

THE OWNERS OF THE MEWS - FINANCIAL STATEMENT.

To the 28.2.79

RECEIPTS:

Balance on hand as at the 31.12.78	732.81
Levies since received	1458.00
Insurance levies since received	50.00
Bottle monies	.90

2241.71

PAYMENTS:

Bank charges	3.00
Management fees	280.80
Post, print & Stationery	9.60
Lawn mowing - 5 cuts.	250.00
Gardening - weeding, pruning etc	190.00
Trash bag removals at \$4.00 per bag	52.00
Pool Service, Maintenance & Chemicals	259.65
Reticulation - replacement of 23 sprinklers & adj auto timer	131.26

1176.31

Balance on hand as at the 28.2.79 \$1065.40

LEVIES OUTSTANDING:

Current quarter: 4, 8, 15, 29, 32, 36, 51 & 54 252.00

Previous Quarter: 8, 29, 36, 51 & 54 162.00

Insurance Levy: 8, 29, 36, 51 & 54 @ \$25.00 125.00

Balance outstanding 539.00

STRATA TITLES ACT 1966 - 1970

The Owners of The Mews,
147/159 Charles Street, West Perth. 6005
Strata Plan Number 5629

Minutes of the Committee meeting held on the 7th March, 1979 in Unit 3
at 7.30 p.m.

ATTENDANCE: Miss G. Bertone.
Mr. L. Cooper.
Mr. D. Jenkins.
Miss R. Pearman - Home Unit Management (RJP)

Chairman: It was unanimously agreed that Miss Pearman
would chair the meeting.

The Minutes of the previous Committee Meeting held on the 5th December,
1978 was read and the following items noted for attention.

1. Name & Number to the Building - Mr. Jenkins *this week 12/3/79*
advised that he would follow this matter up.
2. Roof: Mr. Jenkins to enquire into the progress
made by the Builder in having Monier Tiles return ✓
to make secure the capping etc.
3. Pool Maintenance: Mr. Cooper advised that this
Firm seems to be very able, but due to the swimmers
using sun-tan oils the pool builds up heavy film.
Contractor does scrub the tiles but has advised
that the pool will not be able to be brought up to
standard until the end of the season owing to the
fact that heavy chemicals are needed and this would
make the pool unpleasant for the swimmers.
Newsletter item : Request residents not to use body oils ✓
etc when using the pool.
4. Lawn mowing contractor and gardeners quite satisfactory.
5. Trash bag system: Home Unit Management to check
and make sure that these are emptied fortnightly ✓
Newsletter item: Re Trash & Garbage disposal.

Financial Statement:

From the 31.12.78 to 28.2.79 was read and items
queried one being the account from Hugall & Hoile
- this system was discussed - in particular the fact
that the system had been installed in such a manner
that the sprinklers were raised too high and thus
explained the reason for so many being broken. Hugall
& Hoile have attended to the lowering of said sprinklers
-- no direction having been given for this work to
be carried out, item only queried with this firm.
Further advised that the system was not installed by
Hugall & Hoile originally.
The financial statement was accepted into the records
by a motion put forward by Mr. Cooper seconded by
Miss Bertone. Carried unanimously.

GENERAL BUSINESS:

1. *Bottle Collector to be requested to provide further
crates. Further bottle money of \$1.40c. ✓
2. Mr. Cooper authorised to purchase 2 44 gallon drums
for other bottles to be smashed into, this broken ✓
glass then to be sold to ACI for re-cycling.
3. *PARKING: Due to inconsiderate parkers it was decided
that two areas would have "No Parking" painted on the ✓
ground. Directly in front of the Pool fence and next
to the garden shed.
4. *Fertilizer: 2 bags of vigran and quantity of Snail
killer to be purchased for the gardeners to spread. ✓
5. Top dressing of the lawns to be attended to in
August/September 1979.

446 5200

6. * That All Rental Agents and Owners who let their units be requested to advise in-going tenants that they must arrange to have the S.E.C put on in their Own names as the power will be dis-connected from the previous tenant's occupancy. ✓
7. Cats & Dogs:
It was unanimously decided that the following complex rule be instigated and circulated to all Owners & occupants: "That no further pets be permitted to be kept in a lot or on the Common Property. That those pets currently owned by current proprietors be permitted to remain but following their demise no replacement of same to be permitted". ✓
8. Security Lighting:
* On the next occasion it becomes necessary to have an electrician on site that they be requested to adjust the lights in order that the STAIRWAY, BOLLARDS AND CARPORT LIGHTS REMAIN ON THE SAME TIMING DEVICE. The Passage-way lights to remain separate.
9. Newsletter item: To all Owners re wrapping of garbage tearing up of cartons prior to placing in trash bags or if the cartons are too difficult to tear leave same for the caretaker to attend to - in a neat & tidy manner. ✓
10. It was decided that the Bulk bins would not be possible for this complex as the turning point for vehicle to empty same is near impossible.
11. Children:
Newsletter item: Parents to be requested to check children from running in and out of the walk-ways and balconies, playing ball against unit walls as this will possibly necessitate earlier painting and no one would relish and early 'special levy' to meet such a payment and in general to request parents to control the amount of noise which arises from the children playing on the complex which becomes a nuisance value to the older occupants. ✓
12. Complaint re the Occupants in Unit 39 re noise and squeazy mop - Mr. Jenkins to attend to this problem. OK

It was agreed that Miss Bertone and Mr. Cooper look into the possibility of co-Opting a further male member to the Committee of Management.

Newsletter: That the Occupants grant their neighbours some peace and quiet and endeavour to cease slambing doors and shouting in and around the complex late at night and into the early hours of the morning plus children to be checked from chasing around the balconies and common property. Laundry i.e. towels etc contravenes the by-laws of the local Council as well as those by-laws of the Owners of the Mews - when hung on balconies ✓

Copies of by-laws to be forwarded to all persons renting units with the request that they provide each ingoing tenant with a copy of same. * ✓

Mr. Cooper made mention that tenants are not being provided with keys to the pool area or the Gas ducts. Mr. Jenkins to look into this matter also keys to gas duct for Unit 54.

There being no further business the meeting closed at 9.10p.m.

Certified as a true and correct record.

Chairman.

Dated.

STRATA TITLES ACT 1966 -1970

THE OWNERS OF THE NEWS.
147/159 CHARLES STREET. WEST PERTH.
STRATA PLAN NUMBER 5629

Special meeting of the Committee of Management called to co-op additional members to the Committee plus arrange for the hire of a Caretaker.

ATTENDANCE: Mr. L. Cooper.
Miss G. Bertone.
Mr. K. West - By invitation.
Mr. J. McKay. - By invitation.
Miss R. Pearman - Home Unit Management (RJP)

Additional Committee Members:

Following general discussion Mr. Cooper put forward the motion that both Mr. Mc Kay and Mr West be co-opted to the Committee of Management. Seconded Miss Bertone. Carried. Both Gentlemen accepted and were welcomed to the Council.

Caretaker:

As officially John Gilbert Nominees have withdrawn their assistance with the supply of a Caretaker to the complex and in view of the fact that it is felt that the person, Mr. J. Mather, has been attending to the duties in a competent manner the Members discussed the pros & cons for hire. Mr. Mather had supplied Home Unit Mgt. with a number of references and these were read (portion) to the meeting.

Caretaker's Duties:

1. To keep the hard-surface swept.
2. Sweep walk-ways and stairs.
3. Maintain Swimming Pool.
4. Constant attention to the Garbage areas.
5. Gardening.

Contractors Whose services will no longer be required in order to make certain portion of funds available for payment of a Caretaker:

1. M & P. Schmook.
2. Swimming Pool Maintenance. Est. expenditure \$152.00.

Anticipated Hours involved would be approx. 18 hours per week. If the Caretaker was to be paid hourly would equal \$390.00 per c.m. Mr. Mather is asking for rent free accommodation with some assistance towards Electricity & Gas.

Following full discussion the motion was then put forward by Mr. Cooper that Mr. Mather be hired on a three month trial with the Body Corporate meeting the cost of rent at \$47.00 per week = \$203.67 per c.m. plus a sealing level of \$5.00 per week towards Mr. Mathers electricity and Gas/ Motion seconded by Mr. McKay. Carried Unanimously.

It was agreed that in order to give notice to present contractors Mr. Mather's duties would commence from the 1.May.1979. In the meantime the garbage bins must receive attention and it was decided to offer a payment of \$10.00 per week to Mr. Mather for this service.

Red Telephone:

Held in abeyance until further detail as to the viability of such a service has been checked into - Miss Pearman to report on same at the meeting to be held in early May. 1979.

Noise Complaints re : Units 35, 39 & 45.
Home Unit Management to write to the Owners direct.

There being no further business the meeting closed at 9.10 p.m.

Next meeting being held on the 2nd May, 1979 Unit 54 at 7.30 p.m.

Certified a true and correct record.

Chairman - Dated.

STRATA TITLES ACT 1966-1970

THE OWNERS OF THE MEWS.
147/159 CHARLES STREET. WEST PERTH.
STRATA PLAN NUMBER 5629

Minutes of the Committee Meeting held on the 2nd May, 1979 in Unit 54 at 7.30p.m.

ATTENDANCE: Miss G. Bertone.
Mr. L. Cooper.
Mr. D. Jenkins.
Mr. K. West.
Mr. J. Mc Kay.
Mr. Bradley. - by invitation.
Miss R. J. Pearman - Home Unit Management (RJP)

Minutes of the previous meeting were read and discussed and accepted into the records as true and correct unanimously.

Matters Outstanding:

1. Name and Number to Building - Mr. Jenkins to arrange.
2. Roof Cap & Tiles - Check with Monier as to whether they have attended to the repairs necessary.
3. Parking Problem - it was unanimously decided to write to the Perth City Council requesting that the Caretaker be authorised to place \$10.00 parking fines on offending vehicles.
4. Fertilizer for lawn received - no snail killer - Home Unit Management to provide 'recipe for bulk killer'
5. Unit 39 - Mr. Jenkins to arrange for the Occupants to be given notice as they have not made any adjustment to their behavior following numerous complaints made by neighbours and the Agent.

FINANCIAL STATEMENT:

Was read and discussed and accepted into the records by a motion put forward by Mr. Cooper. Seconded Miss Bertone. Carried Unanimously.

RED TELEPHONE SERVICE:

Miss Pearman advised that the cost involved would be:

- a. \$10.00 for new service.
- b. 46.25 rent in advance.
- c. \$25.00 fee for moving 'phone from outside U13 to U5.

It was unanimously agreed to retain the Red Telephone Service and pay the sum required.

FOR SALE SIGNS:

Correspondence received from Mr. Cooper requesting permission for his Agent to display advertising sign for the Sale of his unit. Following lengthy discussion it was decided not to grant permission for same, as this would contravene the By-laws of the Owners of the Mews. This was a unanimous decision.

It was further decided that the only time for "sale" signs would be permissible would be on the day a unit was 'open for inspection' further that the signs must be taken away at the end of that day.

Outstanding Accounts: (levy)

Following discussion a motion was put forward by Mr. Cooper that any reminder accounts forwarded should be at the expense of the Owner involved including the cost of .20c postage. Seconded Mr. McKay. Carried Unanimously. (Owners to be notified with next Levy Notice?)

ADVERTISING HOARDING & SALES CARAVAN.

Miss Pearman advised that the Developer retained the right to keep the hoarding on site until the last unit has been sold for the first time and duly settled - then the Developer would remove the sign. Sales Caravan - Mr. Jenkins to arrange for the Caravan to be removed as parking space is now required owing to the Units being just on fully occupied.

Page:2.

Mention was made that one of the Occupants is parking his motor cycle on the stair-way - Miss Pearman to find out the Unit number and request that the cease forthwith.

Mail Delivery:

This item was discussed as to the service received from the P.M.G. Item to be mentioned in Newsletter suggesting that any mail not 'known' be handed in to the Caretaker - Unit 5.

Tenants-

It was mentioned that currently a number of Estate Agents are arranging for the Caretaker to vet. the prospective tenants prior to their taking up residence. This was generally thought to be in the interest of the complex.

Maintenance:

Door to the ducting vent, - Unit 47 very poor and in need of a more resilient coat of paint.

Plastic vents facing the sun are reported to be warping - Mr. Jenkins to check into this matter as they could be a faulty batch.

Ground Floor Garden Area beneath Stairway:

It was decided to place mesh wiring across this area to prevent the possibility of injury to children or possibly an adult taking a short cut to the laundry lines.

There being no further business the meeting closed at 9.00 p.m.

Next meeting to be held on the 20th June, 1979 in Unit 22 at 7.30 p.m.

Certified as a true and correct record.

Chairman.

Dated.

THE MEWS. - FINANCIAL STATEMENT TO 30.4.79

Balance as at the 28.2.79	1065.40
Levies since received	819.00
Insurance levies since received	75.00
Bottle money.	2.10
	<hr/>
	1961.50

PAYMENTS:

Bank charges	8.92	
S.E.C. to 5.2.79 - common lighting	203.22	
Management fee - March & April.	280.80	
Post print & Stationery	11.85	
Removal of trash bags (9) @ \$4.00	36.00	
Lawn mowing 28/2, 14/3/ 28/3 & 11/4	209.00	
Gardening 26.2, 9/3, 12/3 & 16/4	146.00	-
Hugall & Hoile 22 sprinklers & 3 service charges	153.62	-
Service and replace sprinklers	20.79	
Swimming Pool Supplies - service & chem.	90.00	-
Multi-pak supplies - Sumapine	14.52	
6 garbage bins.	53.73	-
L.Cooper - Labour & garden tools bins etc for broken bottles.	48.02	
Bunning Bros - 12 garbage bins.	68.90	
T. Seeling - paint no parking signs.	24.00	
Tuart Electric Service - service and supply 7 Fluoros, 5 Starters & 50 tubes and starters	214.79	
Rent Unit 5 - Caretaker - 1/5/ to 1/6/79 -	205.83	
		<hr/>
		1880.64
Balance on hand.		<hr/>
		\$80.86c

LEVIES OUTSTANDING:

Current quarter:

Units: 2, 6, 7, 8, 9, 10, 12, 13, 15, 16, 17, 18, 21, 22, 23, 25, 28, 29, 20, 32, 33, 34, 36, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 50, 51 52, 54.

23 Units at \$27.00	=	621.00
15 Units at \$36.00		540.00

Previous quarter:

Units 8, 32, & 51	3 Units at \$27.00	81.00
December Unit 32	1 Unit at \$9.00	9.00
Unit 8 - quarter to end of December		27.00
Insurance Levies outstanding - Unit 8-		25.00

Total amount outstanding.

 1303.00

REMINDER ACCOUNTS HAVE BEEN POSTED TO ALL OWNERS THIS DAY. 2/5/79 X

UNIT 8 - WE ARE ADVISED THAT THE PROCEEDS WILL BE PAID TO THE BODY CORPORATE ON COMPLETION OF SALE.

STRATA TITLES ACT 1966 -1970

THE OWNERS OF THE MEWS.
147/159 CHARLES STREET. WEST PERTH.
STRATA PLAN NUMBER 5629

Minutes of the Committee Meeting held on the 20th June, 1979 in Unit 22 at 7.30 p.m.

ATTENDANCE: Miss G. Bertone.
Mr. K. West.
Mr. J. McKay.
Miss R. Pearman - Home Unit Management (RJP)

APOLOGY: Mr. L. Cooper.

Minutes of the previous meeting was read and discussed with the following items outstanding:

1. Name to building not being of the standard to enhance the property will be looked at further when funds are more readily available.
2. Roof Capping & Tiles - still awaiting confirmation that this service has been attended.
3. Home Unit Management to write to the Perth City Council giving the Caretaker's name as the person authorised to request that a Parking Inspector attend to the illegally parked vehicles on site.
4. Unit 39 - Home Unit Management to check with Mr. Jenkins as to action taken. (problem tenants)
5. It was agreed to permit, on a month trial basis, the placing of a "Unit to Let" sign at the front of the complex - this decision was made in view of the number of requests received from Owners who are renting out their properties. 8.00a.m. to 6.00p.m.
6. Mr. Jenkins to be contacted re the Plastic Vents.
7. Unit 47: painting to be attended to by Mr. Mather. (Maintenance to duct door)

Minutes were accepted into the records as being true and correct by a motion put forward by Miss Bertone. Seconded Mr. West. Carried Unanimously.

FINANCIAL STATEMENT:

Was read, and it was agreed that Home Unit Management request a Solicitor to write to the Owner of Unit 51 for payment of levies. Cost to be the liability of the Owner of Unit 51.
Financial Statement was then accepted into the records by a motion put forward by Mr. Mc Kay. Seconded Mr. West. Carried Unanimously.

Correspondence: Received from Mr. Bradley & Mr. Kemp requesting a general meeting - it was decided to hold this in the month of October 1979 and thus give the complex a full financial year in order that a more accurate estimate of costs for the coming year can be evaluated. Home Unit Management to write accordingly to Mr. Bradley and Mr. Kemp. Miss Bertone suggested that the meeting be held in the Bowling Club near the complex.. Venue to be finally decided on at a following meeting.

GUM TREES: Mr. West requested permission to remove some of the dead or dying gum trees providing he replace them with another tree - this to be at his own expense. This was agreed. Miss Pearman having a venue where trees and shrubs can be purchased economically suggested that Mr. West contact her when he is ready to replant providing detail of plants (trees) required.

CARPORT: Osborne Metal Industries to be contacted re the lack of painting to the repaired carport.

Unit 54: Ceiling has still not received maintenance - Miss Bertone and Miss Pearman to make contact with Mr. Jenkins.

The Mews - Committee Meeting - 20th June, 1979

Metal Protruding Near Unit 16:

Mr. Mather to be requested to make this secure.

Unit 32

Complaints have been received re the noise emanating from same.

Newsletter:

Next newsletter to include the suggestion that Unit Owners or Occupants may wish to place foam rubber under and surrounding their sinks in order to prevent the sounds echoing down to the unit below.

GARDEN SHED:

It was agreed that the Owners had purchased their interest in this complex as site seen which included a garden shed. This shed has been removed from the property by the Developer - Home Unit Management to write requesting that this item be returned.

There being no further business the meeting closed at 8.25p.m.

Next meeting to be held on the 8th August, 1979 in Unit 17 at 7.30 p.m.

Certified true and correct.

Chairman.

DATED.

THE MEWS.

Financial Statement 30. 4.79 to 20. 6.79

Balance on hand at 30. 4.79	80.86
Levies Since Received	1053.00
Bottle Money	7.10
Red Telephone	<u>24.80</u>

PAYMENTS.

Management Fees (May & June)	280.80	
Post, Print & Stat.	42.99	
Remove 13 Trash bags @ 4.00ea	52.00	
Telecom Aust (Red Phone)	81.25	
Myers (Garden Tools)	84.15	
J. Mather (2 wks. Labour)	20.00	
Lawn Mow. 26/4 & 16/5	100.00	
Swimming Pool Chemicals Supplies	68.95	
S.E.C. to 9/5	266.00	
Symonds Seeds	17.10	
Rent Unit 5 - 1/6 - 1/7	<u>205.83</u>	<u>1219.07</u>
Balance on hand 20. 6.79		53.31 DR.

Levies Outstanding

Current

Units 8, 38, 46, 51, 32 @ \$27.00ea	
Units 36 & 45 @ 36.00 ea	207.00

Previous Arrears.

Unit 8 & 51	54.00
-------------	-------

Previous

Unit 8	27.00
" 8 Insurance Levy	25.00
TOTAL OUTSTANDING	<u>313.00</u>

THE MEWS.

FINANCIAL STATEMENT FROM 20. 6.79 to 8. 8.79

Balance on Hand	53.31 DR
Levies since received	1269.00
Red Telephone	60.30
Bottle Money	5. 20
	<hr/>
	1281.19

PAYMENTS

Bank Charges	11.10	
Management Fees (July & Aug)	280.80	
Post, Print & Stat	14.30	
Remove 9 Trash Bags	36.00	
Rent U.5 1/7-1/8 & 1/8-1/9	411.66	
S.E.C. U 5 J. Mather	69.96	
North Beach Elect (Repair Light Fit & Regulator to Time Clock)	66.26	
Swim Pool Supplies	72.00	
Tuart Plumbing (U.8 Blocked Drain)	27.63	
Lawn Mow (J. Smith) 30/5,13/6, 12/7	150.00	
Bunning Bros (Snail Killer, Paint Brush, Timber stain Turps & Sand Paper)	86.18	
Bunning Bros (Sologard & P.Berger)	10.32	1236.21
		<hr/>
		44.98

Levies Outstanding

Current

Unit 4, 12, 18, 39, 40, 54. @ \$36.00	216.00
Unit 6, 15, 34, 37, 38, 46, 51, @ \$ 27.00	189.00
Unit 8 Owes 12 Months @ \$9.00 per month plus \$25.00 Ins Levy	133.00
Unit 32 owes 10mths @ \$9.00 per Month letter sent threatening legal action within 7 days Unit 32 Is Now in Hands of Solicitor.	90.00

Previous arreare

Unit 46	27.00
	<hr/>
Total Outstanding	655.00

STRATA TITLES ACT 1966- 1970

THE OWNERS OF THE MEWS.
147/159 CHARLES STREET. WEST PERTH.
STRATA PLAN NUMBER 5629

ATTENDANCE:

Miss G. Bertone.
Mr. K. West.
Mr. L. Cooper.
Miss R. Pearman - Home Unit Management (RJP)

APOLOGY:

Mr. J. Mc Kay.

Minutes of the Committee Meeting held on the 8th August, 1979 in Unit 17 at 7.30 p.m.

Minutes of the previous Committee Meeting held on the 20th June, 1979 were read and the following items noted as outstanding:

1. Name to Building - being held in abeyance.
2. Roof Capping & Tiles - No reply to correspondence forwarded to John Gilbert Property Holdings Pty. Ltd. Home Unit Management to write further on this item.
3. No further advice from John Gilbert Property Holdings Pty. Ltd. re the Plastic Vents. Further contact to be made on this item.
4. Caretaker has purchased the paint necessary for the maintenance to the Duct door outside Unit 47.

Annual General Meeting to be held on the 10th October, 1979 at 7.30 p.m. In either the Bowling Club Hall or the Hall beneath the Greek Orthodox Church. (Cost factor to be taken into account).

GUM TREES:

In order that the anticipated budget for the coming year can be taken into account Miss Pearman requested the Committee, as a body, to inspect the grounds and advise the number of shrubs & Trees required.

Damaged Carport:

It is noted that to date Osborne Metal Industries have not returned to paint the damaged section.

Garden Shed: Following discussion on correspondence received from the Developer it was agreed that the Garden shed was an item to be budgeted for in the coming year.

The minutes were then unanimously accepted into the records as being true and correct.

FINANCIAL STATEMENT:

Was read and discussed. It is noted that Unit 32 has been placed in the hands of Gladstone & Martin, Solicitors for the collection of arrears in maintenance payments. Home Unit Management to make further contact with John Garland Estate Agents re the Sale of Unit 8 and advise the new figure required in outstanding maintenance funds. A check also to be made that this figure is included in the selling price.

The financial statement was then unanimously accepted into the records.

GENERAL BUSINESS:

1. A check to be made on the advisability of pool drainage during the winter months.
2. Home Unit Mgt to look into and estimate the hours involved in the Caretakers duties in order that a possible increase in monies can be budgeted for in the coming year.
3. Lawn Mowing: Mr. West suggested that if the Caretaker was willing to undertake the duty of Mowing the Lawns, edging etc that a Mower and Edger also be budgeted for - thus saving approx \$900.00 per year which could then be distributed in wages to the Caretaker plus the initial expenditure of the equipment. Miss Pearman advised that she was aware of a second hand Mower which would be available at a cost of \$350.00. Committee agreed that should this Mower be purchased that included in this cost should be the proviso that the Machine is professionally serviced before purchase could be completed.

Garden Appearance:

It was agreed that the initial approach to the building was very good but that the rear section required more weeding.

Quote to be obtained for Lawn Edger.

There being no further business the meeting closed at 8.40 p.m.

Next Committee Meeting to be held in Unit 54 at 7.30 p.m. on the 3rd October, 1979.

Certified as a true and correct record.

CHAIRMAN.

DATED.

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS.
147/159 CHARLES STREET. WEST PERTH.
STRATA PLAN NUMBER 5629

Minutes of the Committee meeting held on the 3rd October, 1979
in Unit 20 at 7.45 p.m.

ATTENDANCE: Mr. K. West.
Mr. L. Cooper.
Mr. J. Mc Kay.
Miss G. Bertone.
Miss R. Pearman - Home Unit Management (RJP)

Minutes of the previous committee meeting were read and accepted into the records unanimously.

Matters arising:

1. Name of Building - held in abeyance.
2. Roof capping & tiles - awaiting correspondence from John Gilbert Property Holdings.
3. Plastic vents - No response whatsoever.
4. Annual General Meeting to be held on 23/10/79.
5. Gum Trees to receive ROGOR further treatment.
6. Pool:
Swimming Pool Industry Association of W.A. advise against pool being emptied.
7. Quote on Lawn Edger - this detail has not been obtained it was thought to leave this situation with the Mowing contractor as with the mowing for the time being.
8. Meeting advised that Unit 32 - through the Solicitors have paid this account in full. (Maintenance levy)

ANNUAL GENERAL MEETING DETAIL:

Home Unit Management (RJP) handed to each member of the Committee their notice of meeting and the financial situation was discussed.

Council Report:

Miss Pearman advised that this would be prepared and queried as to whether there was any detail the members wished to be included.
Mr. Cooper recommended that a vote of commendation be included for the work carried out by the Caretaker.

GENERAL BUSINESS:

Children Unit 4: Letter to be forwarded to the Owner of Unit 4 requesting their assistance in a) Children to cease from riding tri-cycle down the stairs and b) Request that the bicycle not be parked on the footpath.

FLYS:

CSIRO to be contacted for suggestions as to the best product to spray the building for fly.
Mr. Mc Kay suggested a product made by 'Bayer'.

GARDENS:

Suggest that possibly the addition of petunas of such could make the property more colourful..

Meeting closed at 8.30 p.m. CHAIRMAN: _____

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS - 147/159 CHARLES STREET. WEST PERTH.

STRATA PLAN NUMBER 5629

To:
The Proprietor/Proprietors/Mortgagee,
The Mews,
147/159 Charles Street,
WEST PERTH. W.A. 6005

NOTICE is hereby given by the Council of the "Proprietors of the Mews, Strata Plan 5629" of the First Annual General Meeting to be held at 7.30 p.m. in the "Old Mill Theatre" Mends Street, South Perth, on the 23rd October, 1979 for the purpose of:

1. Election of Council for the coming year.
2. To consider and if thought fit pass the Minutes of the Inaugural meeting.
3. Carry out any other business deemed necessary.

PROXIES:

A proxy form is attached. If you cannot attend please complet the form and send it to Home Unit Management (RJP) to arrive not later than noon on the 23rd October, 1979.

If you have no one who is readily available to act as your proxy may we suggest the following: 1) The Chairman. 2) A Member of your current Committee. 3) Home Unit Management (RJP) - (all being peoples who we feel will definitely act with the interest of the Complex.) This is most important, bearing in mind that without a quorum (half representation of all Owners) the meeting must be re-convened 7 days from the 23rd October, 1979.

CUT.

HER

The Chairman,
The Mews,
C/- Home Unit Management (RJP)
P.O. Box 123,
DOUBLEVIEW. W.A. 6018

FIRST ANNUAL GENERAL MEETING.

As the Owner of one or more units in The Mews I/We hereby
nominate _____
to act and vote on My/Our behalf, at the First Annual General
Meeting to be held on the 23rd October, 1979

Signed _____

Dated. _____

Unit Number/s _____

STRATA TITLES ACT 1966 - 1970
THE MEWS - 147/159 CHARLES STREET. WEST PERTH.
STRATA PLAN NUMBER: 5629
FIRST ANNUAL GENERAL MEETING.

A G E N D A.

1. Election of Chairman.
2. Apologies.
3. Proxies.
4. Minutes of the Inaugural Meeting
to be read.
5. Any matters arising (Minutes to be adopted)
6. Council report.
7. Audited Financial Statement.
8. Any matters arising (Statement to be adopted)
9. Consideration of Budget 1979/1980.
10. Body Corporate Management.
11. Election of Committee Members for 1979/1980.
12. General Business.

Please make sure you sign the attendance role.

Thank you.

THE OWNERS OF THE MEWS.
ANTICIPATED BUDGED FOR 1979 - 1980

Bank charges	35.00
Garden shed	120.00
Rent for Caretaker Unit.	2469.96
SEC contribution to Caretaker	260.00
Caretaker wages	520.00
SEC - Community lighting	970.00
Insurance	1400.00
Pool Chemicals.	200.00
Management fee	1825.20
Sand & fertilizer for lawns	150.00
Post print & Stationery.	100.00
Lawn mowing - 18 cuts	900.00
Contingency for maintenance	600.00
Contingency for painting	500.00
	<hr/>
	\$10,050.16c.

Divided by the aggregate of 186 = \$54.03.

Units with entitlement of 3 x \$54.03 = \$162.09 per annum.
\$162.09 divided by 12 = \$13.50 per month. (\$3.12 per week)

Units with entitlement of 4 x \$54.03 = \$216.12 per annum.
\$216.12 divided by 12 = \$18.00 per month. (\$4.15 per week)

The above is a recommended budget for the coming year which we would suggest you compare with the outgoings of the year just ended on the 30/9/79. Obviously there are a number of once only items which always arise in the first year and we have deleted these from the working figures for the coming year.
S.E.C for community lighting for last year is for a 9 mth period as last quarter account is not to hand.

The above to be discussed as noted on the agenda.

"THE MEWS"

STATEMENT OF RECEIPTS AND PAYMENTS.

For the period 1/10/78 to 30/9/79

RECEIPTS:

Gross Levies	6741.00
Gross Insurance levies	1325.00
Red Telephone	187.10
Bottle money.	20.50
Postage	.60
Overpaid levy contribution.	131.00

8405.20

PAYMENTS:

Bank charges	31.52
Post Print & Stationery	115.94
SEC - Community lighting	704.96
Lawn mowing.	800.00
Gardener.	537.52
Pool Maintenance & Chemicals.	570.25
Red Telephone	81.25
Rent of Caretaker Unit.(5 mths)	1029.15
Electricity portion of Unit 5.	109.96
Management fee - 11 months.	1544.40
Insurance premium	1210.97
Common Seal.	8.27
18 Garbage bins	122.63
Trash bag collection.	232.00
Re-imburse over paid levy*	131.00
Garden tools.	84.15
Line stamp "The Owners of Mews"	5.05
Ladder & weed killer	37.72
<u>General Maintenance:</u>	
Hugall & Hoille - Maintenance & repairs.	325.67
Fertilizer	17.10
North Bch Electrical - repair light fitting and regulate time clock.	66.26
Painting of "No Parking (2) signs"	24.00
Sprinkler fittings.	8.15
Cleaning agent - sumapine	14.52
Replace missing tubes and obtain 50 stock.	214.79
Blocked drain near unit 8.	27.63
Files, handles, Self stick labels, weed killer fertilizer, paint, snail killer, bucket etc	128.70
Check & report on roof.	19.50

8203.06

SURPLUS of receipts over payments.

\$202.14.

AUDITOR'S CERTIFICATE:

I have audited the records of receipts and payments held by the Managing Agents and have prepared the above Statement which, in my opinion, discloses a true and correct record.

K. Wilkinson

K. WILKINSON. A.A.S.A.

Auditor:

1 High View Road,
GREENMOUNT. W.A. 6056

COUNCIL REPORT:

At the commencement of the year the complex was receiving the Services of a Swimming Pool Maintenance firm and a gardener once a month - this system was found to be wanting and it was decided that for a complex of this size to be maintained at a good standard it was necessary to hire the services of a part-time caretaker -- at this stage we would like to compliment your current Caretaker, Mr. Jim Mather and his wife for a job well done.

Various running battles have been experienced with the Developer and the Council of the Company - firstly to have the name of the units affixed to the building, this was carried out, but not to the satisfaction of the Council - and will, monies permitting be replaced in the coming year. The large hoarding on site to be removed along with the sales caravan.

A system for the disposal of bottles was instigated and we now sell the broken glass to the Australian Glass Mfrs for re-cycling and this brings in a small amount of funds to assist.

The Red-telephone is paying its way successfully and thanks should be mentioned here to Mr. Bradley who gave assistance in checking through Telecom to hasten the installation along after the Service was disconnected via the Developers.

Trash Bag System:

Because of the excess of rubbish it was found to be necessary to have this extra system for garden refuse, empty cardboard cartons, used newspapers etc. --- being items which the garbage collectors will not take away.

Newsletters:

To assist persons in the initial stages a number of items for the betterment of the complex were circulated in this manner and will probably be continued through out the following year.

Parking:

Due to considerable lack of thought of some visitors it was found necessary to make arrangement with the Perth City Council Parking authority to authorise the Caretaker to arrange for a Parking Inspector to call if required .

GUM TREES: Which appear to be dying will be sprayed with the product called ROGOR - this has been found to be most successful on other complexes and is hoped will bring new life back into the trees.

Considerable garden tools have been purchased and the cost was most reasonable - thanks on this item to Mr. Cooper who dilligently went through just about every Hardware and Department Store selling the items required to obtain the best possible price. (now of course a garden shed must be obtained to keep these items away from weather and theft.)

FLYS"

The final duty instigated by your committee was to write to the CSIRO for detail on the best product which can be used to spay certain parts of the building where the flies collect for coolness and the dark. The spray to be harmless to humans and small humans, but to have the desired effect on the flies.

ON OCCASIONS it has been necessary to write to a few of the Owners who do not live on site with complaints re the habits of their tenants and we do thank those Owners for the direct action which has been taken to solve these particular problems.- Bearing in mind that it is important to all that a good standard be maintained not only for those who are investors but for those who have made "the Mews" home.

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS.
STRATA PLAN NUMBER 5620
147-159 CHARLES STREET.
WEST PERTH. W.A. 6005

MINUTES OF THE 'FIRST' ANNUAL GENERAL MEETING held on the 30th October, 1979 at the Old Mill Theatre, Mends Street, South Perth at 7.30 p.m.

Meeting was originally convened for the 23rd October, 1979 but due to lack of a quorum those present conformed with the Schedule to the Strata Titles Act Part 1 section 6(4) and the meeting was reconvened 7 days later.

Notice of meeting: Was read to the meeting.

ATTENDANCE: Mr. A. Ngeow.
Mr. C.L. Mc Dougall.
Mr. K.P. West.
Mr. T. Pallotta.
Mrs. C. Lahtov.
Mr A.J. & Mrs. D.M. Gray.
Mrs. A.M.N. Bradley.
Mr. R.J. Kendall.
Mr. G.W. Lummis.
Mr. R. Healey.
Mr. Letts - Jayel Nominees Pty. Ltd.,
Mr. W.C. Kemp.
Mr. G. Mac Donald.
Mr M.F. & Mrs. J.M. Benson-Lidholm.
Misses M. & G. Bertone.
Miss R. J. Pearman - Home Unit Management (RJP)

PROXIES: R.H.S. Barnacle nominated Home Unit Management (RJP)
L.E & H.D. Cooper nominated A. Bradley.
R. Filippetto nominated the Chairman.
F & D. Zencich nominated Home Unit Management (RJP)
Mr. D. E. Godbold nominated Home Unit Management (RJP)
Dr. H.A. Jones nominated Miss R. Pearman.
Mr. F.N. Milton nominated Home Unit Management (RJP)
Ms. M.M.A. Gohl. nominated Mr. K.P. West.
Ms. J.M. Campbell nominated Home Unit Management (RJP)
Mrs. M. Mc Carthy nominated Home Unit Management (RJP)

APOLOGIES: Mrs. J.M. Campbell.
Belated apology Mr. J. Mc Kay.

ELECTION OF CHAIRMAN:
Miss Pearman was elected to the chair by a nomination put forward by Miss Bertone. Seconded Mr. Healey. Carried unanimously.

Minutes of the Inaugural Meeting were read and accepted into the records by a motion put forward by Mr. Filippetto's proxy. Seconded Mr. Healey. Carried unanimously.

COUNCIL REPORT: Was read to the meeting by the chairman of which a copy is attached.
Mr. West further brought to the attention of the meeting the fact that the Committee during the year had been endeavouring to have the Developers, John Gilbert Nominees (1976) Pty. Ltd. confirm that Monier Tiles had been back to secure the ridge capping. Further that the plastic vents which have melted in the sunny areas be replace.
Mr. Kemp put forward the suggestion that a letter be further forwarded to the Developers advising that should some satisfactory reply not be received that the Body Corporate would take legal action. Agreed to take this action unanimously.
The Council report was then accepted into the records by a motion put forward by Mr. Lummis. Seconded Mr. Kemp. Carried Unanimously.

The Mews - 30/10/79

AUDITED FINANCIAL STATEMENT:

Was read to the meeting and a motion was put forward by Mr. West that the statement be accepted as true and correct. Seconded Mr. Ngeow.

Mr. Kemp recommended that the ingoing Committee endeavour to have the sum of \$19.50 re-imbursed as this sum was spent for a report on the roof. (re-imburement to come from the Developer) Miss Pearman advised that it would be doubtful that this payment would be re-imbursed, though correspondence will be entered into along with the correspondence previously mention.

It was decided to obtain further quotes for the mowing of the lawns - further that when funds are more readily available that the Body Corporate look into purchasing the equipment for the Caretaker to attend to this work.

Mr. Letts queried as to whether there were any levies outstanding - Miss Pearman advised that Unit 8 had not made a payment at all, the Owner having left the country and the fact that a forced sale was under way, further advising that should the funds not be paid to the Body Corporate out of the settlement figure then the new Owner would be responsible for the total amount outstanding. Mr. Letts further queried accounts outstanding for payment and was advised that Lawn mowing of \$40.00 plus one months management fee outstanding. Later in the meeting Miss Pearman advised that one quarter of SEC was also outstanding.

Mr. Gray queried the trash bag system this was explained. There being no further discussion the motion was put to the vote and carried unanimously.

ANTICIPATED BUDGET FOR THE COMING YEAR:

BODY CORPORATE
MANAGEMENT.

Was read and discussed. At this stage it was decided to amend the Agenda to include Body Corporate Management with Anticipated Budget. The Chairman advised that Home Unit Management (RJP) had requested the outgoing Committee to check on other firms. Mr. West advise that he had done this and financially two firms were higher and one firm \$25.00 less further proposed a vote of confidence in the existing Body Corporate and moved the motion that Home Unit Management (RJP) be retained for a further 12 months. Seconded Mr. Kendall. Carried unanimously.

The budget was then discussed further and a motion put forward by Miss M. Bertone that the budget as presented be accepted and to commence from the 1/10/79 to complete the on going financial year. Motion seconded by Mr. Kemp. Carried unanimously.

ELECTION OF COUNCIL OF THE COMPANY.

Mr. West nominated Miss G. Bertone. Seconded Mr. Healey.
Miss G. Bertone nominated Mr. West. Seconded Mrs. Bradley.
Miss M. Bertone nominated Mr. Kemp. Seconded Mr. West.
Mr. Fillipetto nominated Mr. Gray. Seconded Mr. Pallotta.
Ms. Gohl nominated Mr. Lummis. Seconded Mr. Kemp.
Dr. Jones nominated Mrs. Bradley. Seconded Mr. Lummis.
Mr. Kemp nominated Mr. Ngeow. Seconded Mr. Mc Dougall.

All Owners nominated accepted the proposal and there being no objections to those persons nominated, the Council for the coming year comprises of the above persons.

GENERAL BUSINESS:

Enclosure to Balcony Unit 32:

Plans and letter requesting permission to carry out this work having previously been circulated amongst those persons present. Mr Kendall officially requested permission to have this work carried out. Considerable debate took place and the meeting was advised that the Council (Perth City) would authorise the enclosure providing the Council of the Company would authorise same. Mr. Gray suggested that members of the Committee should inspect those locations indicated by

The Mews - 30/10/79

the attached letters and being 'like' the proposed plan. Further discussion took place and a motion was put forward by Mr. West that the Committee inspect Willandra Home Units in Glendalough and that a decision be made by the Committee at the first meeting. Motion seconded by Mr. Gray. Carried Unanimously.

Lawn Mowing: Mr. Zencich put forward the suggestion that the lawn mowing be carried out by the Owners on a roster system - as there was no discussion on this item the matter was not carried.

FOR SALE SIGNS: Mr. Healey made mention the fact that for sale signs are not permitted on site. The meeting was advised that permission would be granted for this type of advertising - ONLY on the day the Unit was open for inspection and that at the close of that day the signs must be removed.

To-let signs organised by the Caretaker.

UNIT DIRECTION SIGNS:
(location) This item to be discussed at the first meeting of the Committee of Management.

LAUNDRY ON BALCONY:
Notice to all occupants advising that not only does this contravene the by-laws of 147-159 Charles Street but also contravenes the Perth Council By-laws (quite a heavy fine involved). ✓

TRAFFIC ACCESS POINTS:
It was agreed that all occupants be requested to exercise caution on leaving the complex - taking care to watch for incoming traffic.

PARKING:
All occupants to be advised that they must use the carport allocated to their unit and not the Visitor Parking bays. Further request that Drivers park with care and not take up more than their allocated space. ✓

TRAFFIC MIRROR: Committee of Management to look into the cost involved of having a mirror device placed in order that vehicles leaving the complex can see if there is any traffic in the entrance drive-way from Charles Street.

There being no further business the meeting closed at 9.35p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

A. Korman
CHAIRMAN

6/10/80
DATED.

First meeting of the Committee of Management to be held on the 19th December, 1979 in Unit 27 at 7.30p.m.

THE MEWS - FINANCIAL STATEMENT
As at the 17/1/80

Balance as at the 19/12/79	63.71
Red Telephone	69.10
Levies since received	1210.50

1343.31

PAYMENTS:

Post print & Stationery.	15.15
4 trash bags emptied	16.00
Dry Acid and pool sparkle.	90.00
Rent U9: 23/10 to 23/12	498.32
Lawn Mow (3)	150.00
Additional spare fuses.	6.00
Home Unit Management - Dec & Jan	304.00

1079.47

Balance on hand	\$263.84
-----------------	----------

LEVIES OUTSTANDING:

Unit 18, 30, 32 - previous quarter	148.50
Unit 8:	213.50
Current quarter: 30 units not paid.	1417.50

1631.00

ACCOUNTS OUTSTANDINGI

nsurance premium	1463.65
Rent to 23.1.80	249.16

1712.81