

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

An Executive Committee Meeting of Community Association DP270003 was held on Monday 9/9/2019 at the Community Hall. The meeting commenced at 6:30 PM.

Present:

Bun Hung	DP285020 – Chair
Alf Chen	DP285100
Elaine Blumgart	DP285304
Diane Szetu	DP285055
Wayne Marks	SP39837
Penny Graham	DP 285253

Apologies: Tony Zamora SP 46305

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

In attendance: Chris Kontis – JLL (Caretaker), Patsy Thompson (Kingston Heath EC Representative), Margaret Blake (Turnberry EC Representative), John Chase (DP 285378 EC Representative), Liesbeth Foley (Kingston Heath resident).
Kerry Osgood (Innisbrook Chair)

Note: numbering refers to Agenda Items.

3. MINUTES

RESOLVED THAT the minutes of the previous Executive Committee meeting held on 27th August 2019 be approved.

4. MATTERS ARISING

The Chair noted that there were no matters arising.

5. CORRESPONDENCE

The Chair noted that the one item of correspondence from Green Options would be dealt with under Agenda Item 13 (Other Business).

6. NEW TITLE FOR CARETAKER

RESOLVED THAT the title “Caretaker” be changed to “Estate Manager, Raleigh Park”.

7. CCTV INSTALLATION CONTRACT

The Chair of the Security Subcommittee presented a report on the status of the CCTV installation. A copy of the report is attached to these minutes.

RESOLVED THAT the contract with HSC for the installation of the new CCTV system in Raleigh Park be varied by increasing the original quoted price to such price to include replacing the existing co-axial cables with fibre optic cables **AND RESOLVED FURTHER THAT** the Security Subcommittee be and is hereby instructed to use its best endeavours to obtain a greater warranty period for the fibre optic cables in excess of the 12 months currently offered by HSC.

8. **SECURITY SURVEILLANCE SERVICES TENDER**

RESOLVED THAT Quorum Security be appointed to project manage the tender for the provision of security guard services for Raleigh Park which will include the preparation of tender documentation, supervising the tender process, assessing tenders received and recommending a tenderer.

9. **NCAT PROCEEDINGS**

The Chair reported that the compulsory mediation conducted by the Department of Fair Trading and attended by the owners of 6 The Serpentine was unsuccessful and that NCAT proceedings would now be commenced.

10. **VARIOUS CAPITAL & OTHER PROJECTS**

10.1 Sandblasting of Todman Avenue Perimeter Fence

The Chair reported that he had not received any objections to the proposal to leave the brickwork forming part of the Todman Avenue perimeter fence in its bare state following completion of sandblasting but that, to the contrary, he had received a number of positive comments along the lines that the bare brickwork was preferable to the original finish.

RESOLVED THAT the Community Association portion of the Todman Avenue perimeter fence is not re-rendered and painted and **RESOLVED FURTHER THAT** any necessary re-pointing be carried out before the brickwork is sealed and **RESOLVED FURTHER THAT** the Estate Manager arrange any necessary re-pointing.

10.2 Painting of light poles, CCTV camera poles

RESOLVED THAT the quotes of Any District Pty Ltd for the painting of the light poles and for the painting of the CCTV camera poles be accepted.

10.3 Painting Playground Equipment

The members of the CA Expenditure Authorisation Subcommittee, all being present, gave their approval for the acceptance of the quote of Premier Painting Company for the painting of the children's playground equipment.

10.4 Painting of Internal Metal Balustrades

It was noted that the metal balustrades in question are those within the estate and not those that form part of the Todman Avenue perimeter fence.

RESOLVED THAT the quote of Canterbury Coatings for the cleaning and painting of the internal metal balustrades be accepted.

10.5 Water Race Repairs

RESOLVED THAT the quote of Preservation Technologies for the refurbishment of the water race be accepted subject to the Estate Manager discussing with the contractor the colouring of the render with a suitable oxide and negotiating an appropriate reduction in the quoted price having regard to the cost of oxide as against painting.

10.6 New Street Name Panels on Signposts

The members of the CA Expenditure Authorisation Subcommittee, all being present, gave their approval for the acceptance of the quote of Montana Signs for new street name panels.

11. **APPOINTMENT OF COLOUR CONSULTANT**

The Chair of the Architectural Standards Review Subcommittee reported on the need to appoint a colour consultant to advise on and prepare a set of approved colours for each of the Neighbourhoods as well as for Community Association property where required.

12. **COMMUNITY ASSOCIATION INSURANCES**

The Chair indicated that it was premature to discuss this matter as further information was required.

13. **OTHER BUSINESS**

The Chair read out to the meeting the letter received from Green Options dated 6th September 2019.

RESOLVED THAT THE Green Options request for a variation of the terms of its contract as set out in its letter dated 6/9/2019 be approved subject to the Estate Manager verifying the figures quoted by Green Options in its letter.

There being no further business, the meeting was closed at 8:23 PM.