50423 enter into (or maintain the existing) utility supply agreement with Energy Australia to supply common area electricity and/or gas at a discounted rate as part of a utility supply agreement.</p>		
Passed by Simple Majority		

Motion 14		
BUILDING MANAGER	Ordinary Resolution	
<p>That The Owners - SP 50423 instruct Lake Group Strata to obtain three quotations for a part-time Building Manager to coordinate repair, maintenance, and other activities on behalf of the Owners Corporation.</p> <p>Lot Owner Requesting Motion: Unit 10</p>		
Passed by Simple Majority		

Motion 15		
RESCIND MOTION	Ordinary Resolution	
<p>That The Owners - SP 50423 rescind Motion 15 from the 2021 Annual General Meeting relating to the cost of the partial roof replacement.</p> <p>Lot Owner Requesting Motion: Strata Committee</p>		
Passed by Simple Majority		

Motion 16		
SKYLIGHTS	Ordinary Resolution	
<p>That The Owners - SP 50423 approve the removal of skylights where they are not compliant and therefore will not allow the roof to pass certification and per the request of the relevant lot owners as outlined in the list of responses from lot owners.</p> <p>Lot Owner Requesting Motion: Strata Committee</p>		
Passed by Simple Majority		

Motion 17		
ROOF PENETRATIONS	Ordinary Resolution	
<p>That The Owners - SP 50423 be responsible for all costs of replacement or removal of any penetrations relating to the roof replacement unless they are determined to have been installed without authorisation. This specifically includes skylights, roof vents or whirlybirds, vent pipes, exhaust fans, satellite dishes and tv antennas. Any unauthorised roof penetrations will need to be removed or replaced at the cost of the relevant lot owner.</p> <p>Lot Owner Requesting Motion: Strata Committee</p>		
Motion was ruled Out of Order: The motion, if carried, would conflict with the legislation or the body corporate by-laws		

Motion 18		
ROOF QUOTE	Ordinary Resolution	
<p>That The Owners - SP 50423 approve BRW Constructions Pty Ltd as the preferred contractor. The meeting instructed BRW Constructions to prepare a scope of works and contractor for approval at a further Annual General Meeting.</p> <p>The meeting requested BRW Constructions to attend the general meeting to present the scope of works, contract and discuss any concerns raised by Owners attending that meeting.</p> <p>Lot Owner Requesting Motion: Strata Committee</p>		
Passed by Simple Majority		

Motion 19		
SPECIAL ADMINISTRATIVE FUND LEVY	Ordinary Resolution	
<p>Subject to Motion #18 being passed That The Owners - SP 50423 raise a special Capital Fund levy of an amount that will be sent to all Owners prior to the meeting date if received or tabled at the meeting; to cover the expenditure due to the completion of the roof replacement.</p> <p>Lot Owner Requesting Motion: Strata Committee</p>		
Defeated by Simple Majority		
Notes		
A further General Meeting will be called to vote on a definitive amount of a Special Administrative Fund levy and the date payable.		

Motion 20		
STRATA LOAN	Ordinary Resolution	
<p>Subject to Motion #18 being passed and Motion #19 being lost That The Owners - SP 50423 approve the Strata Committee to make enquiries into obtaining a loan of an amount that will be sent to all Owners prior to the meeting date if received or tabled at the meeting; to cover the expenditure due to completion of the roof replacement.</p> <p>Lot Owner Requesting Motion: Strata Committee</p>		
Defeated by Simple Majority		

Motion 21		
REPLACEMENT SKYLIGHTS	Ordinary Resolution	
<p>That The Owners - SP 50423 replace skylights with a product as recommended by the architect deemed suitable for the new roof.</p> <p>Lot Owner Requesting Motion: Strata Committee</p>		
Passed by Simple Majority		

Motion 22								
SECURITY CAMERAS	Ordinary Resolution							
<p>That The Owners - SP50423 retrospectively approve the additional cameras installed in the garage and Darby Street entrance whereby twelve (12) cameras are now approved.</p> <p>The cameras cover the following areas:</p> <table border="0"> <tr> <td>1</td> <td>Internal Entrance foyer above the lift</td> <td>Foyer door to garage</td> </tr> <tr> <td>2</td> <td>East Carpark, North end on column no. 24</td> <td>Exit Door</td> </tr> </table>			1	Internal Entrance foyer above the lift	Foyer door to garage	2	East Carpark, North end on column no. 24	Exit Door
1	Internal Entrance foyer above the lift	Foyer door to garage						
2	East Carpark, North end on column no. 24	Exit Door						

3	In VP, south of Garage-Foyer door	Exit Door
4	West Carpark between garage 39 and 36	Foyer door to garage
5	West Carpark on the west wall	Exit Door
6	Exterior Foyer above Fire Panel	Mailboxes
7	West Carpark on west wall	Garage Doors
8	Internal Entrance foyer on SE corner	Main Foyer
9	Darby Street north of entrance	Footpath Looking North
10	Darby Street north end of entrance	Footpath Looking South
11	Darby Street south end of entrance	Footpath Looking North
12	Darby Street south of entrance	Footpath Looking South
Lot Owner Requesting Motion: Strata Committee		
Passed by Simple Majority		

Motion 23		
FLY SCREEN REPAIRS AND MAINTENANCE	Ordinary Resolution	
<p>That The Owners - SP50423 determine that all future repairs and maintenance to window screens and door screens on unit balconies are the responsibility of the Owners Corporation and therefore form part of common property.</p> <p>Lot Owner Requesting Motion: Strata Committee</p>		
Passed by Simple Majority		

Motion 24				
BUDGETS		Ordinary Resolution		
<p>That The Owners - SP 50423 approve the proposed Administrative Fund Levy in the amount of \$163,109.00 (GST exclusive) and the Capital Works Fund Levy in the amount of \$167,322.00 (GST exclusive) with contributions then being levied in accordance with the approved budgets.</p> <p>Levies based upon the above sums will be due and payable quarterly as per unit entitlement on the following dates:</p>				
1/11/22	1/2/23	1/5/23	1/8/23	
Passed by Simple Majority				
Notes				
The meeting voted to amend the budgets to apply a CPI Increase on the approved budgeted figures from the 2021 Annual General Meeting.				

Motion 25		
LEVY COLLECTION & PAYMENT PLANS	Ordinary Resolution	
<p>That The Owners - SP 50423 determine the Managing Agent should do all things necessary to commence and maintain debt collection proceedings for collecting outstanding levy contributions in</p>		

conjunction with further instructions that may be given by the Committee. Recovery of expenses in collection actions is to be sought from the Owner of the offending Lot in accordance with the Act. Further, that The Owners - SP 50423 authorise the Committee to negotiate and accept payment plans that may be offered by Lot Owners with respect to their outstanding contributions.

Passed by Simple Majority

Motion 26

RESTRICTED MATTERS

Ordinary Resolution

That The Owners - SP 50423 determine that there be no additional restrictions placed on the Committee other than those currently imposed by the Act.

Passed by Simple Majority

ELECTION OF COMMITTEE

Election of Ordinary Member

Elyssa Clare Tapp, James Edwin Smith, Margaret Joan Flood, Evonne Lee Irwin, Doug Sharpe, John Thomas Muller and one vacant position was elected to the committee.

Name	Votes	Outcome
Elyssa Clare Tapp	0	Elected, reason: Elected Unopposed
James Edwin Smith	0	Elected, reason: Elected Unopposed
Margaret Joan Flood	0	Elected, reason: Elected Unopposed
Evonne Lee Irwin	0	Elected, reason: Elected Unopposed
Doug Sharpe	0	Elected, reason: Elected Unopposed
John Thomas Muller	0	Elected, reason: Elected Unopposed

GENERAL BUSINESS

Thank You

The Meeting discuss all the work undertaken by the members of the Strata Committee elected at the 2021 Annual General Meeting. The attending Owners expressed their thanks for all the contribution to the Owners Corporation during this period.

CLOSURE:

There being no further business the Chairperson declared the meeting closed at 07:17 PM and thanked all those present for their attendance and contribution to the meeting.

CHAIRPERSON

CONFIRMED