

**The Owners of 147-159 Charles Street,  
West Perth  
Strata Plan 5629**

**NOTICE OF ANNUAL GENERAL MEETING**

Notice is hereby given that the annual general meeting of the above strata company will be held at the office of Exclusive Strata Management, Suite 15, 443 Albany Highway, Victoria Park on Tuesday 12<sup>th</sup> November 2013 commencing at 5.30pm.

**Registration from 5.15pm**

This notice is issued pursuant to the by-laws of the strata company, on Tuesday 22<sup>nd</sup> October 2013 being not less than 14 days prior to the holding of the meeting.

The attention of proprietors is drawn to the following documents enclosed with this combined notice and agenda for this meeting:

1. Statement of accounts for period 01/10/2012 to 30/09/2013
2. Annual report of the council
3. Copy of certificate of currency, important insurance information and strata company manager's disclosure statement
4. Budget of estimated expenditure from the administrative fund and provision for reserve fund for period 01/10/2013 to 30/09/2014
5. Forms of specific and enduring proxy
6. Information in respect to nomination and election of members of the council

Signature of person issuing this notice.....Date.../.../...  
*Laura Chapman* on behalf of Exclusive Strata Management

## **PRELIMINARY MATTERS**

Registration of proprietors and proxy holders  
Verification of valid proxies received  
Verification of those eligible to vote and personally present  
Record those present by invitation  
Record any apologies received

**Confirmation by the strata company manager of an enabling quorum being present, that the meeting is properly constituted and may proceed to the conduct of business.**

*(Or that it is adjourned one week hence)*

## **Meeting Agenda**

- 1. Appointment of chairman for the meeting**  
-Only required if the chairman of the council is unavailable or unwilling to act.
- 2. Confirmation of previous minutes**  
-Minutes of the last general meeting have previously been distributed to proprietors.  
**Motion under notice –**
  - (a)** That the previously circulated minutes of the general meeting held on 13<sup>th</sup> November 2012 be confirmed as a true record of those proceedings.
  - (b)** Consideration of any matters arising from the minutes not otherwise provided for by this agenda.
- 3. Consideration of statement of accounts**  
-A copy of which is attached to this notice.  
*(Questions of a financial nature should be notified to the strata company not later than 3 business days prior to the meeting.)*  
**Motion under notice –**  
That the statement of accounts for the period 01/10/2012 to 30/09/2013 showing an amount of \$30,064.91 net owners' funds, be adopted as presented.
- 4. Constitution of the council**  
**Motion under notice –**
  - 4.1** That the council of the strata company consist of 5 proprietors.
  - 4.2** Chairman to call for nominations of candidates for election to the council;

And, if required will,

  - 4.3** Conduct a ballot to elect members of the council.

## **SPECIAL BUSINESS**

- 5. Annual report of the council**  
-A copy of which is attached to this notice.  
**Motion under notice –**  
That the annual report of the council be received.

**6. Changes to Schedule 1 by-laws**

**Electronic Council Meetings**

**Motion under notice**

That by Resolution Without Dissent the by-laws in Schedule 1 to the Act as they apply to the strata company be added to as follows:

**New Schedule 1 by-law 8(2)(d)**

8(2)(d) The Council may, by agreement of an absolute majority of its members, conduct a meeting of the Council by telephone, audio-visual or other agreed electronic means or any combination of these by which continuous communication is maintained between such of its members as constitutes a quorum under the by-laws.

**6.1 Penalty for breach of by-law**

**Motion under notice**

That by Resolution Without Dissent the by-laws in Schedule 1 to the Act as they apply to the strata company be added to as follows:

**New Schedule 1 By-law 16**

**16. Penalty for breach of by-law**

Pursuant to Section 42A(1) and subject to section 42A(2) of the Act, the penalty for a breach of any provision of any Schedule 1 by-law or any Schedule 2 by-law shall be \$500 or such greater amount as may from time to time be prescribed as the maximum amount for the purposes of section 42A or section 103I.

**6.2 Consent or approval of Strata Company or council**

**Motion under notice**

That by Resolution Without Dissent the by-laws in Schedule 1 to the Act as they apply to the strata company be added to as follows:

**New Schedule 1 By-law 18**

**18. Consent or approval of strata company or council**

18.1 If the consent or approval of the Strata Company or council is requested pursuant to the Act or the by-laws, the strata company or the council, as the case may be, may refuse that request, grant that request or grant that request on such terms as it shall reasonably determine.

18.2 If the consent or approval of the Strata Company or council is required pursuant to the Act or the by-laws, that consent or approval shall only be taken to have been given if it is given in writing.

**7. Insurance**

-A copy of certificate of currency, important insurance information and strata company manager's disclosure statement are attached to this notice.

**Motion under notice –**

That the council be directed to obtain a building replacement valuation and amend the sum insured to the amount of that valuation.

## **8. Items of business notified by council**

### **Please note:**

#### **Removal of Personal TV Aerials:**

The remainder of the units will be connected to new digital TV reception equipment over the next 6 months. After a unit has been connected, owners are required to remove any personal TV aerials installed in (or attached to) common property. If this is not done within 2 months of installation of the new system, the strata company will arrange removal and will pass charges on to the owner of the associated lot.

#### **Modifications to Common Property:**

Owners are reminded that ANY modifications to common property must be approved in writing by the Strata Council, this includes any modifications to the plumbing ducts or hot water systems. Owners are also reminded that if approvals have been granted for modifications in the past, any replacement or upgrades of modified items must be re-approved. Note that common property includes: external walls/windows/doors, the entire balcony area, walkways and the entire plumbing duct.

#### **Electric Hot Water Systems:**

Due to limitations in the electrical supply to the building electrical hot water systems are not permitted to be installed, if electrical systems have been approved by the strata company in the past, they may not be replaced and must be converted to gas. The strata company has investigated the option of upgrading the power supply to the complex and all units and found this to be extremely expensive and cost prohibitive.

## **9. Consideration of budget of estimated expenditure from the administrative fund**

- A copy of which is attached to this notice.

### **Motion under notice –**

That the budget of estimated expenditure from the administrative fund GST inclusive for the period 01/10/2013 to 30/09/2014 amounting to \$110,440.00 be adopted.

## **10. Determination of the levy of contributions for the period 01/01/2014 to 31/12/2014**

### **Motion under notice –**

That the levy of contributions on proprietors for the administrative fund be payable in advance, inclusive of GST, by instalments due and payable in the amounts and on the dates as shown below:

\$129.00	per unit entitlement	1 <sup>st</sup> January	2014,
\$129.00	per unit entitlement	1 <sup>st</sup> April	2014,
<u>\$129.00</u>	<u>per unit entitlement</u>	<u>1<sup>st</sup> July</u>	<u>2014,</u>
\$129.00	per unit entitlement	1 <sup>st</sup> October	2014,

to raise a total of \$95,232.00 in the financial year,

and,

that the levy of contributions on proprietors for the reserve fund be payable in advance, inclusive of GST, by instalments due and payable in the amounts and on the dates as shown below:

\$5.00	per unit entitlement	1 <sup>st</sup> January	2014,
\$5.00	per unit entitlement	1 <sup>st</sup> April	2014,
<u>\$5.00</u>	<u>per unit entitlement</u>	<u>1<sup>st</sup> July</u>	<u>2014,</u>
\$5.00	per unit entitlement	1 <sup>st</sup> October	2014,

to raise a total of \$3,720.00 in the financial year.

**11. Strata company management**

**Motion under notice –**

That Exclusive Strata Management be re-appointed as strata company manager for a term of 24 months and the council be directed to execute a management agreement on such other terms as it deems appropriate.

**12. Next annual general meeting**

**Motion under notice –**

That the next annual general meeting of the strata company be held on Wednesday 12<sup>th</sup> November 2014 at ESM commencing at 5.30pm.

**13. Matters without notice for discussion and referral to the council**

Note: Such matters may only be raised at the discretion of the chair and with leave of the meeting.

**14. Close of meeting**

# Exclusive Strata Management

PO Box 779 Victoria Park WA 6979

Ph 9362 1166 Fax 9362 1133

ABN: 20422677948

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## Balance Sheet - Strata Plan 05629

### "147-159 Charles St, West Perth"

For the Financial Period 01/10/12 to 30/09/13

	Admin Fund	Reserve Fund	TOTAL
<b>Assets</b>			
Cash at Bank			
Owners of The Mews 147-159 Charles Street - Strata Pl	24,920.69	10,434.51	35,355.20
Investment A/c			
The Owners of SP 5629 Inv Acct 2	309.74	8,778.92	9,088.66
GST Paid	2,780.28	0.00	2,780.28
Levies Receivable	294.86	15.00	309.86
<b>Total Assets</b>	<b>28,305.57</b>	<b>19,228.43</b>	<b>47,534.00</b>
<b>Liabilities</b>			
Levies Paid in Advance	16,193.00	635.00	16,828.00
GST Uncollected	1,651.17 DR	56.32 DR	1,707.49 DR
GST Collected	2,261.58	87.00	2,348.58
<b>Total Liabilities</b>	<b>16,803.41</b>	<b>665.68</b>	<b>17,469.09</b>
<b>Nett Assets</b>	<b>11,502.16</b>	<b>18,562.75</b>	<b>30,064.91</b>
<b>Owners Funds</b>			
Opening Balance	39,519.66	14,622.86	54,142.52
Surplus/Deficit for the period	28,017.50 DR	3,939.89	24,077.61 DR
Closing Balance	11,502.16	18,562.75	30,064.91
<b>Total Owners Funds</b>	<b>11,502.16</b>	<b>18,562.75</b>	<b>30,064.91</b>

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### Income & Expenditure Statement - Strata Plan 05629

#### "147-159 Charles St, West Perth"

For the Financial Period 01/10/12 to 30/09/13

#### Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
<b>Income</b>			
By-Law Compliance	60.00	0.00	40.00
Debt Collection Costs	80.00	0.00	120.00
Insurance Claim Reimbursements	1,834.09	0.00	3,320.68
Interest on Term Deposits	0.00	0.00	229.31
Interest on Overdue Levies	54.48	0.00	153.22
Key Purchase	272.73	0.00	372.73
Levy Income	80,318.76	0.00	65,777.04
Miscellaneous Income	5,170.00	0.00	0.00
Reimbursement -Repairs & Mtnce	0.00	0.00	115.00
Section 43	300.00	0.00	400.00
Special Levy Income	42,682.22	0.00	39,245.45
Taxation Reimbursement	0.00	0.00	584.40
<b>Total Admin fund income</b>	<b>130,772.28</b>	<b>0.00</b>	<b>110,357.83</b>
<b>Expenses</b>			
Additional Management Fees	816.59	700.00	810.29
Archive Storage Charges	383.64	380.00	384.00
Bank Charges	172.91	250.00	215.01
BAS -Compilation and lodgement	650.00	650.00	650.00
By-Law Compliance	1,800.00	3,000.00	100.00
Cleaning	2,390.19	0.00	2,787.62
Debt Recovery Cost	60.00	150.00	155.00
Disbursement Charges	499.11	450.00	430.95
Electricity - Common	3,140.32	3,500.00	2,503.05
Gardening	9,718.12	11,000.00	13,762.30
Income Tax Instalment	231.00	800.00	804.00
Insurance Valuation Fees	0.00	900.00	0.00
Insurance Claim	3,154.72	0.00	3,565.45
Insurance	11,894.19	8,000.00	7,537.49
Keys & Remote Expenses	271.82	0.00	138.50
Landgate Charges	218.18	0.00	185.45
M&R - Electrical	0.00	0.00	2,184.98
M&R - General	18,630.75	21,000.00	20,080.42
M&R - Plumbing	0.00	0.00	2,785.00
M&R - Pool	6,032.26	7,000.00	8,829.21
M&R - Roofing	0.00	0.00	60.00
M&R - Security Doors/Gates	0.00	0.00	48.00
Meeting Fees & Expenses	478.41	350.00	277.27
Management Fees	9,720.00	9,720.00	8,981.45
Postage & Petties	1,036.27	700.00	694.53
Section 43's	400.00	0.00	300.00
Special Projects	80,220.00	91,000.00	21,752.73
Tax Return - Preparation & Lod	360.00	350.00	113.64
Trades Monitoring Fee	400.00	400.00	400.00
Waste - Rubbish Removal	0.00	0.00	590.90
Water Consumption	6,111.30	6,000.00	5,523.05
<b>Total Admin fund expenses</b>	<b>158,789.78</b>	<b>166,300.00</b>	<b>106,650.29</b>

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ABN: 20422677948

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### Income & Expenditure Statement - Strata Plan 05629

#### "147-159 Charles St, West Perth"

For the Financial Period 01/10/12 to 30/09/13

#### Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Admin Fund Surplus/Deficit			
Admin Fund Surplus/Deficit	<u>28,017.50 DR</u>	<u>166,300.00 DR</u>	<u>3,707.54</u>



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### Income & Expenditure Statement - Strata Plan 05629

#### "147-159 Charles St, West Perth"

For the Financial Period 01/10/12 to 30/09/13

#### Reserve Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
<b>Income</b>			
Interest on Overdue Levies	1.74	0.00	8.15
Interest on Term Deposit	387.11	0.00	621.98
Levy Income	3,551.04	0.00	4,057.92
<b>Total Reserve Fund income</b>	<b>3,939.89</b>	<b>0.00</b>	<b>4,688.05</b>
<b>Expenses</b>			
<b>Total Reserve Fund expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Reserve Fund Surplus/Deficit</b>	<b>3,939.89</b>	<b>0.00</b>	<b>4,688.05</b>



# **The Mews**

**"The Owners of The Mews" Strata Plan 5629  
147-159 Charles Street, West Perth, 6005**

**Strata Manager:  
Exclusive Strata Management,  
PO Box 779,  
Victoria Park, WA 6979  
Phone: 08 9362 1166  
Fax: 08 9362 1133  
Email: [laura@exclusivestrata.com.au](mailto:laura@exclusivestrata.com.au)**

## **Council of Owners Report 21/10/2013**

This year has been a very busy year for your committee, beside the normal maintenance of the complex your council been working on:

- Gas Safety
- Pool Area
- Lighting Issues
- Permit Parking
- Electrical Usage
- Water Usage
- Insurance Valuation

### **Gas Safety:**

The Gas rectification works were completed earlier in the year by Wembley Plumbing in conjunction with Energy Safety WA and ATCO Gas. This has been a long and time consuming process with records showing initial discussions around this work started over 10 years ago.

### **Pool Area:**

The final touches on the pool area have been booked in and will hopefully be completed before the AGM is held (subject to availability of contractors). This has been a long process and involved discussions with the City of Vincent and Lifesaving Australia and started in 2012 when the City of Vincent mandated several changes as the area was not compliant with safety regulations. This work required the removal of the termite damaged retaining wall and replacement with a new limestone block retaining wall, the replacement of some sections of fencing, and the repaving of the area around the pool.

### **Lighting Issues:**

During 2012 electrical safety switches were installed on all common property as mandated by the state government. The installation of these switches highlighted faults in the lighting systems and as a result some sections of lighting power off automatically in bad weather. We have been working with electrical contractors to locate and fix these faults and believe we only have one section of lighting that is still powering off. Unfortunately despite attempts to locate faults in this section it has always been working correctly when the electricians have attended the site. We are continuing to work with electrical contractors to repair any issues.

### **Permit Parking (visitors):**

As approved at the 2012 AGM permit parking was implemented in the visitor parking area in March this year to stop unauthorised vehicles parking in the area. It would appear that the new signage together with warnings and infringements being issued has reduced the congestion in the car park and is allowing real visitors to use the car park as intended. For further information on parking see this link: <http://themewswestperth.com.au/parking>

**Electricity Usage (Common Property):**

Over the past three years we have replaced many areas of lighting with newer and more efficient lighting systems. These upgrades have resulted in a reduction in electricity usage by around 40%. For further information see this link: <http://themewestperth.com.au/powerbills>

**Water Usage (Whole Complex):**

We have been very lucky over the past few years to have had a faulty water meter that has been malfunctioning in our favour. Unfortunately for us this water meter was replaced this year and is now reporting higher consumption resulting in higher water bills. This together with the increases in the cost of water will mean a significant increase in the water costs for the coming year. For further information see this link: <http://themewestperth.com.au/waterbills>

**Insurance Valuation:**

As discussed at the 2012 AGM the Strata Council organised to have a building valuation performed this year. When the Insurance policy is next renewed this building valuation will be used to make sure we are adequately insured.

**SAT Hearing**

An application was made to the State Administrative Tribunal late last year by one of the owners at the complex. After Several hearings and much correspondence the application was withdrawn by the owner on January 9th 2013. For further information and transcripts of the hearings see this link: <http://themewestperth.com.au/bb/viewtopic.php?t=484>

Council of Owners

Issued on behalf of the Insurers:  
 QBE Insurance (Aust) Ltd ABN 78 003 191 035 82 Pitt Street Sydney NSW 2000 (AFS Licence No: 239545)  
 QBE Workers Compensation (NSW) Ltd ABN 95 003 195 804



**Policy No:** 860638  
**Period of Insurance:**  
**From:** 01/10/13  
**To:** 01/04/14 at 4.00 pm

**The Insured & Situation:**  
 THE OWNERS OF S P 5629  
 147 - 159 CHARLES STREET  
 WEST PERTH  
 WA 6005

### Certificate of Currency - Tax Invoice

Cover Selected	Sum Insured
POLICY 1 INSURED PROPERTY (Building)	8,566,000
Loss of Rent/Temp Accommodation (15%)	1,284,900
INSURED PROPERTY (Common Area Contents)	36,000
POLICY 2 PUBLIC OR LEGAL LIABILITY	10,000,000
POLICY 3 VOLUNTARY WORKERS	200,000/2,000
POLICY 4 WORKERS COMPENSATION (NSW, ACT, TAS & WA ONLY)	Selected
POLICY 5 FIDELITY GUARANTEE	100,000
POLICY 6 OFFICE BEARER'S LEGAL LIABILITY	2,000,000
POLICY 7 MACHINERY BREAKDOWN (over 5Kw)	Not selected
POLICY 8 CATASTROPHE INSURANCE (Insured Property)	Not selected
Extended cover - Rent/Temp Accommodation	Not selected
Escalation in Cost of Temp Accommodation	Not selected
Cost of Storage and Evacuation	Not selected
POLICY 9 Government Audit Costs	25,000
Appeal expenses - common property health & safety breaches	100,000
Legal Defence Expenses	50,000
POLICY 10 LOT OWNER'S FIXTURES AND IMPROVEMENTS (per lot)	250,000
FLOOD	Not selected

Date of Issue: 17/10/13  
 Issue Fee Incl GST: 0.00  
 Issue Fee GST: 0.00

This certificate confirms that on the date of issue noted above, a policy existed for the period and sums insured shown. It is not intended to amend, extend, replace or override the policy terms and conditions contained in the actual policy document. This certificate is issued as a matter of information only and confers no rights on the certificate holder.

CHU Underwriting Agencies Pty Ltd is an underwriting intermediary acting on behalf of the insurers.

#### New South Wales/ACT

1 Northcliff Street  
 Milsons Point 2061  
 PO Box 507, Milsons Pt 1555  
 Phone: 1300 361 263  
 Fax: 1300 361 269  
 info\_nsw@chu.com.au

#### Victoria / Tasmania

Level 30, 459 Collins Street  
 Melbourne 3000  
 Phone: 03 8695 4000  
 Fax: 03 9620 0606  
 Tasmania Ph: 1800 650 603  
 info\_vic@chu.com.au

#### Queensland

6 Floor, 445 Upper Edward Street  
 Spring Hill 4000  
 PO Box 255, Spring Hill 4004  
 Phone: 07 3135 7900  
 Fax: 07 3135 7901  
 info\_qld@chu.com.au

#### Western Australia

Level 16, QBE House  
 200 St Georges Terrace  
 Perth 6000  
 Phone: 08 9466 8600  
 Fax: 08 9466 8601  
 info\_wa@chu.com.au

#### South Australia

Ground Floor  
 208 Greenhill Road  
 Eastwood 5083  
 Phone: 08 8394 0444  
 Fax: 08 8394 0445  
 info\_sa@chu.com.au

## Exclusive Strata Management

Attachment to insurance schedule and provided with the notice of annual general meeting to be held on Tuesday 12<sup>th</sup> November 2013

Insurance requirements and important information for The Owners of 147-159 Charles Street, West Perth - Strata Plan 5629

<b>COMPULSORY INSURANCE COVER</b>	Your strata company is required to comply with various insurance provisions of the <i>Strata Titles Act, 1985 (WA)</i> ("Act") and Sections 53 to 59 set out the full insurance requirements. These requirements are insured under the current policy, details of which are shown on the attached insurance schedule issued by CHU Underwriting Agency.
<b>Buildings, fixtures and improvements</b>	The sum insured for 'Buildings' must be for the replacement value as defined by the Act. We recommend that an independent valuation be carried out at a minimum of three yearly intervals to ensure that this cover is kept in line with current and projected building replacement costs and other increases in expenditure. The date of the last such valuation undertaken is <b>unknown</b> .
<b>Public Liability</b>	In the case of public liability risks the minimum amount under the Act is \$5 million and your current Sum Insured is \$10 million. Many strata companies now insure for a minimum of \$20 million in residential schemes and as much as \$50 million where there is any commercial use of lots or common property.
<b>Workers Compensation</b>	We also suggest that every strata company effect's insurance in respect to possible liability under the Workers Compensation and Injury Management Act 1981 and your Strata Company has insured against such a risk.
<b>DISCRETIONARY INSURANCE COVER</b>	In addition to the compulsory insurances required under the Act, a strata company also has <u>other risks</u> it should consider covering because of its financial or legal responsibilities <b>for which it may become liable</b> . The strata company has the discretionary power to insure for <u>other risks</u> such as personal accident for voluntary workers, fidelity guarantee, office bearer's liability, machinery breakdown, catastrophe cover, government audit costs, and proprietors fixtures and improvements.
<b>SCHEDULE OF INSURANCE</b>	The CHU insurance schedule (renewal notice) shows which risks have been selected and the applicable sum insured amount. For a full understanding of the additional benefits applying to each policy you will need to review the policy wording or speak with CHU.
<b>IMPORTANT</b>	Should you decide to seek an alternative quotation or change your insurance, your current insurance policy i.e. renewal should be the <b><u>minimum cover to be afforded by any new policy, including all additional and special benefits</u></b> . This means when seeking and comparing your existing policy with other quotations, great care should be exercised to ensure there is a 'like for like' comparison made, and, no reduction in cover or increase in risk for the strata plan and its owners. For more information about this please speak to your strata company manager or CHU.

### GENERAL ADVICE WARNING

The above information is not personal advice. This advice is general only and before a decision is made to insure, the product disclosure statement should be carefully reviewed. The strata company has been provided with a copy of the relevant CHU financial services guide and product disclosure statement and these are held as part of the records of the strata company and are open to personal inspection by proprietors pursuant to section 43 of the Act.

### DISCLOSURE OF OUR RELATIONSHIP AND COMMISSIONS RECEIVED

Exclusive Strata Management are authorised representative No: 269635 of CHU Underwriting Agencies and an agent of the insurers, QBE Insurance (Australia) Limited and QBE Workers Compensation (NSW) Limited. CHU Underwriting Agencies Pty Ltd is a specialist strata and community title insurance intermediary and holds an Australian Financial Service License (AFS License No: 243261) with the authority to advise, deal and issue general insurance products. As an authorised representative of CHU for arranging the insurance we receive a commission. This commission does not affect the premium you pay to the insurer.

**Exclusive Strata Management**  
**Proposed Budget for Strata Plan 05629**  
**147-159 Charles St, West Perth, 147-159 Charles Street WEST PERTH**

Prepared by Exclusive Strata Management (ABN 20422677948)  
 PO Box 779 Victoria Park WA 6979 Ph 9362 1166 Fax 9362 1133

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Aggregate UoE 186 <b>Administrative Fund-</b>	Proposed Budget (01/10/13-30/09/14)	Adjustment	Current Year (01/10/12-30/09/13)			Last Year (01/10/11-30/09/12)		
			Budget	Actual	Variance	Budget	Actual	Variance
<i>Contribution Schedule</i>								
Additional Management Fees	\$700.00		\$700.00	\$816.59	\$116.59-	\$0.00	\$810.29	\$810.29-
Archive Storage Charges	\$380.00		\$380.00	\$383.64	\$3.64-	\$360.00	\$384.00	\$24.00-
Bank Charges	\$250.00		\$250.00	\$172.91	\$77.09	\$250.00	\$215.01	\$34.99
BAS -Compilation and lodgement	\$650.00		\$650.00	\$650.00	\$0.00	\$650.00	\$650.00	\$0.00
By-Law Compliance	\$3,000.00		\$3,000.00	\$1,800.00	\$1,200.00	\$0.00	\$100.00	\$100.00-
Cleaning	\$2,500.00		\$0.00	\$2,390.19	\$2,390.19-	\$2,500.00	\$2,787.62	\$287.62-
Disbursement Charges	\$500.00		\$450.00	\$499.11	\$49.11-	\$250.00	\$430.95	\$180.95-
Debt Recovery Cost	\$150.00		\$150.00	\$60.00	\$90.00	\$200.00	\$155.00	\$45.00
Electricity - Common	\$3,500.00		\$3,500.00	\$3,140.32	\$359.68	\$4,000.00	\$2,503.05	\$1,496.95
Gardening	\$11,000.00		\$11,000.00	\$9,718.12	\$1,281.88	\$10,500.00	\$13,762.30	\$3,262.30-
Income Tax Instalment	\$800.00		\$800.00	\$231.00	\$569.00	\$800.00	\$804.00	\$4.00-
Insurance	\$13,000.00		\$8,000.00	\$11,894.19	\$3,894.19-	\$8,500.00	\$7,537.49	\$962.51
Insurance Claim	\$0.00		\$0.00	\$3,154.72	\$3,154.72-	\$0.00	\$3,565.45	\$3,565.45-
Insurance Valuation Fees	\$0.00		\$900.00	\$0.00	\$900.00	\$0.00	\$0.00	\$0.00
Keys & Remote Expenses	\$0.00		\$0.00	\$271.82	\$271.82-	\$0.00	\$138.50	\$138.50-
Landgate Charges	\$0.00		\$0.00	\$218.18	\$218.18-	\$0.00	\$185.45	\$185.45-
M&R - Electrical	\$0.00		\$0.00	\$0.00	\$0.00	\$3,000.00	\$2,184.98	\$815.02
M&R - General	\$21,000.00		\$21,000.00	\$18,630.75	\$2,369.25	\$5,000.00	\$20,080.42	\$15,080.42-
M&R - Painting	\$0.00		\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
M&R - Plumbing	\$0.00		\$0.00	\$0.00	\$0.00	\$6,000.00	\$2,785.00	\$3,215.00
M&R - Pool	\$7,000.00		\$7,000.00	\$6,032.26	\$967.74	\$7,000.00	\$8,829.21	\$1,829.21-
M&R - Roofing	\$0.00		\$0.00	\$0.00	\$0.00	\$3,000.00	\$60.00	\$2,940.00

**Exclusive Strata Management**  
**Proposed Budget for Strata Plan 05629**  
**147-159 Charles St, West Perth, 147-159 Charles Street WEST PERTH**

Prepared by Exclusive Strata Management (ABN 20422677948)  
 PO Box 779 Victoria Park WA 6979 Ph 9362 1166 Fax 9362 1133

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Aggregate UoE 186 <b>Administrative Fund-</b>	Proposed Budget (01/10/13-30/09/14)	Adjustment	Current Year (01/10/12-30/09/13)			Last Year (01/10/11-30/09/12)		
			Budget	Actual	Variance	Budget	Actual	Variance
<i>Contribution Schedule</i>								
M&R - Security Doors/Gates	\$0.00		\$0.00	\$0.00	\$0.00	\$4,000.00	\$48.00	\$3,952.00
Management Fees	\$10,200.00		\$9,720.00	\$9,720.00	\$0.00	\$8,980.00	\$8,981.45	\$1.45-
Meeting Fees & Expenses	\$500.00		\$350.00	\$478.41	\$128.41-	\$500.00	\$277.27	\$222.73
Postage & Petties	\$1,000.00		\$700.00	\$1,036.27	\$336.27-	\$750.00	\$694.53	\$55.47
Section 43's	\$0.00		\$0.00	\$400.00	\$400.00-	\$0.00	\$300.00	\$300.00-
Special Projects	\$17,000.00		\$91,000.00	\$80,220.00	\$10,780.00	\$102,400.00	\$21,752.73	\$80,647.27
Tax Return - Preparation & Lod	\$350.00		\$350.00	\$360.00	\$10.00-	\$350.00	\$113.64	\$236.36
Trades Monitoring Fee	\$400.00		\$400.00	\$400.00	\$0.00	\$400.00	\$400.00	\$0.00
Waste - Rubbish Removal	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$590.90	\$590.90-
Water Consumption	\$6,520.00		\$6,000.00	\$6,111.30	\$111.30-	\$5,000.00	\$5,523.05	\$523.05-
<b>Total Contribution Schedule</b>	<b>\$100,400.00</b>		<b>\$166,300.00</b>	<b>\$158,789.78</b>	<b>\$7,510.22</b>	<b>\$175,390.00</b>	<b>\$106,650.29</b>	<b>\$68,739.71</b>
<b>TOTAL ADMIN FUND</b>	<b>\$100,400.00</b>		<b>\$166,300.00</b>	<b>\$158,789.78</b>	<b>\$7,510.22</b>	<b>\$175,390.00</b>	<b>\$106,650.29</b>	<b>\$68,739.71</b>
ADMIN BUDGET SUBTOTAL	\$100,400.00							
ADD: ADMIN GST	\$10,040.00		\$8,454.55			\$6,763.64		
<b>TOTAL ADMIN BUDGET</b>	<b>\$110,440.00</b>		<b>\$174,754.55</b>			<b>\$182,153.64</b>		

**The Owners of 147-159 Charles Street, West Perth  
Strata Plan 5629**

(Please read the notes below)

**Nomination for Election to Council - AGM 2013**

**Proprietor/s nominating him or herself, a co- proprietor, or, in the case of a Corporate proprietor, itself.**

The chairman

The Owners of 147-159 Charles Street, West Perth - Strata Plan 5629

I/we being the proprietor/co-proprietors of lot \_\_\_\_ hereby nominate (please print)

.....(name of the person or corporate proprietor who is being nominated) as a candidate for election to the council at the annual general meeting of the strata company to be held on 12/11/2013

Name/s of nominator/s (please print):

Signature/s of nominator/s:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*\*Director/Secretary/Attorney/Officer/Agent*

(\*In the case of an incorporated proprietor, the nominator should delete those not applicable)

Dated: \_\_\_\_\_

**Consent to Nomination for Election to Council**

I/we hereby advise that I/we consent to being nominated as a candidate for election to the council of the strata company at the annual general meeting to be held on 12/11/2013 and, if elected, to serve as a member of the council.

Name of nominee: \_\_\_\_\_ (Please print) of lot: \_\_\_\_\_

Signature of Nominee: \_\_\_\_\_ Dated: \_\_\_\_\_

*\*Director/Secretary/Attorney/Officer/Agent*

(\*In the case of an incorporated proprietor, the nominator must delete those not applicable)

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**IMPORTANT NOTES**

1. This form of nomination and consent to nomination must be in the hands of the chairperson of the annual general meeting prior to the close of nominations for that election. Fax: (08) 9362 1133 email: [info@exclusivestrata.com.au](mailto:info@exclusivestrata.com.au)
2. In the case of a **sole proprietor** written consent is only required if the candidate, being a natural person, is not personally present at the meeting.
3. In the case of **co-proprietors** of a lot the nomination must be in favour of one co-proprietor and signed by all co-proprietors, including the nominee.
4. In the case of a **corporate proprietor** the nomination and consent must be in writing and needs to be signed by a properly authorised person.