

**The Owners of The Mews  
147-159 Charles St West Perth  
Strata Plan 5629**

**MINUTES OF THE ANNUAL GENERAL MEETING**

**Held at the office of Exclusive Strata Management,  
Suite 15, 443 Albany Highway, Victoria Park  
on Tuesday, 25 October 2016 at 5:30 pm**

**PRESENT**

Alexandra Miller	Roslyn Carmen	Saxon Mailey
Kate Bingham	Robin Waters	Sekularac Tanascev
Bryan Mahony	Maree Heath	Rachel Riley
Sean Saunders	Benita Ng	Daniel Hawkins

**BY INVITATION**

Jasmine Abraham                      representing Exclusive Strata Management (**ESM**)  
Victoria McNally

**APOLOGIES**

Nil

**PROPRIETORS PRESENT OR REPRESENTED BY PROXY**

<b>Lot</b>	<b>Proprietor</b>	<b>Represented by</b>	<b>Proxy and/or Proprietor</b>
1	Mr S Mailey	Saxon Mailey	Proprietor
3	D Anthony & T Browne	Chairperson	Proxy
4	Ms J Millington	Saxon Mailey	Proxy
7	Mrs C Chapman	Chairperson	Proxy
8	Mr B Mahony	Bryan Mahony	Proprietor
9	A Miller	Alexandra Miller	Proprietor
11	Mr J Sloan	Chairperson	Proxy
12	State Housing Commission	Chairperson	Proxy
13	Mr S & Mrs K Tanasceva	Sekularac Tanasceva	Proprietor/Proxy
14	Mr I & Mrs M Heath	Maree Heath	Proprietor/Proxy
15	Ms K Bingham	Kate Bingham	Proprietor
16	Ms S Botica	Kate Bingham	Proxy
17	Ms R Waters	Robin Waters	Proprietor
18	State Housing Commission	Chairperson	Proxy
19	D Hawkins	Daniel Hawkins	Proprietor
20	Ms R Riley	Rachel Riley	Proprietor
21	S Allam & S Saleh	Chairperson	Proxy
22	Mr S Saunders	Sean Saunders	Proprietor
23	Mr S Mailey	Saxon Mailey	Proprietor
24	Mr D Hawkins	Daniel Hawkins	Proprietor
25	Mr L Chan	Chairperson	Proxy
26	Mr R Kanter	Saxon Mailey	Proxy

29	Mr S Allam	Chairperson	Proxy
32	Ms B Hobson	Saxon Mailey	Proxy
33	Ms Y Berman	Chairperson	Proxy
34	Mr S Allam	Chairperson	Proxy
36	Mr S Clarkin	Saxon Mailey	Proxy
37	Ms N Browne	Sheki Tanascev	Proxy
38	Mrs C Ryan	Chairperson	Proxy
40	Ms B Ng	Benita Ng	Proprietor
41	Mr T Woods	Chairperson	Proxy
42	Ms E Foston	Saxon Mailey	Proxy
43	Mr K Thongkam & Ms C Connery	Saxon Mailey	Proxy
46	Mrs D Gilbert	Saxon Mailey	Proxy
48	Mr S Saunders	Sean Saunders	Proprietor
51	S Allam & S Saleh	Chairperson	Proxy
52	Ms G Lawson	Saxon Mailey	Proxy
54	Mr J Jurkov	Chairperson	Proxy

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

**1. Appointment of chairperson for the meeting**

On a motion moved by Daniel Hawkins it was resolved that Jasmine Abraham be authorised to act as chairperson of the strata company for the purpose of the meeting. The chairperson declared the meeting open at 5:35 pm.

**2. Confirmation of previous minutes**

On a motion moved by Sean Saunders and seconded by Daniel Hawkins it was resolved that the previously circulated minutes of the general meeting held on 24 November 2015 be confirmed as a true record of those proceedings.

**Matters arising from the previous minutes**

Nil.

**3. Consideration of statement of accounts**

On a motion moved by Sean Saunders and seconded by Daniel Hawkins it was resolved that the statement of accounts for the period 1/10/2015 to 30/09/2016 showing an amount of \$50,560.45 net owners' funds, be adopted as presented.

**4. Constitution of the council**

**4.1** On an amended motion moved by Daniel Hawkins and seconded by Benita Ng it was resolved that the council of the strata company consist of 5 proprietors.

**4.2** The following candidates were nominated:

- Daniel Hawkins
- Bryan Mahony
- Saxon Mailey
- Sean Saunders
- Benita Ng

The above 5 candidates were duly elected to the council.

**5. Annual report of the council**

On a motion moved by Kate Bingham and seconded by Daniel Hawkins it was resolved that the annual report of the council be discussed at the meeting.

**Note:** Saxon Mailey took floor and discussed previous projects.

**6. Proposed variation of the maximum sum per lot that may be expended by the council pursuant to section 47(1)**

On a motion moved by Benita Ng and seconded by Sean Saunders it was resolved that by special resolution the council be authorised to undertake expenditure of up to \$150 per lot multiplied by 54 (the number of lots in the scheme), being a maximum of \$8,100.00 in any one case.

*Treasurers Note – National figure is \$200/Lot. The current figure of \$65.00/Lot was set in 1985 and is no longer relevant given the increase in costs.*

**7. Insurance**

On a motion moved by Saxon Mailey and seconded by Sean Saunders it was resolved that the council be directed to renew the current insurance policy prior to its expiry date in such sums as are suggested by the insurer or as are recommended by qualified professional advisors.

**8. Items of business notified by council  
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 reapproved. Note that common property includes: external walls/windows/doors, the entire balcony area, walkways and the entire plumbing duct.

**Motion Discussed with Owners**

**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.

**Motion Discussed with Owners**

**9. Authority for Strata Council to issue work order.  
(9.a) Retaining Wall and Fence Replacement**

On a motion moved by Saxon Mailey and seconded by Benita Ng it was resolved that the strata council be authorised to accept a quotation and issue a work order for the replacement of the retaining wall and fence near the clothesline area of the complex.

**(9.b) Solar Panel Installation**

On a motion moved by Benita Ng and seconded by Robin Waters it was resolved that the strata council be authorised to accept a quotation and issue a work order for the installation of solar panels on the common property.

**(9.c) Security and Cameras**

On a motion moved by Sean Saunders and seconded by Benita Ng it was resolved that the strata council be authorised to accept a quotation and issue a work order for the

installation of CCTV and associated equipment to be installed on all pedestrian and vehicle entry gates.

**10. Transfer of reserve funds**

On a motion moved by Maree Heath and seconded by Sean Saunders it was resolved that the council be authorised to transfer funds to a maximum of \$10,000.00 from the reserve fund to the administrative fund as may be required to meet the cost of retaining and fence replacement.

**11. Consideration of budget of estimated expenditure from the administrative fund**

On a motion moved by Daniel Hawkins and seconded by Maree Heath it was resolved that the budget of estimated expenditure from the administrative fund GST inclusive for the period 1/10/2016 to 30/09/2017 amounting to \$141,985.50 be adopted.

**12. Determination of the levy of contributions for the period 1/01/2017 to 31/12/2017**

On an amended motion moved by Saxon Mailey and seconded by the Kate Bingham it was resolved 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:

\$/UoE <sup>1</sup>	For the Period	Period Total	Due Date
\$154.00	01/10/16 – 31/12/16	\$28,644.00	01/10/16 (Previously Approved)
\$155.00	01/01/17 – 31/03/17	\$28,830.00	01/01/17
\$155.00	01/04/17 – 30/06/17	\$28,830.00	01/04/17
\$155.00	01/07/17 – 30/09/17	\$28,830.00	01/07/17
to raise a total of <b>\$115,134.00</b> for the financial year (01/10/2016 to 30/09/2017)			
And			
\$/UoE	For the Period	Period Total	Due Date
\$155.00	01/10/17 – 31/12/17	\$28,830.00	01/10/17 (Pre Issue) <sup>2</sup>

and,

on an amended motion moved by Kate Bingham and seconded by the Maree Heath it was resolved 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:

\$/UoE	For the Period	Period Total	Due Date
\$10.00	01/10/16 – 31/12/16	\$1,860.00	01/10/16 (Previously Approved)
\$20.00	01/01/17 – 31/03/17	\$3,720.00	01/01/17
\$20.00	01/04/17 – 30/06/17	\$3,720.00	01/04/17
\$20.00	01/07/17 – 30/09/17	\$3,720.00	01/07/17
to raise a total of <b>\$13,020.00</b> for the financial year (01/10/2016 to 30/09/2017)			
And			
\$/UoE	For the Period	Period Total	Due Date
\$20.00	01/10/17 – 31/12/17	\$3,720.00	01/10/17 (Pre Issue)

<sup>1</sup> Unit of Entitlement

<sup>2</sup> Levy that is approved for the next financial year.

**13. Strata Company Management**

On a motion moved by Maree Heath and seconded by Kate Bingham it was resolved that the 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.

**14. Matters with notice for discussion and referral to the council**

- (a) Discussion regarding Unit 31 application to SAT and subsequent dismissal by SAT.
- (b) Discussion regarding disturbances Unit 12 and Unit 18 and what is being done to address this.

**Note:** Urination on pathway, rubbish under staircase (U18.) Sean Saunders explained process for lodging complaint with help desk.

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

- (a) **Gate Locks** – Will be investigated as part of security upgrade.
- (b) Sean Saunders expressed thanks to Saxon Mailey for his efforts as a member in the Council of Owners and setting up the website.
- (c) **Bus Lane Works** – The verge is to be increased with the new garden courtesy of main roads.

**16. Close of meeting**

There being no further business the meeting closed at 7:00 pm.

Signed as a true and correct record of this meeting:-



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**CHAIRPERSON**

**DATE: 27<sup>th</sup> October 2016**