

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE BODY CORPORATE FOR ST
JAMES (CTS 19922) HELD AT LOT 32, 50 BOBLYNNE STREET, CHAPEL HILL, ON
THURSDAY, 14 DECEMBER 2023 AT 7.30PM**

Attendances:

Gerry Vanderstoep	Co-owner Lot 1
John Francis	Co-owner Lot 3
Ken Moore	Co-owner Lot 7
Graham Redhead	For Toni Redhead Lot 9
Warwick & Jocelyn Henry	Co-owners Lot 11
Pam Killer	Owner Lot 18
Les & Avril Cook	Co-owners Lot 19
Noel Kendall	For Joan-Ann Kendall Lot 20
Kevin & Marianne Huckel	Co-owners Lot 22
Margaret Luscombe	Co-owner Lot 23
Vivien Matters	Co-owner Lot 26
Peter White	Owner Lot 28
Valerie Bennett	Owner Lot 29
Bruce & Ailsa Kennedy	Co-owners Lot 30
Graham Edney	Owner Lot 31
Craig & Terry Hunter	Co-owners Lot 32

Apologies:

Ken & Rhonda Finney	Co-owners Lot 4
Alex & Janet du Plessis	Co-owners Lot 6
Ket Taylor	Owner Lot 15
Joan-Ann Kendall	Owner Lot 20

**Voting papers
received:**

Gerry Vanderstoep	Co-owner, Lot 1
David Chan	Owner, Lot 2
J M & R M Francis	Owners, Lot 3
K G & R J Finney	Owners, Lot 4
Noel Taylor	Owner, Lot 5
Alex du Plessis	Co-owner, Lot 6
K D & J E Moore	Owners Lot 7
Glenda Sterling	Owner, Lot 8
Antoinette Readhead	Owner, Lot 9
Elizabeth Ryan	Owner, Lot 10
Warwick Henry	Co-owner, Lot 11
Erin Geaney	Co-owner, Lot 13
P J & G M Gilles	Owners, Lot 14
Ket Taylor	Owner, Lot 15
Phillip P McQuade	Owner, Lot 16
Pam Killer	Owner, Lot 18
Averil Cook	Co-owner, Lot 19
Joan-Ann Kendall	Owner, Lot 20
Jessica Jones	Owner Lot 21
Kevin & Marianne Huckel	Owners, Lot 22
Margaret Luscombe	Co-owner, Lot 23
L T & D J Long	Owners, Lot 25
Chass & Vivien Matters	Owners, Lot 26
Peter White	Owner, Lot 28
Valerie Bennett	Owner, Lot 29
Bruce & Ailsa Kennedy	Owners, Lot 30
Graham Edney	Owner, Lot 31
Craig & Terry Hunter	Owners, Lot 32

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

Chairperson: Averil Cook chaired the meeting, declaring it open at 19.30.

Chairperson's Report :

What has happened during the year-

The large cracks in the road have been dealt with and the trees close to the gate were pruned. The red parts on the road and paths near the gate were repainted and looks much refreshed. Many people took the opportunity to do the same with their driveways.

The trees that overhang various properties have been an ongoing matter which has been partially finalized. Various water leakages have been identified and corrected. People have made alterations or additions to their homes. One home was sold during the year (although the new owners have not moved in yet) and one rental property has new occupiers. Our community was saddened by the death of Corinne Dawson during the second half of the year.

We thought that our involvement with the bridge had finished but I am sure we were all shocked when suddenly the council determined that it is not safe, and we cannot use it. That is disastrous. Hopefully, we will know soon what is going to happen and in what timely manner. Remember we have set aside some monies in case we are asked to contribute towards a new bridge.

Thanks, are also due to all the St James people who helped with the water spray cleaning of the retaining walls along the streets and around circular gardens at the ends of each road.

Secretary Peter White has done an enormous amount of research for the information, and the rules and regulations, that are appropriate to our various problems. I thank him sincerely for his commitment and efficiency in gathering all necessary material and making us aware of what we have to consider.

A VIP on the committee is the treasurer and Noel Kendall has held this position since this complex was started. This is a remarkable achievement and well worthy of our sincere gratitude. Kevin Huckel has been a 'diligent student' assisting Noel. We would like to know if anyone can offer their accounting knowledge and would like to be on the Body Corporate committee.

Gerry Vanderstoep has looked after maintenance and gardening issues and liaises closely with Ollie Hardt who continues to keep our St James Estate looking very well cared for. Ollie has been assisted by a few hard-working student helpers. My thanks go to all the members of the committee for their continuing commitment, their input, and their helpfulness in quiet and diverse ways. .

A final thank you goes to Craig and Terry Hunter, in whose garage we are currently sitting, and to Graham Edney, to whose home next door we may adjourn afterwards.

Treasurer's Report:

Noel provide a brief outline of the financial position with modest surpluses in both funds for the last financial year and it the budget year.

The chair asked if there were any questions on the reports included in the AGM papers.

Les Cook asked about the provision in the sinking fund for the bridge.

Noel explained that sinking fund assets are \$317,902 and include a provision for renewal of the bridge of \$142,000. The sinking fund is reviewed by the committee annually and by a quantity surveyor every five years.

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

Motions: The chair first asked if there were any votes to be taken from the floor, no one elected to vote from the floor. The chair read the following motions and the secretary read the results.

Motion 1: THAT the minutes of the AGM held on 15th December 2022 be adopted as a true and accurate record of that meeting. (Ordinary resolution.)

The motion was declared carried with voting as follows:

Yes:25

No:

Abstain: 3

- Motion 2:** THAT the audited statement or accounts for the year ended 30th September 2023 be received and adopted (Ordinary resolution.) The motion was declared carried with voting as follows:
Yes: 27 **No:** **Abstain:1**
- Motion 3:** THAT the body corporate's statement of accounts for the financial year ending 30 September 2024 not be audited. (Special resolution)
The motion was declared failed with voting as follows:
Yes: 7 **No: 20** **Abstain: 1**
- Motion 4:** THAT in the event of an audit being required, the audit of the books and accounts of the body corporate shall be carried out by Peter I Price & Associates. (Ordinary resolution.)
The motion was declared carried with voting as follows:
Yes: 26 **No:** **Abstain: 2**
- Motion 5:** THAT the proposed administrative and sinking funds budgets for the year ended 30th September 2024 be approved. (Ordinary resolution.)
The motion was declared carried with voting as follows:
Yes: 27 **No:** **Abstain:1**
- Motion 6:** THAT on the basis of the proposed budget, the contributions to be levied for the administration fund be determined be \$160.00 per annum, inclusive of GST, per lot of entitlement from the 1st of December 2023 until the 29th of February 2024 and then from the 1st of March 2024 the levy will be increased to \$165.00 per annum inclusive of GST per lot of entitlement .(Ordinary resolution.)
The motion was declared carried with voting as follows:
Yes: 27 **No:** **Abstain:1**
- Motion 7:** THAT on the basis of the proposed budget the contribution to be levied for the sinking fund be determined to be \$20.00 per annum, inclusive of GST, per lot of entitlement from the 1st of December 2023.until the 29th of February 2024 and then from the 1st of March 2024 the levy will be decreased to \$15.00 per annum inclusive of GST per lot of entitlement. (Ordinary resolution.)
The motion was declared carried with voting as follows:
Yes: 27 **No:** **Abstain:1**
- Motion 8:** THAT the approved contributions to be payable by Owners are by equal installments for following periods with each instalment payable no later than the due date:
- | Period | Due Date |
|----------------------|-----------------|
| 01/12/23 to 29/02/24 | 31/12/23 |
| 01/03/24 to 31/05/24 | 31/03/24 |
| 01/06/24 to 31/08/24 | 30/06/24 |
| 01/09/24 to 30/11/24 | 30/09/24 |
- (Ordinary resolution)
The motion was declared carried with voting as follows:
Yes:27 **No:** **Abstain:1**
- Motion 9 :** That the body corporate insurance renewal details are approved .

