



**MINUTES OF ASSOCIATION COMMITTEE MEETING
COMMUNITY ASSOCIATION DP NO. 270003
Raleigh Park, Kensington**

An Association Committee Meeting of Community Association DP **270003** was held on Thursday, 15th December 2022 commencing at 5.00 PM in the Community Hall, onsite.

Present:

Marilyn Hauptmann	- (DP 285021)
Dot Crisford	- (DP 285020)
Diana Szetu	- (DP 285055)
Alf Chen	- (DP 285100)
Andrew Heading	- (DP 285263)
David Park	- (SP 49142 – Innisbrook)
Penny Graham	- (DP 285253)

Apologies: Nil

In Attendance: Jonathan Hoang (Clisdells Strata Management), Chris Kontis (ResiPM), Lisabeth Foley, John Chase, Nick Coroneos, Eva Poon, and Fiona Meagher.

Chairperson: Dot Crisford

Minutes of the meeting:

- 1. Minutes:** **Resolved** that the minutes of the previous Association Committee Meeting held on 25/08/2022 be accepted.
- 2. Community Association Updates:** **Resolved** that the Association Committee be provided an update on the following matters:
 - [Update on JLL contract for position of Estate Manager.](#)
Chairperson Marilyn Hauptman has been liaising James Guthridge and had a good meeting, most disputes in contract Unfortunately, some changes in the contract were inconsistent and Alf and Marilyn will seek to clarify all changes. Amendments required to some clauses have led to errors. Alf and Marilyn have made a list of the required changes and will agree when these changes have been made correctly.
 - [Progress on the installation of protective cover over the Pantheon](#)
There was a shortfall on the purchase of copper. The plywood has been installed and the copper will arrive next week to complete installation.

- [Tennis Court resurfacing report](#)
*After various delays, the tennis court resurfacing has been completed to both tennis courts. There has been good feedback provided by players.
 There is an issue with a lump in the middle of court number one. Contractor will be in attendance next week to rectify this issue. Also waiting for the delivery of the sand sweeper to clean leaf matter on the courts. It is noted there is a 7-year warranty for the resurfacing of the tennis courts.*
- [Remediation work on Balfour steps. Update on quotations](#)
Estate Manager has received one quotation and looking for a comparative quotation for an Engineer to provide a scope of works, so the Builder can quote on repairs.
- [Sherwood pool refurbishment. Update on quotations](#)
Estate Manager to send three quotations onto the Association Committee to review.

At present looking to do a few small cosmetic upgrades including planting some small shrubs around the fencing and installation of umbrella. Will look into building the pool capital works fund to allow a full pool refurbishment in a few years' time.

As the umbrella installation will take 3-4 days to install. Will do this upon pool closure in winter.

3. **CCTV Maintenance:** **Resolved** that the Association Committee accepts the quotation tabled in the amount of \$4,880 per annum + GST for the CCTV Maintenance of the Estate.

4. **Repair of pathway:** Huntingdale Executive Committee has refused to pay for 50% of the repairs and the Association Committee has now made the decision for the Community Association to fully fund the repairs to the section of the driveway which is on common property.

5. **Financial Reports:** Community Association Account
 5 months into the new financial year, currently operating in a surplus of \$113k in the Administrative Fund and 11k in the Capital Works Fund. Administrative fund is tracking to budget and closed with a balance of \$281k. Capital Works Fund closed with a balance of \$335k.

Pool Account
 Most expenses in line with budget. Noted that the gas and electricity bills for the pool are extremely low and unsure why.
 There is \$48k in the Administrative Fund and \$194k in the Capital Works Fund.

It was **resolved** that the financial reports as tabled be adopted.

6. **Architectural Standards Review Subcommittee** **Resolved** that the Association Committee adopt the Architectural Standards Review Subcommittee report as tabled.
7. **Glass Doors at Tennis Court Pool** No progress at present. Senior Pool Compliance Officer Daniel Behjan attended site and advised that for compliance there should be no horizontal slats which allow climbing in the pool fences. The issue is with difficulty in opening the doors from the inside; it may not be possible to improve access.
8. **Subcommittee Reports** **Resolved** that Association Committee review and adopt the reports from the Subcommittees.

- Architectural Review

Since the AGM there has been little to report. A number of the houses have been repainted and several house owners have upgraded their front gardens. The large pine tree in front of 71 Brompton Road has been removed and it has been noted that the roots of this tree have damaged water pipes. It may be useful to notify owners of other houses with similar trees so they can consider this potential problem.

Colour choices for repainting of the houses is now a far more streamlined approach, given the colour palettes which limit choices. The recent repainting of 2 York Place is an example of a change in colour which has enhanced our estate and indirectly improved valuations.

A meeting is arranged for the sub-committee members to meet with the consultant chosen by Sherwood apartments to discuss the choices of tiling for entry areas and ground floor apartment balconies. The choice made should be compatible with any tiling chosen for refurbishment of the Sherwood pool and adjacent areas.

- Finance

Please refer to motion 5.

- Garden, Facilities and Grounds

Gardeners have done an exceptional job over the last few months.

They have planted new annuals in the Rose Garden; Link and Sherwood Parks and the roundabout entrance, spread new mulch over the gardens and trees in Basin Park, and general maintenance around Raleigh Park.

Many people have commented that the whole of Raleigh Park looks amazing.

Michael (our head gardener) does a lot more than his job requires. eg: maintaining the old irrigation system (which is very expensive to call external contractors to fix) and soil testing those costs \$500 for each visit.

The two tennis courts have been refurbished.

- Security

The new CCTV system is a very good system and provides a clear vision of the Estate. Unfortunately the CCTV system has shown that there has been a lot of bylaw breaches by residents in the Estate, such as Children on Common Property unsupervised, hose damage etc.

*It was **resolved** that a letter be issued to all residents of Raleigh Park regarding each resident's responsibility to abide by all bylaws.*

General Business

- Correspondence received from Robert Hulme of Turnberry regarding parking
The Association Committee discussed the issue raised by Robert regarding tennis court and gardeners' intrusion upon Turnberry parking areas. The Association Committee will investigate this further.

9. Next Meeting

Resolved that the Association Committee will determine the next Committee Meeting date in due course.

There being no further business, the meeting closed at 6.02 PM.