

**MINUTES OF AN EXECUTIVE COMMITTEE MEETING
COMMUNITY ASSOCIATION DP270003
Raleigh Park, KENSINGTON**

An Executive Committee Meeting of Community Association DP **270003** was held on 19/02/2019 at the Community Hall. The meeting commenced at 06:34 PM.

Present: Bun Hung (DP285020 (**Chair**), Penny Graham (DP285253), Alf Chen(DP285100), Elaine Blumgart(DP285304), Diane Szetu(DP285055), Tony Zamora (SP46305), Wayne Marks (SP39837), John Chase(DP285378),

Apologies: Eric Shapiro(DP285021)

Substitute Representative: Nil

Quorum: The Chair declared the presence of the necessary quorum.

In Attendance: Lucio Leiker – Peter Clisdell Pty Limited (minute secretary)
Chris Kontis - Caretaker (JLL)

Observers - including G Hill, J Papadopoulos, M Blake, P Thompson, E Foley

Note: numbering refers to Agenda items

3. MINUTES

Resolved that the minutes of the previous Executive Committee meeting held on 27 November 2018 be approved.

4. MATTERS ARISING

There are no matters arising out of the minutes of the last Executive Committee Meeting.

5. CORRESPONDENCE

No relevant correspondence has been received.

6. CARETAKER & SUB-COMMITTEE REPORTS

6.1 Caretaker's Report. Taken as read.

- 6.2 Security Subcommittee Report. Taken as read
- 6.3 Garden & Grounds Subcommittee Report. Taken as read
- 6.4 Architectural Standards Review Subcommittee Report. Taken as read
- 6.5 Finance Subcommittee Report. Taken as read

7. PLAQUE IN MEMORY OF LYN KING

RESOLVED THAT the friends of Lyn King be granted permission to install a plaque in her memory at their cost, such plaque to be placed on a wall adjacent to the rose garden on the southern side of Basin Park and to be approximately 180 mm x 150 mm.

It was noted that Wayne Marks voted against the motion. Voting 7 in favour 1 against.

8. LANDSCAPING ADJACENT TO SHERWOOD APARTMENTS

RESOLVED THAT the following quotes from Little Bay Landscapes totaling \$9,800 + GST be accepted:

- Supply & Install 25m of sandstone edging – new garden bed to be constructed: \$2,700 + GST.
- Supply & install 4 x Cape Chestnut trees: \$2,400 + GST
- Removal of old lawn and supply and install soil and new 200m² Sir Walter Buffalo turf along Brompton Road once area has been cleared: \$3,500 + GST.
- Stump grind tree roots: \$1,200 + GST

AND FURTHER THAT either Mr Chris Kontis or Mr Bun Hung be and is hereby authorized to accept such quotes and place appropriate work orders and/or execute any required contracts for and on behalf of the Community Association.

The Executive Committee agreed that where future works are to be completed in stages then, whenever possible, a total costing be obtained before works commence to ensure that there was no duplication of work and/or costs.

9. SYNTHETIC GRASS IN CHILDREN'S PLAYGROUND

RESOLVED THAT the quote from Crown Synthetic Grass Pty Ltd for the installation of synthetic grass in the children's playground in Basin Park in the sum of \$16,397.50 be accepted AND FURTHER THAT either Mr Chris Kontis or Mr Bun Hung be and is hereby authorized to accept such quote and place an appropriate work order and/or execute any required contract for and on behalf of the Community Association.

10. SHADE SAILS OVER CHILDREN'S PLAYGROUND

RESOLVED THAT Mr Chris Kontis be authorized to negotiate a price from a contractor selected by the Chair of the Facilities Subcommittee for the installation of one or more shade sails over the children's playground in Basin Park for an

amount of up to \$26,500 plus GST AND FURTHER THAT the Chair of the Facilities Subcommittee shall be authorized to approve any additional costs incurred as a result of ground conditions increasing the selected contractor's costs of providing adequate footings for the support posts AND FURTHER THAT either Mr Chris Kontis or Mr Bun Hung be and is hereby authorized to place an appropriate work order and/or execute any required contract or variation thereof for and on behalf of the Community Association.

Note: The Chair of the Facilities Subcommittee is requested to contact the Community's insurance broker and enquire whether or not the proposed shade sail and synthetic turf need to be specifically identified in the community association's insurance policy.

11. **APPROVAL OF LONG -TERM RENTAL OF COMMUNITY HALL**

RESOLVED THAT the request of Mr Alastair Monty, a resident of Raleigh Park, for the hire of the Community Hall for the purposes of holding net-working meetings for a period of two hours (or such time as may be agreed by the Facilities Subcommittee) during a week night to be agreed by the Facilities Subcommittee for an initial period of three months with options to extend for further three monthly periods (or such periods as may be agreed by the Facilities Subcommittee) at a rate or rates to be agreed by the Facilities Subcommittee be and is hereby approved in principle subject to the Community Association's insurer confirming that the Community Association's public liability insurance extends to the proposed rental.

Note: The Chair noted the following by way of clarification of a query raised from the floor viz. whatever arrangements are made with Mr Monty, they will be such as not to prejudice hall bookings that have already made as at the date of this meeting.

12. **LICENCE AGREEMENT FOR HIRE OF COMMUNITY HALL**

RESOLVED THAT the Chair of the Facilities Subcommittee be authorized to engage a firm of lawyers to draft a pro-forma licence agreement to be signed by persons wishing to hire the Community Hall. License agreement will not be require for strata plans and Neighbourhood Plans for statutory meetings. The license agreement will include a provision requiring users to park only in designated areas for the community association. Information regarding bookings for the hall will be made monthly in advance.

Notes:

(a) In response to a query raised from the floor, the Chair noted that no constituent entity of the Community Association will be required to enter into a licence agreement in respect of its use of the Community Hall to hold meetings required by the relevant statute governing such constituent entity. It was further noted that no charge would be made for such use of the Community Hall.

(b) In response to a query raised from the floor, the Chair noted that a new tab would be created in the Raleigh Park Website identifying usage of the Community Hall on a rolling monthly basis.

13. **OTHER BUSINESS**

There were no other items of business that might properly be considered and decided by the Executive Committee at this meeting.

14. **NEXT MEETING**

The Chair noted that the next meeting of the Executive Committee will be held on 30 April 2019.

There being no further business the meeting was closed at 7.22pm