

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS  
STRATA PLAN NUMBER 5629  
147/159 CHARLES STREET,  
WEST PERTH. W.A 6005

Minutes of Committee Meeting held on the 22nd January, 1981 in  
Unit 39 at 7.30pm.

PRESENT:

Mr. W. Kemp  
Miss G. Bertone  
Mr. T. Pallota  
Mr. G. Lummis,  
Mr. R. Bowl  
Mr. M. Benson  
Mrs. C. R. Davidson (Home Unit Management )

Minutes of the Committee Meeting held on the 27th September, 1980  
were read and the following items discussed as matters arising:

HOME UNIT MANAGEMENT SIGN: The meeting was advised that some difficul-  
ties were being experienced with this sign, however, it was hoped  
that it will on site as soon as possible.

PAINTING: At this stage the areas that need most attention appear  
to be adjacent to the clothes line area of the front block and  
the stairways. All timber facing west is in a bad state of repair.  
The walls are also in need of hosing down.

CLEANING OF STAIRWAYS: It was suggested that Initial Gardening  
be approached with a view to the cleaning of the stairs and walk-ways.

UNIT 4: To be placed in the hands of the debt-collectors.

UNIT 39: Awaiting on the advice of the Architect with regard to  
the cracking.

RUBBISH REMOVAL: After discussing the quotes a motion was put to  
the meeting by Mr. Kemp that the quote from Western Waste be accepted  
and seconded by Mr. Benson. Carried unanimously. It was also  
suggested that Initial Gardening be asked to quote for the removal  
of the brick walls. Home Unit Management to write to the Council  
advising that their rubbish collection services will no longer be  
required.

The Minutes were then accepted into the records as being a true and  
correct record on a motion put to the meeting by Mr. Lummis and  
seconded Mr. R. Bowl.

FINANCIAL STATEMENT: Was read and discussed and accepted into the  
records by a motion put forward by Mr. Lummis and seconded Mr.  
Bowl.

GENERAL BUSINESS:

TOP DRESSING OF LAWNS: It was decided that this year the lawns  
would need top dressing.

CARETAKER: The subject of a resident caretaker was discussed and  
it was decided that if the services of a caretaker were hired that  
a very strict set of rules be laid down, and a list of duties  
made up. Home Unit Management to look into hiring a person for the  
positionn

SWEEPING OF THE BITUMEN AREAS: It was suggested that a vacuum sweeper  
be hired to clean all bitumen surfaces. Mr. Kemp advised that he  
may possibly be able to borrow one of these machines.

As there was no further general business the meeting closed at  
8.35pm. It was decided that the next Committee Meeting be called  
when the Committee felt that a meeting was necessary.

CHAIRMAN

*Beerman*

DATE

*1/3/81*

THE MEWS - FINANCIAL STATEMENT  
to the 22nd January, 1981

RECEIPTS:

Balance as at 27/11/1981	586.66
Insurance levies	648.94
Levies	972.71
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	2,208.31

PAYMENTS:

S.E.C.	128.64	
David Gray - 2 lots fert.	19.20	
Int. Gardening - 7,11,14,18, 21,25,28/11 2,5,9,12,16,19 23,30/12 and 6/1	476.00	-
Swimming Pool Supplies Chlorine, dicalite.	108.90	
To acid wash filter pads, dismantle pump, clear blocked impellor, supply & fit new lint basket	45.00	
Lawns & trash bags	178.00	
Ins. part payments	400.00	
7 keys & padlock for pool	14.00	
Atkins Carlyle - globes	23.85	
Laurie Johnston repair light near pool	23.50	
Home Unit Management - fees Oct, Nov, Dec. Jan	608.00	
Flood light	3.00	
Postage & photocopying Sept to January	130.01	
Sumapine	9.15	
Baygon Surface Spray - flies	23.48	
	<hr/>	
	2,190.73	2,190.73

Balance as at 22nd January, 1981	17.58	-
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Levies outstanding:		
Unit 4 3 quarters	180.06	
Unit 15 insurance only	27.42	
Units 1,6,7,8,9,11,12,13, 14,19,20,21,23,24,27,29,30,31 33,34,37,38,39,40,43,45,46, 47,48,50,51,52,53,54 current quarter only + adj.	2142.60	
Units 18 from 1st Oct, 80 + ins	154.02	
Units 36 38,41,44 current quarter + adj. + ins	435.92	
Unit 2	8.50	
	<hr/>	
Total owing	2948.52	

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS  
STRATA PLAN NUMBER 5629  
147/159 Charles Street.  
WEST PERTH. W.A. 6005

Minutes of Committee Meeting held on the 11th March, 1981  
in Unit 54 at 7.30 p.m.

PRESENT: Mr. G. Bradley.  
Mr. W. Kemp.  
Mr. T. Pallota.  
Miss G. Bertone.  
Mr. R. Bowl.  
Miss R. Pearman - Home Unit Management (RJP)

Minutes of the previous Committee Meeting held on the 22nd  
January, 1981 were read and the following items discussed  
as matters arising:-

MANAGEMENT SIGN:

Completed and will be affixed  
within the next week. Location  
on the wall of Unit 12 facing  
Charles St. at Car window level.

PAINTING:

Meeting advised that to date  
the Gardener/Yardman has been  
instructed to paint the maintenance  
door to Unit 47 only. Exterior of  
the timber surround to the clothes  
drying area has been completed.

CLEANING OF STAIRWAYS:

Held over until discussion on  
Caretaker.

Unit 4:

Account has now been paid.

Unit 39:

Detail on report following inspection with the  
Architect: David Godbold met Mr. G. Lummis and  
Mrs. C. Davidson from Home Unit Management on site  
and explained that the cracking was caused by  
thermal expansion and contraction of the concrete  
slab at the walkway (balcony) and as this moved it  
pulled the brickwork with it causing the cracks. Mr.  
Godbold suggested that the best possible method  
of rectifying this problem was to rake the cracks  
patch with a silicone putty filler and re-render. He  
was of the opinion that this problem would and could  
not be completely overcome because of the heat but  
that silicone type putty would be more pliable and  
possibly help alleviate the movement.

RUBBISH REMOVAL:

Miss Pearman advised that the Perth City Council have  
now advised that there will be no rebates given by  
the council to the rate payers as the rateable charges  
are the same whether the Council remove the rubbish  
or a private contractor. It was agreed that in this  
case it necessary to revert to the original method  
of disposal of refuse. Home Unit Management (RJP)  
to take the responsibility of replacing the brick  
walls to the garbage areas, and cancel the arrangement  
with Western Waste. Miss Pearman to obtain legal  
advise prior to taking this action. This being a  
check to ascertain as to whether or not there is any  
method or arranging for a rebate from the Perth City  
Council.

SAND TO LAWNS:

To be attended in August September.

CARETAKER: Following lengthy discussion and the comparison of the budget it was agreed that a Caretaker - on site be hired at a rate of \$50.00 per week to cover rent and some contribution towards his electricity account. Further it was agreed that the person hired for this work be given a set list of duties to be carried out but not set ~~a~~ list of hours. Home Unit Management to locate a ground floor unit as Caretaker residence.

POOL: More acid required.

FINANCIAL STATEMENT:

This statement presented was a 6 monthly account with budget figures showing the amount of funds available for expenditure for the following 6 months. Considerable concern was shown at the number of units currently outstanding totalling over \$1000.00.

Levies: It was agreed that in future the accounts would be structured differently - with the following being instigated:.

- a) 2½% being offered for payment in advance on a six monthly basis.
- b) 5% being offered for payment in advance on a 12 monthly basis.
- c) That in accordance with the by-laws payment of levies are due within the first 7 days of the month.
- d) Any accounts not settled within 30 days to be charged \$3.00 book-keeping fee per month
- e) Account to be marked FIRST & FINAL ACCOUNT.

GENERAL BUSINESS:

Unit 44: Clothes drying on balcony. ✓  
Unit 17: Leaving shoes, socks & clothing outside the door. ✓  
Unit 4: Visitors dog has frightened a number of persons and its barking is disturbing neighbours. (by-laws to be brought into action for all animals) ✓

SIGN: Directional sign - currently being manufactured. ✓

Unit 23: Car leaking oil. ✓

By-laws: A simplified set of by-laws to be forwarded to all Occupants.

Motor bike: Digging holes in bitumen and leaking oil - Unit number not known.

Committee Member: Mr. Bradley advised that he will be resigning from the Committee in June/July .

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

CERTIFIED AS A TRUE AND CORRECT RECORD.

NEXT MEETING TO BE HELD ON THE 21st APRIL. 1981 in Unit 27(?) at 7.30 p.m.

  
CHAIRMAN.

21/4/81.  
DATED.

"THE MEWS"

FINANCIAL STATEMENT - 6 MTH PERIOD TO 28/2/80

Balance as at A.G.M.	145.53
Levies since received	4830.10
Insurance levies received	1535.52
Broken glass	6.60
	<u>6517.75</u>

PAYMENTS:

Bank charges	33.96	-
Management fees July to Feb 81 (8)	1216.00	/
Post Print & Stat July to Feb 81"	326.73	/
Lawn mowing	450.00	/
Trash bags	98.00	/
Pool Chemicals	108.90	/
Gardener/Yardman	1562.10	
SEC - Common Lights	407.12	
Insurance premium	1375.74	
Debt Collector charges	78.18	
Disinfectant	18.19	
Fertiliser	19.20	
Auditor	70.00	

GENERAL:

Affix flashing	40.20	
Slabs for shed	4.00	
Painting No & Visitors	58.00	
Repair sprinklers	58.60	
GLOBES & FLUORO	89.60	
Repair lights	44.70	
Baygon - flies	23.48	
Repair kerb	40.00	
Lop trees	100.00	
2 title searches	6.00	
Destroy garbage walls	58.70	
Paint & labour	27.50	
Rogor to trees & labour	44.00	
Service pump - retic	45.00	
Padlock & Keys	<u>15.54</u>	
	639.78	
		<u>6419.44</u>
		\$ 98.31

PLUS LEVIES RECEIVED MARCH	302.20
Plus cleaning of carport	15.00
	<u>416.51</u>
Less 1 lawn mow	50.00
Total on hand at the 11/3/81	<u>365.51</u>

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LEVIES OUTSTANDING TO THE 31/3/81

<u>UNIT</u>	<u>AMOUNT</u>
6.	27.08
9.	72.60
11.	72.60
15.	54.50
16.	54.50
17.	72.60
18.	126.60
29.	72.60
36.	72.60
37.	54.50
38.	54.50
40.	9.30
41.	54.50
44.	95.00
45.	72.60
46.	54.50
51.	54.50

\$1077.08 TOTAL AMOUNT OWING FOR QUARTER TO 31/3/81

ANTICIPATED BUDGET SITUATION - THE MEWS. 28/2/81

ITEM	BUDGET	EXPENDITURE	BALANCE TO 30/9/81
Bank charges	80.00	33.96	46.04
SEC	1200.00	407.12	792.88
<del>Insurance</del>	<del>1700.00</del>		<del>1700.00</del>
P.P.&.S and Hall Hire	480.00	326.73	153.28
Lawn Mowing	1000.00	450.00	550.00
Manage Fee	1864.00	1216.00	648.00
Trash bags	350.00	98.00	252.00 100 -
Pool Chem	400.00	108.90	291.10
Garden Fert etc	300.00	19.20	280.80 200.00
DISINFECTANT	100.00	18.90	81.10
SHRUBS & TREES	100.00	nil	100.00
ANNUAL AUDIT	85.00	70.00	15.00
GARDENER/YARDMAN	2860.00	1562.10	1297.90 x 1000 -
PAINTING CONT.	1500.00	nil	1500.00
GENERAL MAINT	1441.00	639.78	801.22
			-IT
	11760.00	4950.69	6809.32

*can afford  
 \$50.00 v 2  
 equals 12 hrs  
 per week  
 next yr \$55 v 2*

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS.  
STRATA PLAN NUMBER 5629  
147/159 CHARLES STREET.  
WEST PERTH. W.A. 6005

Minutes of Committee Meeting held on the 21st April, 1981 in Unit 27 at 8.00 p.m.

PRESENT: Mr. G. Bradley.  
Mr. W. Kemp.  
Mr. T. Pallota.  
Mr. G. Lummis.  
Miss R. Pearman - Home Unit Management (RJP)

APOLOGIES: Mr. R. Bowl.  
Mr. M. Benson.

Minutes of the previous Committee Meeting held on the 11th March 1981 were read and the following items discussed as matters arising:-

Cleaning of Stairways: Caretaker to be requested to clean the steps etc with the added incentive of payment between \$30.00 to \$50.00. ✓

Unit 39: The Architects report was read and it was decided to hold this work over until maintenance painting is done to the entire complex. ✓

Sand to Lawns: August/September.

Caretaker: To be requested to work on cleaning up the front block of units as currently this is rather poor. A cobweb broom to be purchased. Walls could do with a hose down. ✓

Levies: The meeting was advised that there has been a rather good response to the offer of discount for advance payment. ✓

Directional Sign: Still being manufactured. *ON WAY.* ✓

Oil Slicks in Carports & Bays: Caretaker to be requested to purchase a degreaser and apply after the next mowing of the lawn. ✓

By-laws: Simplified version to be circulated. ✓

Motor bike: Unit 32 still digging into the hard surface. Follow up correspondence to be forwarded on this matter. ✓

Unit 42: Garbage being left outside the unit door.

The minutes were then confirmed as being a true and correct record by a motion put forward by Mr. Kemp. Seconded Mr. Bradley. Carried

FINANCIAL STATEMENT: Was read and following the adjustment of the total of payments was accepted into the records by a motion put forward by Mr. Lummis. Seconded Mr. Bradley. Carried.

GENERAL BUSINESS:

Lawn Mowing: The meeting was advised that the lawn mowing contract has been changed over to a firm which will mow, edge, vacuum the hard surface and any clippings for the lower cost of \$42.50. (old cost \$50.00) ✓

Blind Corner at entrance from Charles St.: Meeting advised that an accident had taken place on this corner and following discussion it was decided to have a traffic hump installed approx. 3 feet before the cnr.

Units 47 & 29: Water has flowed from Unit 47 into unit 29 - it was agreed that the overflow drain in the bathroom be cleared (unit 47) ✓

Council Member Resignation: Mr. Bradley advised the meeting of his inability to serve on the Council of Management. His resignation was received with regret. ✓

Clothes Line: To be put back after the immediate area has been used for any other purpose than drying of clothes.

Cars: Notice to all Occupants that no mechanical repairs are to be made on site. Further that clothes should not be left on the lines over night due to theft and that cars should be securely locked as one vehicle ✓ has recently been stolen.

Lane way: Contact to be made with Lewer Real Estate requesting that they desist from parking in the lane way (area clearly shown as No Parking). Parking inspector to be called in future. ✓

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

NEXT COMMITTEE MEETING TO BE HELD ON THE 3rd JUNE. 1981 in Unit 39 at 7.30 p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN: \_\_\_\_\_

DATED: \_\_\_\_\_



FINANCIAL STATEMENT "THE MEWS" TO 21st APRIL, 1981.

RECEIPTS:

Balance as at 28/2/81	98.31
Levies since received	3658.35
Insurance levies since received	82.26
Broken glass	23.80
	<hr/>
	3862.72

PAYMENTS:

Bank Charges	6.00
Management fee - March & April	304.00
Postage	36.24
Photocopies	22.80
Lawnmowing - 11/3, 24/3 & 7/4	150.00
Trash bags (8)	32.00
Balance of Insurance premium	400.00
S.E.C. - 14/4	160.02
Repair filter pads & chemicals	45.95
Gardener Yardman - 20/3 25/3 27/3 9/3 13/3 & 17/3	287.00

GENERAL:

Paint	38.50
Sumapine	9.09
Mark Wake Pty Ltd	31.64
Cleaning Unit 7	24.00
Globes	23.85
Post & rail fence	289.00
S + F 1/2 bottom of filter tank & vacume head & clear impellor	94.27
Western Waste - 4 weeks 21/3	160.00
Hose, spray & fittings	20.37
Rent unit 5 - 24/4	195.00
New timber post for tap	17.30
Invest funds in Home Building Soc.	900.00

3247.03  
~~1447.03~~

BALANCE AT Commonwealth Bank at 21/4/81 \$ 615.69

BALANCE AT Home Building Society \$ 900.00

LEVIES OUTSTANDING:

Unit	31/3/81	30/6/81	Insurance	
4.		63.30		Davey
6.	27.08	47.50		Ser-Marg Nominees
11.	72.60	63.30		Godbold
15.	47.50	47.50		McDougall
16.	54.50	47.50		Robinson
18.		63.30	36.56	Collopy
20.		47.50		Tay
29.		63.30		Hudson
32.		47.50		Skully
33.		47.50		Mortimer
34.		47.50		Dixon
36.	72.60	63.30	36.56	Vermeulen - Mark Wake
38.	54.50	47.50	27.42	Sum
	<hr/>	<hr/>		
	328.78	696.50	100.54	= \$1125.82

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF "THE MEWS"  
STRATA PLAN NUMBER 5629  
147-159 CHARLES STREET,  
WEST PERTH, 6005

Minutes of Committee meeting held on 3rd June 1981 in Unit 39 at 7.30 p.m.

PRESENT: Mr. W. Kemp Mr. R. Bowl  
Mr. G. Lummis Mr. M. Benson  
Miss R. Pearman (Home Unit Management)

Minutes of previous committee meeting held 21st April 1981 were read and the following items discussed as matters arising.

Caretaker: The Committee discussed at length the duties which the current caretaker is hired to carry out and which, unfortunately, are not being attended to. Considerable points were raised as to how this matter could be resolved.

It was eventually decided that the existing caretaker should be given notice. Further that KL Lawn Mowing and Gardening be hired to attend to the gardening work and an off site caretaker be employed to come on site to break bottles, clean garbage area, pick up rubbish, sweep walkways and footpaths and generally make sure that the property is looking in good condition.

Miss Pearman advised that Mr. Mather, the previous caretaker, was still in contact with her and possibly would be interested in undertaking these duties. She will discuss the matter with him and, should he not be interested, will arrange to locate a suitable yardman.

Sand to Lawns: August - September.

Directional Sign: Correspondence to be forwarded to Mr. Bradley to query as to when this sign will be completed. Further to ask him if he still has the sign constructed by Mr. West. If so, Home Unit Management would like to have the sign. ✓

Oil Slicks in Carports & Bays: New yardman to attend to this.

Lawn Mowing: Committee advised being extremely satisfied with the new contractors. ✓

Traffic Hump: Quote provided by J.J. Brennan was unanimously accepted. Installation work to be carried out as soon as possible. ✓

Clothes Line: Correspondence requesting that this line be extended when the children have finished playing in this area. ✓

The minutes were then confirmed as being a true and correct record by a motion put forward by Mr. Lummis and seconded Mr. Kemp. Carried unanimously.

FINANCIAL STATEMENT was read and following discussion was unanimously accepted into the records.

GENERAL BUSINESS

Unit 53: Mr. Benson advised that the plumbers have not to date been on site to attend to the lifting tiles. Further that in this immediate area there is a roof pipe which is on an angle. ✓

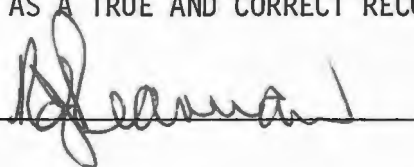
Budget 1982: Home Unit Management to budget for the common property to be white ant treated.

Down Pipes: Those down pipes which have been hit by cars to be repaired. ✓

There being no further business the meeting closed at 8.35 p.m. The next meeting to be held on 29th July 1981 in Unit 53 at 7.30 p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

Chairman



Dated

29/7/81

THE MEWS - FINANCIAL STATEMENT TO THE 31/5/81

Balance as at the 21st April, 1981	615.69
Levies since received	1107.89
Insurance levy	36.56
Broken glass	3.30
	<hr/>
	1763.44

PAYMENTS:

Bank charges	13.77	
Management fee - May 81	152.00	
Post printing & Stationery	20.92	
Lawn mowing 24/5	42.50	
Trash bags	12.00	
SEC to 25/5	181.14	
Pool Chemicals	138.60	
Rent & SEC to 24/5	195.00	
	64.98	
	25.20	
Water leak Unit 47	11.00	
Check electrical wiring	62.64	
Fluoro Tubes	400.00	
Investment	14.00	
Replace light starters	12.26	
Nails, cobweb broom & handle		
	<hr/>	1346.01
Balance at C'wlth Bank		\$417.43

HOME BUILDING SOCIETY - SAVINGS ACCOUNT.

Balance	900.00
Invested	400.00
	<hr/>
	1300.00

LEVIES OUTSTANDING:

NEXT MEETING: ANNUAL GENERAL MEETING TO BE HELD ON THE 19th OCTOBER 1981 at 7.30 p.m. Miss Pearman to liaise with Lower Real Estate for the use of their meeting room.

STRATA TITLES ACT 1966 -1970

THE OWNERS OF THE MEWS  
STRATA PLAN NUMBER 5629  
147/159 CHARLES STREET.  
WEST PERTH. W.A. 6005

Minutes of Committee meeting held on the 29th July, 1981  
in unit 53 at 7.30 p.m.

ATTENDANCE: Mr. T. Pallota  
Mr. G. Lummis  
Mr. R. Bowl.  
Mr. M. Benson.  
Miss R. Pearman - Home Unit Management (RJP)

Minutes of the Committee meeting held on the 3rd June, 1981 were read and the following items discussed as matters arising:

Caretaker: The Current situation being that Mr. J. Mather is servicing the grounds and tidying the bins on Tuesdays and Thursdays. K.L. Strata Gdng are to come on site once a month to keep the garden beds weeded.

Top Dressing: Sand to be ordered in the last week of August, 1981 - Initial Gdng Service to be hired to spread same. ✓

Directional Sign: Home Unit Management have heard no further detail from Mr. Bradley except that he will be delivering the old sign; made by Mr. West to their office in due course.

Carbays: Jim Mather to attend to the cleaning of these areas - Mr. Mather to nominate the extremely bad bays and the Owner of that unit to be charges to cost of cleaning same. ✓

Roof area: Complete roof area to be checked for general maintenance i.e. loose or cracked tiles & loose or cracked ridge capping. ✓

Impact damage to Downpipes: Check to make sure this work has been completed. ✓

Minutes were then accepted as a true and correct record by a motion put forward by Mr. Benson. Seconded Mr. Bowl. Carried unanimously.

FINANCIAL STATEMENT:

Was read and accepted into the records by a motion put forward by Mr. Lummis. Seconded Mr. Pallota. Carried unanimously.

GENERAL BUSINESS:

Parking: Miss Pearman advised the meeting of a new situation which has arisen; that of an occupant parking in the thoroughfare Home Unit Management have arrange to have 'No Parking' painted on the ground. Meeting also advised that Mr. G. Bradley and Mr. J. Mather are nominated as persons being authorised to contact the Perth City Council to have 'fines' placed on vehicles which are illegally parked. ✓  
Letter of complaint from Unit 14 re person or persons using their carport. Home Unit Management to reply and advise on situation.

Unit 37: Have hanging basket near front door which is a little on the precariously side plus chipboard etc. Letter to occupants requesting that they make their basket more secure and that they remove any other items from this area. ✓

There being no further business the meeting closed at 8.20p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD:

CHAIRMAN

DATED.

THE MEWS - FINANCIAL STATEMENT TO THE 29/7/81

Balance as at the 31/5/81	417.43
Levies since received	1537.98
Insurance levy	36.56
Broken glass	4.40
	<u>1996.37</u>

PAYMENTS:

Bank charges	2.00	
Management fee June & July 81	304.00	
Trash bags (13) May June & July	52.00	
Lawn mowing 14/5/81	42.50	
Gardening 14/5/	13.00	
Repair T.V. Antenna	21.50	
Post Printing & Stationery	20.66	
SEC to 21/7/81	175.56	
Pool Chemicals	30.57	
Rent Unit 5 to 8/7/81	292.50	
Sumapine	9.09	
Traffic hump & paint same	65.00	
Replace faulty sola switch	75.50	
Home Building Society - invest	400.00	
Mark Wake - D/C fee	29.52	1533.40
		<u>1533.40</u>

Balance at the Commonwealth Bank \$462.97

HOME BUILDING SOCIETY.

Balance to the 31/5/81	1300.00
Interest	8.21
Invested further funds	400.00
	<u>1708.21</u>

LEVIES OUTSTANDING:

UNIT	OWNER	CURRENT	PREVIOUS	
4	M. Davey	63.30		
13	Galluccio	63.30		
15	McDougall	47.50	45.00	
16	Robinson	47.50	47.50	
18	Collopy	63.30	22.26	
19	Pallotta	47.50		
20	Tay. B	47.50		
22.	McKay	63.30		
23	Jones	47.50		
26	Wittenoom	47.50		
29	Hudson	63.30		
33	Mortimer	47.50		
36	Vermeulen	63.30	63.30	
37	Best	47.50	47.50	
41	Wright	47.50		
44	Wright	47.50		
45	Dorn	63.30	63.30	
48	Ponnambalam	63.30		
50.	Cairns	47.50		
51	Schmook	47.50		
53	Benson-Lidholm	63.30		
		<u>1139.70</u>	288.86	\$1428.56 (total)

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 Third Annual General Meeting to be held at 7.30 p.m. in the building at 143 Charles Street, West Perth on the 28th October, 1981 for the purpose of:-

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

PROXIES:

A proxy form is attached. If you cannot attend please complete the form and send it to Home Unit Management (RJP) to arrive not later than noon on the 28th October, 1981 (or by hand at the actual meeting).

If you have no one who is readily available to act as your proxy may we suggest the following: 1) The Chairman. 2) A fellow Unit Owner. 3) A member of your current Committee of Management. 4) Home Unit Management (RJP)

THIS IS MOST IMPORTANT

bearing in mind that without a quorum (half representation of all Owners) the meeting must be reconvened 7 days from the 28th October, 1981 which is most inconveniencing to those Owners who make the effort to be in attendance on the originally called date.

NOTE: Bearing in mind the 'Caretaker' situation we feel it most important that all Owners attend this meeting where possible, if you cannot attend please instruct your proxy on the manner you would wish them to vote.

T CUT

HERE

The Chairman,  
The Mews,  
C/- Home Unit Management (RJP)  
P.O. Box 125.  
SCARBOROUGH. W.A. 6019

THIRD ANNUAL GENERAL MEETING.

As the Owner of one or more units at the Mews I/We hereby nominate \_\_\_\_\_  
to act and vote on My/Our behalf, at the Third Annual General Meeting to be held on the 28th October, 1981 or the 4th November, 1981 (if re-convened)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date.

\_\_\_\_\_  
Unit Number/s

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

A G E N D A.

1. Election of Chairman.
2. Apologies.
3. Proxies.
4. Minutes of the Second Annual General Meeting to be read.
5. Any matters arising - minutes to be adopted.
6. Audited Financial Statement.
7. Any matters arising (statement to be adopted)
8. Consideration of Budget 1981/82
9. Body Corporate Management.
10. Election of Committee of Management for 1981/82.
11. General Business.

-----  
Please make sure you sign the attendance role.

Thank-you.

Venue:

For those Owners living on site - all you need do is walk down the side lane which leads off the "Open space" parking area and you can enter 143 from the parking area at the back of Lewer Real Estate.

OWNERS OF THE MEWS.

ANTICIPATED BUDGET FOR 1981/82

Bank charges	80.00
SEC - community lighting and power.	1300.00
Insurance premiums for \$1.8 million	1800.00
Post printing & stationery	450.00
Lawn mowing. - approx 18 cuts	765.00
Management fee	1965.00
Trash bags	300.00
Pool Chemicals	400.00
Garden fertiliser etc	50.00
Disinfectant	60.00
Shrubs & trees	100.00
Audit	85.00
Caretaker **full time at \$190.00 per week	10000.00
Painting contingency	1500.00
Globes	200.00
General maintenance	1500.00
Total	<u>\$20,555.60</u>

Working on the aggregate of 186 being the total unit entitlement equals \$110.51 per share.

Units with entitlement of 3 x \$110.51 = \$331.53 per year.  
\$331.53 divided by 12 months = \$27.63 per month (\$6.38 per week)  
Quarterly: \$82.89.

Units with entitlement of 4 x \$110.51 = \$442.04 per year.  
\$442.04 divided by 12 months = \$36.84 per month. (\$8.50 per week)  
Quarterly \$110.52.

-----  
THIS BUDGET TO BE DISCUSSED AT THE ANNUAL GENERAL MEETING.

NOTE:

In view of the number of situations which have arisen between the occupants at "The Mews" and the never ending dis-satisfaction with the duties carried out either by a part-time live-on-site Caretaker or the 'off' site gardener/yardman --- we have received a number of requests for a full time 'on' site caretaker and have budgeted accordingly for such a service. We sincerely believe that the only way to have the grounds can be raised and kept at the level required can only be achieved by a full time Caretaker. This person will also be required to police parking and attend to any unruly behavior. (also to carry out minor maintenance and repairs to the outside of the complex)



"THE MEWS"

OWNERS OF 147/159 CHARLES STREET. WEST PERTH.

STATEMENT OF RECEIPTS AND PAYMENTS.

For the period 15/9/80 to the 30/9/81.

RECEIPTS:

<del>Gross</del> levies (Discount \$60.91)	12186.14
Gross Insurance levies	1663.48
Gross Broken Glass	28.60
Re-imbursed for carport cleaning	15.00
	<u>13893.22</u>

PAYMENTS:

Bank charges	67.48	
Post printing & stationery	444.21	
Insurance premiums	1775.74	
SEC - common lighting and power.	1121.98	
Home Building Soc.- invested	1700.00	
Management fee (15 months)	2280.00	
Lawn mowing	855.00	
Trash bags	254.00	
Pool Chemicals	278.07	
Debt Collectors fees.	139.34	
Gardener/Yardman & Pt time		
Caretaker.	2954.33	
Annual Audit	70.00	
General:		
Fertiliser	19.20	
Sumapine & Baygon	59.85	
Globes	179.09	
Two title searches	12.00	
Patch painting	66.00	
Post and rail fence	289.00	
Traffic hump	65.00	
Lop tree in pool area	100.00	
Repairs to community lights etc	166.70	
Slabs for garden shed	4.00	
Reticulation repairs and parts	58.60	
Repairs & service pool pump etc	218.87	
Remarking out of carport numbers & Visitor parking area.	58.00	
Repair kerbing	40.00	
Repair flashing	40.20	
New padlock & keys for pool gate	15.54	
Cutting and removing garbage area walls	58.70	
Western Waste - bulk bin garbage removal.	160.00	
Water leak U/47 (not Insurance claim)	25.20	
Nails broom & handle.	12.26	
Repairs to T.V. antenna above U30.	21.50	
Paint "No Parking" between carports.	14.00	
Remove & cut up broken tree.	45.00	
Clear waste pipe from Unit 31	46.35	
Clean out and repair carport gutters	75.00	
Hose, Spray and fittings	20.37	
Replace timber support for garden tap	17.30	13827.88

SURPLUS of receipts over payments	\$65.34
Balance as at the 15/9/80	<u>\$145.53</u>
Balance as at the 30/9/81	<u>\$210.87</u>

<u>HOME BUILDING SOCIETY SAVINGS ACCOUNT</u>	\$1700.00
Interest	8.21
	<u>\$1708.21</u>

AUDITOR'S CERTIFICATE:

I have audited the above Statement of Receipts and Payments, as prepared by Home Unit Management (RJP) which, in my opinion, discloses a true and correct record.

*K. Wilkinson*

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

Auditor: 1 Highview Road, Greenmount, 6056

STRATA TITLES ACT 1966 - 1970  
The Owners of 147/159 Charles Street, West Perth.  
Strata Plan Number 5629

Minutes of the THIRD ANNUAL GENERAL MEETING held on the 28th October, 1981  
at 143 Charles Street, West Perth at 7.30 p.m.

PRESENT:  
Mrs. M.J. Davey.  
Mrs. B. Baldwin. - Mr. Baldwin.  
Mr. C. L. Mc Dougall.  
Miss D.E. Alcock and Mrs. E. Alcock.  
Dr. H.A. Jones.  
Mr A.J. and Mrs. D.M. Gray.  
Mrs. A. Bradley.  
Mrs. B. Hudson.  
Mr P.J. Smith.  
Mr. J. Letts - Jayel Nominees Pty. Ltd.,  
Miss M. Bertone.

PROXIES:  
R.H. & M.M. Bowl nominated Home Unit Management (RJP)  
L.E. & H.D. Cooper nominated the Chairperson.  
A. & N. Ngeow nominated Home Unit Management (RJP)  
Mr. R. Phillipetto nominated The Chairman.  
F.&D. Zencich nominated The Chairman.  
Mr. D. Schnieder nominated the Chairman.  
Mr K.P. and Mrs. J.H. West nominated Miss Bertone.  
Mr M. and Mrs. C. Lahtov nominated Home Unit Management (RJP)  
Mr. F.N. Milton nominated Home Unit Management (RJP)  
Miss M.M.A. Gohl nominated Mr. A. Ronk.  
Mr. M. T. Skully nominated Home Unit Management (RJP)  
Mr. G.W. & Mrs. A.C. Lummis nominated Mrs. A. Bradley.  
Ms. J.M. Campbell nominated Mrs. A. Bradley.  
Mrs. D. Gillard nominated Home Unit Management (RJP)  
Dr. J. Rowe & Dr. R. Hibberd nominated Mrs. A. Bradley.  
(via their Rental Agent)  
Mr. G. MacDonald nominated The Chairman.  
Mr. M.J. and Mrs. D.S. Schmook nominated Mrs. A. Bradley.  
Mrs. M. Mc Carthy nominated Home Unit Management (RJP)  
Mr M.F. and Mrs. J.M. Benson-Lidholm nominated Mrs. A. Bradley.  
Miss G. Bertone nominated Miss M. Bertone.  
Mr R.K. and Mrs. W.S. Wright (Units 41 & 44) nominated  
the Chairman.

Notice of Meeting: Was read and the meeting opened.

CHAIRMAN: It was unanimously agreed that Miss Pearman would take  
the Chair for the duration of this meeting.

APOLOGIES:  
Mr and Mrs. Bowl.  
Miss G. Bertone  
Mr. and Mrs. K. West.  
Mr. G. Bradley.  
Mr and Mrs. Lummis.

Proxies: Proxy nominations were read to the meeting.

MINUTES OF THE  
SECOND ANNUAL GENERAL  
MEETING:

Were read to the meeting. The Chairman advised the  
meeting the these minutes should have included the fact  
that Mr and Mrs. Zencich, Owners of unit 9 had nominated  
the Chairman as their proxy. ✓

With the notation of the above the minutes were then  
confirmed as a true and correct record by a motion put  
forward by Mr. Gray. Seconded Mr. Smith. Carried  
unanimously.

Matters Arising:

Mrs Hudson queried the item - Directional Sign -  
The Meeting was advised that Mr. Bradley had completed  
the sign but in the moving of same the sign was broken. ✓  
Home Unit Management to attend to this matter and have  
erected as soon as possible.

Matters arising: No further items.

AUDITED FINANCIAL STATEMENT:

Was read and thoroughly discussed. A motion was then put forward by Miss Bertone that the Statement be adopted. ✓  
Seconded Mrs. Baldwin. Carried unanimously.

ANTICIPATED BUDGET 1981/82:

Following the consideration of hiring a Caretaker on a full time basis, 20 hours per week and 30 hours per week which would have lowered the budget figures considerably it was agreed that the services of a full-time caretaker was absolutely essential for the units. One of the main reasons for this requirement being the standard of people to whom the units are being leased/rented and the subsequent problems which arise. It was also agreed that the full time caretaker should be provided with a lawn mower and bush-cutter (whipper Snipper) which in the first year will not be a saving but in the years thereafter the saving should take up the known increases. i.e. Wages, Insurance etc. This subject was discussed further and it was then moved by Mrs. Baldwin that the budget figure be set at \$20,205.00. Seconded Miss Bertone. Voting: 4 against. Motion carried.

Maintenance contribution from the 1/10/81 will be as follows  
Units with entitlement 3 (one bedroom) will be \$81.48 per ✓  
quarter.

Units with entitlement 4 (two bedrooms) will be \$108.63  
per quarter.

Body Corporate Management:

The Chairman advised the meeting that they have now been managed by Home Unit Management for a period of 3 years and that a rumour had reached her that there were complaints re the service. Mrs. Bradley addressed the meeting and advised that owing to tenant problems and the fact that the peoples working on site required more supervision that it was felt that new management would act in a manner to bring the complex up to standard. The Chairman advised that the supervision of everyday items should involve committee members. Dr. Jones advised that he has other units in a couple of complexes and felt that the service provided by Home Unit Management was good. Further discussion took place and a motion was put forward by Mr. Smith that the Management remain with Home Unit Management (RJP). Seconded Miss Bertone. ✓  
Voting: Against 6. Motion carried.

COMMITTEE OF MANAGEMENT 81/82:

The following Owners volunteered to serve on the Committee for the following year:

Mr. Baldwin.  
Miss G. Bertone.  
Mr. R. Bowl.  
Mrs. A. Bradley.  
Mr. A. Gray.

There being no further persons willing to serve on the Committee these 5 persons comprise the Council of Management - it was agreed that if thought necessary further members could be co-opted through out the year.

GENERAL BUSINESS:

Pool:

Combination lock to be purchased for the pool gate. *cash* ✓  
All occupants to be advised of the combination via the Newsletter.

Mower & Bush-Cutter:

It was agreed that Home Unit Management (RJP) obtain quotes for both reconditioned 24" mower or new 24" mower plus for a bush cutter. Detail to be presented at the first meeting of Committee. ✓

Animals:

It was agreed that the by-law concerning pets which reads: 1. Proprietors, Occupiers and Residents may not:-  
(c) Keep any animal or pet upon a lot or the common property or elsewhere on the parcel and upon request by the Council forthwith to remove such animal or pet from the parcel.

The subject of the cat which lives with the Owners of unit 4 was discussed. The Owner had been sold her unit with the understanding that the cat was permissible and consequently it was agreed that this would be the only pet allowed to live on the complex. Those units in which it is known that a pet is living to be written to personally; requesting the Occupier to locate another home for their pet.

N/V ✓

Newsletter advice:

Oil-slicks in Carports:

According to the by-laws this is the responsibility of the individual Owner though the meeting was advised that a few have been cleaned up but there is still a number of very bad slicks to be cleaned away.

N/V ✓

Pool Water:

A query was raised as to whether, when the pool water falls into very poor condition, the water should be changed. The Chairman advised that chemicals and the filter attend ~~to~~ this problem and it is not necessary to change the water.

✓

Visitor Parking Sign:

This sign has been stolen - Home Unit Management to arrange for a replacement.

✓

As there were no further items for discussion which cannot be handled at Committee level the meeting was closed at 10.15 p.m.

The Chairman thanked those present for being in attendance.

CERTIFIED AS A TRUE AND CORRECT RECORD.

*Chairman*  
CHAIRMAN.

1/11/82  
DATED.

Committee meeting date not set.

✓

SWIMMINGPOOL:

It is most important that this area remain locked. A new combination padlock has now been attached and you are advised that the number required to open this padlock is "147" - should be simple to remember being the same as your Street number. Please make sure that you lock this gate on leaving.

Now that the summer is just around the corner and the pool will once again be in full use we are circularising a few pointers with regard to the use and enjoyment of the pool.

SUN TAN LOTION

Please remember to put your sun tan oil etc on after you have been swimming as the oil washes off your body and then coats the tiles with a heavy film. (depending the number of bodies using the pool at one time). The oil slick can only be removed by using harsh acids and this puts the pool out of action for swimmers for some time.

CARETAKER:

Home Unit Management (RJP) are currently interviewing prospective applicants for this position. The person hired will be given the instruction to make sure that the by-laws of the Owners of 147/159 Charles Street are abided by to the 'letter' - further that he will police the parking situation and attend to the gardening, pool, and other duties involved and required on this complex - most of all he will be required to keep and make sure that those noisy occupants do not disturb the balance of the Occupants peace and quiet.

PARKING:

Each unit is allocated ONE CARPORT WHICH IS NUMBERED THE SAME AS THE UNIT YOU OCCUPY -- now if you can't read 'numbers' may we suggest that you ask your next door neighbour to show you where your numbered carport is! Use that carport and NO OTHER -- the existing situation is bordering stupidity and becoming childish to the degree that Owners and Tenants alike are having to run around the units to have vehicles moved from their carport. So do let's try a little consideration, if you have a second car please use the area allocated for Visitor Parking.

VISITORS:

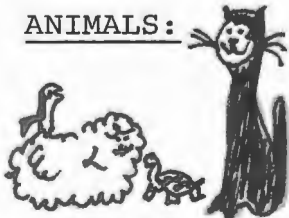
Please make sure that you check your visitor/s as to where they are parking and if they have, through ignorance parked in one of the Carports please make sure that they move very promptly. Should the spare bays all be occupied then your visitors or your second vehicle will have to be parked OFF SITE.

DRIVE-WAYS:

These are just that and must be kept clear at all times - do not park even 'just for a couple of minutes' - you will be causing inconvenience to someone.

PARKING FINES:

The new Caretaker will also be authorised to make contact with the Perth City Council to have 'fines' placed on any vehicles which are illegally parked i.e. In someone's allocated carport or in an area not marked out for parking.

ANIMALS:

Please be advised that NO PETS whatsoever are permitted in or on this property, those persons with pets are requested to locate another home for them very promptly, -- written applications to keep a pet on site will be refused.

PETSCont.

The by-laws read:

A lot proprietor or his tenant shall not:

(c) Keep any animal or pet upon a lot or the common property or elsewhere on the parcel and upon request shall remove the animal forthwith or pet from the parcel.

(you have now been requested).

Oil-slicks:Carports:

According to the by-laws this is the responsibility of the individual Owner and Rental Agents will be advised that on doing 'vacating inspections' they are also required to inspect the carport and should this need cleaning then the sum of monies for such cleaning should be deducted from the outgoing tenant's bond. Owners who do not keep their carports clean will be billed accordingly for such cleaning.

GARBAGE:

It is interesting to note that it takes no more time to be clean than to be dirty --- we request that all occupants make sure that they place their refuse in the bins and make sure that the lid is securely placed back on the bin. CARTONS should be torn up and placed in the hessian trash bags. Cartons full of garbage and kitchen refuse will not be taken away by the Garbo's, they will only empty the bins. Old Newspapers can also be placed in the hessian trash bags. Bottles can be smashed into the 44 gal. drum provided --- if you don't wish to smash your bottles please leave these neatly stacked in this area and they will be done for you.

NOISE:

We remind you of detail mentioned in previous sheets of this nature - if you can walk outside your unit, close the door, and still hear the sound, then your source of entertainment is too loud. Please adjust the volume control knob accordingly.

COMPLAINTS RE  
NEIGHBOURS  
BEHAVIOR:

It would be appreciated if these could be placed in writing to this office -- Home Unit Management (RJP) P.O. Box 125, Scarborough. 6019. All complaints will be checked out and action taken.

SWIMMING POOL

Please do not take bottles or glasses into the pool area. Broken glass cannot be seen in the water and is extremely dangerous.

Whilst there are no rules or regulations with regards to the house that the pool can be used please observe rules of common courtesy and if using the area at night (or day, some occupants are shift workers) remember that there are people sleeping at close proximity who do not wish to be disturbed by others revelry.

Ask all children (and adults) to visit the toilet before entering your pool. The ammonia content in urine will prove disastrous to the chemical balance of your pool water.

Running and horseplay around the pool should be discouraged as accidents will happen and it only takes one fall the wrong way for a person to be injured possibly for life. This can also be remembered when diving or jumping into the pool. Remember dive in at the deep end of the pool and do not dive in across the pool.

We regret the tone of this Newsletter but owing to the numerous complaints that have been received in connection with parking and other items it was felt necessary. Your assistance is anticipated and we thank you.

HOME UNIT MANAGEMENT (RJP) For Committee of Management

STRATA TITLES ACT 1966 - 1970  
THE OWNERS OF 147/159 CHARLES STREET  
STRATA PLAN NUMBER 5629 - WEST PERTH.

Minutes of the Committee Meeting held on the 10th December, 1981  
in unit 54 at 7.30 p.m.

PRESENT: Miss G. Bertone.  
Mrs. A. Bradley.  
Mr. R. Bowl.  
Mr. A. Gray.  
Miss R. Pearman - Home Unit Management (RJP)

Minutes of the Third Annual General Meeting were reviewed and the following items discussed as matters arising:

Lock for Pool: Combination lock has been stolen. New Caretaker to replace and keep a constant check that same is attached. ✓

LAWN MOWER AND BRUSH CUTTER: Quotes were read and it was agreed to accept the quote from M.&S. Brooking (Long's Lawn Mower Sales and Service) providing the Caretaker feels that the Mower and Brush Cutter are suitable to carry out the work satisfactorily. Further that the C/taker will be able to fit this equipment in the garden shed.

Animals: Cat in Unit 18. ✓

Carport: The Owner of Unit <sup>32</sup>18 to be written to advising that if the Carport (bitumen) is not cleaned and made good it will be necessary for the Body Corporate to attend to this item and bill the Owner accordingly. ✓

Stolen Visitor Parking Sign: Awaiting funds before having erected. ✓

Parking: Letter to be forwarded to the Perth City Council authorising Mr. Harvey as the person who has been nominated to contact them re illegal parking on site. ✓

FINANCIAL STATEMENT:  
Was read and it was agreed to accept this statement into the records by a motion put forward by Mr. Gray. Seconded Mr. Bowl. Carried unanimously.

GENERAL BUSINESS:

Painting: Miss Pearman to carry out and inspection of the buildings with the Caretaker re sections of paint which has worn off the building and arrange to have the Caretaker patch paint these areas. ✓

Flies: Unit 17 area to be sprayed again with Baygon. ✓

Garbage: Unit 33 to be requested again not to dispose of his garbage straight into the bins, but to wrap or place in a plastic bag first. ✓

Unit 42: Rental Agent and Unit Owner to be written to re the clothes line on the balcony. Resident has already been contacted on this matter by telephone. At this time no response. ✓

Unit 36: To be requested to leave as much room as possible for the Occupants to park their vehicle. Currently Unit 36 vehicle is taking up more than his own bay. ✓

Newsletter: Parking.  
Introducing Mr and Mrs Harvey as the new Caretakers.  
Copy of Newsletters to Mr. Gray and Mr. Bowl (plus the last two newsletters). ✓

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

THE MEWS - FINANCIAL STATEMENT TO THE 10th December, 1981.

RECEIPTS:

Balance as at the 30/9/81	210.87
Levies since received	2799.51
	<hr/>
	3010.38

PAYMENTS:

Bank charges	11.61	
Management fee-Oct & Nov	315.80	
Postage, printing & stationery - including AGM detail	77.71	
Trash bags (15)	60.00	
Lawn Mowing - 4/9 28/9 22/10	127.50	
SEC - Common lights to 11/11	191.41	
Part Insurance premium	560.72	
Filter basket for pool	3.50	
Gardener/Yardman - 14 25 28/9 - 3 6 9 14 16 20 23 <del>29</del> & 30/10 3 7 10 13 17 & 20/11	450.00 -	
Annual Audit	75.00	
Remove rubbish from complex	29.50	
Reticulation parts	33.66	
Combination lock for pool	6.00	
Roof flashing repairs U/51 (not ins)	40.00	
Clean out secret gutters U/52	66.92	
Fertiliser	19.80	
Common light repairs	82.00	
Light tubes & globes	145.20	
Advertisement - Caretaker	43.54	
Bond, S/Duty & rent Caretaker U/47	481.66	2821.53
		<hr/>
BALANCE AS AT C'WEALTH BANK		\$ 188.85
HOME BUILDING SOCIETY ACCOUNT		\$1708.21

OUTSTANDING LEVIES:

Unit				
1	Bowl	81.48		
4	Davey	108.63	63.30	} for sale 7 days d/c.
15	McDougall	81.48	47.50	
16	Robinson	81.48 ✓		
18	Collopy	108.63 ✓		
19	Pallotta	81.48		
20	Tay	81.48		
25	Milton	67.96		
27	Bradley	108.63		
30	Murphy	108.63		
33	Mortimer	81.48		
36	Vermeulen	108.63 ✓		
37	Best	81.48		
38	Sum	-		
40	Campbell	90.66		
41	Wright	81.48 ✓		
44	Wright	81.48 ✓		
45	Dorn	108.63 ✓		
47	Rowe & Hibberd	108.63		
48	Ponnambalam	108.63		
49	MacDonald	90.66		
50	Cairns	81.48		
51	Schmook	81.48 ✓		
52	McCarthy	81.48		
53	Benson-Lidholm	108.63		
54	Bertone	108.63		
		<hr/>		
		2502.19	110.80	
			27.42	
				= \$2640.41

*check*  
} for sale  
7 days d/c.

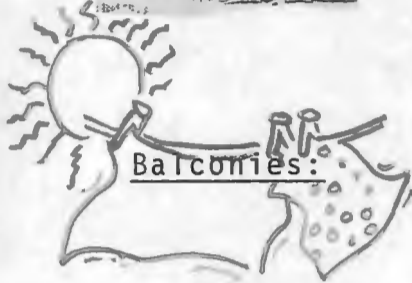
27.42



CARETAKERS:

We are pleased to advise that Mr and Mrs. H. Harvey have now taken up residence as Caretakers (from the 14th December, 1981) We are endeavouring to advise Mr and Mrs Harvey of the Occupants names in order that any incorrectly addressed mail can be headed in the right direction. We therefore request rental occupants to either telephone this office and advise us of your name and unit number or advise Mr and Mrs. Harvey direct. Caretaker Unit Number "47".

Mr and Mrs Harvey have been instructed to make sure that the By-laws of the Owners of 147/159 Charles Street are abided by and we do request that all Occupants remember the following items:

Balconies:

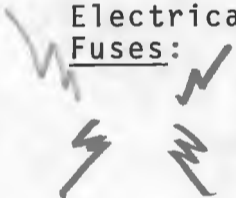
Do not dry your laundry in this area - clothes lines are provided for this purpose. Please also make sure that you remove your laundry as soon as possible as others may be wishing to use the lines.

Parking:

One carport has been allocated to each unit any other parking must be in the visitor parking bays or if these are occupied then OFF SITE PARKING is necessary. Parking fines of \$20.00 will be arranged for illegal parking. (via the Perth City Council) Remember to check your 'guests' as to where they have parked.

Swimming Pool:

As the padlock has been stolen - it may become necessary (if this is not returned) to arrange to have the Caretaker padlock the pool and have times for use and then be locked again at night. If the padlock is replaced this thought will be forgotten. It never ceases to amaze us that someone would jeopardise the life of a child by such a stupid action.

Electrical Fuses:

We have received a number of telephone calls advising that someone is removing fuses from the meter boxes. If you move into a unit and the fuse is missing please advise your Caretaker and we will arrange to have this replaced.

Cars:

We have been advised that petrol is being 'milked' from vehicles on site - this we cannot correct but can only suggest a petrol locking cap for peace of mind.

We do request that all Occupants give Mr and Mrs Harvey every assistance in the 'settling in' period and feel you will all agree their presence is most welcome.

We take this opportunity to wish all at 147/159 Charles Street a safe, hazard free - Merry Christmas and a Happy and prosperous New Year for the Management and Staff of Home Unit Management (RJP).

HOME UNIT MANAGEMENT (RJP) for and on behalf of the Committee of Management - THE MEWS.

