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**MINUTES OF THE ASSOCIATION COMMITTEE MEETING OF OWNERS OF  
DEPOSITED PLAN 270218 HELD IN IN THE HUNTERFORD CLUB HOUSE  
ON MONDAY 14th OCTOBER 2024 COMMENCING AT 7.00PM.**

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**PRESENT** Ken Bunt (105)  
Mario Christodoulou (72) Ravindra Naidoo (81)  
Kim Neat (88) Greg Neilson (89)  
Bill Sutton (13) Peter West (34) Ron Bowditch (112)

**APOLOGIES:** William Chen (106) - Substitution power given to Bill Sutton

**CHAIRPERSON:** Ravindra Naidoo

**QUORUM:** It was noted that a quorum was present.

**MINUTES:** It was RESOLVED that the minutes of the previous Association Committee Meeting held on 9<sup>th</sup> September 2024 be confirmed and adopted.

**MOTION 2:** It was RESOLVED that following a scope of works being prepared for the garden maintenance within the estate and proposals having been invited from six specialist contractors that following a review of tenders received that RGS Land Landscape Care be selected at a cost of \$7,100 plus GST per month for a 12-month period with options to renew.  
(This Tender is a saving of just over \$10,000 per year against the current contractor)

**MOTION 3:** It was RESOLVED that the reports from the sub-committees be noted and that their work be commended

**MOTION 4:** It was RESOLVED to accept the September 2024 Monthly Financials as presented to the association Committee by the Treasurer.

**MEETING  
NOTES:**

- The October 2024 edition of the Hunterford Estate Newsletter was distributed by e-mail and Letter box delivery earlier this month – Copies are also available for viewing on our Community Noticeboards and Website
- A Fire Safety Inspection of our Community Clubhouse has been arranged with Powertek Installations Pty Ltd at a cost of \$475 including GST – Any upgrades / replacements determined will be actioned – The AFSS Certificate will then have its Endorsement at an additional cost of \$275 including GST
- There have been issues with a Heavy Vehicle being illegally parked within Peppercorn Lane and with cars being doubled parked restricting safe access – Owners of vehicles have been contacted and advised / reminded of Strata By-laws
- By Electronic vote held on the 12<sup>th</sup> October the AC has approved a quotation from Done Right Landscaping for both the stage 2 capping replacement of the Cascades at a cost of \$18,000 (Pavers required have been purchased prior from Amber Liverpool) and the installation of mesh and pebbles to 2 rectangular pond pits at a cost of \$1,980. (As per our standard operational procedures once a hazard / safety issue is identified we take action to ensure risk avoidance)
- A leak in the Skimmer Suction Line from the shallow end of the pool has finally been detected and is now waiting on repair by our pool contractor. (Damage to lines were caused by roots from adjacent tree – dependent on detailed examination following excavation, lines may need to be relocated during winter season when pool is not in use)
- Following the huge success of last year's Halloween Celebration please note that this year's event is to be held on Thursday 31<sup>st</sup> of October 2024 between 6-8pm at the Clubhouse and forecourt – A flier is to be distributed prior to the event.
- The Social sub-committee will also be organizing another Community Christmas Celebration at the Clubhouse on Saturday 7<sup>th</sup> December between 6-10pm following on from the wonderful event of last year – further details will be advised
- As the 31<sup>st</sup> October 2024 is the end of our financial year for Hunterford Estate once year-end financial accounts are prepared & available a date for our yearly AGM will be advised.

**Premier Strata Management**

Address: 6/175 Briens Road, Northmead NSW  
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- 2 amplifiers for our Community TV antenna system have been ordered from Crest TV Antenna service and are held in the clubhouse storeroom ready as urgent replacements when next needed to ensure minimal downtime of this system within the Estate
- We have received concerns from members of our community about delivery vehicles arriving at 5:30am and at other inappropriate hours of a night. Please be mindful of your neighbors when booking time slots for these deliveries.
- We have received concerns about dogs being allowed to run free within the Estate and causing a nuisance to residents. As per by-law 12.5 1c, Owners / Tenants must, when their dog is on any part of the Community Property other than their Lot, always keep the dog under control and on a lead.
- The anonymous letter referenced in the last meeting was forwarded to the AC by Premier Strata, and the AC response is attached to these minutes.
- Next meeting will be held on Monday 9<sup>th</sup> December at 7pm to follow up the following items: Gardening Maintenance Contract, and other action items.

There being no further business to discuss the meeting closed at 8:30 pm

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**Response by the Hunterford Estate Association Committee to the anonymous letter received on the 12<sup>th</sup> September 2024 that had been prior distributed to certain owners within the Estate**

**To whom it may concern: -**

A) Insurance Policy renewal

As insurance for Hunterford Estate Community Association is a complex issue we rely on the professional advice and guidance of PSM Insurance and BAC Insurance Brokers, who are required to act in our best interests to provide us with cost effective insurance solutions that comply with legislation and are most appropriate for Hunterford. Following the recent ABC investigation report into strata insurance, the AC sought and received confirmation from our Brokers that the Hunterford Estate Community Association was appropriately covered, and that the policy was competitively priced.

B) Done Right Landscaping

Done right landscaping which is owned by a husband-and-wife team has performed work around the Estate to a very high standard and at a very competitive cost. There have been prior issues with their administration and these have now been corrected along with updating of the Business Name Registration and related ABN. Any GST issues have been rectified between Done Right Landscaping and Premier Strata Management.

Latest Certificates of Currency for Public Liability Insurance for contractors sourced by the AC have been sighted.

C) Gardening

A scope of works has been prepared for the garden maintenance within the estate and proposals have been invited from six specialist contractors to tender for this contract. Received tenders are to be reviewed by the AC before approval is given to the successful contractor. An improved level of service and related cost control is to be expected from the winning tenderer.

D) Removal of trees and shrubs

In compliance with PCC approvals for removal of subject trees, 8 new native trees of a more suitable species have been replanted within Brookside Park to encourage Australian Native Birdlife to the area.

E) Electrical Switchboard

Mr Mario Christodoulou is a highly experienced Licenced Electrician who volunteers his labour and professional expertise to Hunterford Estate. The Clubhouse switchboard and ancillary equipment are to be replaced with a more up to date compliant model complete with RCD's. All required parts are purchased new from reputable electrical suppliers and have standard commercial warranties applicable. Work on electrical switchboards is viewed as standard work for licenced electricians.

**On Behalf of the Association Committee – Hunterford Estate DP270218**

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