
**MINUTES OF THE ANNUAL GENERAL MEETING OF PROPRIETORS OF
COMMUNITY ASSOCIATION DEPOSITED PLAN 270218
HUNTERFORD ESTATE, OATLANDS HELD
IN THE CLUBHOUSE AT HUNTERFORD ESTATE, OATLANDS
ON THURSDAY 27 APRIL 2023 COMMENCING 6.00PM**

| | | | | |
|-------------------|--------------------|----------------------|----------------------|---------------------|
| PRESENT: | W & C Sutton | (9) | D & D Milutin | (14) |
| | R & J Smith | (17) | SP68690 | (21) |
| | P & L West | (34) | L Fackrell | (35) |
| | S Zhang & Y Xing | (36) | S Dolai & P Panday | (40) |
| | W & B Griffin | (41) | P Yin | (43) |
| | D Huang & L Shen | (44) | D & J Grinham | (47) |
| | Z & S Bamji | (68) | C Lu & N Xing | (70) |
| | A & J Timilsina | (71) | M & E Christodoulou | (72) |
| | R & S Naidoo | (81) | N Naidoo & K Sutton | (87) |
| | K & S Neat | (88) | J Chen | (90) |
| | A Duke & J Roberts | (93) | D & S Fowke | (102) |
| | K & B Bunt | (105) | W & H Chen | (106) |
| | A & V Sethia | (109) | A Gosain & S Sharma | (121) |
| | S Kumar & T Shah | (131) | J Liddle | (134) |
| | E Ong & P Tan | (137) | X Zhang & X Chen | (146) |
| | BY PROXY: | S Zhang | (10) | - Proxy to W Sutton |
| S Yong & S Kim | | (11) | - Proxy to W Sutton | (9) |
| C & M Papadopoulo | | (12) | - Proxy to W Sutton | (9) |
| B & A Henry | | (13) | - Proxy to D Milutin | (14) |
| M Jang & J Park | | (18) | - Proxy to R Naidoo | (81) |
| W Yee | | (29) | - Proxy to R Naidoo | (81) |
| Detosa Pty Ltd | | (59) | - Proxy to C Yuen | |
| D Feng | | (67) | - Proxy to S Bamji | (68) |
| H Collins | | (79) | - Proxy to R Naidoo | (81) |
| A Aquilina | | (80) | - Proxy to R Naidoo | (81) |
| B Samson | | (82) | - Proxy to R Naidoo | (81) |
| M Sharpe | | (83) | - Proxy to K Bunt | (105) |
| J Neilson | | (89) | - Proxy to G Nielson | |
| M & W Mikiewicz | | (91) | - Proxy to G Nielson | |
| C You & L Cheng | | (95) | - Proxy to K Bunt | (105) |
| E Kang & M Hahm | | (96) | - Proxy to B Bunt | (105) |
| K & B Kim | | (98) | - Proxy to K Bunt | (105) |
| S Chong & S Tan | | (99) | - Proxy to K Bunt | (105) |
| Y Seo & H Jeon | | (104) | - Proxy to K Bunt | (105) |
| G Ellem | | (108) | - Proxy to Chairman | |
| R & P Bowditch | (112) | - Proxy to G Nielson | | |
| B Goh & W Lim | (120) | - Proxy to B Bunt | (105) | |
| T Chi & F Xia | (130) | - Proxy to B Bunt | (105) | |

Premier Strata Management

Address: 6/175 Briens Road, Northmead NSW
Postal Address: PO Box 3030,
Parramatta NSW 2124

Phone 61 2 9630 7500
Fax 61 2 9630 1915

www.premierstrata.com.au
mail@premierstrata.com.au

Liability limited by a scheme approved under Professional Standards Legislation.

BY PROXY P & M Kanwar (136) - Proxy to S Kanwar
CONT: Lewjam Pty Ltd (147) - Proxy to C Yuen

IN ATTENDANCE: Y Turner Representative of The Owner of SP68690 (21)
C Yuen Proxy holder for Lots 59 and 147

CHAIRPERSON: Tom Black (Premier Strata Management)

QUORUM: It was noted that a quorum was present.

MINUTES: It was RESOLVED that the minutes of the previous General Meeting held on 30 November 2021 be confirmed and adopted.

KEY FINANCIAL INFORMATION: It was RESOLVED that the Annual Statement of Accounts for the period ending 31st October 2022 be received and adopted.

AUDITOR: It was RESOLVED to arrange an independent audit of the financial statements for the financial year ending 31st October 2022.

BUDGET: a) It was RESOLVED that the proposed Annual Budget for the year ending 31st October 2023 be adopted and carried forward.

b) It was RESOLVED that contributions be determined in with Section 83 and Schedule 1, Clause 7 of the Community Land Management Act 2021 for the twelve months payable on a quarterly basis commencing 1st June 2023 as follows:

| | |
|----------------------------|---------------------------|
| Administrative Fund | \$200,000.00 + GST |
| Sinking Fund | <u>\$ 75,000.00 + GST</u> |
| Total Funds | \$275,000.00 + GST |

INSURANCE: It was RESOLVED that the building insurance policies renewed at an amount of \$1,990,170.00 from 11 August 2023.

Workers compensation is not required as per the Act on renewal for the following year.

That the Association obtain three (3) quotations for all items of insurance and to delegate the function of accepting and executing the most suitable quotation to the Association Committee

EXECUTIVE COMMITTEE: a) It was RESOLVED that in accordance with Section 33 and Schedule 2 of the Community Land Management Act 2021:

- i. 10 Nominations were received for the election of the Association Committee.
- ii. That the Community Association determined the number of members of the Association Committee to be 9. With the following owners were elected to the Executive Committee:

Premier Strata Management

Address: 6/175 Briens Road, Northmead NSW
Postal Address: PO Box 3030,
Parramatta NSW 2124

Phone 61 2 9630 7500
Fax 61 2 9630 1915

www.premierstrata.com.au
mail@premierstrata.com.au

Liability limited by a scheme approved under Professional Standards Legislation.

| | | | | |
|------------------|-----------|-------|------------|-------|
| EXECUTIVE | W Sutton | (9) | P West | (34) |
| COMMITTEE | D Huang | (44) | R Naidoo | (81) |
| CONT: | K Neat | (88) | K Bunt | (105) |
| | W Chen | (106) | R Bowditch | (112) |
| | G Nielson | | | |

b) It was RESOLVED that a \$20,000.00 limitation be placed on the decision-making powers of the Executive Committee.

**APPOINTMENT
OF COMMUNITY
MANAGER:**

a) It was RESOLVED that pursuant to Section 53(1) of the Community Land Management Act 2021 (NSW), Premier Strata Management Pty Limited be appointed as Community managing agent of the Community Association in Deposited Plan 270218.

b) That the Community Association delegate to Premier Strata Management all of the functions of the Community Association (other than those listed in Section 53(2) of the Act); and its Chairperson, Treasurer, Secretary, and Association Committee necessary to enable the Agent to carry out all services noted in the written agreement signed by owners at the meeting.

c) That the common seal of the Community Association be affixed to the Agency Agreement tabled at this meeting which incorporates the instruments of the appointment of and the delegation to Premier Strata Management Pty Limited.

W Sutton of Lot 9 and K Bunt of Lot 105 were authorised to sign the Management Agreement on behalf of the Community Association with the agreement commencing on the 1st May 2023 for a term of one years.

**WORK HEALTH &
SAFETY:**

That the Community Association acknowledge the *Work Health and Safety Act 2011* and *Regulations* and RESOLVE to:

- (a) Not to consult, confer, allow inspections and provide assistance (and/or documents) on any matter so far as is reasonably practicable, on work health and safety matters under the Work Health and Safety Act 2011 and Regulations with its agents, employees or contractors or any health and safety representative for its agents, employees or contractors,
- (b) Not to engage a contractor to carry out a Safety Report as the preliminary process in compliance with the Work Health and Safety Act 2011.
- (c) Not to engage a contractor to inspect the property for evidence of termite activity.

Premier Strata Management

Address: 6/175 Briens Road, Northmead NSW
Postal Address: PO Box 3030,
Parramatta NSW 2124

Phone 61 2 9630 7500
Fax 61 2 9630 1915

www.premierstrata.com.au
mail@premierstrata.com.au

Liability limited by a scheme approved under Professional Standards Legislation.

**LEVY
RECOVERY:**

It was RESOLVED that the Community Association DP 270218, for the purpose of collecting levy contributions, interest and recovery costs thereon and pursuant to the ACT (including Section 20 of the Act), authorise the Strata Managing Agent and/or the Executive Committee to do any of the following:

- i. Levy Recovery Step 1: Issue a reminder levy notice 40 days after the levy due date;
- ii. Levy Recovery Step 2: Issue 1st levy recovery letter 60 days after the levy due date;
- iii. Levy Recovery Step 3: Issue 2nd levy recovery letter 120 days after the levy due date;
- iv. Enforce any judgement obtained in the collection of levy contributions including commencing and maintaining bankruptcy or winding up proceedings;
- v. Filing an appeal or defending an appeal against any judgement concerning the collection of levy contributions; and,
- vi. Liaise, instruct and prepare all matters with the Community Association debt collection agents, lawyers and/or experts in relation to any levy recovery proceedings.
- vii. Enter into a payment plan with any lot owner for the payment of overdue contributions provided that the plan is limited to a period of 12 months or less.

CLOSE:

There being no further business to discuss the meeting closed at 6.45 pm.

Premier Strata Management

Address: 6/175 Briens Road, Northmead NSW
Postal Address: PO Box 3030,
Parramatta NSW 2124

Phone 61 2 9630 7500
Fax 61 2 9630 1915

www.premierstrata.com.au
mailpremierstrata.com.au

Liability limited by a scheme approved under Professional Standards Legislation.