

STRATA TITLES ACT 1966 - 1970

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

Minutes of the Committee meeting held on the 1st February, 1984 in Unit 4 at 7.30 p.m.

PRESENT: Miss L. Coffee.
Miss G. Bertone.
Miss R. Harvey.
Mr. P. Smith.
Mr. T. Pallotta.
Mr. H. Harvey - by invitation.
Mr. R. Liddelw.
Miss R. J. Pearman - Home Unit Management (RJP)

Minutes of the Committee Meeting held on the 24th May, 1983 were read and the following items discussed as matters arising:

Sump Nr. Unit 1: The forming of a storm-water sump near the entrance to unit 1 will be carried out by Mr. Harvey just prior to the winter months.

Carport Surface: Unit 23 situation no resolved. Home Unit Management to check all carports for any damage and advise the Owners accordingly.

Painting: The meeting was advised that all the wood work (external) including door steps has now been completed as with the other sections of hand-rails on the complex.

The minutes of this meeting were then confirmed by a motion put forward by Mr. Pallotta. Seconded Mr. Liddelw. Carried.

REVIEW OF AGM MINUTES:

Steps Near U17: The anti-skid strips have not at this date been affixed. Mr. Harvey's first project when he returns from holidays.

INSURANCE DETAIL:

Insurance Policy expires on the 1/10/1084.
Householder/Houseowner cover \$1,944,000.00
Public Liability \$1,000,000.00
Plus Worker's Compensation.

FINANCIAL STATEMENT:

Was read and discussed - with particular concern being shown in connection with the number of units which are in arrears. Reminder accounts to be forwarded. The Statement was then accepted into the records by a motion put forward by Miss Harvey. Seconded Mr. Smith. Carried unanimously.

GENERAL BUSINESS:

Swimming Pool:

Following a recent occasion when the Tenants of Unit 29 had over 10 guests in the s/pool area it was decided on a motion put by Mr. Liddelw. Seconded Miss Bertone that the rules now include that no more than 3 guests are permitted in the pool or surrounding area per unit. Carried unanimously.

Unit 29:

Correspondence to be forwarded to the Owner lodging a complaint re abuse of use of the S/Pool area.

REPLACEMENT FOR GUM TREES:

Home Unit Management to contact Waldecks re suitable shrubs - particularly to check on the Chilean Willows.

Painting of Doors: It was agreed that when the doors are painted they should be painted all the same colour. Committee to give consideration as to which colour they feel would be most suitable. Colours suggested being: Brown, Beige or Olive Green. Subject to be decided on at next meeting of committee.

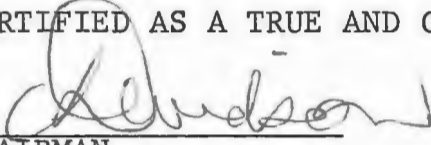
Tree -Pool area: It was agreed that the tree which leans over the fence from the adjoining property be cut back to the fence line. ✓

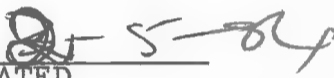
Caretaker: Will be taking 4 weeks holidays as from the 6/2/1984 to the 5/3/1984.

There being no further business the meeting closed at 8.17 p.m. With a thank you to Miss Coffee for the use of her home for this meeting.

The next committee meeting to be held on the 2nd May, 1984 Unit 17 at 7.00p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.


CHAIRMAN.


DATED.

THE MEWS

FINANCIAL STATEMENT TO THE 1/2/1984

RECEIPTS:

Balance as at the 30/9/1983	2326.80
Levies since received	9075.63
Sale of broken glass	7.70
Recalled funds	1200.00
	<u>12610.13</u>

PAYMENTS:

Bank charges	16.44	
Management fees Oct, Nov, Dec, Jan & Feb	865.80	
Postage printing & stationery	161.31	
SEC to 21/10 & 11/12	510.86	
Insurance	2811.04	
Pool Chemicals	111.42	
Caretakers wages to 23/1	2208.00	
Caretakers rent to 23/2	1092.02	
Caretakers phone	82.44	
Caretaker's SEC to 16/12	151.43	
Plumbing not met by insurance	100.00	
Cord	12.00	
Annual Audit	140.00	
Paint brushes, rollers & labour	796.36	
Sharpen saws	9.80	
Garden requisites	19.32	
Sundries	37.37	
Mark WAKE	42.92	
Reticulation parts	33.80	
Petrol & seedlings	80.44	
2nd hand victor vacuum	230.00	
Invest further funds	500.00	
AGM fee	40.00	
Repair front security light	66.00	
Dieldrin, Baygon, Chlordane	44.24	
Stamp duty on Lease of Unit 11	13.55	
Excess refuse to the tip	21.00	
Repair pool motor, check security lights and reticulation pump	111.87	10309.43
Balance as at the 1/2/1984		2300.70

HOME BUILDING SOCIETY ACCOUNT

Balance as at 30/9/1983	2621.34	
Invested further funds	500.00	
Interest	106.66	
	<u>3228.00</u>	
Less recalled funds	1200.00	
Transfer fee	.50	1200.50
		<u>2027.50</u>
Total balance of both accounts		<u>\$4328.20</u>

OUTSTANDING LEVIES:

Current quarter \$1296.78

PREVIOUS QUARTER

Unit 15	104.12	
Unit 18	114.06	
		218.18
		<u>1514.96</u>

FINANCIAL STATEMENT

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

FROM 1st February, 1984 to the 2nd May, 1984

RECEIPTS

Balance as at 1/2/1984	2300.70
Levies since received	5137.48
Broken glass	5.50
Insurance claims	77.00 *
Refund bond and interest	<u>122.39</u>
	7643.07

PAYMENTS:

Bank charges	59.01	
Management fees Mar, Apr, May	526.50	
Postage, printing & stat.	32.20	
S.E.C to 20/2 & 17/4	569.86	
Pool chemicals & parts	330.56	
Caretakers wages & holiday pay to the 30/4/1984	2072.00	
Caretakers rent to 23/5	806.01	
Caretakers 'phone	87.74	
* Shower screen U14	75.00	
Globes & sprinkler fittings	35.50	
Prune trees & remove cuttings	80.00	
New fuse - U52	14.00	
Cash book	8.50	
Hose & fittings, sundries	36.00	
Anti-skid strips	57.16	
Petrol & V-belts	21.68	
* Toilet window U21	<u>52.00</u>	
	5169.59	<u>5169.59</u>
Balance as at 2.5.1984		2473.48

HOME BUILDING SOCIETY ACCOUNT

Balance as at 2.5.1984 2027.50

OUTSTANDING LEVIES:

Unit 1	114.06
15	170.22
18	342.18
29	114.06
36	114.06
45	228.12
46	85.55
48	114.06
53	114.06
54	<u>119.49</u>
	1515.86

STRATA TITLES ACT 1966 - 1970

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

Minutes of the Committee Meeting held on the 2nd May, 1984 in Unit 17 at 7.00pm.

PRESENT: Miss R. Harvey
Mr. P. Smith
Mr. R. Liddlelow
Mr. H. Harvey - by invitation
Mrs. C. R. Davidson - Home Unit Management (RJP)

APOLOGIES: Mr. T. Pallotta

It was moved by Mr. Smith and seconded by Miss Harvey that the minutes of the Meeting held on the 1st February, 1984 be taken as read. Carried unanimously.

MATTERS ARISING:

CARPORTS: The state of the carports is still a problem. A follow up on this matter may be needed.

REPLACEMENT OF GUM TREES: The replacement of all gum trees on site is still a matter being attended to owing to the fact that removal of some gum trees does present a problem.

PAINTING OF DOORS: To be left in abeyance at the moment.

The minutes were then accepted into the records as being a true and correct record of that meeting on a motion moved by Mr. Smith and seconded Mr. Liddlelow. Carried.

FINANCIAL STATEMENT: Was read and accepted on a motion put to the meeting by Mr. Smith and seconded Mr. Liddlelow.

MATTERS ARISING:

INSURANCE CLAIMS: The matter of broken shower screens and windows was raised. The meeting was informed that the Insurance Company has placed a \$50.00 excess on the policy. With all claims for broken glass Home Unit Management (RJP) is now paying the account, processing a claim and billing the Owner for the difference.

The Financial Statement was then accepted into the records on a motion put to the meeting by Miss R. Harvey and seconded by Mr. Smith.

GENERAL BUSINESS:

THEFT FROM CARS: It was agreed that a newsletter be circularised to all occupants regarding the recent theft and vandalism to cars.

SKID STRIPS: It was unanimously agreed that all steps be treated with the anti-skid strips.

As there was no further General Business the meeting closed at 7.30pm. The next meeting will be held in Unit 17 at 7.00pm on Wednesday the 1st August, 1984.

CHAIRMAN..... *Blairman* DATED..... *1/8/84*

STRATA TITLES ACT 1966 - 1970

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

Minutes of the Committee meeting held on the 1st August, 1984
in Unit 17 at 7.30p.m.

PRESENT: Miss R. Harvey.
Mr. R. Liddlelow.
Mr. P. Smith.
Mr. H. Harvey - by invitation.
Miss R. Pearman of Home Unit Management (RJP)

APOLOGIES: Mr. T. Pallotta.
Miss G. Bertone.

Minutes of the previous Committee meeting held on the 2nd May
1984 were read and the following items discussed as matters
arising:

Carports: Bitumen area to be inspected plus a price
to be obtained for the cleaning of all
carports.

TREES: Rear section of carports to have trial Ch/willows
planted.

PAINTING OF
DOORS: Subject and choice of colour to be held over
to the Annual General Meeting.

Skid STRips: Project almost completed.

The minutes were then unanimously confirmed as being a true
and correct record.

FINANCIAL
STATEMENT: Was read and discussed. The statement was
then unanimously received into the records.

GENERAL BUSINESS:

Laundry on Balconies:
Unit 29 to be given 24 hours to cease from
hanging laundry on balcony - if notice goes
unheeded then legal action to be taken.

Letters also to be forwarded to the occupants
of Unit 26, 53 and 46 - no laundry on balconies.
(quoting by-laws)

ANNUAL GENERAL MEETING:
To be held on the 17th October, 1984 at 7.00p.m.
either in the Office of Lower Real Estate or
if this is not available the office of Home
Unit Management (RJP).

There being no further business the meeting closed at 7.27p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

Chairman
CHAIRMAN.

14/1/85
DATED.

THE MEWS:

FINANCIAL STATEMENT TO THE 1/8/1984

RECEIPTS:

Balance as at the 2/5/1984	2473.48
Levies since received	5144.64
Insurance claim	50.00
Refund Yard vacuum repair	20.00
Re-imburement of Mark Wake Debt Collection fee	101.50*
Sale of broken glass	2.75
	<hr/>
	7792.37

PAYMENTS:

Bank charges	10.20
Management fees - June/July	351.00
Postage printing & Stationery	117.05
SEC to 17/4 & 19/6	442.98
Pool chemicals	14.00
Caretaker's wages to 23/7/1984	1656.00
Caretaker's rent to 23/8	806.01
Caretaker's phone	76.10
Repair of yard vacuum	117.80
Certificate of title	5.00
Electrical work	166.00
Reticulation parts, fertiliser, plants etc	92.93
Petrol & oil for mower	12.00
5 trips to tip	15.00
Mark Wake - debt collection fees	101.50*
Check all earth leads for all units	160.00
Invest further funds	2000.00
	<hr/>
	6143.57

Balance as at 1/8/1984 \$1648.80

HOME BUILDING SOCIETY ACCOUNT

Balance as at the 2/5/1984	2027.50
Interest	78.17
Invested	2000.00
	<hr/>
	4105.67
Less transfer fee & FID	.54
	<hr/>
	4105.13

Balance of both accounts as at the 1/8/1984 \$5754.93

LEVIES OUTSTANDING:

<u>Unit</u>	<u>AMOUNT</u>
4	114.06
11	114.06
13	5.43
15	170.77 -
20.	85.55
29	114.06
36	114.06
37	85.55
45	114.06
46	85.55
48	114.06
51	85.55
52	85.55
	<hr/>
	1288.31
18	200.00 being held at Mark Wake
	<hr/>
	1488.31

CUT
HERE

STRATA TITLES ACT 1966 - 1970
THE OWNERS OF 147/159 CHARLES ST. WEST PERTH
(known as "The Mews")
STRATA PLAN NUMBER 5629
NOTICE OF ANNUAL GENERAL MEETING.

To:
The Proprietor(s)/Mortgagee,
147/159 Charles Street,
WEST PERTH. W.A. 6005

NOTICE is hereby given by the Council of the "Proprietors of 147-159 Charles Street, West Perth (known as The Mews), Strata Plan Number 5629" of the SIXTH ANNUAL GENERAL MEETING to be held at 7.30p.m on Wednesday the 17th October, 1984 at 141 Charles Street, West Perth (enter from rear of the bldg) for the purpose of:-

1. Election of Council for the coming year.
2. To consider, and if thought fit, pass the Minutes of the Fifth 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) P.O. Box 125 Scarborough W.A. 6019 - to arrive no later than noon on the 17th October, 1984.

If you have no-one who is readily available to act as your proxy, may we suggest one of the following:- 1) The Chairman; 2) A Fellow unit owner; 3) Home Unit Management (RJP); all being people 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 seven days from the 17th October, 1984. Please note that there is an additional charge of \$35.00 for attendance at Annual General Meetings which have to be re-convened due to lack of a quorum.

CUT

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PROXY FORM

The Chairman,
The Proprietors of 147-159 Charles St,
C/- Home Unit Management (RJP)
Post Office Box 125
SCARBOROUGH. W.A. 6019

SIXTH ANNUAL GENERAL MEETING.

As the Owner/s of one or more units at 147-159 Charles Street West Perth I/We hereby nominate _____
to act and vote on my/our behalf at the Sixth Annual General Meeting to be held on the 17th October, 1984.

Owner(s) signature(s)

Dated.

Unit Number(s)

STRATA TITLES ACT 1966 - 1970

147-159 CHARLES STREET, WEST PERTH
(KNOWN AS THE MEWS)

STRATA PLAN NUMBER 5629

ANNUAL GENERAL MEETING

A G E N D A

1. Election of Chairman
2. Apologies
3. Proxies
4. Minutes of the previous Annual General Meeting to be read.
5. Any matters arising. (Minutes to be adopted)
6. Audited Financial Statement to be read.
7. Any matters arising (Statement to be received)
8. Consideration of Budget for 1984/85.
9. (recommend a 7½% increase)
Painting of all doors with discussion to change the colours of same.
10. Body Corporate Management
11. Election of Committee Members for 1984/85
12. General Business.

GENERAL ADVICE AS PER STRATA TITLES ACT

SCHEDULE - PART 1

- 6.3 One half of the persons entitled to vote present in person or by proxy constitutes a quorum.
- .12 In the case of equality in the votes whether on a show of hands or on a poll, the question is determined in the negative.
- 7.1 On a show of hands each proprietor has one vote.
- .4 An instrument appointing a proxy shall be in writing under the hand of the appointer or his attorney, and may be either general or for a particular meeting.
- .5 A proxy need not be a proprietor.
- .6 Except in cases where by or under the Act a unanimous resolution is required, no proprietor is entitled to vote at any general meeting unless all contributions payable in respect of his lot have been duly paid.
- .7 Co-proprietors may vote by proxy jointly appointed by them and in the absence of such a proxy are not entitled to vote on a show of hands, except when the unanimous resolution of proprietors is required by the Act.

"THE MEWS" - 147/159 CHARLES STREET. WEST PERTH

STATEMENT OF RECEIPTS AND PAYMENTS

For the period 1/10/1983 to the 30/9/1984.

RECEIPTS:

Gross levies	20235.65
Recalled funds from Home Bldg Soc.	1800.00
Sale of broken glass	15.95
Part bond plus interest	122.39
	<u>22173.99</u>

PAYMENTS:

Bank charges	110.16	
Management fee & AGM fee	2134.30	
Annual Audit	140.00	
Insurance premiums	2811.04	
Postage printing & stationery	329.96	
Invest further funds	2500.00	
SEC - common lighting & power	1635.42	
Caretaker: Wages	7316.00	
Rent	2972.71	
SEC	511.45	
'phone	380.16	11180.32
Mark Wake - debt collection fee	42.92	
Plumbing repairs	100.00	
Electrical repairs	517.87	
Reticulation parts	69.05	
Pool chemicals and parts	529.03	
Globes	51.90	
Secondhand Victor Vacuum	230.00	
Paint, labour and brush	782.01	
Unit 11 rental lease stamp duty	13.55	
Prune trees and remove cuttings	80.00	
Relief Caretaker whilst C/taker holiday	150.00	
Anti skid strips	57.16	
Repair yard vacuum	97.80	
Swimming pool tank lid	61.50	
General:		
Fertiliser, petrol, weed-killer, dustbin powder, blades, snail killer, baysol garden requisites etc	440.93	24064.92

EXCESS of payments over receipts	1890.93	Debit
Balance as at the 30/9/1983	2326.80	
Balance as at the 30/9/1984	\$ 435.87	

HOME BUILDING SOCIETY ACCOUNT

Balance as at the 30/9/1983	2621.34	
Invest further funds	2500.00	
Interest	184.83	
	<u>5306.17</u>	
Recalled funds	1800.00	
Trf fees & FID	2.04	1802.04
		<u>\$3504.13</u>
Balance of both accounts as at the 30/9/1984		<u>\$3940.00</u>

OUTSTANDING LEVIES AS AT THE 30/9/1984 \$576.03

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 High View Road,
GREENMOUNT. W.A. 6056

STRATA TITLES ACT 1966 - 1970

MINUTES OF THE SIXTH ANNUAL GENERAL MEETING OF THE OWNERS OF 147-159 CHARLES (KNOWN AS "THE MEWS") WEST PERTH HELD AT 141 CHARLES STREET, WEST PERTH ON THE 17TH OCTOBER, 1984 at 7.30 O'CLOCK IN THE EVENING.

PRESENT: Mr. D.J. Mc Taminey.
Mr. T. Pallotta.
Mr. W.S. Plumridge.
Mr. P.J. Smith.
Mr. R.W. Liddelow
Mr. R. G. Harvey.
Mr. H. Harvey - by invitation.
Miss R. Pearman of Home Unit Management (RJP)

PROXIES: Miss I. Thomas nominated Home Unit Mgt (RJP)
Miss D.L. Hill nominated the Chairman.
Mr & Mrs. A. Ngeow nominated the Chairman.
Mr & Mrs. F. Zencich nominated Home Unit Mgt.
H.M. Hee & T Lok nominated the Chairman.
Mr. D. E. Godbold nominated Home Unit Mgt (RJP)
Mr. D. Schneider nominated Miss R.J. Pearman.
Mrs. F. Rizzo nominated Mr. H. Harvey.
Mr and Mrs. M. Lahtov nominated the Chairman.
Misses E & D. Alcock nominated The Chairman.
Mr & Mrs. R. Haslam nominated Home Unit Mgt.
Mr P. E. Couchman nominated the Chairman.
Miss M.M.A. Gohl nominated the Chairman.
Mr. M. Skully nominated Home Unit Management.
Miss J.M. Campbell nominated Home Unit Mgt.
Mr. J.L. Maloney nominated the Chairman.
Jayel Nominees Pty. Ltd nominated the Chairman.
Mrs D. Gillard nominated Home Unit Mgt. (RJP)
Mr and Mrs. G. Hourn nominated the Chairman.
Mr & Mrs. D.J. Ponnambalam nominated Chairman.
Mr. R. Schultz nominated the Chairman.

NOTICE OF MEETING: Was read and accepted on a motion put to the meeting by Mr. Smith. Seconded Mr. Mc Taminey. Carried unanimously.

CHAIRMAN: It was moved by Mr. Smith that Miss Pearman take the Chair for the duration of the meeting. Seconded Mr. Pallotta. Carried unanimously.

APOLOGIES: Mr and Mrs. F. Zencich.
Miss J.M. Campbell.
Miss L.J. Coffee - represented by Miss V. Efford

PROXIES: Were read to the meeting, accepted and made available for inspection.

MINUTES OF THE FIFTH ANNUAL GENERAL MEETING:

Were read and confirmed as being a true and correct record by a motion put forward by Mr. Smith. Seconded Mr. Pallotta. Carried unanimously.

Matters arising: Nil.

AUDITED FINANCIAL STATEMENT:

It was moved by Mr. Liddelow, seconded Mr. Harvey that the statement be taken as read. Carried unanimously.

The statement was received into the records on a motion put to the meeting by Mr. D.J. Mc Taminey. Seconded Mr. Smith. Carried unanimously.

BUDGET 1984/85:

Following discussion as to the anticipated maintenance expenditure in the next couple of years i.e. resurfacing the bitumen drive-ways and parking areas plus painting etc it was moved by Mr. Smith to increase the standard maintenance levy by 7½% from the 1st January, 1985 - further that the 5% discount be offered to all Owners who pay within the first 14 days of the date on the levy account. Motion seconded by Mr. McTaminey. Vote: 2 Against with the remainder voting in favour. The Motion carried. ✓

Painting of Doors:

Following discussion it was decided to repaint the doors and change the colours to run in tiers of Cream, Olive Green and Brown. Motion put to the meeting by Mr. Liddelow. Seconded Mr. Pallotta. Carried unanimously.

BODY CORPORATE MGT:

It was moved by Mr Pallotta, Seconded Mr. Smith that the services of HOme Unit Management (RJP) be retained for a further 12 month term. Carried unanimously.

COUNCIL OF MANAGEMENT:

The following Owners volunteered to serve on the Council of Management for the coming year: Unopposed.
Mr. P.J. Smith.
Mr. D.J. Mc Taminey.
Mr. R.W. Liddelow.
Mr. W.S. Plumridge.
Mr. T. Pallotta.
Mr. R. Harvey.

GENERAL BUSINESS:

Nil.

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

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN.

DATED.

FIRST COMMITTEE MEETING TO BE HELD ON THE 14th JANUARY. 1984
in Unit 44 at 7.00p.m.