

THE MEWS

COMMITTEE MEMBERS (1989-1990)

Unit 17	Miss S. Ridd	Owner/occupier
43	Miss G. Horrigan Wk. 321 2144	Owner/occupier 328-3159
35	Mr. J. Standfort 328 1680	Owner/occupier
12	Miss V. D' Cunha Wk. 444 6333 Hm. 328 5894	Owner/occupier
15	Mr C.L. McDougall 362 2327	Owner/occupier
19	Mr W. Sweeney 328 1501	Owner/occupier
2 & 3	Mrs T. Ivory (Terry) 386 8031	1 Bellevue Avenue Dalkeith WA 6009

CARETAKER:

~~XXXXXXXXXXXXXXXXXXXX~~
~~XXXXXXXXXXXXXXXXXXXX~~
R PHILLIPS

Unit 47

~~328 5585~~
227 5917

For Prompt and Accurate Service, Model Type
must always be given when ordering Parts or
writing for information.

HMC

20710 ALAMEDA ST.
LONG BEACH, CALIF. 90810

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF 147-159 CHARLES STREET, WEST PERTH.
STRATA PLAN NUMBER 5629.

Minutes of the Inaugural Meeting of the Owners of 147-159 Charles Street, West Perth held on the *26th JANUARY 1978* at the Registered Office of John Gilbert Nominees (1976) Pty. Ltd. 1091 - 1093 Hay Street, West Perth at 10.30 a.m.

Attendance: Mr. J. Gilbert.
Mr. G.W. Wright.
Miss C. Findlay.
Miss R. J. Pearman - Home Unit Management (RJP)

Proxy: Mr. Gilbert, Mr. Wright & Miss Findlay held full proxy notices for J Gilbert (1976) Pty. Ltd., being the sole Owners of 147-159 Charles Street, West Perth.

Chairman: For the duration of this initial meeting it was unanimously agreed that Miss Pearman be elected to the Chair.

Election of Council of Management: It was resolved that Mr. Gilbert, Mr. Wright and Miss Findlay temporarily serve as members of the Committee until an adequate number of units be sold. On a date yet to be set an extra-ordinary General Meeting will be held for the re-election of Committee Members plus any other matters which may arise as this meeting progresses.

Insurance: Mr. Gilbert advised that currently the Developer held the Buildings etc covered by their Insurers and felt it to be more in the interest of the complex to retain this coverage. Home Unit Management (RJP) being instructed to obtain 3 quotations prior to the extra-ordinary General meeting being convened.

By-laws: An adapted and extended standardized set of By-laws as presented to the meeting were accepted by a motion put forward by Mr. Wright and seconded by Miss Findlay. Carried.

Common Fund: It was unanimously agreed to hold in abeyance until the Extra-ordinary Meeting the decision on this matter.

General Business: It was resolved that John Gilbert (1976) Pty. Ltd., be permitted to retain their hoarding until all units have been sold. (this does not include second sales after the initial units have been sold) Note: This section being contrary to the by-laws previously accepted at this meeting. (sole advertising being hereby granted to the Developers).

There being no further business the meeting closed at 11.45. a.m.

Certified as a true and correct record.

Chairman.

Dated.

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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 18th August,
1978 - 2.p.m. at 1091 Hay Street, West Perth.

ATTENDANCE: Miss.C. Findlay.
Mr. J. Gilbert.
Mr. G.W. Wright.
Miss R. Pearman - Home Unit Management (RJP)

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

Maintenance Fund: Following lengthy discussion as to the
requirements for the year it was Unanimously
agreed to accept the anticipated budget
as prepared by Home Unit Management (RJP).
Being as follows: As this fund is just
commencing it was accepted that to cover
the Building for Insurance as is required
under the Strata Titles Act, that an initial
Special Insurance Levy be raised to meet this
cost of \$25.00 per Unit.
That those Units with a 3 Unit entitlement
pay a monthly levy of \$9.00. Those Units
with Unit entitlement of 4, pay a monthly
Levy of \$12.00.
Accounts to be sent out quarterly and to
commence as at the 1st of October, 1978.
This above decision was carried unanimously.
Accounts to be forwarded by Home Unit Mgt.

Insurance Coverage: As only quotes to hand were obtained a
few months ago it was decided to instruct
Home Unit Management (RJP) to check as to
whether the figures quoted still held firm.
As soon as the selected Insurers had supplied
a cover note - all Owners to be advised.

Swimming Pool: Following quotes for the servicing of the
Swimming Pool having been obtained it was
Unanimously agreed to hire SWIMMING POOL
SUPPLIES PTY. LTD. who would clean and
Vacuume the pool weekly plus had offered
a 15% discound on the pool chemicals & parts.
(should they be required).

Bylaws: Mr. Wright confirmed that all Owners
received a copy of the by-laws either when
signing their offer and acceptance or at
settlement.

Gardener: Home Unit Management (RJP) to arrange for
a Gardener to attend 4 hours per week at
4.50c per hour. (Cost considered to be at
a minimum). His duties to comprise of weeding
the garden beds and generally picking up
litter etc.

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

Certified as a true and correct record.

Chairman.

Dated.

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MEETING AND DISCUSSION OF OWNERS - THE MEWS.
147 to 159 CHARLES STREET. WEST PERTH W.A. 6005

DATE: 23rd October, 1978
VENUE: Unit 4 - Kind permission of Mrs. Armstrong.
TIME: 7.30p.m.

ATTENDANCE: Mr. K. West.
Mrs. J. Cornell.
Mr and Mrs. Cooper.
Misses. M.&G. Bertone.
Mr and Mrs. Lahtov.
Miss Thomas.
Mrs. Armstrong.
Mr. Mc Kay.
Mr. Kemp.
Miss Pearman - Home Unit Management (RJP)

It was explained that this meeting could only be termed as a discussion owing to the fact that a full Quorum was not present to call the meeting a 'general Meeting'.

Miss Pearman advised those present that the Body Corporate had been formed on the 26th of January, 1978 and Home Unit Management (RJP) had been appointed Managers of the Body Corporate by correspondence dated the 31st December, 1977 having previously presented a quotation to the Developers - John Gilbert Nominees. All Owners present advised that they were not aware that the Body Corporate had been formed and in fact had been told individually that this would be attended to at a later date.

Quite lengthy discussion took place as to the manner in which the Body Corporate and the subsequent meeting dated the 18th of August, 1978 had been held with no reference to any of the Owners except the Developer. (who currently form the Committee of Management).

Following this discussion the queries not known were put to Miss Pearman:

Insurance:

Miss Pearman advised that quotations had been obtained from Cornhill Insurance Co. Baillieu Bowring (W.A.) Pty. Ltd., (insurance brokers), National Mutual Fire Ins. Co. and Commercial Union Assurance.

Covernote being taken with the best quotation: Baillieu Bowring (W.A.) Pty. Ltd for the sum coverage of: \$1,300,000 Public Liability Coverage to \$500,00 plus Workers' Compensation Under Common Law. Total premium: \$1210.97.. Covernote: 13187 Please note there is no 'excess' on this coverage.

Levy for Maintenance Fund:

Owing to the fact that the Maintenance fund is just commencing there are of course no funds on hand, therefore it is necessary to raise a special levy to meet the premium for Insurance.

This amount had been set at \$25.00 per unit. (note the actual 1/54th equals \$22.43 balance of monies to go into the onwads maintenance fund). Insurance a once only special levy.

Standard Levy.

<u>Calculated as follows:</u>	<u>Anticipated Budget.</u>
Swimming Pool attendance:	840.00
Bank Charges	30.00
Annual Audit	85.00
Postage, printing & Stationery	100.00
Signs. (No parking etc)	100.00
S.E.C.- Community lighting	200.00
Contingency towards Painting etc	800.00
Management fee.	1685.00
Garden requisites (fertilizer etc)	100.00
Gardener.	864.00
Insurance	1400.00
Common Seal.	12.00
Maintenance Fund	400.00

6616.00

186 being the Aggregate of Unit Entitlement = \$35.57

Portion of the Units have a Unit entitlement of 3 the remaining 4, thus depending upon the entitlement should be multiplied by \$35.57 to equal the yearly contribution by each Unit Owner. (divided by 12 will equal the monthly contribution).

Name and Number to Building:

Home Unit Management (RJP) to check with the developers on the lack of building identification. ✓

Reticulation:

Hugall & Hoille to be requested to repair the sprinkler directly outside Unit 17 plus to adjust the time clocks as currently the system comes on approx 5 times per day. ✓
NOTE: Hugall & Hoille suggested the times of 1.00a.m. & 6.00 a.m. for at these times the wind is usually minimal and should prevent so much water being carried on to the building.

GARDENS:

Currently the lawns are being mowed. Reason for delay in this matter being that the grass is so over soaked that the mower will not cut the lawn. ✓

Roof Tiles:

Home Unit Management (RJP) to arrange for the entire roof to be checked: Report: Some tiles have been replaced and a complete report will be forwarded to Home Unit Management to present to the Developers re the ridge capping which will advise that the sub-contractor for this work will be required to re attend this work. ✓

Fungus to Outside walls:

Matter reported to the Developer plus: Cookers and dangerous cracking to walls internally. (Unit 17 particularly noted) ✓

Financial Statements:

It was agreed by those present that Home Unit Management (RJP) will forward quarterly with the current levy accounts a statement showing the current situation - disclosing incoming & outgoings on behalf of the Body Corporate.

Committee of Management:

Currently Mr. Gilbert, Mr. Wright and Miss Findlay are the members, it was recommended that Mr. Cooper, Unit 3 and Miss G Bertone be co-opted onto the Committee and the next meeting of the Committee. Miss Pearman to advise all Owners in due course (as soon as the next meeting had been held and recommendations accepted).

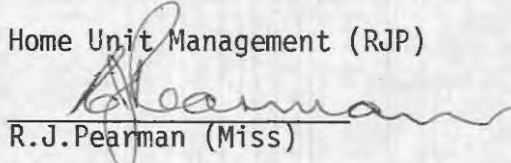
Miss Pearman to check with the Developers as to the Duties the Gentleman in Unit 13 (Mr Gunst) will be executing on their behalf in order that it may be ascertained as to the Gardening duties possibly required by the Body Corporate.

Swimming Pool:

It was thought to be in the interest of the Common Property to have the pool attended to by professional Pool Contractors.

The gathering terminated at approx 9.30 p.m.

Home Unit Management (RJP)


R.J. Pearman (Miss)

To:
The Owners of The Mews,
147-159 Charles Street,
WEST PERTH. W.A. 6005

Dear Sir/Madam,

Re: Committee Meeting held on the 5th December, 1978

Please be advised that a further meeting with the Committee of Management has taken place and the following items were discussed:

1. Name and Number to the building - we are advised that this has been placed with the Maintenance Contractor to John Gilbert Nominees and is as stated "in the pipe line" to be attended to.
2. Roof: Following and inspection and subsequent report provided by Plumbers (W.A.) & co., Copy of which was forwarded to your developer for their attention. At the Meeting we were advised that this was then forwarded to the Builder who in turn is claiming from the Roof Tilers - Monier.
3. Mr. G. Wright resigned from the committee of Management owing to the fact that he is leaving the Developers employ. Mr. M. Hardy. Miss G. Bertone and Mr. L. Cooper were coOpted onto the Committee of Management. - A further meeting of the Committee to be arranged in the latter section of January, 1979.
4. Pool Contractors should be attending to the pool every Thursday.
5. Lawn Mowing Contractor hired to mow lawns (and edge) every three weeks.
6. Gardener hired to pull weeds and remove that lawn after the edger has cut same. Initially this Gentleman appears to be starting at the front and working his way to the back.
7. A excess for cartons etc Rubbish bag has been placed on site and will be emptied every two weeks. It would assist if the cartons could be torn up before placing in the bail and will thus allow more items to be placed in same. Please do not put in any food scraps etc. This is strictly for the cartons and garden weeds .

Managing Agent:

Please note: CHANGE OF ADDRESS: 41 Hampden Road. Nedlands 6009
TELEPHONE NUMBER: 386.8955.
We will still be retaining the P.O. Box 123,
Doubleview for the
next few months in order that we may prevent loss
of mail etc.

If anyone has any complaints please either see your co-opted members to the Committee (Units 3 & 54) or write direct to Home Unit Management (RJP) and we will do our utmost to see that a solution is to be found.

At the Meeting of the New Owners and the writer on the 23rd October, 1978 a Gentleman advised that his walls were cracking - It was noted to be Unit 17 but this is not the case -- it would be appreciated if that person would contact us -- and the Building will call to inspect same.

May we take this opportunity to wish all at "The Mews" best wishes for the coming festive season.

Yours faithfully,
HOME UNIT MANAGEMENT (RJP)

R.J. Pearman (Miss) 15/12/78
Principal.

THE MEWS

STRATA PLAN NUMBER 5629.

147-159 Charles Street,
WEST PERTH.

FINANCIAL STATEMENT - from 1st October to 31st December, 1978.

RECEIPTS

Levies received	1458.00	
Ins. levies received	1200.00	2658.00

PAYMENTS

Bank charges	6.50	
Management fee	421.20	
Post, print, stat.	37.20	
Lawns & Gardens	204.50	
Insurance	1210.97	
Line seal	5.95	
Common Seal	8.27	
Report on roof	19.50	
Garbage removal	12.00	
	<u>1925.19</u>	<u>1925.19</u>
		\$732.81

Levies owing

Unit 8 December quarter + insurance
Unit 29 " " "
Unit 32 December only
Unit 36 December quarter + insurance
Unit 40 December quarter + insurance
Unit 45 December quarter + insurance
Unit 51 December quarter + insurance
Unit 54 December quarter + insurance

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.

Chairman
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
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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

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 17th January, 1980
Unit 47 at 7.30 p.m.

ATTENDANCE: Mr. K. West.
Mr. W. Kemp.
Mr. G. Lummis
Mr. A. Gray.
Mrs. A. Bradley.
Miss G. Bertone.
Miss R. Pearman - Home Unit Management (RJP)

Review of Annual General Meeting Minutes:

Unit 32 - Balcony enclosure:

Motion put forward by Mr. Gray, following lengthy discussion, that if one hundred percent of Owners were willing to enclose their balconies to make the appearance uniform that permission be granted but as it is known to the Committee that at least 3 persons on the front of the property are against this addition then the motion be not to grant authorisation for this enclosure. Seconded Mr. West. Carried Unanimously. ✓
*

Home Unit Management instructed to write and advise Mr. Kendall, to add further that should Mr. Kendall wish to put forward a design stating colour preference for an awning (with detail of fabric etc) then the Committee would be more than happy to look at same for approval. ✓

UNIT 12: Has a for sale sign displayed from window. Owner to be written to, advising of the by-law concerned and requested to remove said advertisement. ✓

Unit 32: To be requested to remove items from balcony which are clearly visible until the awning situation can be resolved.

UNIT DIRECTION SIGN: Mr. West volunteered to draw up same and present to the meeting. (next)

Shrub Near Unit 13 : to be pruned back to make the vision in drive-way more clearly. ✓

TRAFFIC MIRROR: Held in abeyance due to lack of funds.

SOUND PROOF BOOTH TO TELEPHONE: Cost approx \$200 - Held in abeyance.

FINANCIAL STATEMENT:

Was read and discussed. Home Unit Management to look into the costing of the Red-telephone as to whether it is a viable proposition or not detail to be presented at next meeting of Committee. ✓

Financial Statement accepted into the records by a motion put forward by Mr. Lummis. Seconded Mr. Gray. Carried unanimously.

NEWSLETTER ITEM: Children on bicycles to take care as a number of people have reported almost hitting same. Balls not to be used on site, particularly being bounced against the walls. ✓

3. All Owners/Occupants who are interested in gardening and would like to assist to advise Caretaker of the section they particularly are involved in, in order that he does not waste time going over sections which have/are being attended. ✓

4. Those persons who are not using their Carports to advise home Unit Management and possibly through the Newsletter a person can be located who would be prepared to rent same from the Owner/Occupant. ✓

The Mews - 17th January, 1980 - Page 2.

Caretaker - J. Mather - Letter of resignation read, fully discussed and duely accepted. Mr. Mather leaves on the 18/1/80.

New Caretaker:

Miss Pearman advised having interviewed a large number of applicants but could only recommend one Mr. G. Street and wife, who are currently living on site. Letter of acceptance to be forwarded to Mr. Street, setting out the duties required and advising that termination to be 28 days by either party. Moved Mr. West. Seconded Mr. Gray. Carried Unanimously. It was further decided to request Mr. Street to make himself known to Members of the Committee. ✓

Correspondence from Mr. Cooper - Unit 3:

Home Unit Management (RJP) to write Mr. Cooper advising that his comments have been noted and the Committee will be taking action on this matter but do make mention that the sign has deterred neighbouring car owners from using the Car Parking area. ✓

P.C.C.: Obtain copy of the electrical plan.

John Gilbert Correspondence: Wrong vents are referred to. ✓ Mfu to 5 ✓

GENERAL BUSINESS:

1. General appearance of grounds.
 2. Unit 32 - clean off balcony.
 3. All Owners to be requested to scrub down the area directly outside their units i.e. the cement walk-ways. ✓
- Newsletter item: Balconies, walk-ways and cobb-webs to be removed. ✓

BOATS: Leave until a complaint arises.

POOL: Newsletter item again about the Sun-tan oils etc not to be worn into the pool.

2. Sign to be affixed to the gate when strong acids have been placed in pool, requesting occupants not to use until the sign has been removed and water is clear for use once more. Caretaker to obtain a pad-lock to place on pool-gate when such chemicals are placed in pool. ✓

Newsletter: Please make sure that the gate to Swimming pool area is locked on leaving this area. ✓

SALT POOL: held in abeyance.

There being no further business the meeting closed at 9.30 p.m.

NEXT MEETING TO BE HELD ON THE 28th FEBRUARY. 1980 in Unit 54 at 7.30 p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.


CHAIRMAN.

DATED. 28/2/80

Notes
GLENWAY GARDENS APARTMENTS - FINANCIAL STATEMENT.

to the 19th December, 1979	
Balance as at the AGM	202.14
Bottle money	4.40
Levies since received	1980.40
Refund of rent on Unit 5...	61.75
Red telephone	107.40
	<hr/>
	2356.09

PAYMENTS:

Bank charges	19.06	
Rent for Unit 5 to 1/11/79	205.83	
G. Baskerville - 17 trash bags	68.00	
Home Unit Mgt - Sept, Oct & Nov.	484.40	
Telecom Aust - Red Phone	321.97	
Lawn Mow - 5 cuts to 16/11/79	250.00	
Atkins Carlyle - globes	41.58	
Plumbers (W.A) - Check roof and leak + stain to U52	42.53	
Post Print & Stationery (inc AGM)	99.11	
Bunning Bros - Lawn seed, snail killer & fittings for retic.	45.77	
Caretaker - SEC	62.50	
Multi-pak - bulk sumapine	58.28	
Swimming Pool supplies	8.65	
K. Wilkinson - annual audit	75.00	
Hugall & Hoille - spare retic parts	43.91	
Bunning Bros - Fert, stakes, broom, weed killer.	132.99	
SEC - Community lighting	264.34	
Plumbers (WA) - repair roof flashing	45.50	
North Bch Elect.- Repair pool time clock.	22.96	
	<hr/>	2292.38
Balance in C'wth Bank.		\$63.71

OUTSTANDING ACCOUNTS:

18, 22, 30, 32, 37 & 51	283.50	
Adj at AGM		
Units: 4, 16, 19, 20, 26, 29, 35, 38, 39, 40, 47, & 48	193.50	
Unit 8 total outstanding	173.50	
	<hr/>	650.50

ACCOUNTS BEING HELD FOR PAYMENT.

Caretakers Unit rent (2 months.)		498.32
Insurance premium		1463.65
Home Unit Management	Dec	152.00
Lawn Mow 30/11/79		50.00
Swimming Pool Supplies for dry acid and Blue Sparkle		90.00
Lawn Mow - Dec.		50.00
		<hr/>
		2303.97

Levies for the next quarter equal \$2497.50

THE

"MEWS"

NEWS LETTER.

JANUARY. 1980

SWIMMING POOL:

No-one will have failed to have noticed that this is far from satisfactory. The fault lies partly with those persons who swim in same, wearing SUN-TAN OILS - naturally the water will wash the oil from your bodies and the oil then builds up in the pool and despite the constant scrubbing of the tiles this situation cannot be corrected without the use of harsh Acids - --- these then make the pool un-useable for quite some time. Consequently you are asked not to swim in the pool with oil on your body.

Whilst mentioning the pool, you are further requested to make sure that the gate is securely locked when leaving this compound. Children die so quickly through adults carelessness.

Splashing: Is a definite NO. NO. For one good reason that you will end up with a large EXCESS WATER bill if this practice persists - further that complaints have been received re person/s making the use of this area most unpleasant due to the splashing etc. Your assistance on the above matters will be appreciated.

PLEASE NOTE:

Should the pool have been treated with harsh chemicals you will be advised by a notice on the entrance gate - further the Caretaker will be supplied with a interchangeable pad-lock to use on these occasions and thus prevent any person from being burnt or harmed in any way. Naturally as soon as the water has adjusted the area will be FREE for use once more and the padlock changed over again.

PARENTS:

We feel sure you did not bring you Children to the "Mews" to meet their MAKER - may we suggest that you direct them not to ride the bicycles in the parking area as we are advised that there have been a few VERY near misses. Probably bothered the motor vehicle more than the child --- whist writing in this vein we do suggest that drivers take extra care to make sure that there is not a child about to SWOOP along behind you vehicle.

BALL GAMES:

Are unfortunately out on this complex as there is neither the facilities nor the room for such games to be played - this item is unhappily again directed to MUMS and DADS. Damage, noise, and nuisance is the total of a game with a ball, which eventuates in bad feelings and disharmony. School holidays are not only difficult for Children but suffer the poor parent who has run out of ideas for them to 'do'.

CARETAKER:

We wish to advise that Mr. Jim Mather and Wife have given notice and this has been accepted -- mainly due to the fact of course that Mr. Mather had located a new place of employment. We hope that you will welcome Mr and Mrs Garry Street who have taken over from Mr. Mather. We look forward to seeing the grounds receiving a face lift, but this will take time as the weeds have taken over again.

VOLUNTEER GARDENERS:

Mr. Mather being retired gave considerable time to the Gardens but we must all realise that this is a PART-TIME position, therefore may we make the suggestion, that those persons who are interested in gardening should feel free to hop-in and give a hand with the weed-pulling, for once the grounds are up to standard we feel sure that Mr Street will have no difficulties in maintaining same - with no assistance from keen gardeners the job will be done well, but slower.

STAIR-WAYS AND WALK-WAYS:

Including Balconies:-

It has been noted that these areas could do with a good scrub - and the suggestion has been put forward that if each occupant gave that area directly outside their own unit a SWISH down with detergent (possibly Ajax in some places) that the costs involved in bringing in cleaners could be conserved. Stair-ways to be hosed and swept down by the Caretaker. Should the volunteer Occupant cleaning not have taken place by the end of January, 1980 arrange-

NEWSLETTER - THE MEWS - JANUARY 80

Cont.

ments will have to be made for this work to be carried out. We understand that in some cases there is blood and all sorts of stains which must of course attract such unfriendly bugs and insects such as flies etc. SO PLEASE EVERYONE PLEASE DONATE A SMALL AMOUNT OF YOUR TIME.

Whilst your working may we suggest that the odd cob-webb could possibly be removed at the same time - but take care.

CARPORTS:

Should there be any persons on site who is not using their carport and wish to make same available to another occupant -- please advise Home Unit Management (RJP) and they will place this advice in the next Newsheet.

and to close:

"During recent road excavations outside St. Mary's Cathedral a passing cleric heard some very foul language from workmen in a trench.

He wrote a letter of protest to the Board of Works and in due course the foreman was asked for a report.

His report said "The incident happened as follows. Smith was in the trench and Jones dropped a hammer on his head. Smith looked up and said "I say Jones, old chap, do try to be more careful, will you!"

May we take this opportunity to wish all at THE MEWS a belated wish for a Happy New Year

Quote for the day:

"A Hopeful disposition is not the sole qualification to be a prophet.

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 28th February,
1980 in Unit 54 at 7.30 p.m.

ATTENDANCE: Mr. K. West.
Mr. G. Lummis.
Mr. A. Gray.
Mr. A. Ngeow.
Miss G. Bertone.
Mrs. A. Bradley.
Miss R. J. Pearman - Home Unit Management (RJP)

Apology: Mr. W. Kemp.

FOR SALE NOTICE: Unit 12 ? - check as to whether sign
is still there.

UNIT 32: Plank on balcony.

DIRECTIONAL SIGN:

Mr. West put forward design for same. Mr.
West to Manufacture same. To be affixed to
a wall near the visitor parking area.

FINANCIAL STATEMENT:

Red Phone: Just making even with expenses.
Committee to retain same keeping a constant
watch and listing detail on financial Statement
for every committee meeting.

Minutes were then accepted into the records by a motion
put forward by Mr. Lummis. Seconded Mr. Gray. Carried
unanimously.

OUTSTANDING LEVIES:

All Owners with monies due to receive a
letter advising if payment not made within
7 days it will be necessary to place said
accounts in the hands of the Debt Collectors.

FINANCIAL STATEMENT:

Following discussion this statement was
accepted into the records by a motion put
forward by Mr. West. Seconded Mr. Lummis.
Carried Unanimously.

GENERAL BUSINESS:

Caretaker: Committee discussed the service being provide
by the current Caretaker and it was agreed
that said service was not up to standard and
taking into account the fact that a gardener
had been hired to weed the drive-way, a busy-
bee held to weed the front area, further weed
also carried out by Mr. West, that within the
6 weeks the complex should be looking considerably
neater than at present. It was further discussed
that the caretaker's duties were to weed, edge,
sweep the walk-ways, garbage and keep the pool
in good running (clean) condition.
Correspondence from the Caretaker indicating
that further monies would be necessary, and that
a Supervisor also be hired.
Following lengthy discussion, and the fact that
rent collection etc. was not part of the duties
for which the Caretaker is hired it was decided
that the Caretaker be written to in the following
manner....

Balance on hand as at 17/1/80	263.84
That the Committee, unfortunately cannot comply with the suggestions made, due to the financial situation of the Body Corporate, and should the Caretaker resign then the Committee would not stand in his way. Home Unit Management (RJP) in the meantime to interview prospective Caretakers.	1129.50
	76.90
	4.40
	1474.64

PAYMENTS

Next Newsletter: Request all occupants not to throw the excess advertising leaflets etc on the ground when removing same from letter boxes.

SHRUBS: Pruning required - hold in abeyance.

FIRE EXTINGUISHERS:

Check with the Fire Brigade as to the ruling on building over two tiers. Then approach the Developers to have same installed. If no action the Perth City Council to be contacted.

There being no further business the meeting closed at 9.25p.m. 1301.45

CERTIFIED AS A TRUE AND CORRECT RECORD. \$173.19

[Signature]
CHAIRMAN.

DATED. 1/5/80

NOTE:

When Caretaker's interviewed have been whittled down to a short list. Contact Committee Members to also interview and meet same.

LEVIES OUTSTANDING

Units: 12, 13, 14, 22, 26, 32, 37, 45, 46.	\$32.00	
Unit 8	214.00	awaiting settlement
Previous quarter		
Units: 16, 33	94.50	(hands of debt collectors)
	\$740.50	Outstanding

ACCOUNTS OUTSTANDING

Initial Gardening service 7 hrs - drive way	41.50
Repair sprinkler	5.00
Went Unit 8 - Jan 8 job	496.32
Insurance premium	1108.00
Chemicals for pool	71.46
Multi-year	16.37
	\$1732.65

FINANCIAL STATEMENT - THE MEWS.
AS AT THE 28/2/80

Balance on hand as at the 17/1/80	263.84
Levies since received.	1129.50
Red telephone	76.90
Broken Glass.	4.40
	<u>1474.64</u>

PAYMENTS:

Hall Hire (2) Annual General Meeting.	24.00
11 Trash bags.	44.00
Part Insurance premium.	363.65
New filter for pool	124.00
Lawn Mow 22/1, 11/1, and 12/2/	150.00
SEC - Common power	290.19
Bank Charges	12.76
Home Unit Management - Feb 80	152.00
Replace fuse & reset overload on retic pump	45.00
Clear blocked pipes U30 -	33.25
Symonds Seed - lawn fert.	28.80
Post printing & Stationery	33.80
	<u>1301.45</u>

Balance on hand 28/2/80 \$173.19

RED TELEPHONE:

Cost to date.	403.22
Monies received to date	<u>440.50</u>
	\$37.28

Note: Account due in March 80 - expected approx 140.00
 Phone to be emptied approx 3 times - 125.00
5.00

This would then leave and anticipated gain of \$40.00.

LEVIES OUTSTANDING:

Units: 12, 15, 18, 22, 26, 32, 37, 45, 48,	432.00
Unit 8	<u>214.00</u> *awaiting settlement

Previous quarter:

Units: 18, 32	94.50 (hands of debt collectors)
	<u>\$740.50 Outstanding</u>

ACCOUNTS OUTSTANDING:

Initial Gardening Service 7 hrs - drive way	41.50
Repair sprinkler	5.00
Rent Unit 9 - Jan & Feb	498.32 -
Insurance premium	1100.00 -
Chemicals for pool	71.46
Multi-pak	16.37
	<u>\$1732.65</u>

THE MEWS - FINANCIAL STATEMENT

As at the 28/2/80

Balance as at the 28/2/80	173.19
Red phone	61.60
Levies	1101.00
	<u>1335.79</u>

Payments:

Rent U 9 - 23/13/79 to 23/3/80	747.48
Portion of Insurance premium	200.00
Lawn Mow 26/2/ & 19/3/	100.00
Red Phone	165.25
Initial Gardeners 5/2/(7hrs)	41.50
Repair sprinkler	5.00
Multi-pak - Bulk sumapine disinfectant	32.73
SEC - for Caretaker	55.80
Swimming Pool Supplies - Chemicals	71.46
Addition trash from BBC area	27.00
Hugall & hoile - (dec a/c) repair retic	25.50
	<u>1471.72</u>

DEBIT balance \$135.93c DEBIT.

LEVIES OUTSTANDING TO 31/3/80

Unit 12	54.00 - Unit sold awaiting dispersement.
Unit 18	108.00 - In hands of debt collectors.
Unit 29	18.00 - Adjustment on first quarter.
	<u>180.00</u>

Current quarter to pay.	2511.00
Paid to this day.	450.00
Due	<u>2061.00</u>
Add	180.00
Total outstanding to 30/6/80	<u>2241.00</u>

STANDARD QUARTERLY PAYMENTS:

Lawn mowing	200.00	
SEC - Community lighting	300.00	
Rent for Caretaker Unit	620.00	431.00
Trash bags.	144.00	<u>135.93</u> minus
Pool Chemicals.	90.00	295.07
Management fee	456.00	
	<u>1810.00</u>	

ACCOUNTS OUTSTANDING:

Insurance premium	\$900.00	
Pool Chemicals, leaf net, testing kit etc	85.80 *	
Management fee - March 80	<u>152.00 *</u>	Taken into account above
	<u>1137.80</u>	

Which means that only \$200.00 will probably be able to be paid off in this next quarter. (Insurance)

We can only suggest that a special levy be raised to meet the payment of the Insurance amount outstanding i.e. \$20.00 per unit. OR 3 unit entitlement \$14.49 and 4 unit entitlement \$19.32.

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 Special Committee meeting held on the 8th April, 1980
in Unit 27 at 7.30p.m.

ATTENDANCE: Mr. A. Gray.
Mrs. A. Bradley.
Mr. W. Kemp.
Miss R. Pearman - Home Unit Management (RJP)

This meeting concentrated on the Caretaker situation. following complete analysis of duties required by the Body Corporate in maintaining the grounds and those which are currently being carried out by the existing Caretaker and the previous Caretaker, that of Collecting rent, and dealing with disputes on site. The actual duties required by a Caretaker being:

1. Pool cleaning - half hour.
2. Garbage area cleaning - 1 hour.
3. Check that all external light globes are functioning.
4. Gardening.

It was decided that Home Unit Management should look into the possibilities of closing the pool down for the winter months. Further that quotes be obtained for maintaining the pool by outside contractors. 85v 2

It was decided that the reticulation should now be adjusted over to working every second day - system to come on about 2.a.m. ✓

It was decided that a 5 x 5 garden shed be purchased as soon as possible. ✓
over

It was unanimously agreed that Mr. L. Cooper should be approached and requested to join the Committee of Management as a co-opted member. Mr. Cooper to replace Mr. K. West who regrettably has tendered his resignation owing to the fact that employment has taken him away from the city. Letter of thanks to Mr. West for his services over the last 18 months. ✓

It was finally agreed that Home Unit Management (RJP) hire the services of a off site Caretaker whose duties will be as follows: (trial of 3 mths)

1. Initially to come on site for 16 hours (one man) or 8 hours (if two men) - then to report back to Home Unit Management as to the amount of work carried out. This section to be instigated to bring the gardens up to standard. If necessary additional hours to be organised.
2. Standard duties once the grounds have shown improvement as follows:
 - a. Test lights for replacement globes once a week.
 - b. Clean garbage area twice a week (Tuesday & Friday)
 - c. In Summer months - Clean pool twice a week. (Tues & Fri)
 - d. Weed garden beds and cut edges. ✓
 - e. Hours required 4 hours a day. (total of 8-10 hrs a wk.) ✓

Unit 23: Owner to be written to advising that the Occupant should be instructed to place a drip tray in Carport bearing in mind that the responsibility of maintaining this area in good condition remains with the Owner - area is being eaten away by the oil drips and looks rather poor. ✓

Unit 5: Home Unit Management to advise Owners that unfortunately due to the trial system being instigated their unit will not be required for the housing of a Caretaker. ✓

Keys held by the Caretaker to be handed over to Home Unit Management who will return same to each Owner.

Newsletter to all Owners & Occupants advising that ^{ERS} ~~their~~ will no longer be a Caretaker living on site - further that all maintenance items required or noted for the exterior of the complex should be reported direct to Home Unit Management, preferably in writing - or any complaints or suggestions which Owners would like dealt with in Committee to be placed in writing C/- Home Unit Management (RJP). Further advise that this system is being instigated for financial reasons with the hope that funds can accumulate.

INSURANCE:

Copy of policy/s to be forwarded to Mr. Gray in order that a liability report can be given at next meeting.

Owners to be requested to support the Committee in the move of adjusting to off site Caretaker in the form of dealing more promptly with problem tenants (Absentee Owners)

At next meeting the Committee to discuss a roster or permanent Supervisor from amongst the Committee members. Further that a Honorarium for this service be discussed.

The meeting closed at 9.00 p.m.

Next meeting to be held on 1/5/80 in Unit 27 at 7.30p.m. All members requested to attend.

CERTIFIED AS A TRUE AND CORRECT RECORD.

Stearman
Chairman.

1/5/80
Dated.

THE MEWS - FINANCIAL STATEMENT.

As at the 1/5/80

Balance as at the 1/4/80	135.93DR.
Levies since received	1376.50
Red Phone	64.10
Broken glass	3.30
	<hr/>
	1307.97

PAYMENTS:

Bank charges	5.00	
Swimming Pool Supplies - chemicals	85.50	
Lawn mowing 1/4/ & 24/4/	100.00	
Trash bags (12)	48.00	
Part Insurance premium	400.00	
Management fee - March 80	152.00	
Replace further sprinkler	5.00	
Outdoor Retic - Attention to time clock	15.00	
Bal rent for Unit 9 - to 11/4/	157.80	
Initial Gardeners - 12 hours	85.00	
		<hr/>
		1044.50
Balance as at 1/5/80		\$255.47 CR

LEVIES OUTSTANDING FOR QUARTER ENDING 30/6/80

Unit 4	54.00
Unit 15	40.50
Unit 16	40.50
Unit 18 ----- funds have been paid into Mark Wake - awaiting their cheque.	162.00
Unit 29	72.00
Unit 31	54.00
Unit 32	40.50
Unit 40	54.00
Unit 41	40.50
Unit 44	40.50
Unit 45	54.00
Unit 47	54.00
Unit 48	54.00
Unit 51	40.50
Unit 54	54.00
	<hr/>
	855.00

OUTSTANDING ACCOUNTS:

Insurance Premium	500.00	—
Management April	152.00	—
Gdnr: 18/4, 22/4		
25/4 & 29/4 - 28 hrs plus trips to tip	\$146.00	
	<hr/>	

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 the Committee Meeting held on the 1/5/80 in Unit 27 at 7.30 p.m.

ATTENDANCE:

Mr. A. Gray.
Mrs. A. Bradley.
Mr. W. Kemp.
Mr. L. Cooper.
Miss R. Pearman - Home Unit Management (RJP)

Minutes of the Special Committee meeting held on the 28th February, 1980 were read and the following items discussed as matters arising:

1. Directional Sign:
Home Unit Management to write to Mr. West re progress. ✓
2. Red Telephone:
Committee not supplied with follow - on detail. Report to be attached to these minutes.
3. It was again agreed that all accounts outstanding for more than one month should receive 7 days sticker
- 3 Fire Extinguishers:
Correspondence received from Western Australian Fire Brigades Board advising that no fire fighting equipment is required in Home units or flats of up to 3 storeys.

Minutes were then accepted into the records by a motion put forward by Mr. Gray Seconded by Mr. Cooper. Carried unanimously.

Minutes of meeting held on the 8th April, 1980 were then read and the following items discussed as matters arising;

1. Unanimously agreed that the product called 'Winteriser' be placed in the pool and pool closed for winter months. ✓
2. Lights to be checked regularly by Gardener/Yardman.
Home Unit Management donated letter box for messages to be left for duties to be attended on site by Gardener/Yardman.
3. Unit 23 & 5 - carports have heavy oil drips. Owners to be requested to have these areas cleaned and that their tenants obtain a drip tray to place in these bays. By-laws make these areas the sole responsibility of the individual Owners. ✓

ON SITE SUPERVISOR: - Hold in abeyance.

Minutes were then confirmed and accepted into the records by a motion put forward by Mr. Kemp. Seconded Mrs. Bradley. Carried Unanimously.

FINANCIAL STATEMENT:

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

SPECIAL LEVY: Home unit management to prepare a statement for the Committee showing the anticipated figures for this financial year with the amounts of monies spent up to date.

This subject to be discussed further at the next meeting of Committee.

GARDENER/YARDMAN:

At this stage Committee basically happy with the work carried out but will keep the matter under review.

GENERAL BUSINESS:

Community Power: Mr. Bradley to arrange to have the time clock adjusted back to 12.00 m.n. Power to be turned off to the pool motor.

Lawn Mowing Contractor: To call every 4 weeks.

Gardening: Mr. Cooper advised that due to damage being done to the garden by Children he will no longer be contributing anything towards the care and maintenance of the garden area. This to be attended to by the Caretaker/Gardener.

Owner Complaint re Children damaging Gardens:

This item was discussed at length but no solution arrived at - whilst it is agreed that the children should not be playing in the garden area, it is also noted that there are no areas (on site) which could be used as a 'play area'. Committee and Home Unit Management to give this subject some thought in an endeavour to arrive at a workable arrangement.

Unit 33: Letter to Owner/Occupant to request that they make sure that their visitors do not park in the Carports but in the area set aside for Visitors and 2nd cars. ✓

Impact Damage: 1 light pole near side entrance has been damage by the impact of a vehicle. Arrange to have same repaired. ✓

Laundry Areas: There are two flood lights which currently operation from a ordinary ON/OFF switch. Quotes to be obtained to place these switches on a 15 minute time delay swithc. ✓

There being no further business the meeting closed at 9.05 p.m.

NEXT MEETING TO BE HELD ON THE 9th June, 1980 (this is a Monday - should this date not be suitable would all those persons who it does not suit please telephone Miss Pearman and we will try to arrange a more suitable date) at 7.30 p.m. in Unit 27.

P.N. Next Thursday available is the 10th July, 1980.

CERTIFIED A TRUE AND CORRECT RECORD.

Chairman.

Dated.

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 the Committee Meeting held on the 10th
June, 1980 in Unit 54 at 7.30p.m.

PRESENT:

Mr. A. Gray.
Mr. W. Kemp.
Mr. L. Cooper.
Miss G. Bertone.
Miss R. Pearman - Home Unit Mgt.

APOLOGIES:

Mrs. A. Bradley.
Mr. A. Ngeow.
Mr. G. Lummis.

Minutes of the previous committee meeting were read
and the following items noted as matters arising:

DIRECTIONAL SIGN:

Under construction.

RED TELEPHONE:

Owing to the fact that the Telephone
is having to be supported by maintenance
funds it was decided by a motion put
forward by Mr. Kemp that the Red
Telephone be removed from the complex.
Motion seconded by Mr. Cooper. Carried
unanimously.

CARPORT OF UNITS 23 & 5:
HEAVY OIL SLICK.

Letter to be forwarded to the Owner
of Unit 23 advising that as no reply
has been received to previous corres-
pondence, the carport will be cleaned
and account forwarded to the Owner.
Gardener/Yardman to be instructed to ✓
clean both carports and to bill
separately to his normal duties.

GARDENER/YARDMAN:

To be instructed to clear the property
of all scraps of paper and sweep ✓
stair-ways

LAUNDRY AREA LIGHTING:

Lowest quote received \$73.78 for
4 time delay switches.
Hold in abeyance due to lack of funds.

The minutes were confirmed as being true and correct by a
motion put forward by Mr. Cooper. Seconded Mr. Kemp Carried
unanimously.

FINANCIAL STATEMENT:

Was read and the following items for saving funds put
forward:

1.

That the Gardener/Yardman place
as many newspapers and torn up card-
board cartons in the spare, unused ✓
bins as possible.

2.

That Home Unit Management check with
the Spastic Welfare to see if they
are interested in placing one of their
collection bins on site for newspapers
etc.

The financial Statement was accepted into the records by a
motion put forward by Mr. Gray. Seconded Miss Bertone. Carried
unanimously.

The full financial situation of the units was given considerable consideration and it was agreed that at the next Annual General Meeting it will be necessary to have a special levy for 1980-1981 Insurance premium plus budget for the 1981/82 year. It was also agreed that as General Maintenance will have absorbed the amount estimated to be set aside for painting that this should also be budgeted against. Committee very concerned with the current financial situation.

Account for cleaning Unit 9

To be forwarded to Mr. G. Street with the suggestion that should he have any queries they should be directed to Mr Zencich. Account for \$24.00 for 6 hours cleaning.

Agenda for Annual General Meeting:

To increase the levies but offer a discount for payment by a specific date. Discount to be discussed.

GENERAL BUSINESS:

GARDEN:

\$100.00 to be set aside in next years budget for the purchase of native shrubs.

Those plants which have been placed in the garden since the original landscaping and which require care, to be removed slowly by the Gardener/Ydman. ✓

That all dead trees and shrubs be removed from the complex. Note tree near Unit8 and at the rear of Unit 4. ✓

Gum trees to be treated with ROGOR. ✓

Price of 'ficushilli' trees to be checked by Home Unit Management.

KERBING:

Bordering the Carparking sectors to be checked and re-aligned, may need packing at the rear or underneath. Problem caused by vehicles hitting same when parking. ✓

INSURANCE:

Volunteer worker's (Owners) are not covered. This advice to be placed in next newsletter to Owners. ✓

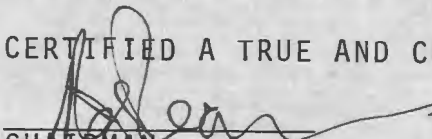
BY-LAWS:

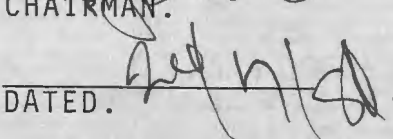
Mr. Cooper moved that all Owners of The Mews who let or lease their units be obliged to display in a prominent position for tenants to view, a copy of the by-laws contained in Part 11 of the schedule to the act as amended for the Owners of the Mews 147-159 Charles Street, West Perth Strata Plan 5629. Seconded Mr. Kemp. It was agreed that a copy should accompany the correspondence with a request to affix inside their unit. Carried unanimously ✓

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

NEXT COMMITTEE MEETING TO BE HELD ON THURSDAY THE 24TH JULY. 1980 in UNIT 54 at 7.30p.m.

CERTIFIED A TRUE AND CORRECT RECORD.


CHAIRMAN.


DATED.

FINANCIAL STATEMENT.

THE MEWS.

For period 1/5/80 to 10/6/80

Balance as at the 1/5/80	255.47
Levies since received	769.50
Red Phone	31.40
	<hr/>
	1056.37

PAYMENTS:

Bank Charges	12.60
Home Unit Management - April 80	152.00
Post Print & Stationery.	8.00
W.A. Newspapers - advertise for Caretaker	22.20
Trash bags (9)	36.00
SEC - Community lighting to 3/5/80	301.53
Initial Gardeners 18/4 to 20/5/(payment out)	244.00
G. Street - SEC Allowance 4/2 to 14/4	50.00
Winteriser for pool.	5.30
Nth Beach Electrics - Bal pool motor repair not met by Insurance (Complete a/c \$335.40)	104.60
Nth Beach Elect - repair time clock	20.54
Lawn mow - 15/5/80	50.00
	<hr/>
	1006.77

Balance as at the 10/6/80	<hr/>
	\$49.60

LEVIES OUTSTANDING:

COLLOPY - U18	54.00	
HUDSON - U29	18.00	
KENDALL - U32	40.50	
WRIGHT - U41	40.50	
WRIGHT - U44	40.50	
		Total
		\$193.50

ACCOUNTS AWAITING PAYMENT:

Telecom Aust - red phone	137.33
Zencich - Cleaning Unit 9	24.00
Solicitors - Letter Mrs. Davey.	20.75
Insurance - bal of premium.	500.00
Gdnr/yardman: 5 days to 3/6/80	118.00
Plumbers (W.A.) Clear rubbish from valley gutter & repair weather edge as nec.	51.97
Home Unit Mgt. May & June 80	304.00
	<hr/>
	1156.05

TO MAKE IT THROUGH TO 30/9/80

Monies due in for quarter ending 30/9/80 (units 12 & 30 paid to 30/9/80)	2403.00
ARREARS (as shown above.)	193.50
Monies in the bank.	49.60
	<hr/>
	2645.10
Less Accounts currently outstanding	1156.05
Total amount available for next quarter.	<hr/>
	1489.05

KNOWN PAYMENTS TO EXPECT.

Bank charges	15.00	
Garden shed	120.00ish	
Gardener Yardman.	600.00	
SEC - Common lights	300.00	
Management fee	456.00	
P.P. & Stationery	50.00inc AGM	
LAWN MOWING	150.00	
TRASH BAGS.	84.00	
	<hr/>	
	1775.00	
DIFFERENCE:	\$285.95	

NEXT YEARS BUDGET WOULD
HAVE TO INCLUDE A SPECIAL
LEVY FOR INSURANCE + BUDGET
FOR THE FOLLOWING YEARS
PREMIUM.

Not taking into account the
unexpected.

THE MEWS CAN JUST MAKE IT IF THEY DON'T PURCHASE A GARDEN SHED
AND IF MANAGEMENT FEE FOR SEPTEMBER IS HELD OVER (Would have been 13 mt
Management fee as this year payments includes one from last year)
Difference being \$13.95c. SEC SHOULD BE LESS.

THE MEWS FINANCIAL STATEMENT AS AT THE 24/7/80

Balance as at the 10/6/80	49.60
Red Telephone	47.60
Broken glass	4.40
Levies since received	1444.50
	<hr/>
	1546.10

PAYMENTS:

10 trash bags	40.00
Home Unit Management - May 80	152.00
Bal insurance premium	500.00
Telecom Australia	137.33
Lawn Mowing (2 cuts)	100.00
Caretaker/Yardman to 24/6/	263.00
Repairs to Security lights	26.21
U49 - repairs to gutter & weather edge	51.97
Legal fee - unit 4	20.75
Bank Charges	2.50
	<hr/>
	1293.76

Balance at the c'wlth bank \$252.34

36
5
1000
1

LEVIES OUTSTANDING:

Unit No. Amount Outstanding.

4.	\$ 54.00
6.	44.50
11.	54.00
15.	44.50
16.	44.50
18.	108.00 —
22.	54.00
23.	44.50
26.	44.50
29.	18.00
32.	89.00 ◊
37.	44.50
38.	44.50
41.	89.00 y
42.	44.50 †
44.	89.00 x
45.	54.00
46.	44.50
48.	54.00
51.	44.50

\$1108.00

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 24th July, 1980 in Unit 54
at 7.30p.m.

ATTENDANCE: Mr. A. Gray.
Mr. W. Kemp.
Mr. L. Cooper.
Mr. G. Lummis
Miss G. Bertone.
Miss R. Pearman - Home Unit Management (RJP)

Minutes of the previous Committee Meeting held on the 10th of June
1980 were read, and the following items discussed as matters arising:

DIRECTIONAL SIGN: Completed and handed over to Home Unit Management
to arrange to have framed and with glass or fibre
face. Must be waterproof. Letter of thanks to Mr. West. ✓

RED TELEPHONE: Has been removed.

TREE: No detail to hand re the cost of Ficushilli trees.
Mr. Cooper to advise Home Unit Management.

Minutes of the meeting were then confirmed and accepted into the
records by a motion put forward by Mr. Cooper. Seconded Mr. Gray.
Carried unanimously.

FINANCIAL STATEMENT:
Was read and accepted into the records by a motion
put forward by Mr. Lummis. Seconded Mr. Cooper.
Carried unanimously. ✓
Advise days and hours put in by Gardener for \$263.00.

GENERAL BUSINESS:
Correspondence received from Miss Tay advising of her availability
and willingness to become a member of the Committee. It was decided
to invite Miss Tay to the last meeting of the Committee for the year
as a guest. Further to suggest that Miss Tay attend the Annual General
Meeting and put up for Committee. ✓

UNIT 18: To be written to advising that their 'band practice' is
an exteme disturbance to their fellow neighbours and
instruct that they must locate another venue for their
band practice. ✓

FOR SALE SIGNS: Units 36 & 32 - Agents to be contacted advising that
the signs must be removed. ✓

UNIT 21: Trumpet player to be requested to locate another venue
for playing this instrument as it has become an extreme
annoyance to neighbours. ✓

ANNUAL GENERAL MEETING. To be held on the 6th October, 1980 at 7.30p.m.
in either the YMCA hall West Perth or the Old Mill
Theatre.
On notices advise any owners living on site wishing
for a lift the 'South Perth' venue to gather near
the Visitor Parking entrance and cars will be available
to take them there and back.

GARDEN SHED: Home Unit Management authorised to purchase 5'x5'x6'
Garden shed from Bunning Bros on sale price of \$79.00. ✓

LIGHTS:

Gardener to keep a note as to which lights are found to be missing as it is thought that possibly the occupants could be removing them because the lights shine into their units. ✓

CLOTHES LINE
AREA NEAR U4:

Some of the slabs are sub-siding - Gardener to lift slabs compact earth and make level then replace slabs. ✓

There being no further business the meeting closed at 8.35 p.m.

NEXT MEETING TO BE HELD ON THE 10/9/80 in Unit 39 at 7.30p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN _____

DATED. _____

FINANCIAL STATEMENT TO THE 10/9/80

Balance as at the 24/7/80	
Levies since received	252.34
Re-imbursed by Telecom	700.50
Re-imbursed by U29 - Service HW pressure	7.10
	12.50
	<hr/>
	972.44

PAYMENTS:

Bank charges	17.67
Home Unit Mgt - June 1980	152.00
SEC - Community power	237.95
Trash bags (4)	16.00
Initial Gardeners: 27/6, 1/7, 25/7, 29/7 1/8, 5/8, 8/8, 13/8, 15/8 plus padlock & slabs to shed, repair sprinklers & clean carports 5 & 23 (\$15.00 account sent)	221.50
Capital Electrics - repair external lights replacing some starters	16.94
Garden shed - supply & erect	94.50
Adjust water pressure u29	12.50
Lawn Mowing 4/8 & 27/8	100.00
	<hr/>
	869.06

Balance at Commonwealth bank.

103.38

54

157 38

LEVIES OUTSTANDING TO THE 30/9/80

Unit 4 Mrs. M.J. Davey ✓	54.00
Unit 15 Mr. C.L. Mc Dougall ✓	40.50
Unit 16 B.&B.K. Robinson. -	40.50
Unit 18 A.J.&L.M. Collopy ✓	54.00
Unit 23 H.A. Jones -	40.50
Unit 26 Wittenoom Trust Ltd.	40.50
Unit 32 R.J. Kendall ✓	40.50 (PBS Calling up mort)
Unit 42 R.&B.M. Healey	40.50
Unit 54 M.&G. Bertone	54.00 ✓
PLUS: to 30/6/80	
Unit 32 R.J. Kendall	40.50
	<hr/>
	405.00

GARDENER OWED FOR:

19/8, 22/8, 26/8 plus removing rubbish to tip.	69.00
29/8, 2/9, & 5/9	60.00
Home Unit Mgt. July, Aug & Sept.	456.00
	<hr/>
	585.00

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 10th September,
1980 in Unit 39 at 7.30 p.m.

PRESENT: Mr. A. Gray. Apology: Mr. Kemp.
Mr. L. Cooper.
Mr. G. Lummis.
Miss G. Bertone.
Mrs. A. Bradley.
Miss R. Pearman - Home Unit Management (RJP)

Minutes of the previous committee meeting held on the 24th
July, 1980 were read and the following items noted:

Directional Sign:

Miss Pearman advised that the frame for this sign
would cost approx \$100.00. Mrs. Bradley advised that
through a contact it may be possible to obtain this
frame at a lower costing. Miss Pearman to provide the
measurements and Mrs Bradley requested to obtain a
further quote.

Trees:

Ficus Hilli - detail read to the meeting re the growth
etc and it was agreed that the budget for the coming
year should include a sum of \$100.00 to cover the cost
of shrubs etc.

Unit 18:

Further correspondence required to request that they
desist from driving on the front lawns which are reticulated
plus remove the pin-ball machine from the front balcony. ✓

For Sale Signs:

Following lengthy discussion it was agreed that only
one sign should be affixed to the front of the property
enabling all prospective purchasers & Tenants to make
contact with Home Unit Management (RJP) who would be
able to direct them to the Selling Agents & Rental Agents
operation in this complex. This will only work if the
Agents concerned advise Home Unit Management when they
have a unit vacant or available for sale.

Sign to be manufactured to the size of 2' x 1½'
to read : "Sale & Rental Enquiries

Contact:

Home Unit Management (RJP)
Body Corporate Managers.
341 7027"

The Minutes were then confirmed as being a true and correct
record by a motion put forward by Mr. Cooper. Seconded Miss
Bertone, Carried unanimously.

FINANCIAL STATEMENT:

Was read and following discussion was accepted into the
records by a motion put forward by Mr. Lummis. Seconded
Miss Bertone. Carried unanimously.

GENERAL BUSINESS:

1. External lights to stairways near unit 54 - possible ✓
starters have fused.
2. Vote of thanks to the Gardeners/Yardmen for work well ✓
done.
3. Burnt out VW - Mrs Bradley to advise the location of Owner
Who is then to be written to querying as to when it will be
moved.

General Business cont.

4. Parking in the carports - Early in October arrange to have the numbers repainted to all Carports plus the wording "Visitor Parking painted to the Carbay areas" Bays to be clearly marked. ✓
5. Gardener to re-treat the gum trees with rogor. ✓
6. Quotes for ranch style fence to be placed in front of the kerbing in the visitor parking area. ✓
7. Painting Maintenance firms to be contacted to obtain quotes for progresive painting of the complex. Original contactor: Chapman of loftus Street to be recalled to advise on method of progressive painting plus an anticipated cost structure. ✓
8. Quotes to scrub the steps and walk-ways. ✓
9. Tiles on roof are stained cement. Obtain advise as to the life expectancy of this staining and what treatment would be required to keep them in good condition - plus cost factor. ✓

Miss Pearman advised that the Gardener/Yardmans rate per hour will increase to \$5.50

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

CERTIFIED AS A TRUE AND CORRECT RECORD.

Blairman
CHAIRMAN.

27/11/80.
DATED.

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS -147/159 CHARLES ST. 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 Second Annual General Meeting to be held at 7.30 p.m. in the 'Old Mill Theatre' Mends Street, South Perth, on the 6th October, 1980 for the purpose of:

1. Election of Council for the coming year.
2. To consider and if thought fit pass the Minutes of the First 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 6th October, 1980.

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 Mgt.
4) a Fellow Unit Owner.

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 6th October, 1980, which is most inconveniencing to those Owners who make the effort to be in attendance on the originally called date.

CUT

HERE

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

SECOND 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 Second Annual
General Meeting to be held on the 6th October, 1980.
(if re-convened the 13/10/80)

Signature

Date.

Unit Number/s

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

A G E N D A.

1. Election of Chairman.
2. Apologies.
3. Proxies.
4. Minutes of the First Annual General 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 1980/81 —
10. Advertising Signs on Common Property.
11. Body Corporate Management.
11. Election of Committee of Management for 1980/81
12. General Business.

Please make sure you sign the attendance role.

Thank-you.

TRANSPORT TO MEETING:

Should any Owner living at the Mews not have transport to take them to South Perth for this meeting, please contact Home Unit Management (RJP) and we will arrange car space. 341 7027

COUNCIL REPORT:

THE MEWS

The Committee of Management have this year experienced certain difficulties in as endeavouring to fight inflation. To a certain extent they were able to curb expenditure by closing the Swimming Pool for the winter months, placing a product called 'winteriser' in the pool to keep the water safe. In this manner the cost of chemicals was decreased considerably. Dispensed with the services of an 'on site' Caretaker for a Gardener Yardman, and we think if you check last years anticipated budget against this years you will see a saving of \$300 approx. -- plus it is felt that in appearance the complex is now well cared for, gardens neat & tidy - bin area clean, light globes being replaced as necessary, in fact all duties being carried out that a 'on site' caretaker should have been attending. Committee Members have kept a continual check on these items to make sure that the Gardener/Yardman's services did not and do not deteriorate. We do advise that at no time were the Caretaker's duties to incorporate any other duties than those set out above.

Advertising Signs:

This has been the cause of a number of complaints from persons either endeavouring to sell or rent their units. Unfortunately the affixing of any advertising whatsoever contravenes the existing by-laws of the Owners of 147/159 Charles Street. West Perth. The only method to alter a by-law is to have 75% of all Owners present (or by proxy) at a General Meeting and all voting in agreeance to a by-law being changed. We do point out that currently this by-law is being 'bent' to permit for sale signs on the Common Property on the day that a unit is OPEN FOR INSPECTION, though these signs must be removed on the same day. The Committee of Management do have a suggestion to put forward to Owners at the Annual General Meeting on a method to help to overcome this problem.

Unit Direction Sign:

Mr. West the Owner of Unit 17 has very kindly donated a well designed notice. Currently we are seeking an economical method of framing and making same waterproof. To have the job done by a professional framer - \$100.00. Is there any Owner who is a Carpenter or Cabinet maker who would like to offer his services on framing??

Parking:

This has been a slight problem this year with persons not parking in their Own carport or visitors parking in Owners carports. The Committee have noted that the majority of the numbers have worn away and arrangements are being made to have these re-painted.

Red Telephone:

This was found to be making a loss and has been removed. The reason for the loss being that the majority of the units now have their own telephone service.

Maintenance Contributions:

This has again been a hinderance to the smooth running of 'The Mews' --- the problem being a number of Owners not being (possibly) aware that the Maintenance levies should be paid in advance. In some cases they have exceeded even the quarter applicable. These Owners, regrettably have had their accounts placed with a Debt Collector for their services. This action is never a pleasant deed and it is hoped that this year, with the choice of having a discount available will encourage prompt payment. (Discount a discussion item at this years AGM)

By-laws:

This Committee have endeavoured to have all Owners (rental) and or their rental Agents affix a copy of the by-laws in their units in order that all ingoing tenants may be aware of the rules and regulations and thus prevent any unpleasantness arising from the lack of information.

COUNCIL REPORT - THE MEWS - cont.

PROJECTS CURRENTLY BEING INVESTIGATED.

RAILINGS (RANCH STYLE FENCE)

As the kerbing to the Visitor parking bays is continually being damaged by cars wheels, the Committee are obtaining quotes to erect a 'post & rail' type fence to prevent the repeated replacement of the kerbing.

STAIRS & WALKWAYS: It will have been noted that these have a large variety of stains, particularly the stairs, where Occupants have spilt liquid items. Quotes are being obtained to have these scrubbed. The Committee did at one time approach all Occupants requesting that they clean that section closest to their unit. Only one person took up this suggestion.

PAINTING OF COMPLEX:

Currently advise and quotes are being obtained to paint the complex over a period of 4 to 5 years and in this manner make the financial side more viable.

GUM TREES:

A large number of these are diseased - Gardener treating the trees, but should they not recover it is anticipated that a sum of approx \$100.00 will have to be spent to replace these trees with a different species.

Please be advised that in accordance with the Strata Titles Act. no Owner has the right to vote at the Annual General Meeting unless their maintenance contributions are paid up to date.

We feel that your Outgoing Committee of Management may wish to add further items to this report verbally at your meeting.

"THE MEWS"

OWNERS OF 147/159 CHARLES STREET. WEST PERTH.

STATEMENT OF RECEIPTS AND PAYMENTS

For the period 1/10/79 to the 15/9/80

RECEIPTS:

Gross levies	9766.40
Red Telephone	465.50
Bottle money	16.50
Mrs Hudson for service to water pressure	12.50
Refund of rent on Unit 5.	61.75
	<u>10322.65</u>

PAYMENTS:

Bank charges	69.59
SEC-Community lighting & power	1094.01
Insurance Premium	1463.65
Post Printing & Stationery	156.06
Lawn mowing - 19 cuts	950.00
Red Telephone	624.55
Management fee (10 months)	1548.40
Rent - Caretaker unit	1609.43
SEC - Caretakers	168.30
Trash bags	307.00
Garden fertiliser etc	206.76
Pool Chemicals.	260.91
Gardener/Yardman	905.00

General:

Hall hire	24.00
New pool filter	124.00
fuse wire	6.00
Sumapine (disinfectant)	91.01
Annual Audit	75.00
Advertise for Caretaker	22.20
Legal Fees.	20.75
Garden Shed	94.65
Repairs to reticulation motor - not insurance	104.60
Globes	41.58
Repair reticulation & sprinklers	124.41
Repairs to time clocks (lights, pool & retic)	58.50 -
Blocked drain.	33.25
Repairs to roof & flashings (3 separate jobs)	140.00
Repairs to security lights	43.15
Adj water pressure	12.50
	<u>10379.26</u>

SURPLUS OF PAYMENTS OVER RECEIPTS \$56.61 DEBIT.

PLUS Balance as at the 30/9/80 202.14

CREDIT BALANCE AS AT THE 15/9/80 \$145.53c

MAINTENANCE CONTRIBUTIONS OWING. \$409.50c.

Units: 4,15,16,18,23,26,32 & 42.

Accounts outstanding for payment \$685.00

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 recording.

K.Wilkinson. A.A.S.A.
Auditor: 1 High View Road,
GREENMOUNT. W.A. 6056.

"THE MEWS"

OWNERS OF 147/159 CHARLES STREET. WEST PERTH.

STATEMENT OF RECEIPTS AND PAYMENTS

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General:

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Repairs to reticulation motor - not insurance	104.60
Globes	41.58
Repair reticulation & sprinklers	124.41
Repairs to time clocks (lights, pool & retic)	58.50 -
Blocked drain.	33.25
Repairs to roof & flashings (3 separate jobs)	140.00
Repairs to security lights	43.15
Adj water pressure	12.50
	<u>10379.26</u>

SURPLUS OF PAYMENTS OVER RECEIPTS \$56.61 DEBIT.

PLUS Balance as at the 30/9/80 202.14

CREDIT BALANCE AS AT THE 15/9/80 \$145.53c

MAINTENANCE CONTRIBUTIONS OWING. \$409.50c.

Units: 4,15,16,18,23,26,32 & 42.

Accounts outstanding for payment \$685.00

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 recording.

K. Wilkinson

K. Wilkinson. A.A.S.A.

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

OWNERS OF THE MEWS.

ANTICIPATED BUDGET FOR 1980-81

Bank charges	80.00
SEC - Community lighting & power	1200.00
Insurance premiums for \$1.8 million	1700.00
Post printing & Stationery	450.00 -
Lawn mowing - approx 20 cuts	1000.00
Management fee	1864.00
Trash bag removal.	350.00
Pool Chemicals.	400.00
Garden fertiliser incl. lawns.	300.00
Disinfectant.	100.00
Shrubs & trees.	100.00
Hall hire	30.00
Annual Audit	85.00
Gardener/Yardman	2860.00
Painting contingency.	1500.00
General Maintenance contingency.	1441.00
	<hr/>
	13460.00

Working on the aggregate of 186 being the total unit entitlement = \$72.37 per share.

Units with entitlement of 3 x \$72.37 = \$217.11 per year.
\$217.11 divided by 12 = \$18.09 per month (\$4.17 per week)
Quarterly: \$54.27. (less 5% per annum being \$10.86)

Units with entitlement of 4 x \$72.37 = \$298.48 per year.
\$298.48 divided by 12 = \$24.12 per month (\$5.57 per week)
Quarterly: \$72.36. (less 5% per annum being \$14.92)

THIS BUDGET TO BE DISCUSSED AT THE ANNUAL GENERAL MEETING.

We advise that this year it will be put forward that those persons who pay their levy accounts within the first 14 days of the quarter will receive a 5% discount for prompt payment.

The monthly contributions could be lowered if the Insurance premium was paid on a separate levy at the beginning of the year i.e.
Units with entitlement of 3 = Special Insurance Levy \$27.42
Units with entitlement of 4 = Special Insurance levy \$36.56

This would lower the total to \$11760.00
Aggregate of 186 = 1 share 63.23
Unit Entitlement 3 x \$ 47.43 = 189.69 p.a. = \$15.81 p.m.
Unit entitlement 4 x \$63.23 = 252.92 p.a. = \$21.08 p.m.

If handled in this manner it would necessitate a special levy of insurance every year.

"THE MEWS"

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

Minutes to the SECOND ANNUAL GENERAL MEETING held on the 6th October, 1980 in the Old Mill Theatre, Mends Street, South Perth at 7.30 p.m.

PRESENT: Mr. R.H. & Mrs. M.M. Bowl.
Miss I Thomas.
Mr. R.D. & Mr. A.J. Galluccio.
Mr. K.P. West.
Mr. T. Pallotta.
Mr & Mrs. M. Lahtov.
Dr. H.A. Jones.
Mr. A.J. Gray.
Mr.G.J. & Mrs. A.M. Bradley.
Mr P.J. & Mrs. K.E. Smith.
Mr. G.W. Lummis.
Mr. Lets - Jayel Nominees
Mr. W. C. Kemp.
Mr M.F. & Mrs. J.M. Benson- Lidholm.
Miss G. Bertone.
Miss R. J. Pearman - Home Unit Management (RJP)

PROXIES: L.E. & H.D. Cooper nominated A. Bradley.
A.&N. Ngeow nominated The Chairman.
R. Filipetto nominated the Chairman.
D. Schneider nominated the Chairman.
Mr. J.A. Mc Kay nominated Home Unit Management (RJP)
Mr. F.N. Milton nominated Home Unit Management (RJP)
Mr R.H. & Mrs. B. Hudson nominated Miss C. A. Hudson.
Miss M.M.A. Gohl nominated Mr. A. Ronk.
Mr. S.J. Mortimer nominated the Chairman.
Miss J.M. Campbell nominated Home Unit Management (RJP)
Balmain Holdings P/L nominated The Chairman.
Mr. G. MacDonald nominated the Chairman.
Mrs. B.E. Cairns nominated Home Unit Management (RJP)
Mr M.J. & Mrs. D.S. Schmook nominated Home Unit Management (RJP)
Mrs M. Mc Carthy nominated Home Unit Management (RJP)

APOLOGIES: Mr & Mrs. L. Cooper.
Miss J.M. Campbell.

ELECTION OF CHAIRMAN:

It was unanimously agreed that Miss Pearman would Chair this meeting.

MINUTES OF FIRST ANNUAL GENERAL MEETING:

Were read and the following items noted under discussion as matters arising:
Unit 8 was sold through the year and all outstanding levies paid at settlement.
Unit Directional Sign has been constructed - with thanks to Mr. West for donating same.
Traffic Mirror, as suggest has been abandoned.
A motion was put forward by Mr. Lummis that the minutes be confirmed as a true and correct record. Seconded Mr. West. Carried unanimously.

COUNCIL REPORT: As circulated with the notice of meeting was adopted by a motion put forward by Mr. Kemp. Seconded Mr. Galluccio. Carried unanimously.

AUDITED FINANCIAL STATEMENT:

Was read and following discussion was adopted by a motion put forward by Mr. Kemp. Seconded Mr. Smith. Carried Unanimously.

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ANTICIPATED BUDGET
1980-1981 :

Was read and quotes for Insurance of the Building plus Public Liability and Worker's Compensation were also read and discussed. A motion was put forward by Mr. West, that the quote from the current insurer's be accepted (through Baillieu Bowring) for the sum of \$1760.72. Covering the complex for \$1,800,000 with Public Liability to \$500,000.00. Motion seconded by Mr. Galluccio. Voting 9 for 7 against with the remainder abstaining. Motion carried.

The anticipated budget was fully discussed and everyone agreed that when taking into account the cost which will eventually arise for painting it was necessary to increase the maintenance levies.

Miss Bertone put forward the motion that the second suggestion as put forward by Home Unit Management (RJP) be adopted, being an increase to \$47.50 for those units which are on a three unit entitlement and to \$63.30 for those units which are on a 4 unit entitlement with a special levy to cover the Insurance of \$27.42 for the units with 3 unit entitlement and \$36.56 for units with 4 unit entitlement. Voting: 27 for and 3 against. Motion carried.

ADVERTISING ON
COMMON PROPERTY:

The Chairman advised the meeting that as the existing by-laws stand it was a definite contravention for any advertising whatsoever to be shown. The suggestion was put to the meeting that a notice in the form of a sign board be located to the front of the complex requesting all persons making enquiries re Sales or Rental to contact Home Unit Management. In this manner Home Unit Management would be able to direct the caller to the Rental Agent or the Selling Agents. This could only be efficiently carried out if Home Unit Management are advised by an Owner which Agent they are using. Further that the Agent would have to advise when a rental vacancy occurs in order that would be Tenants may be directed to the Agent/Landlord. This item was discussed thoroughly. A motion was then put forward by Mr. Galluccio and seconded Mr. Lummis that such a sign be so affixed. Colour to match the cream & brown of the building. Carried unanimously.

BODY CORPORATE
MANAGEMENT:

A motion was put forward by Mr. Lummis and seconded Mr. Smith that the services of Home Unit Management (RJP) be retained with a vote of confidence in this service. Motion carried unanimously.

COUNCIL OF MANAGEMENT
ELECTION:

The Chairman called for volunteers and nominations:
Mr. Lummis volunteered for a further years duties.
Mr. Pallotta nominated Mr. Galluccio. Seconded Mr. Kemp.
Mr. T. Galluccio nominated Mr. Pallotta. Seconded R. Galluccio.
Mr. Pallotta nominated Mr. West. Mr. West declined nomination.
Mr. West Nominated Miss Bertone. Seconded Mr. Lummis.
Miss Bertone nominated Mrs. Bradley. Mrs. Bradley declined nomination.
Mr. Lummis nominated Mr. Kemp. Seconded Mr. Bradley.
Mr. Kemp nominated Mr. Bradley. Seconded Miss Bertone.
Mr. Kemp nominated Mr. Bowl. Seconded Mr. Smith.
Miss Bertone nominated Mr. Benson. Seconded Mr. Galluccio.

With 8 persons willing to serve on the council of management the Chairman advised the meeting that according to the Strata Titles Act the Council of the Company must comprise of no less than 3 person and no more than 7. Therefore voting slips were handed out and voting took place.

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The Mews - Second Annual General Meeting - Page 3 - 6/10/80

After the results were checked the Chairman advised the meeting of the results and the following persons comprise of the Council of Management for the coming year:

- Miss G. Bertone.
- Mr. R. Bowl.
- Mr. T. Pallotta.
- Mr. G. J. Bradley.
- Mr. G. W. Lummis
- Mr. W. C. Kemp.
- Mr. M.F. Benson

GENERAL BUSINESS:

POOL: After discussion it was agreed to leave the decision with the Committee of Management as to when the pool should be closed and re-opened during the cold months.

COMMITTEE OF MANAGEMENT DUTIES:

Home Unit Management are requested to advise all Occupants that the Committee of Management does not become involved in such items as blocked sinks etc If a rental unit the tenant must contact the Landlord or Rental Agent. If Owner Occupied, the Owner must make his own arrangements with Tradesman - any external repairs required should be reported to Home Unit Management (RJP)

VOTE OF THANKS: Mr. West move a vote of thanks to the out-going Committee for their services throughout the year 1979-80.

DIRECTIONAL SIGN LOCATION: Following discussion as to suitable locations it was agreed that the sign be placed in the lawn area near the bollard light in the section just off the Visitor Parking area.

There being no further business, the Chairman thanked all those present for attending the meeting and declared the meeting closed at 9.35p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

[Signature]
CHAIRMAN.

26/10/81.
DATED.

*Unit 5
unit 10
10/10/81
Cable 3/10/81*

** results are correct
as per minutes
read at meeting*

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 27th November, 1980
in Unit 27 at 7.30p.m/

PRESENT: Mr. G. Bradley.
Mr. W. Kemp.
Miss G. Bertone.
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 10th September, 1980
were read and the following items discussed as matters arising:

DIRECTIONAL SIGN:

Mr. Bradley advised that the sign is being re-manufactured at a cost of approx \$15.00 as the existing sign would be too expensive the frame and waterproof. Should be erected in approx 2 weeks time.

TREES:

Additional trees to be purchased later in the year.

HOME UNIT MGT
SIGN:

Should be erected within the next week.

RANCH STYLE
FENCE:

Quotes were read and it was then moved by Mr. Lummis that the quote from J. Speed & Co for the sum of \$289.00 be accepted, to erect a post & rail fence in front of the kerbing to the Visitor Parking area. Seconded Mr. Kemp. Carried unanimously.

PAINTING:

Hold in abeyance until next committee meeting when Committee members will have had time to thoroughly inspect the property and report in the immediate requirements.

CLEANING OF
STAIRS & WALK WAYS

It was agreed to accept the quote from Golden Rule Cleaners to wet scrub by machine, vacuum pick-up and hand rinse. The lesser marked areas would be spot cleaned for the sum of \$140.00. It was agreed that this work should be carried out in mid-January, 81 after the Christmas/New Year period. Quote could have risen by that date.

Minutes were then confirmed as being a true and correct record by a motion put forward by Miss. Bertone. Seconded Mr. Bradley. Carried unanimously.

REVIEW OF THE ANNUAL
GENERAL MEETING MINUTES:

POOL KEYS:

Home Unit Management (RJP) to arrange to have 7 keys cut for the padlock on the pool gate and forward to each member on the Committee.

NEWSLETTER:

Occupants to remember to lock the pool gate on leaving.

CHEMICALS:

Mr. Bradley volunteered to place chemicals in the pool daily and to keep a record of the time this involves.

The Mews - 27/11/80 - Page 2:

Pool cont: Home Unit Management to arrange for keys to be cut for the Chemical box and pass on same to Mr. Bradley. ✓

FINANCIAL STATEMENT:

Unit 4: Home Unit Management to write further to the Owner of Unit 4 requesting payment of portion of payment within 14 days. If no response then the matter to be placed in the hands of a Solicitor. ✓

The two statements were then accepted into the records by a motion put forward by Mr. Lummis. Seconded Mr. Pallotta. Carried unanimously.

GENERAL BUSINESS:

Verge: Gardener to keep this area neat and tidy. ✓

Unit 39: Inspection to be made of cracking in the external wall. Plus water seepage from the walk-way above unit 28 at joint in arch-way.

Newsletter: Refuse to be placed in bin not on or around. ✓

Refuse removal: Quotes to be obtained for private removal. Check with the Perth City Council as to whether their trucks would be able to manouver sufficiently for bulk removal. (Emptied Mondays & Thursdays.) ✓

P.C.C advise they have No bulk handling systems

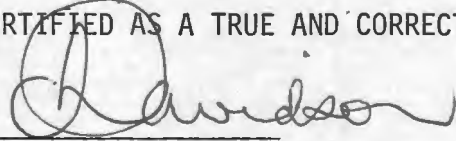
Newsletter: Re broken glass - all types of glass can be broken into the drum. ✓

GAS HOT WATER SYSTEMS:

Check with SEC as to whether there are any rulings on servicing the H.W.S. Note in the Newsletter with suggested contractors as recommended by the SEC. Check with Insurance company as to whether the lack of service to HWS has any bearing on their cover. ✓

There being no further business the meeting closed at 9.05

CERTIFIED AS A TRUE AND CORRECT RECORD.


Chairman.

22-1-81
Dated.

NEXT MEETING TO BE HELD ON THE 22nd JANUARY. 1981 in Unit 39 at 7.30 p.m.

THE MEWS - FINANCIAL STATEMENT.

to the 17th November, 1980

RECEIPTS:

Balance as at the 15/9/80	145.53
Broken glass	3.85
Levies since received	2380.19
Insurance levies since received	648.94
	<hr/>
	3178.51

PAYMENTS:

Bank charges	12.68	
Management fee - July, Aug & Sept	456.00	
Post printing & Stationery from (Incl AGM) March to sept	198.26	
Trash bags	30.00	
Lawn Mowing (3) 17/9, 9/10, 4/11	150.00	
Gardener/Yardman: 18/7, 22/7, 19/8, 22/8, 26/8 29/8, 2/9, 5/9 9/9, 12/9, 16/9, 19/9, 23/9 20/9, 3/10, 7/10, 10/10, 15/10, 17/10, 21/10, 24/10, 28/10 31/10 & 4/11	678.50	
Flouro tubes	65.75	
Fertiliser	20.00	
Repairs to kerbing	40.00	
Repair sprinklers	32.00	
SEC - community lighting & power 26/9	134.67	
Portion Insurance premium	775.74	
Re-affixing flashing	40.20	
Mark Wake Debt Collector U18 & 32	78.18	
Sumapine	9.04	
Dis-hon cheque - Unit 4	54.00	
Repair stairway lights	18.20	
Annual Audit	70.00	
Mark out carbays with numbers and show for Visitor parking	58.00	
Repair reticulation sprinkler	14.60	
Slabs for garden shed floor	4.00	2939.82
		<hr/>

Balance at the 17/11/80 \$238.69

* * * * *

LEVIES OUTSTANDING:

Quarter Ending 30/9/80 - Unit 4 54.00

Quarter ending 31/12/80

Units: 4, 15, ~~17~~, 18, 20, 32 (portion) 41,44,
45, 47, 51 446.46

INSURANCE LEVIES:

Units; 2, 4, 5, 6, 7,9, 11, 12 15, 16, ~~17~~ 18
19, 20, 23, 29, 32, 33, 34, 35, 36, 37, 38,
39, 40, 41, 42, ~~43~~, 44, 45, 47, 48, 50, 51
52, 53, & 54 1096.80

1597.26

Accounts outstanding:

Insurance premium \$1000.00
Home Unit Management Oct & Nov \$ 304.00

\$1304.00

FINANCIAL STATEMENT FOR THE MEWS TO 27/11/80

RECEIPTS:

Balance as at 17/11/80	238.69
Plus Maintenance levies received	135.00
Plus Insurance levies received	210.22
Broken Glass Money	2.75

586.66

~~36.56~~

PAYMENTS:

NIL

\$ 623.22

BALANCE AS AT C'WEALTH BANK

\$586.66

LEVIES OUTSTANDING:

Quarter Ending 30/9/80 - Unit 4

54.00

Quarter Ending 31/12/80

UNIT: 4, 15, 18, 26pt., 32pt., 41, 44 & 47. 320.81

Insurance levies:-

UNIT: 2, 4, 6, 9, 11, 12, 15, 16, 18, 19,
23, 29, 32, 34, 36, 38 to 42, 44, 47, 48,
50 to 54.

886.58

\$1261.39

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

11/3/81

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
	<u>2,208.31</u>

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	
	<u>2,190.73</u>	<u>2,190.73</u>

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
	<u>2948.52</u>
Total owing	<u>2948.52</u>

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>

 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
Insurance	1700.00		1700.00
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. ✓

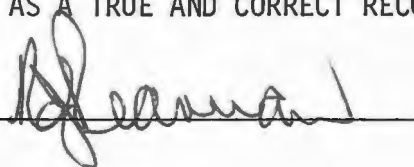
Budget 1982: Home Unit Management to budget for the common property to be white ant treated.

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:

Gross 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. *cashy* ✓
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:

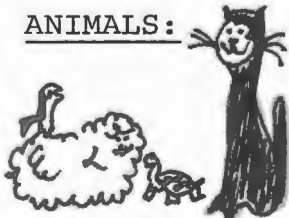
Please make sure that you check your visitor/s as to where they are parking and if they have, through ignorance parked in one of the Carports please make sure that they move very promptly. Should the spare bays all be occupied then your visitors or your second vehicle will have to be parked OFF SITE.

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 ³²18 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 29 & 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.

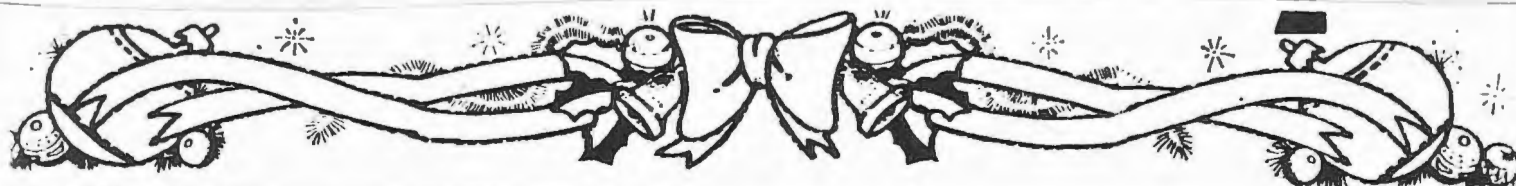
Cars:

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.



STRATA TITLES ACT 1966 - 1970

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

Minutes of the Committee Meeting held on the 21st January, 1982
in Unit 54 at 7.30 p.m.

PRESENT: Miss G. Bertone.
Mr. R. Bowl.
Mr. A. Gray.
Miss R. Pearman - Home Unit Management.

Mr. H. Harvey - Caretaker/Supervisor.

Minutes of the committee meeting held on the 10th December, 1981 were read and the following items discussed as matters arising:

LAWN MOWER
BUSH CUTTER:

Should be delivered within the next few days. ✓

CARETAKER REPORT:

The details of duties carried out were put to the Committee. It was agreed that a larger wheel barrow was necessary and it was agreed that same be purchased. ✓ \$30-

It was further agreed that once the grounds are all in order, that the area in front of units 12 to 15 be seeded with salteen being a lawn which will grow in shady areas.

Painting:- It was agreed further that once the grounds are in good order those areas on the building and walls which require patch painting be attended by the Caretaker.

Lock on Pool Gate:

No lock to be attached at this time. ✓

Cat Unit 18:

Further correspondence to be directed to the occupant of this unit re cat.

Newsletters:

Copies to Mr. Bowl & Mr. Gray.

Note:

Minutes record Unit 18 as being the problem carport area. Minutes should have referred to unit 32. ✓

Minutes were then accepted into the records by a motion put forward by Miss Bertone. Seconded Mr. Gray. Carried.

FINANCIAL STATEMENT:

Arrears: Owners to be written to querying as to whether there is any reason why the Owners are not making their payments regularly and in advance as is required. Reasons to refer to the management of the complex and decisions made by the Council? ✓
Arrears then to be placed in the hands of the Debt Collectors.

The statement was then accepted into the records by a motion put forward by Mr. Bowl. Seconded Mr. Gray. Carried unanimously.

GENERAL BUSINESS:

Unit 33:

Mattress and bed on balcony - caretaker to instruct occupants that this must be moved. ✓

Blinds:

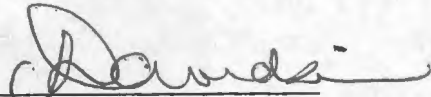
Unit 4 and Unit 27. - correspondence to be forwarded to the Owners, who it is understood are selling with the request that they be removed prior to settlement as these do contravene the by-laws. ✓

The Mews - page 2 - 21/1/82

There being no further business the meeting closed at 8.45p.m.

NEXT meeting to be held on the 9th March, 1982 in unit 54 at 7.30p.m.

IF FOR ANY REASON THIS DATE IS NOT SUITABLE PLEASE ADVISE AND WE WILL MAKE EVERY EFFORT TO CHANGE TO SUIT ALL.



Chairman.

17.3.82

Dated.

THE MEWS - FINANCIAL STATEMENT TO THE 21/1/82

Balance as at 10/12/81	188.85
Levies since received	3668.53
Broken glass	3.85
U38 Last years ins premium	27.42
	<u>3888.65</u>

PAYMENTS:

Bank charges	4.75	
Lawn mowing 16/11 and 9/12	85.00	
Trash bags - 13	52.00	
Final payment to gndr/yardman 23/11, 27/11 1/12, 4/12, 9/12, 8/12 & 11/12	132.00	
Replace stolen fuse - U12 - Ins Clamm	35.00	
Wages (C/T) to 28/12/81 & 11/1/82	495.75	
Rent Unit 47 to the 10/2/82	216.66	
Management fee Dec & Jan	367.60	
Balance on Insurance premiums	1200.00	
Post Print & Stat incl AGM Items	76.29	
Mark Wake Debt Collector - Collopy	12.55	
Repair common lights	43.00	
		<u>2720.60</u>
Balance on hand as at the 21/1/82		\$1168.05

HOME BUILDING SOCIETY ACCOUNT

Balance	1708.21
Interest	62.60
	<u>1770.81</u>

LEVIES OUTSTANDING TO THE 31/3/82

Unit 4	M. Davey	108.63	108.63 & 63.30
Unit 6	Ser-Marg nominees	81.48	
Unit 7	R. Filipetto	81.48	
Unit 8	Mrs. B. Baldwin -sold	81.48	Settling 26/1/82
Unit 11	Mr. D. Godbold - Black&Binde	108.63	
Unit 14	Mr. D. Schneider	81.48	
Unit 15	Mr. C. McDougall	81.48	81.48
Unit 16	B & B Robinson.	81.48	81.48
Unit 18	A & L COLLOPY	108.63	108.63
Unit-17	Kr-West---rental-agent		
Unit 19	T. Pallotta	81.48	
Unit 20	B. Tay sold settled 7/1	81.48	81.48
Unit 23	Jones. H.J.	81.48	
Unit 27	G. & A. Bradley	108.63	
Unit 29	R. & B. Hudson	108.63	
Unit 31	M.M.A. Gohl	108.63	
Unit 33	S.J. Mortimer	81.48	81.48
Unit 34	P.I. Dixon	81.48	
Unit 36	A.&P. Vermeulen	108.63	108.63
Unit 38	L. Sum	81.48	
Unit 42	B.&B. Healey	81.48	
Unit 45	K.&P. Dorn	108.63	108.63
Unit 48	D.&J. Ponnambalam	108.63	
Unit 51	M.&D. Schmook	81.48	81.48
Unit 53	M. Benson-Lidholm	108.63	108.63
Unit 54	M.& G. Bertone	108.63	

Total outstanding

2335.65	1013.85
<u>1013.85</u>	
3349.50	
3349.50	

FINANCIAL STATEMENT TO THE 17TH MARCH, 1982

147-159 CHARLES STREET, WEST PERTH

BALANCE AT THE 21/1/82	1,168.05
Levies since received	1,751.80
Broken glass	2.20
	<u>2,922.05</u>

PAYMENTS

Bank charges	13.10	
Management fee - February 1982	163.80	
Post, printing & stationery	8.84	
Lawn mowing 5/1 and 4/2	88.00	
Trash bags	24.00	
SEC - common lights & power to 13/1	254.10	
Worker's Compensation Insurance	20.80	
Globes	42.93	
Wages and tax stamps	891.00	
Rent - Unit 47	216.66	
Wheel barrow	30.00	
Lawn mower & bush cutter	895.00	
Snail pellets	7.35	
Nails and polyglue	3.00	
Pool test kit	6.14	
Padlock	9.93	
Reticulation parts & week killer	41.76	
Petrol for lawn mower & travel time	16.00	2,732.41
		<u>\$ 189.64 CR</u>

BALANCE AS AT 17/3/82

HOME BUILDING SOCIETY ACCOUNT - \$1,770.81

OUTSTANDING LEVIES

Unit	30/9/81	31/12/81	31/3/82	Comments
4	\$63.30	\$108.63	\$108.63	Selling
6			81.48	
7			81.48	
15		81.48	81.48	Debt Collectors
16		81.48	81.48	Settle, 31/3/82
18		108.63	108.63	Debt Collectors
19			81.48	
34			33.98	
36		108.63	108.63	Debt Collectors
42			81.48	Settle, 15/3/82
51			81.48	
53			108.63	
	<u>63.30</u>	<u>488.85</u>	<u>1,038.86</u>	
			488.85	
			63.30	
			<u>\$1,591.01</u>	

STRATA TITLES ACT 1966 - 1970

OWNERS OF 147/159 CHARLES STREET,
STRATA PLAN NUMBER 5629
WEST PERTH. WA 6005

Minutes of the Committee Meeting held on the 17th March, 1982 in Unit 54 at 7.30pm.

PRESENT: Miss G. Bertone
Mr. R Bowl
Mr. A. Gray
Mr. L. Cooper
Mrs. C. R. Davidson - Home Unit Management
Mr. H. Harvey - Caretaker/Supervisor

Minutes of the Committee Meeting held on the 21st January, 1982 were taken as read and the following being matters arising:-

PAINTING: Caretaker Mr. Harvey to go ahead with this project as previously agreed.

BLINDS: It was noted that Unit 45 has now added blinds similar to those on Units 4 & 27 - all three units to be written to requesting that these be removed. ✓

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

CARETAKER REPORT:

Mr. Harvey advised the meeting that there were two units the occupants of which were causing problems with unruly behaviour. A list of units with items stored on balconies will be given to Home Unit Management to follow up. ✓ 4/12 + U/36 ✓

FINANCIAL STATEMENT:

was read and discussed.
Special note was made of the large number of outstanding debts and it was agreed the Owner of Unit 4 be placed in the hands of the debt collectors. ✓
The position of the Body Corporate and collection of outstanding debts was discussed and it was agreed that Home Unit Management look into the legalities of this for the Committee's information. All possible efforts to collect outstanding debts to be made and a bookkeeping fee be charged on late payments. ✓

The Financial Statement was then accepted as being a true and correct.

COMMITTEE MEMBERS:

The meeting was advised that Mrs. A. Bradley would be resigning her position on the Committee as she and her husband were going north. Mr. L. Cooper was officially co-opted to the Committee. Carried unanimously.

GENERAL BUSINESS:

UNIT 4: It has been reported that visitors to Unit 4 do on occasions bring an Old English Sheep Dog which has been creating a nuisance and on one occasion one of the Owners was menaced by the dog. Home Unit Management to write to the Owner of Unit 4 with regard to this matter. ✓

ENCLOSURE OF STAIR WELL:

It was agreed that the Caretaker would go ahead with the enclosure of this area when finances permitted. Approx. cost \$50 to \$60.00.

LEVIES: It was moved by Mr. L. Cooper that an item be included in the AGM agenda stating that all levies paid within 14 days of the date of account be given a 5% discount. All those persons paying one month or more over the agreed period will be charged a book-keeping fee of 5% per month. This item to be budgeted for in the ensuing year's anticipated budget so that the Committee will know how the finances stand. ✓

As there was no further General Business the meeting closed at 8.45pm the next meeting to be held on the 12th May, 1982, at 7.30pm in Unit 54.

CHAIRMAN.....

Pearman

DATED.....

12/5/82

Please note the dates agreed to at the meeting were not suitable as Miss Pearman had already meetings booked for those dates. If the above date is not suitable please advise and we will make every effort to change to a more suitable date.

With regard to the legalities of the debt collecting charges being added to outstanding debts and the recoverability of such monies, it was hoped to have the answer to include with these minutes. However, the answer to these questions is a little more complex than first thought and when we have details to hand all Committee Members will be advised. We have found that in order to collect debt collecting costs a by-law would have to be added to your existing by-laws worded in such a way as to make it quite clear that these debts are due and payable by the debtor. ✓

STRATA TITLES ACT 1966 - 1970

OWNERS OF 147/159 CHARLES STREET,
WEST PERTH. 6005

With reference to the question on recovery of levies set out hereunder are relevant details as requested by the Committee:-

Excerpt from the Strata Titles Act 1966 - 1970

" Incorporation of proprietors

Section 13

Sub-section (6)

The Company shall, among other things -

- (a) establish a fund for administrative expenses sufficient in the opinion of the Company for the control and management of the common property for the payment of any premiums of insurance and the discharge of any other obligation of the company.
- (b) determine from time to time the amounts to be raised for those purposes;
- (c) raise amounts so determined by levying contributions on the proprietors in proportion to the unit entitlement of their respective lots; and
- (d) recover from any owner by action in any court of competent jurisdiction any sum of money expended by the company for repairs or work done by it or at its discretion in complying with any notice or order of a competent public or local authority in respect of that portion of the building comprising the lot of that proprietor.

Sub-section (7)

Subject to the provisions of subsection (8) of this section, any contributions to be levied by the company shall be due and payable on the passing of a resolution to that effect and in accordance with the terms of that resolution, and may be recovered by the company in any action in any court of competent jurisdiction from the proprietor entitled at the time when the resolution was passed and from the proprietor entitled at the time when the action was instituted both jointly and severally.

Sub-section (8)

The company shall on the application of a proprietor or any person authorised in writing by him, certify -

- (a) the amount of any contributions due or payable by the proprietor;
- (b) the manner in which the contribution is payable;
- (c) the extent to which the contribution has been paid by the proprietor; and
- (d) the amount of any tax or rate paid by the company pursuant to section fourteen of this Act and not recovered by, it, and in favour of any person dealing with that proprietor, the certificate shall be conclusive evidence of the matters certified therein."

Information from Our debt collection agency Mark Wake:

The only charges recoverable with respect to any debt we pass over to them for collection are the legal costs. Costs such as Search Fees, general outlays Self Collection Letters (the first notices sent from this office), authorised debtor calls and service fees are not recoverable. If a Warrant of Execution is served and not successful i.e. no goods there to meet costs involved, this amount also is not recoverable.

However, Mark Wake are in the process of trying to have the Debt Collectors Act changed - we are also purchasing a copy of this Act. They have instigated proceedings with the Commercial Agents Squad but to date have had no reply but

they will keep us advised as to the outcome of this action. If the act should be amended in the future it will mean that it will be possible to recover all costs involved in obtaining outstanding monies from a debtor.

The recovery of these monies will necessitate a further by-law being added to your existing by-laws, one similar to that which was discussed at the meeting held on the 17th March, 1982, at present it is not possible to do this because of the way the Debt Collectors Act is worded. The by-law can be drawn up when and if this amendment to the Act is passed and would be deemed to be a contract between a Unit Owner and the Owners of The Mews to pay all debts incurred in recovery of monies owed.

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STRATA TITLES ACT 1966 - 1970

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

Minutes of the Committee meeting held on the 12th May, 1982
in Unit 54 at 7.30p.m.

PRESENT: Miss G. Bertone.
Mr. R. Bowl.
Mr. A. Gray.
Mr. L. Cooper.
Mr. H. Harvey - Supervisor.
Miss R. J. Pearman - Home Unit Management (RJP)

Minutes of the previous committee meeting held on the 17th March,
1982 were read and the following items discussed as matters
arising:-

Painting: Work has commenced on this project.

Awnings/Blinds:

Unit 45 - still on site (rolled up) ✓
Unit 4 - situation as before.

Balconies: Owner of Unit 12 to be requested to removed the
pots etc from the balcony.

MINUTES: Were then accepted into the records by a motion
put forward by Mr. Bowl. Seconded Miss Bertone
Carried unanimously.

FINANCIAL
STATEMENT

Following the reading of the financial statement
it was agreed that when the next budget (for AGM)
is prepared allowance should be made for discount-
advance payments and charging Book-keeping fee for
tardy payments

Arrears Unit 4:

Following discussion re the debt collection action
which has been instigated against Mrs Davies it was
agreed that to proceed the Body Corporate would
possibly receive a very minimal figure per week and
this could stretch into years for the total payment.
It was then moved by Mr. Cooper that the motion to
place Unit 4 in the hands of the debt collectors
be recinded. Seconded Miss Bertone. Carried.

Statement was then accepted into the records by
a motion put forward by Mr. Cooper. Seconded Mr. Bowl.
Carried unanimously.

OWNERS: New list to be forwarded to all committee members. ✓

GENERAL BUSINESS:

Unit 14: Dog - Letter to be forwarded to the Owner advising
that permission cannot be granted for the dog to
live on site as this will contravene the by-laws
further that it would set a precedent which would
then be difficult to control other persons wishing
to bring a dog on site. Further that the fouling
on grounds would also be a problem. ✓

Unit 34: Letter to be forwarded to the occupant requesting
that they abide by the by-laws and cease placing
their laundry on the balcony area to dry. ✓

Unit 18: Has another cat living in the unit - this must be
removed forthwith. ✓

SWIMMING POOL: To be closed for the winter months. Home Unit Mgt

S/POOL: to arrange for winteriser to be delivered to the Supervisor.

Sign:
Stencil sign to be made indicating that the pool is closed with acid added to the water.

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

CERTIFIED A TRUE AND CORRECT RECORD.

NEXT MEETING TO BE HELD ON THE 21st JUNE. 1982 in Unit 54 at 7.30 p.m.

CHAIRMAN.

DATED.

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147/159 CHARLES STREET. WEST PERTH - FINANCIAL STATEMENT

TO THE 12/5/82

Balance as at the 17/3/82	189.64
Levies since received	3965.19
Sale of wheel barrow	20.00
Broken glass	3.85
	<u>4178.68</u>

PAYMENTS:

Bank charges	21.78
Management fee: March, April & May	491.40
Post printing & stationery	40.86
SEC to 12/3	269.17
Rent U47 to 10/4/,10/5 & 10/6	649.98
C/taker wages and tax stamps	1411.23
Trash bags	64.00 -
Pool chemicals	94.47
Signs: Caretaker & Council	105.00
Solvent, cement & Chain	15.73
Title search Unit 8	5.00
Bolts & starters	11.20
Nails crews retic parts and weed killer	86.00
Cord for bush cutter	9.60
	<u>3275.42</u>
Balance as at the 12/5/82	<u>\$903.26</u>

HOME BUILDING SOCIETY ACCOUNT \$1770.81

LEVIES OUTSTANDING:

UNIT	OWNER	TO THE 30/6/82
4.	M. Davies	389.19 -
5.	A.&.N. Ngeow	81.48 -
6.	Sermarg Nominees	162.96 -
15	C.L. Mc Dougal	162.96 -
18.	Collopy A.J.&.L.M.	325.89 <i>A/C</i>
19	T. Pallotta	81.48
20	A.L. Mc Donald	81.48
27	R.G. &.E.A. Hasla	108.63
30	K.R. Murphy	108.63
31	M.M.A. Gohl	108.63
36	A.&.P. Vermeulen	108.63
37	E.E.G. Best	81.48
38	L. Sum	81.48
40	J.M. Campbell	90.66 -
42	J.M. Martin	81.48
45	K.W.&.P.G. Dorn	108.63
48	D.&.J. Ponnambalam	108.63
51	M.&.D. Schmook	162.96 -
52	D. Mc Carthy	81.48
53	M.&.J. Benson-Lidholm	108.63
54	M.&.G. Bertone	108.63 <i>pel</i>
		<u>2734.02</u>

***NEXT MEETING TO BE HELD ON THE 23/8/82 in Unit 54 at 7.30 p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

W. Newman
CHAIRMAN.
DATED: 23/8/82.

***NEXT MEETING TO BE HELD ON THE 23/8/82 in Unit 54 at 7.30 p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

R. Pearman
CHAIRMAN.
DATED: 23/8/82.

STRATA TITLES ACT 1966 - 1970

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

Minutes of the Committee meeting held on the 21st June, 1982
in unit 54 at 7.30p.m.

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

Minutes of the previous committee meeting held on the 12th
May, 1982 were read and the following items discussed as
matters arising:

Awning/blinds: check to be made as to whether or not the
blinds are still attached to unit 45.

List of Owners: Minutes were not circulated from meeting held
on 21/6 - copy to be forwarded with these minutes
plus a new list of Owners.

Unit 18: Write further re cats.

Sign for Pool: This is still in the process of being completed
by Home Unit Management staff.

The minutes were then confirmed as a true and correct record
by a motion put forward by Mr. Gray. Seconded Mr. Cooper. Carried
unanimously.

FINANCIAL STATEMENT:

Was read and following discussion it was agreed
that all Owners with levies outstanding at this
date be placed in the hands of the debt collectors.
(units 4 and 15 excluded. U4 see previous minutes.
Unit 15 has made contact with Home Unit Mgt re
payment).
The statement was then accepted into the records
by a motion put forward by Mr. Gray. Seconded
Mr. Bowl Carried unanimously.

GENERAL BUSINESS:

Unit 16: To be requested to take their light chairs inside
the unit as it is feared that the wind could blow
these around and possibly break windows or similar.
Unit 15: To be requested to make sure that the drying laundry
is not left visible from the street and complex
foot paths.

BUILDING GARDENS:

The garden beds which are on the inside of the
building to be given consideration and attention
as these now need planting - advice to be obtained
as to the most suitable plants for these areas.

1982/3 BUDGET:

to be padded for discounts and charge fees for
tardy payments further that the \$900.00 budgeted
previously for lawn mowing be shown as being
for lawn mower costs, sundry painting etc.
Discount to be only available to accounts paid
within 7 days. Rubber stamp to be obtained to
show the date on which payment will be required.
(to be outstanding)

There being no further business the meeting closed
at 8.15 p.m.

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THE MEWS FINANCIAL STATEMENT TO THE 21st June, 1982

RECEIPTS:

Balance as at the 12/5/82	903.26
Levies since received	1032.03
Broken glass	4.40
	<u>1939.69</u>

PAYMENTS:

Postage printing & Stationery	11.71	
Mark Wake - Debt collector	40.33	
Trash bags	28.00	
SEC to 13/5	302.78	
Wages to 17/5 31/5 14/6	737.00	
Rent to 10/7	216.66	
Pool chemicals	20.01	
Timber & fittings for stair enclosure	111.80	
Retic parts	32.85	
Nuts, washers etc.	14.93	
Signs	145.00	
Management fee June 82	163.80	1824.87

BALANCE AS AT C'WEALTH BANK \$ 114.82

BALANCE AT HOME BUILDING SOCIETY \$1770.81

ACCOUNTS OUTSTANDING:

Units 1(4)	389.19	M. Davies
6(2)	162.96	Ser-Marg —
15(2)	162.96	McDougall —
18(3)	325.89	Collopy —
19(1)	81.48	Pallotta —
20(1)	81.48	McDonald —
36(1)	108.63	Vermeulen —
37(1)	81.48	Best —
45(1)	108.63	Dorn —
51(2)	162.96	Schmook —
	<u>1666.66</u>	

STRATA TITLES ACT 1966 - 1970

OWNERS OF 147/159 Charles Street.

STRATA PLAN NUMBER 5629

WEST PERTH. W.A. 6005

Minutes of the Committee meeting held on the 23rd August, 1982
in Unit 54 at 7.30 p.m.

PRESENT: Miss G. Bertone.
Mr. R. Bowl.
Mr. L. Cooper.
Mr. A. Gray.
Mr. H. Harvey - Supervisor.
Miss R. Pearman - Home Unit Management (RJP)
Miss H. Peet. - Home Unit Management (RJP)

Minutes of the previous Committee meeting held on the 21st
June, 1982 were read and the following items discussed as
matters arising:

Awning/Blinds: Unit 45 (RJP)
Meeting advised that the Awning is still attached
to the unit. Mr. Harvey has spoken with the Owner
requesting that the blind be removed. Should the
awning not be removed in 7 days the Owner must
then be given 7 days notice of the Body Corporate's
intention to remove said awning and charge the cost
of removal to the Owner. (RJP)

Unit 18: Landlord to be written to advising that should
the by-law dealing with animals not be abided by,
then the Body Corporate will be forced to take
further action.

Unit 15:
Further correspondence requesting that he keeps
his blinds drawn at all times. (JP)

The minutes were then confirmed as a true and correct record by
a motion put forward by Mr. Cooper. Seconded Mr. Bowl. Carried.

FINANCIAL STATEMENT:

Following the reading of the statement it was
agreed that the following units be placed with a
Debt Collector re tardy payment: 6, 15, 36, 37, 45 ✓
48 & 51. Unit 18 is currently in the hands of
Debt Collector.
It was further agreed that \$600.00 be transferred ✓
into the Building Society Account.
The statement was then received into the records
by a motion put forward by Mr. Gray. Seconded
Miss Bertone. Carried.

GENERAL BUSINESS:

Unit 4:
Dog - Mrs. Davey to be requested to provide Home
Unit Management (RJP) with the name and address of
the Owner of the 'old English Sheep dog' in order
that the dog's owner can be written to advising that
the animal is not allowed on site, further that the
Council Pound will be called to remove the animal
should it trespass again. ent
tone. ✓

Unit 4:
Mrs. Davey to be requested to make sure her son keeps
off the roof of the carports and cease swinging from
the gutters. Damage is becoming most obvious. ✓

Levy payments:
It was suggested that in future the levy accounts
show quarter 'beginning' rather than quarter ending. ✓

Parking:
Permanent bollard's to be erected in the walkway
areas to the front unit carports to prevent vehicles
from parking in the access way.

White Ant Eaten Sleepers:

Sleepers near Unit 6 to be removed and replaced with buried cement slab sections. Should this not be unsightly then the area near units 3 & 4 to be attended. 3 & 4 area to be discussed at next meeting. ✓

Paint:

Home Unit Management to endeavour to ascertain the number and colour of paint used on the carports. ✓

Unit 1 Area:

The possibility of a further sump to be held over until the Caretaker/Supervisor can re assess the problem. ✓

Swimming Pool:

Caretaker/Supervisor authorised to empty the pool, treat same with spirits of salt and refill with bore water. Water to be emptied out over a period of time to prevent flooding the property next door. ✓

There being no further business the meeting closed at 8.15 p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN: Alauna

DATED: 11/10/82

NEXT COMMITTEE MEETING TO BE HELD ON THE 11th October 1982 in Unit 54 at 7.30 p.m.

ANNUAL GENERAL MEETING TO BE HELD ON THE 1st November 1982 in the Office of M.A. Lewer Real Estate at 7.30 p.m.

STRATA TITLES ACT 1966 - 1970

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

Minutes of the Committee meeting held on the 11th October, 1982
in Unit 54 at 7.30 p.m.

PRESENT: Miss G. Bertone
Mr. R. Bowl.
Mr. L. Cooper
Mr. H. Harvey - Supervisor
Miss R. Pearman - Home Unit Management (RJP)

APOLOGY: Mr. A. Gray.

Minutes of the previous committee meeting held on the 23rd August
1982 were read and the following items discussed as matters
arising:

(RJP)

AWNING/BLIND Unit 45 - Tenant states he wants the demand for
the removal of the blind in writing personally.
Owner has received this request.

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BOLLARDS TO WALKWAYS: This item outstanding - work will be carried out
in the next couple of weeks.

SLEEPERS NEAR UNITS 3 & 4 It was decided that these would be removed as they
are white ant infested - a watch to be kept on the
ground slope for any movement.

(RJP)

UNIT 1 Sump:
This situation of water collection has been temporarily
solved by Mr. Harvey. It is felt that next year it may
be necessary to install a small sump in this area.

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

FINANCES: A 'basic' statement of the years expenditure was
presented and discussed. It was agreed that an increase
of 5% be recommended to the Owners at the Annual General
Meeting with a further recommendation that 5% discount
be made available to those persons who pay their account
within 14 days for the account date.

Unit 4 The meeting agreed that a Garnishee Order be taken
out against the Owner for payment of maintenance levies.
Other units with outstanding levies at the end of
the financial year being Units: 15, 18 and 52 (52 levy
received in first few days of October, 1982)

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GENERAL BUSINESS:
Roof: Next time a Plumber is called for roof repairs - Home
Unit Management to request that they also remove
the odd newspaper which has landed on the roof area.
(see Caretaker for location)

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There being no further business the meeting closed at 8.05p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

Next meeting to be the Annual General Meeting.

CHAIRMAN: Stearman

DATED: 10/11/82

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF 147-159 CHARLES STREET, WEST PERTH

STRATA PLAN 5629

NOTICE OF ANNUAL GENERAL MEETING

To:
The Proprietor(s)/Mortgagee,
147-159 Charles Street
(Known as "The Mews")
WEST PERTH, 6005

NOTICE is hereby given by the Council of the "Proprietors of 147-159 Charles Street, West Perth (Known as "The Mews"), Strata Plan 5629" of the FOURTH ANNUAL GENERAL MEETING to be held on Monday 1st November 1982 at 7.30 p.m. in the building situated at 143 Charles Street, West Perth (enter from rear) for the purpose of:-

1. Election of Council for the coming year.
2. To consider, and if thought fit, pass the minutes of the Third 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 not later than noon on the 1st November 1982.

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 1st November 1982.

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PROXY FORM

The Chairman,
The Proprietors of
147-159 Charles Street, West Perth,
C/- Home Unit Management (RJP)
P.O. Box 125,
SCARBOROUGH, 6019

FOURTH ANNUAL GENERAL MEETING

As the owner of one or more units in 147-159 Charles Street West Perth

I/we hereby nominate _____
to act and vote on my/our behalf at the Fourth Annual General Meeting
to be held on the 1st November 1982.

(Signed)

(Dated)

Unit Number/s

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF 147-159 CHARLES STREET, WEST PERTH

STRATA PLAN NUMBER 6529

FOURTH ANNUAL GENERAL MEETING

A G E N D A

1. Election of Chairman.
 2. Apologies.
 3. Proxies.
 4. Minutes of the Third Annual General Meeting to be read. (RJP)
 5. Any matters arising. (Minutes to be adopted). 10 &
 6. Audited Financial Statement to be read. 28)
 7. Any matters arising. (Statement to be adopted). t (RJP)
 8. Consideration of Budget 1982-83.
 9. Body Corporate Management.
 10. Election of Committee Members for 1982-83.
 11. General Business. (RJP)
- (RJP)

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. ement ertone.
- (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. mal er ✓

"THE MEWS"

OWNERS OF 147/159 CHARLES STREET. WEST PERTH.

STATEMENT OF RECEIPTS AND PAYMENTS

For the period 1/10/81 to the 30/9/1982

RECEIPTS:

Gross levies	19295.23
Broken glass (sale of)	21.45
Insurance re-imburse on pool motor	66.96
Sale of wheel barrow	20.00
Insurance levy 1980/81	27.42
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	19431.06

PAYMENTS:

Bank charges	67.23
Annual Audit	75.00
Post printing & stationery	218.76
Management fee & AGM fee	1998.80
Insurance premium	1796.52
Home Bldg Society - Invest	600.00
SEC - common light & power	1286.78
Mark Wake - Debt Collector fees	204.82
Gardener/yardman (prior to C/taker)	609.00
Caretaker:	
Wages (10)	5599.50
Rent (10)	2166.60
Electricity	373.16
Telephone	233.30
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	8372.56
Bond, Letting fee & s/duty (U47)	265.00
Signs: Council, Supervisor & Directional	250.00
Trash bags	288.00
Pool Chemicals	124.12
Globes	260.27
Lawn mower & bush cutter	895.00
Lawn Mowing (prior to above purchase)	300.50
Plants	7.28
Fertiliser & Snail killer	57.24
Reticulation parts	108.59
Sundry items: Nuts, bolts, gardening items etc	259.76
General:	
Titles Office - change of address for official notices	23.00
Check & service pool & retic pumps	54.00
New power point & repair time clock	49.00
Bucket, garden sprayer & numbers	32.85
Materials for storage area	92.10
Cord for bush cutter	9.60
Wheel barrow	30.00
Advertise for Caretaker	43.54
Roof repairs	40.00
Clean secret gutters - plus replace section above U52	268.97
Repairs to common lighting	184.50
	<hr/>
	18872.79

SURPLUS of receipts over payments \$558.27
Balance as at the 30/9/81

210.87

Balance as at the 30/9/82

\$769.14

HOME BUILDING SOCIETY ACCOUNT

Balance as at the 30/9/81	1708.21
Invested	600.00
Interest	126.16
Balance as at 30/9/82	<hr/> \$2434.37

STRATA TITLES ACT 1966 - 1970

MINUTES OF THE FOURTH ANNUAL GENERAL MEETING OF THE OWNERS OF 147/159 CHARLES STREET (KNOWN AS "THE MEWS") WEST PERTH HELD AT 143 CHARLES STREET, WEST PERTH ON THE 1ST NOVEMBER, 1982 at 7.30 O'CLOCK IN THE EVENING. x

PRESENT: Mr and Mrs. R.H. Bowl.
Miss I. Thomas.
Mr. L.E. Cooper.
Mr. T. Pallotta.
Mesdames E.S. & D.E. Alcock.
Mr F.N. Milton.
Mr. R.G. Haslam.
Mr. P.J. Smith.
Mrs. J. Maloney.
Mr. R.W. Liddelow.
Misses M.&G. Bertone.
Miss R.J. Pearman - Home Unit Management (RJP)

PROXIES: A. & N. Ngeow nominated Home Unit Management (RJP) x
F.&D. Zencich nominated The Chairman.
H.M. Hee & T. Lok nominated Mr. R.G. Haslam (U10 & U28)
Mr. D.E. Godbold nominated Home Unit Management (RJP)
Mr. D. Schneider nominated The Chairman.
Mr. C.L. Mc Dougall nominated Miss R. Pearman.
Mrs. L. Rizzo nominated the Chairman.
M.&C. Lahtov nominated Home Unit Management (RJP)
Dr. H.A. Jones nominated Home Unit Management (RJP)
Mr. M. Skully nominated Home Unit Management (RJP)
Mrs. P.I. Dixon nominated The Chairman.
G.W. & A.C. Lummis nominated the Chairperson.
Ms.J.M. Campbell nominated the Chairman.
Ms. J.M. Martin nominated the Chairman.
Jayel Nominees Pty. Ltd nominated Home Unit Management (RJP)
D. Gillard nominated Home Unit Management (RJP)
D.J. & J.M. Ponnambalam nominated the Chairman
Mr. G. Mac Donald nominated the Chairman.
M.J. & D.S. Schmook nominated Mr. L. Cooper.

NOTICE OF MEETING: Was read and duly accepted.

CHAIRMAN: It was moved by Mr. Smith that Miss Pearman take the Chair. Motion Seconded by Miss M. Bertone. Carried unanimously.

APOLOGIES: Nil

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

MINUTES OF THE THIRD ANNUAL GENERAL MEETING: Were read and confirmed as a true and correct record with the notation that Miss Pearman of Home Unit Management (RJP) was present, by a motion put forward by Miss M. Bertone. Seconded Mr. Smith. Carried unanimously.

Matters arising: It was brought to the attention of the meeting that the cat which is now living in Unit 4 was a replacement animal from that which was originally permitted by the developer and therefore it was agreed that there must be one rule for all. Correspondence to be forwarded to the Owner of Unit 4 requesting that they locate another home for their pet. ✓

Oil Slicks in Carports:
One bay in particular is reported as being in a very poor condition. Unit number to be provided to Home Unit Management (RJP) for attention.

AUDITED FINANCIAL STATEMENT:

Was read, it is confirmed that the figure re reticulation parts is 111.94c. The Statement was discussed, then a motion was put forward by Mr. Cooper, Seconded Miss M. Bertone that the statement be received into the records. Carried unanimously.

BUDGET 1982/83

The outgoing Committee of Management recommended that an increase of 5% be adopted for this coming financial year with a further recommendation that a 5% discount be granted to those Owners who pay within the first 14 days of the date of the levy account. Following discussion it was moved by Mr. Cooper that the above recommendation be adopted. Seconded Mr. Haslam. Carried unanimously.

BODY CORPORATE MANAGEMENT:

Mr. Cooper addressed the meeting with a recommendation that the Body Corporate remain with Home Unit Management (RJP) and then moved the motion that the Body Corporate retain the Services of Home Unit Management (RJP) for the coming year. Seconded Mr. Smith. Carried unanimously.

COUNCIL OF MANAGEMENT:

The following Owners volunteered to serve on the Council of Management for the coming year:

Mr. L. Cooper.
Miss G. Bertone.
Mr. R.W. Liddlelow.
Mr. R. Bowl.
Mr. T. Pallotta.
Mr. R.G. Haslam.

GENERAL BUSINESS:

Debt Collection Fees:

Home Unit Management (RJP) are instructed to contact the Debt Collectors to ascertain as to whether there is some method whereby the costs can be passed on to the person who has been dunned for levies.

There being no further business the meeting closed at 8.15 o'clock in the evening with a thank you to those persons in attendance.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN: 

DATED: 7/11/83.

First Committee meeting to be held on the 10th January, 1983 in Unit 54 at 7.30p.m. (committee members only)

STRATA TITLES ACT 1966 - 1970

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

Minutes of the Committee meeting held on the 10th January, 1983
in Unit 54 at 7.30p.m.

PRESENT: Miss G. Bertone
Mr. R. Bowl
Mr. L. Cooper.
Mr. R.W. Liddelow
Mr. H. Harvey - by invitation.
Miss R. Pearman - Home Unit Management (RJP)

APOLOGIES: Mr. R.G. Haslam.

Minutes of the Committee meeting held on the 11th October, 1982 were
read and the following items discussed as matters arising:

SUMP -
Near Unit 1 Possible installation of small sump held over until
just prior to the winter months.

Roof: Next time a plumber is called for roof repairs - newspaper
to be removed - Caretaker will direct.

UNIT 4 Unit is vacant - The meeting was advised that a summons
has been served on Mrs Davey for the outstanding levies.

The minutes were then confirmed as a true and correct record by a motion
put forward by Mr. Cooper, seconded Mr. Bowl. Carried.

AGM review: Carport Oil Slicks:
It was agreed that the area which has been damage by
the heavy oil slick will now have to be cut away and
patched. A letter to be forwarded to the Owner of U23
advising him that the work can be done at a rate of \$20
(this includes the bitumen pack and labour). Owner to
pay for this work. ✓
OK for
H. Harvey

FINANCIAL STATEMENT:
Was read and discussed. The statement was received into
the records by a motion put forward by Mr. Cooper. Seconded
Miss Bertone. Carried.

GENERAL BUSINESS:
Unit 29: Complaints were lodge^d re the behavior of the occupants
who are extremely noisy, disturb their neighbours in the
early hours of the morning and mis-use the swimming pool
area. Letter to the Owner of the unit has already been
forwarded. ✱

Newsletter: Noise. -
Pool use. -
Speeding. - ✓

FIRE HYDRANT: It was agreed that a multi-purpose fire extinguisher be
purchased. ✓

There being no further business the meeting closed at 8.15p.m.

Caretaker telephone number 328 3385

Caretaker holidays commence on the 12/2/83 for 4 weeks.

CERTIFIED AS A TRUE AND CORRECT RECORD.

Chairman.
CHAIRMAN.

14/3/83
DATED.

NEXT COMMITTEE MEETING 14/3/83 Unit 54 7.30p.m.

"THE MEWS"

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

STATEMENT OF RECEIPTS AND PAYMENTS TO THE 10th JANUARY, 1983.

RECEIPTS:

Gross levies	6510.69
Broken glass	3.30
Balance as at 30th September 1982	769.14
	<hr/>
	\$7283.13

PAYMENTS:

Bank charges	19.02
Management fee Oct to Jan & AGM fee	695.20
Post, printing & stationery (incl AGM detail)	97.25
Mark Wake	110.05
Trash Bags (6)	24.00
SEC - C/L & P to 2/11 & 30/12	447.53
Insurance W/Comp & Part premium	1054.80
Pool chemicals	80.32
Wages up to 10/1/83	2236.00
Rent to 10/1	658.66
Annual Audit	140.00
SEC - C/Taker U47 2/11 & 30/12	136.95
Reticulation parts	22.13
Caretaker phone	83.79
Weed killer	14.09
Repair pool pump	220.00
Service lawn mowers	46.30
Service Pool pump	27.00
Pool pump parts	62.37
Test kit for pool	5.76
Renew time clock	54.95
Repair section of gas pipe	118.35
Sundries incl petrol for mowers, etc.	61.05
	<hr/>
	\$6415.57

TOTAL AMOUNT AT C'WEALTH BANK:- \$ 867.56

HOME BUILDING SOCIETY:-

Balance as at 30/9/83	2434.37
Interest	86.45

\$2520.82

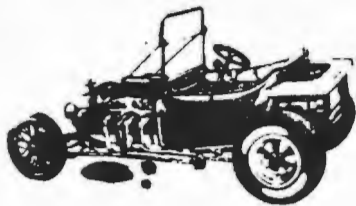
OUTSTANDING LEVIES INCLUDING CURRENT QUARTER:-

4 M.J. Davey	720.51
7 Angola Pty Ltd	167.03
15 C.L. McDougall	261.47
18 A. & L. Collopy	357.21
36 A. & P. Vermeulen	222.69
52 M. McCarthy	167.03

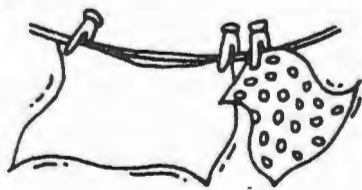
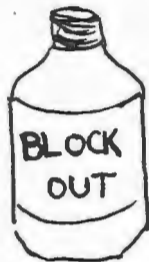
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Current quarter	\$1895.94
	<hr/>
	\$2134.30

TOTAL

\$4030.24

CARS LEAKING OIL:

Whilst no one wishes to report un-roadworthy vehicles to the Authorities which would result in the affixing of a yellow sticker and costly repairs; the repairs to the bitumen are also costly in respect of oil eating into the bitumen surface. It would be appreciated therefore, that those persons with cars that are creating oil 'slicks' in their carport or carbay - purchase a drip tray thus preventing damage to the hard surface.

SWIMMING POOL:Sun Tan Lotions:

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 grubby film. The oil slick can only be removed by using harsh acids and this puts the pool out of action for swimmers for some time.

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. PLUS those persons who are leaping in and 'bombing' are causing considerable damage to the surrounding lawn area with the overwash of water and wasting the rather precious commodity - WATER. Help prevent a excess water bill and take more care.

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

Swimming pools are for fun and health. Therefore with a little thought, common courtesy and common sense it will be possible for ALL occupants at THE MEWS to use and enjoy the pool and the surrounding area this summer.

NOISE:

If you can walk outside your unit, close the door, and still here the sound, then your source of entertainment is too loud. Please adjust the volume control knob accordingly. Please don't run around the walk-ways as this thumping sound is a source of disturbance to your fellow occupants. (walk ---emergencies accepted).

CLOTHES LINES THEFT:

Clothing has again been stolen from the lines - please make sure you remove all items as soon as they are dry; we can't guarantee that this will prevent theft but it will remove temptation from constant view. Check your 'contents' Insurance policy it may be that clothing etc will be included in the cover.

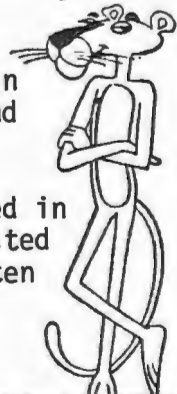
SPEEDING:

To prevent any accidents please keep the pace down to an all time low - the speed limit on site is 10.k.p.h. and panel beating is very pricy!!

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.

Committee of Management - THE MEWS.



STRATA TITLES ACT 1966 - 1970

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

Minutes of the Committee Meeting held on the 14th March, 1983 in Unit 54 at 7.30p.m.

PRESENT: Miss G. Bertone.
Mr. R. Bowl.
Mr. R.W. Liddelw.
Mr. T. Pallotta.
Mr. H. Harvey - by Invitation.
Miss R. Pearman - Home Unit Management (RJP)

Minutes of the previous committee meeting held on the 10th January, 1983 were read and the following items discussed as matters arising:

SUMP NR
UNIT ONE: Held over until the winter months.

Unit 4: This account has been paid less the current quarter and \$50.00

Unit 23: Oil Slick - the Owner Dr. Jones has agreed to meet the cost of repairs to the bitumen surface in his carport. Mr. Harvey to attend to this work at a cost of approx \$20.00. It is noted that the oil slick has eaten heavily into the bitumen area.

Unit 29: The situation was discussed re the noisy and disturbing behavior which has not improved since the last meeting. Further action to be taken on this matter and Owners to be advised to immediately call the Police in all future cases of this nature.

The minutes were then confirmed as a true and correct record by a motion put forward by Miss Bertone. Seconded Mr. Liddelw. Carried unanimously.

FINANCIAL STATEMENT: Was read, discussed and received into the records by a motion put forward by Mr. Bowl. Seconded Mr. Pallotta. Carried unanimously.

GENERAL BUSINESS: Newsletter:

1. Clothes not to be hung or displayed on balconies. ✓
 2. Garbage disposal detail including bottles, wrapping or disposing of trash in plastic bags, cartons and stress that all refuse must be placed in the bins and not left on top of a bin or beside - the stench of these areas has been particularly bad during the last few hot days. Stress - flies and lack of hygienic conditions. ✓
 3. Occupants or their visitors to desist from scratching names etc on the buildings for should the person be caught defacing the building they will become the person liable to pay to make the damaged area good. ✓
 4. That those persons who use the pool at night; do so quietly and not disturb the occupants in the near units. By-law to be quoted. ✓
 5. Speedsters to desist or traffic humps will be installed in the section behind the 'visitor parking bays'. ✓
 6. Accidents on private property section to be included in the Newsletter. ✓
 7. Noise - section re the new noise abatement act. ✓
- Garbage: Letter to be forwarded to the Perth City Council re the method in which the bin are being thrown back into the garbage storage area plus the fact that a considerable amount of refuse is spilt on the ground when the men empty the bins.

Caretaker/Supervisor: Mr. Harvey was welcomed back from holidays.
Mr. Harvey will be attending to the grounds and cleaning of gutters etc as quickly as possible and will, when time permits look into sanding down those sections of rails which have been defaced. ✓

NEXT MEETING TO BE HELD ON THE 24th MAY 1983 in Unit 44 at 7.30p.m.

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

CERTIFIED AS A TRUE AND CORRECT RECORD.

[Signature]
CHAIRMAN 14/3/83 DATED.

"THE MEWS"

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

STATEMENT OF RECEIPTS AND PAYMENTS TO THE 14TH MARCH. 1983

RECEIPTS:

Balance as at the 10th Jan. 1983	867.56
Levies since received	3434.30
Broken glass - sale of	8.80
Electrician - internal	42.00**
	<hr/>
	4352.66

PAYMENTS:

Bank charges	23.21
Management fee - Feb & Mar	327.60
Post printing & stationery	47.02
Mark Wake - Debt Collectors fees	175.81
Insurance - Balance of premium	1255.75
Rent: C/takers unit to 10/4/	676.02
Wages to 10/3 + 4 wks hol pay.	1200.60
Rake, PVC Fittings etc	32.46
Sundries incl petrol for mowers	68.95
Steal frames for garbage bags.	10.00
Fire Extinguisher	161.86
Trash bags (5) (final)	20.00
Supagluue, cutting discs etc	24.87
Pool chemicals	91.80
Fireranger refill	38.50
	<hr/>
	4154.45

Balance as at the 11.3.83

\$198.21

HOME BUILDING SOCIETY

Balance as at the 14/3/83

\$2520.82

LEVIES OUTSTANDING:

<u>Unit</u>	<u>Owner</u>	<u>Amount</u>
4.	M. Davies	\$164.06
6.	Ser-Marg	4.07
15.	C.L. McDougall	83.47
18.	A & L Collopy	162.64
19.	T. Palotta	85.55
30.	K.R. Murphy	5.43
36.	A & P Vermeulen	228.12
45.	K.&P. Dorn	114.06
52.	M. Mc Carthy.	171.10
54.	G. Bertone	114.06
		<hr/>
		\$1132.56

STRATA TITLES ACT 1966 - 1970

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

Minutes of the Committee Meeting held on the 24th May, 1983
in Unit 44 at 7.30 p.m.

PRESENT: Mr. R. Bowl.
Mr. R.W. Liddelow.
Mr. T. Pallotta.
Mr. H. Harvey - by invitation.
Miss R. Pearman - Home Unit Management (RJP)

APOLOGY: Miss G. Bertone.

Minutes of the previous committee meeting held on the
14th March, 1983 were read and the following items noted
as matters arising:

Sump Nr Unit 1: Held over until the winter months.

Unit 23: Mr. Harvey advised the meeting that the
surface area has been cleaned. The patching
work will be carried out in the near future.

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

NOTE: Notice to be forwarded to all Occupants
advising them to see the Caretaker should
the electricity fuses to their unit need
replacing and he will attend to same.

Painting: With the paint which is left over from the
Gutters and Handrail from Units 17 to 54
work; Mr Harvey will, when time permits
paint other handrails on the complex.

FINANCIAL STATEMENT: Was read and discussed. The statement was
then received into the records by a motion
put forward by Mr. Bowl. Seconded Mr. Pallotta.
Carried unanimously.

GENERAL BUSINESS: Nil

There being no further business the meeting closed at 8.00p.m.

CERTIFIED A TRUE AND CORRECT RECORD,


CHAIRMAN.

DATED. 1/2/84

NEXT COMMITTEE MEETING TO BE HELD ON THE 27/9/83 in Unit 44 at 7.30p.m.

Note for Mr. Pallotta.
Owner of Unit 37 Mrs E.E.G Thomas, 27 Viking Road, Dalkeith, 6009

THE MEWS - FINANCIAL STATEMENT AS AT THE 24/5/83

RECEIPTS:

Balance as at 11/3/1983	198.21
Levies since received	3407.19
Broken glass - sale of	<u>7.70</u>
	3613.10

PAYMENTS:

Bank charges	17.40	
Management Fees - April, May	327.60	
Postage, Printing & Stationery	51.78	
Mark Wake	44.83	
Caretakers Wages to 16/5/1983	1380.00	
S.E.C. to 1/3/83, 5/5/83	504.36	
S.E.C. - Caretakers Unit to 1/3/83	52.51	
Caretakers telephone	72.73	
Caretakers rent to 10/6/83	450.68	
Check and replace fuse Unit 49	42.00	
Petrol & mileage 24/1/83 - 4/4/83	34.20	
Reticulation parts	34.16	
3/4" Die nut	14.95	
Padlock	5.20	
Pool chemicals	11.89	
Key	1.60	
Paint	63.04	
Leaf rake	14.80	
Sumapine	23.30	
Service call Unit 19 (to be re-imbursed)	27.00	
Dieldrin	4.71	
Naocid spray	6.36	
Hudson Spray Kit	3.00	
Fireranger refill	1.00 (38.50)	<u>3149.60</u>

Balance as at 24/5/1983 \$463.50

LEVIES OUTSTANDING:

<u>UNIT</u>	<u>CURRENT</u>
3	114.06
4	278.12
10	85.55
13	114.06
15	83.02
18	121.92
19	89.62
20	85.55
21	114.06
28	85.55
29	114.06
31	114.06
35	114.06
36	114.06
39	114.06
43	85.55
45	114.06
46	77.41
47	114.06
48	113.66
51	85.55
52	85.55
54	228.12
	<u>2645.77</u>

HOME BUILDING SOCIETY ACCOUNT

Balance as at 24/5/1983 \$2520.82

GARBAGE AREAS:

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. Do not leave any refuse in plastic bags on top of the bins, beside the bins or in any other place. Do not leave cardboard boxes of household refuse beside the bins these must be placed in the bin.

TRASH BAGS:

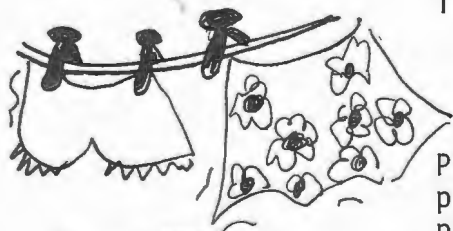
CARTONS should be torn up and placed in the bags. CARTONS containing any household refuse must not be left in these bags they are there solely for garden refuse and paper items i.e. torn up cartons and used newspapers.

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:

FURTHER ON GARBAGE: PLEASE MAKE SURE THAT ALL RUBBISH IS SECURELY WRAPPED BEFORE PLACING IN THE BINS. ALL KITCHEN REFUSE MUST BE VERY CAREFULLY WRAPPED OTHERWISE THIS ATTRACTS FLIES, ANTS AND STRAY ANIMALS.

We remind you of detail mentioned in previous sheets (newsletters) 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 knob accordingly.

BALCONIES & DRYING OF CLOTHES

The by-laws read:

Proprietors, Occupiers and Residents may not:
1 (f) hang or display on or from windows balconies or other parts of the building laundry washing clothing bedding or other materials or articles (including notices or advertisements of any kind).

Please make sure that you use the drying areas provided - this is a pleasant looking property please don't lower the standard!



We request that the person or persons who have found it necessary to scratch their names & 'loves' into the building and attachments find some other building to deface - preferably not one Managed by us!! The repairs to make good this type of damage is most costly and if the person is caught will be charged accordingly.

SWIMMING POOL & NOISE:

By-law 1 (b) :

Proprietors, Occupiers and Residents may not:
Make undue noise in or about any lot or the Common Property or in any way interfere with the peace quiet and comfort of any proprietor, Occupier or resident of a lot.

** As you will appreciate the noise value from the pool area -- particularly at night -- is most distressing to persons in the near units who are trying to sleep. Whilst we do not wish to close the pool in the evenings it may become necessary should further complaints be received.

SPEEDING:

We have received a number of complaints re speeding along the back of the visitor bays - this problem was discussed at a recent meeting of the Committee of Management and it was decided that should the problem continue it will be necessary to install two traffic humps in this area - Please keep the speed down to 8.k.p.h. as we believe that neither you nor the Body Corporate want the inconvenience of these lumps.

CAR ACCIDENTS ON COMMON PROPERTY:

If two vehicles collide on "The parcel" or land upon which a block of home units is built the situation differs little if at all, to that which arises in the event of the same collision on a public gighway. An exception would arise where the grounds in which the home unit block is erected contains sings for the direction of drivers. Injury to a person by a motor behicle is in a different category in that the driver of a motor vehicle owes a general DUTY OF CARE to almost all persons using a highway in a proper way. On private land the duty to take care differs according to the circumstances, such as when a person is a trespasser, invitee (e.g. a hawker or a proprietor's visitor)

* * * * *

STRATA TITLES ACT 1966 - 1970

"THE OWNERS OF 147-159 CHARLES STREET, WEST PERTH"
(Known as The Mews)

STRATA PLAN 5629

NOTICE OF ANNUAL GENERAL MEETING

To:
The Proprietor(s)/Mortgagee,
147-159 Charles Street,
WEST PERTH, 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 FIFTH ANNUAL GENERAL MEETING to be held at 7.30 pm. on Monday 7th November 1983 at 141 Charles Street, West Perth (rear) for the purpose of:-

1. Election of Council for the coming year.
2. To consider, and if thought fit, pass the Minutes of the Fourth 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 7th November 1983.

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 7th November 1983. Please note that there is an additional charge of \$35.00 for attendance at Annual General Meetings that have to be re-convened due to lack of a quorum.

CUT

HERE

PROXY FORM

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

FIFTH ANNUAL GENERAL MEETING

As the owner/s of one or more units at 147-159 Charles Street, West Perth (known as "The Mews") I/we hereby nominate _____
to act and vote on my/our behalf at the Fifth Annual General Meeting to be held on the 7th November 1983

(Signed)

(Dated)

Unit Number/s _____

STRATA TITLES ACT 1966 - 1970

147-159 CHARLES STREET, WEST PERTH
(Known as "The Mews")

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 adopted).
 8. Consideration of Budget 1983-84.
 9. Body Corporate Management.
 10. Election of Committee Members for 1983-84.
 11. 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 1/10/82 to the 30/9/83.

RECEIPTS:

Gross Levies	20866.04
Sale of broken glass	24.20
Refund of stamp duty	.20
	<u>20890.44</u>

PAYMENTS:

Bank charges	93.00	
Annual Audit	140.00	
Insurance premiums	2310.55	
Management fee plus AGM fee	2005.60	
Postage printing and stationery	239.88	
SEC - common lights and power	1424.88	
Mark Wake - Debt Collector fees	412.67	
Pool Chemicals	196.16	
Repair pool pump	220.00	
Service pool pump	67.00	
Pool test kit	5.76	
Pool pump parts	62.37	355.13
<u>Caretaker:</u> Rent	2686.72	
Wages	7576.60	
SEC - unit 47	433.24	
'Phone - 47	300.05	10996.61
Fire Extinguisher		161.86
Repair fence		50.00
Electrical Repairs		54.95
Plumbing repairs		118.35
Trash bags		44.00
Service lawn mower		46.30
<u>General:</u>		
Fertiliser, brooms petrol, paint, weed-killer, retic parts, dustbin powder, blades, bolts, rake garbage bags, cord for bush cutter, glue sumapine, garden requisites etc	682.84	
		<u>19332.78</u>
SURPLUS of receipts over payments		1557.66
Balance as at the 30/9/82		769.14
Balance at the 30/9/83		<u>\$2326.80</u>

HOME BUILDING SOCIETY ACCOUNT

Balance as at the 30/9/82	2434.37
Interest	186.97
Balance as at the 30/9/83	<u>\$2621.34</u>

OUTSTANDING LEVIES as at the 30/9/83 \$326.21c

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. A.A.S.A.

Auditor :

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

STRATA TITLES ACT 1966 - 1970

MINUTES OF THE FIFTH ANNUAL GENERAL MEETING OF THE OWNERS OF 147/159 CHARLES STREET (KNOWN AS "THE MEWS") WEST PERTH HELD AT 141 CHARLES STREET, WEST PERTH ON THE 7TH NOVEMBER, 1983 AT 7.30 O'CLOCK IN THE EVENING.

PRESENT: Miss I. Thomas.
Miss L.J. Coffee
Miss R. Harvey.
Mr. T. Pallotta.
Mr. F.N. Milton.
Miss M.M.A. Gohl.
Mr. S.J. Mortimer
Mr. P.J. Smith.
Mr. R.W. Liddelov.
Mr. K.J. Bellairs.
Miss R.J. Pearman - Home Unit Management (RJP)

PROXIES: A.&.L. Ngeow nominated Home Unit Management (RJP)
F. & D. Zencich nominated The Chairman.
Mr. D.E. Godbold nominated Home Unit Management (RJP)
D.J. Mc Taminey nominated the Chairman.
Mr. D. Schneider nominated Mr. H. Harvey.
Mr. C.L. Mc Dougall nominated Miss R. Pearman.
Mrs. F. Rizzo nominated Miss R. Pearman.
Mr and Mrs. M. Lahtov nominated The Chairman.
Misses E.S. & D.E. Alcock nominated the Chairman.
Dr. H.A. Jones nominated Home Unit Management (RJP)
Mr. A.J. & Mrs. D.M. Gray nominated the Chairman.
Mr. M. Skully nominated Home Unit Management (RJP)
Mr and Mrs. M.B. Turner nominated Mr. R. Hopper.
Ms. J.M. Campbell nominated Home Unit Management (RJP)
Mrs. J.L. Maloney nominated Miss R. J. Pearman.
Miss J.M. Martin nominated the Chairman.
Jayel Nominees Pty. Ltd nominated the Chairman.
Mrs. D. Gillard nominated Home Unit Management (RJP)
J. Rowe & R. Hibberd nominated Home Unit Management (RJP)
D.J. & J.M. Ponnambalam nominated the Chairman.

NOTICE OF MEETING: Was read and accepted by a motion put forward by Mr. Smith
Seconded Miss Thomas. Carried unanimously.

CHAIRMAN: It was moved by Mr. Smith that Miss Pearman take the Chair.
Seconded Miss Gohl. Carried unanimously.

APOLOGIES: Nil.

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

MINUTES OF THE
FOURTH ANNUAL
GENERAL MEETING: Were read and confirmed as a true and correct record by a
motion put forward by Mr. Smith. Seconded Mr. Liddelov.
Carried unanimously.

Matters arising: Debt Collectors cost to the Body Corporate - The Chairman
advised the meeting that should the situation reach the stage
of a summons being served then the costs can be charged to the
'non payer'. Unfortunately the majority of cases this does
not take place as the 'non payers' normally pay just before
this stage is reached.

AUDITED FINANCIAL
STATEMENT: Was read and received by a motion put forward by Miss Gohl.
Seconded Mr. Pallotta. Carried unanimously.

Matters arising: The meeting was advised that the Caretaker Mr Harvey has over
the year been instrumental in conserving Body Corporate funds
by attending to a large number of maintenance items; thus saving
the necessity of bringing on site people such as Reticulation
Repair firms etc.

BUDGET 1983/84: It was moved by Miss Thomas that the budget for 1983/84 be
the same as for the year 1982/83 i.e. that 5% discount be offered

to all Owners who pay within the first 14 days of the date of the levy account. Motion seconded by Miss Coffee. Carried unanimously.

BODY CORPORATE
MANAGEMENT:

It was moved by Mr. Smith seconded Miss Gohl that the services of Home Unit Management (RJP) be retained for the coming year. Carried unanimously.

COMMITTEE OF
MANAGEMENT:

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

Mr. R.W. Liddelow.
Miss L.J. Coffee.
Miss R. Harvey.
Mr. P.J. Smith.
Mr. T. Pallotta.

GENERAL BUSINESS:

LITTER BUGGY:

It was unanimously agreed to re-imburse the Caretaker, Mr. H. Harvey for the cost of this Machine. Cost being \$230.00 The machine new would have been over \$700.00. Mr. Harvey had managed to obtain this machine, which is in good second-hand condition.

Steps near Unit 17:

It was agreed that the steps leading from the carports into the front building have 'anti-skid' strips affixed. The meeting was advised that a number of people have slipped on these steps.

There being no further business the meeting closed at 8.12 p.m.

CERTIFIED A TRUE AND CORRECT RECORD.

CHAIRMAN

DATED

FIRST COMMITTEE MEETING WILL BE HELD ON THE 1/2/84 in Unit 4 at 7.30 p.m.

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.

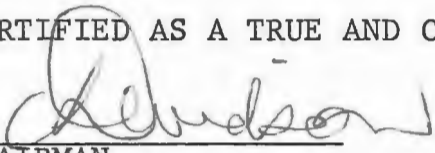
Tree -Pool area: It was agreed that the tree which leans over the fence from the adjoining property be cut back to the fence line. ✓

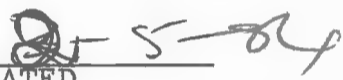
Caretaker: Will be taking 4 weeks holidays as from the 6/2/1984 to the 5/3/1984.

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

HERE

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.

5/11/85
DATED.

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

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS - STRATA PLAN 5629
147-159 Charles Street. West Perth

Minutes of the Committee Meeting held on the 14th January
1985 in Unit 44 at 7.00p.m.

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

Minutes of the Committee meeting held on the 1st August 1984
were read and the following items discussed as matters
arising:

Cleaning of Carports: Quoted figure \$475.00
It was felt that although there are a
few bays which do need cleaning the balance
are 'fairly satisfactory'.
A further quote to be obtained from
J.J. Brennan & Co.

Minutes: Although the current members of the
Council of Management were not present
at the meeting held on the 1/8/1984 it
was 'agreed' to accept these minutes into
the records.

AGM Minutes Review. Nil. Noted - doors have now been painted
Colours agreed enhance the complex.

FINANCIAL STATEMENT: Following discussion it was unanimously
agreed to receive the statement into the
records.

GENERAL BUSINESS:

Border Trees: Correspondence received from the adjoining
neighbour 12 Ivy Street requesting that
the Council of Management give consideration
to removing the trees abutting the joining
fence was discussed - The Committee were
unanimously in agreement that these trees
not be removed. Mr. De Biasto to be advised
accordingly.

Caretaker's
Holidays: Commencing on the 8/2/1985 Mr & Mrs. Harvey
will be absent of 4 weeks leave. A
relief Caretaker Mr. R. Levy will attend
the grounds in Mr and Mrs Harvey's absence.

There being no further business the meeting closed at 7.30p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN.

DATED.

Next Committee Meeting to be held on the 22/4/1985 in unit 12
at 7.00p.m.

THE MEWS:

FINANCIAL STATEMENT TO THE 14/1/1985

Balance as at the 30/9/1984	435.87	
Levies since received	8429.54	
Recalled funds from HBS	2100.00	
Bottelo	5.50	
Insurance claim less \$50.00 excess	51.50	
	<u>11022.41</u>	

PAYMENTS:

Bank charges	34.57	
Postage printing & stationery	123.75	
Management fee Oct, Nov, Dec & Jan 85	787.10	
Insurance premiums	2406.41	
SEC to 10/10 & 5/12 Common light etc	563.66	
Annual Audit	140.00	
Caretaker wages to 7/1	1932.00	
Rent to the 23/12	806.01	
phone	86.70	
SEC to 10/10 & 5/12	169.59	
Sundry requisites for gdn & grounds	203.36	
Sumapine	22.38	
Service pool pump	50.00	
Recharge extinguisher	39.00	
Maintenance painting	186.12	
Door replacement U53 - Insurance	101.50	
Cut tree roots & patch bitmen	62.00	
Paint for doors	87.94	
Tubes, sprinklers, paint brushes etc	141.61	
Blood & bone	7.50	7951.20
		<u>7951.20</u>

Balance as at the 14/1/1985 3071.21

HOME BUILDING SOCIETY ACCOUNT

30/9/1984	3504.13
Interest	114.72

3618.85

Recalled	2100.00	
FID & T/Fee	nil	2100.00
		<u>1518.58</u>

Balance of both accounts = \$4590.06

ARREARS:

Current levies to 31/3/1985 \$1379.60

Quarter to 31/12/1984

Unit 36	114.06	
Unit 15	85.55	Plus to the 30/9 85.77.

TOTAL ARREARS: \$1664.98c

STRATA TITLES ACT 1966 - 1970

OWNERS OF "THE MEWS" STRATA PLAN NO. 5629
147-159 CHARLES STREET, WEST PERTH.

Minutes of the Committee meeting held on 7th May 1985 in Unit 12 at 7.00 p.m.

PRESENT: Mr. D.J. McTaminey
Mr. R. Harvey
Mr. W.S. Plumridge
Mr. R.W. Liddelow
Mr. P.J. Smith
Mr. H. Harvey - by invitation
Miss R. Pearman - Home Unit Management (RJP)

APOLOGY: Mr. T. Pallotta

Minutes of previous Committee meeting held 14/1/85 were read and it was moved Mr. McTaminey that, with the inclusion of apologies from Mr. P.J. Smith and Mr. R.W. Liddelow, these minutes be confirmed as a true and correct record. Seconded Mr. Plumridge. Carried unanimously.

MATTERS ARISING:

Cleaning of Carports: A quote was received from J.J. Brennan & Co. and read to the meeting. Mr. Brennan quoted to clean and repair approximately 8 bays of oil damage - \$200; and to clean the rest of the bays with detergent - \$180. It was decided to send correspondence to the users (owners) of the 8 bays involved requesting that they make good and repair their carbays or if they would prefer, the Body Corporate has a contact who will attend to this damage at a cost of \$25.00 to the owner.

Border Trees:

Further correspondence has been received from Mr. De Biasto requesting that the owners of The Mews remove the tree directly behind his toilet, his main cause of worry being that the roots are getting into the sewerage pipes. The Committee gave this considerable discussion and decided that they would first obtain a quote to replace his earthenware pipes in this area with PVC pipes. The matter would then be discussed further.

FINANCIAL STATEMENT:

Was read and discussed. Moved Mr. R. Harvey that the Statement be received into the records. Seconded Mr. Smith. Carried unanimously.

GENERAL BUSINESS:

T.V. Reception:

The meeting was advised that in the near future UHF television will be coming in and that the Committee must give consideration as to what action they intend to take in providing adequate reception arrangements.

Footpath:

It was noted that some of the cement slabs are loose near the letterboxes.

Unit 24:

A letter is to be forwarded to the occupants (c.c. rental agent or owner) regarding excessively noisy cars on the complex. Request that they arrange to have the vehicle repaired or make arrangements to park it off the common property as it contravenes the by-laws as far as noise is concerned. ✓

"The Mews"

7th May 1985

There being no further business the meeting closed at 7.35 p.m.
The next meeting of Committee is set down for 6th August 1985
at 7.00 p.m. in Unit 12.

CERTIFIED AS A TRUE AND CORRECT RECORD.

A. Leaman
(Chairman)

6/8/85
(Date)

THE MEWS

FINANCIAL STATEMENT TO THE 7/5/1985

Balance as at the 14/1/1985	3071.21
Levies since received	6572.23
Sale of broken glass	5.10
	<u>9648.54</u>

PAYMENTS:

Bank charges	37.67	
Management fee FEB, March, April and May	748.80	
Postage printing & stationery	31.25	
SEC to 8/2 and 11/4	616.37	
SEC Unit 11 ditto	126.98	
Pool chemicals & parts	198.81	
Caretaker telephone	65.42	
Sundries - Incl paint etc	119.55	
Repair Victa Vac	306.00	
Hire Lawn Mower	15.00	
Relief Caretaking	150.00	
Service fire extinguisher	12.00	
Repair Lawn mower	166.60	
Petrol and garden requisites	70.25	
Repair bush cutter	27.40	
Wages (Caretaker) to 13/5	2589.60	
Rent (Caretaker) to 23/5/	1356.35	6638.05

Balance as at the 7/5/1985	3010.49
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HOME BUILDING SOCIETY ACCOUNT	1518.58
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Balance of both accounts as at the 7/5/1985	<u>\$4529.07</u>
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LEVIES IN ARREARS:

<u>UNIT</u>	<u>CURRENT</u>	<u>ARREARS</u>
11	130.44	
14	96.60	
15	92.00	162.50
20	92.00	
25	92.00	
29	122.60	
31	122.60	
36	122.60	
37	92.00	92.00
42	92.00	
45	92.00	
48	122.60	
53	122.60	
	<u>1392.04</u>	<u>254.50</u>

STRATA TITLES ACT 1985

OWNERS OF "THE MEWS" - STRATA PLAN NO 5629
147-159 CHARLES STREET. WEST PERTH.

Minutes of the Committee Meeting held on the 6th August,
1985 in unit 12 at 7.00p.m.

PRESENT: Mr. D.J. Mc Taminey
Mr. R. Harvey.
Mr. W.S. Plumbridge
Mr. H. Harvey - by invitation.
Miss R. Pearman of Home Unit Mgt (RJP)

APOLOGIES: Mr. P. Smith
Mr. R. Liddelow.

Minutes of the previous Committee meeting were read and
unanimously confirmed as being a true and correct record.

Matters arising: Border Trees:
It was unanimously agreed that the tree
roots which extend beyond the fence into
the adjoining property be cut but that
the trees not be removed. Further that
no monies be expended in any way to
carry out work to the plumbing pipes in
the adjoining property. The Current
Strata Titles Act states that these funds
are for the sole purpose of maintaining
the Strata Companies common property.

T.V. Reception: Hold. Pending current discussions on
this matter.

Footpath: Mr H. Harvey advised that he has further
work to carry out to this area - as some
slabs are broken.

FINANCIAL
STATEMENT: Was discussed and unanimously received
into the records.

GENERAL BUSINESS: Lawns:
Mr. H. Harvey advised the Committee that
he is greatly concerned with the lack of
growth and condition of the lawn.
It was agreed that Home Unit Management
would check with a seed firm as to their
recommendations to promote good healthy
growth. Detail to be forwarded to Mr
R. Harvey who may be able to purchase
the products at a lesser cost to the
Strata Company.

Jo-jo weed - Caretaker to kill off same. ✓

There being no further business the meeting closed at
7.45p.m.

NEXT MEETING will be the Annual General Meeting which
will be held on the 5th November, 1985 in the Office
of Home Unit Management at 7.00p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN: *[Signature]* DATED: 25/3/86

THE MEWS

FINANCIAL STATEMENT TO THE 31/7/1985

Balance as at the 7/5/1985	3010.49
Levies since received	5966.42
Sale of broken glass	10.20
Re-imburement for vandalism to ex light fitting	10.45
Repair carbay levies	250.00
	<u>9247.56</u>

PAYMENTS:

Bank charges	11.85	
Management fee June and July	374.40	
Postage printing & stationery	49.60	
SEC to 11/6/1985	319.55	
Pool chemicals	27.00	
Caretaker: Wages to 5/8	1800.00	
Rent to 23/8	845.01	
SEC to 11/6	93.24	
Phone	89.91	2828.16
Sundry requisites		40.97
Repair post light and rewire time fuse		89.00
Baysol		23.70
Repair downpipes		23.00
Repair lighting control		26.00
Petrol and sundry items		92.05
Invest further funds	3000.00	6905.28

Balance on hand at the 31/7/1985 . 2342.28

HOME BUIDLING SOCIETY ACCOUNT

Balance as at the 7/5/1985	1518.85	
Invest further funds	3000.00	4518.85

Balance of both accounts as at the 31/7/1985 \$6858.13

ARREARS:

<u>Unit</u>	<u>amount</u>	
6	92.00	
15	276.55	
20	92.00	
29	122.60	
32	92.00	plus carbay repairs \$25.00
36	122.60	
37	92.00	
39	122.60	
40	6.03	
45	122.60	
48	122.60	

\$1288.58

STRATA TITLES ACT 1985

147-159 CHARLES STREET, WEST PERTH
(Known as "The Mews")

STRATA PLAN NUMBER 5629

NOTICE OF ANNUAL GENERAL MEETING

To:
The Proprietor(s)/Mortgagee,
147-159 Charles Street,
(Known as "The Mews")
WEST PERTH, 6005

NOTICE is hereby given by the Council of the "Proprietors of 147-159 Charles Street, West Perth, Strata Plan 5629" of the Seventh Annual General Meeting to be held at 7.00 p.m. on Tuesday 5th November 1985 in the office of Home Unit Management (RJP), Suite 3, 367 Scarborough Beach Road, Woodlands, for the purpose of:-

1. Election of Council for the coming year.
2. To consider and if thought fit, pass the minutes of the Sixth 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, WA 6019 to arrive not later than noon on the 5th November 1985.

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 5th November 1985. Please note that there is an additional charge of \$35.00 for attendance at AGM's which have to be re-convened due to lack of a quorum.

CUT

HERE

PROXY FORM

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

SEVENTH 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 Seventh Annual General Meeting to be held on 5th November 1985.

(Signed)

(Dated)

Unit Number(s)

STRATA TITLES ACT 1985

147-159 CHARLES STREET, WEST PERTH
(Known as "The Mews")

STRATA PLAN NUMBER 5629

SEVENTH ANNUAL GENERAL MEETING

A G E N D A

1. Election of Chairman.
2. Apologies.
3. Proxies.
4. Minutes of the Sixth 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 adopted).
8. Consideration of Budget 1985-86.
9. Strata Company Management.
10. Election of Committee Members for 1985-86.
11. General Business.

GENERAL ADVICE AS PER STRATA TITLES ACT 1985

SCHEDULE - PART 1

- 12.(3) - One half of the persons entitled to vote present in person or by proxy constitutes a quorum.
 - (11) - 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.
- 14.(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 and any other moneys recoverable under the Act by the Strata Company from him at the date of the notice given to proprietors of the meeting have been duly paid before the commencement of the meeting.
 - (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 1/10/1984 to the 30/9/1985

RECEIPTS:

Gross levies	21,366.79
Recalled funds from Home Bldg Soc	2,100.00
Sale of broken glass	32.19
Re-imburse for tenant damage to light	10.45
Repairs to carport bitumen	275.00*
Insurance claim - Unit 53 door	51.50**
	<u>23,835.93</u>

PAYMENTS:

Bank charges	89.60
Management fee & AGM fee	2378.30
Postage printing & stationery	232.45
SEC - common lighting & power	1761.85
Insurance premiums	2406.41
Annual audit	140.00

Caretaker:

Wages	7521.60	
Rent	3289.04	
SEC	506.72	
'phone	325.22	11642.58
Pool chemicals- Parts & Service	275.81	
Sumapine	22.38	
Globes (main order)	64.40	
Paint & brushes	52.32	
Invest further funds	3000.00	
Sundry requisites for grounds & Bldg.	666.81	
Repair door unit 53	101.50	**
Painting of doors	274.06	
Recharge fire extinguisher	39.00	
Cut tree root & repair bitumen	62.00	
Repair brush cutter	27.40	
Repair Victavac	306.00	
Relief caretaker	150.00	
Service Fire Extinguisher	12.00	
Repair lawn mower	166.60	
Repair post light	89.00	
Baysol	23.70	
Repair downpipe	23.00	
Repair lighting control	26.00	
REpair bitumen in carports	275.00	*
Garden stakes	3.20	
Overhaul lawn mower	30.50	
Labour, sand and fertiliser	171.00	24,512.87

EXCESS of payments over receipts	676.94	DR
Balance as at the 30/9/1984	435.87	

DEBIT balance as at the 30/9/1985	241.07	DR
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HOME BUILDING SOCIETY ACCOUNT

Balance as at the 30/9/1984	3504.13	
Interest	172.88	
Invested further funds	3000.00	
	<u>6677.01</u>	
Recalled funds	2100.00	4,577.01

Balance of Both accounts as at the 30/9/1985	\$4,335.94c
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LEVIES IN ARREARS: \$882.81c

NOTE: Sundry requisites:- Hire lawn mower, fluoro tubes, Petrok, paint, plants, hose, weed killer, retic parts, fertiliser globes, sandpaper, rake, lopping tree, pinoclean, glue, bolts etc.

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 6056

THE OWNERS OF "THE MEWS"

ANTICIPATED BUDGET FOR 1985/86

Bank Charges	90.00
Management Fee & A.G.M.	2808.00
Postage, printing & stationery	250.00
SEC - community lighting and power	1800.00
Insurance premiums	2500.00
Audit	150.00
Caretaker	12500.00
Pool chemicals etc.	300.00
Unanticipated & Known Expenses	2200.00
Sinking Fund	2000.00
	<hr/>
TOTAL	\$24598.00

Working on the aggregate of 186 being the total unit entitlement equals \$132.25 per share.

Units with entitlement of 3 X \$132.25 = \$396.75 per annum.
($\$99.19$ per quarter)

Units with entitlement of 4 X \$132.25 = \$529.00 per annum.
($\$132.25$ per quarter)

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

STRATA TITLES ACT 1985

MINUTES OF THE SEVENTH ANNUAL GENERAL MEETING OF THE OWNERS OF 147-159 CHARLES STREET, (KNOWN AS "THE MEWS") WEST PERTH HELD AT THE OFFICE OF HOME UNIT MANAGEMENT (RJP), 3/367 SCARBOROUGH BEACH ROAD. WOODLANDS ON THE 5TH NOVEMBER, 1985 at 7.00 O'CLOCK IN THE EVENING.

PRESENT: Miss L.J. Coffee
Angola Pty. Ltd
Mr. F. Zencich.
Miss R. Harvey.
Mr. T. Pallotta.
Mr and Mrs. M. Lahtov.
Mr. W.S. Plumridge.
Mr. R. W. Liddelow.
Mr. H. Harvey - by invitation.
Miss R. Pearman of Home Unit Mgt (RJP)

PROXIES: Miss E.R. Gough nominated Mr. H. Harvey.
Miss L.J. Hill nominated the Chairman.
Mr & Mrs. A. Ngeow nominated Home Unit Mgt.
Mr. D. E. Godbold nominated Home Unit Mgt.
Mr. D.J. Mc Taminey nominated the Chairman.
Mr. P.T.P. Tye nominated the Chairman.
Mr. D. Schneider nominated Home Unit Mgt.
Mr. C. L. Mc Dougall nominated Mr. H. Harvey.
Mrs. F. Rizzo nominated Mr. H. Harvey.
Mr. D.R. Mondy nominated the Chairman.
Misses E.&D. Alcock nominated the Chairman.
Mr and Mrs. R.G. Haslam nominated Home Unit Mgt.
Mr P.E. Couchman nominated Home Unit Mgt.
Ms. J.M. Healey nominated Mr. H. Harvey.
Miss P. I. Dixon nominated Home Unit Mgt
Mr and Mrs. P.J. SMith nominated Home Unit Mgt.
Mr and Mrs. A. Vermeulen nominated Mr. H. Harvey.
Mr and Mrs. M.Turner nominated Home Unit Mgt.
Miss J.M. Campbell nominated Home Unit Mgt.
Jayel Nominees Pty. Ltd nominated the Chairman.
Mrs. D. Gillard nominated Home Unit Mgt (RJP)
Mr and Mrs. G Hourn nominated the Chairman.
Harvey Family nominated Mr. H. Harvey.
Mrs. M. Mc Carthy nominated Home Unit Mgt.
Mr. R. Schulze nominated Home Unit Mgt. (RJP)
Miss G. Bertone nominated Mr. H. Harvey.

NOTICE OF MEETING: Was read and accepted on a motion put by Miss Harvey. Seconded Mr. Zencich. Carried. Nominations were then called for Chairman.

CHAIRMAN: It was moved by Mr. Liddelow. Seconded Miss Coffee that Miss Pearman take the Chair. There were no other nominations and Miss Pearman was unanimously elected.

APOLOGIES: Mrs. Ivory
Mr. D. R. Mondy.

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

MINUTES OF THE 6TH ANNUAL GEN. MEETING:

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

Matters arising: Nil.

AUDITED FINANCIAL STATEMENT: It was unanimously agreed that the statement be taken as read.

AUDITED FINANCIAL STATEMENT Cont:

The statement was discussed and then received into the records on a motion put by Mr. Liddlelow. Seconded Miss Harvey. Carried unanimously.

BUDGET 1985/86:

Following discussion it was moved by the proxy for Mr. D. Godbold that the budget as presented by Home Unit Management (RJP) be accepted to commence from the 1st October, 1985. Seconded by Angola Pty. Ltd. Carried unanimously.

Discount Allowance for prompt payment:

It was moved by Mr. Plumridge, seconded Miss Harvey that the discount allowance be discontinued owing to the fact that the amount discounted was pulling the budget off target. Carried unanimously.

It is further noted that with the allowance in the 'now' Strata Titles Act 1985 to charge interest on maintenance levies which are in arrears (15% per annum) would be an additional incentive to encourage Owners to pay their maintenance levies in advance as is required.

Charles Street Street Widening project:

Currently Home Unit Management are making enquiries as to whether the Perth City Council will be requiring to purchase any of the front section to the Mews for this project.

STRATA COMPANY MANAGEMENT:

It was moved by Mr. Pallotta, seconded Mr. Lahtov that the services of Home Unit Management be retained for a further 12 months. Carried unanimously.

COUNCIL OF MGT:

The following Owners volunteered to serve on the Council unopposed for the coming year:-
Mr. W. Plumridge.
Mrs. C Lahtov. (& Mr. Lahtov by invitation)
Miss R. Harvey.
Mr. R. Liddelow.
Mr. T. Pallotta.
Mr. Ross Harvey.

GENERAL BUSINESS:

Caretaker:

The Chairman spoke in praise of the excellent service being provided by Mr. H. Harvey in the care of the grounds, maintenance work and numerous other duties which have made The Mews into a very pleasant place of dwelling.

Painting:

Currently the only items requiring attention are the gas meter covers. Mr Harvey, has quoted to carry out this work at \$3.00 per per cover plus paint. It was unanimously agreed to accept this quote with thanks.

Rental Units:

Mr. Liddlelow suggest that all Owners be contacted with the suggestion that they have their rental situations handled by the Caretaker Mr. Harvey. The reason for this suggestion being that Mr. Harvey takes care with the selection of tenants and is on hand to make sure that the units are inspected regularly and that tenant control is exercised. Currently a number of agents just send prospective tenants along to Mr. Harvey to show the unit and do not practice the showing of units personally.

- 3 -

There being no further business the meeting closed at 7.50p.m. with a thank you to those present for their attendance.

First Committee meeting to be held on the 19th March, 1985 in Unit 17 at 7.00p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN.

DATED.

STRATA TITLES ACT 1985

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

Minutes of the Committee Meeting held on the 25th March, 1986 in unit 17
at 7.00 p.m.

PRESENT: Miss R. Harvey.
Mr. R. Harvey.
Mr. R. Liddelow.
Mr. W. Plumridge
Mr and Mrs. M. Lahtov
Mr. H. Harvey - by invitation - Caretaker.
Miss R. Pearman of Home Unit Management (RJP)

Minutes of the Committee meeting held on the 6th August, 1985 were read
and confirmed as being a true and correct record on a motion put by
Mr. R. Harvey. Seconded Mr. W. Plumridge. Carried.

Matters arising: UHF T.V. Reception
It was unanimously agreed that quotes be obtained
to carry out the necessary alterations in order that
the new T.V. station programmes are receivable.

LAWNS:
Fertilising of same to be left in the hands of
Mr. H. Harvey. ✓

Land Resumption (possibility of)
Correspondence to be forwarded to the Perth City
Council to ascertain the amount of land they will
require to purchase from the Owners of the Mews in
order that they can proceed with the widening of
Charles Street. Plus endeavour to ascertain what
they are willing to 'initially' offer for this land.

FINANCIAL STATEMENT:

ARREARS:
Please note: Units 5, 16, 49 and 50 levies were
paid as was discussed at the meeting. Apologies
for any concern caused. The Statement was read and discussed
and received into the records on a motion put by Mr Plumridge.
seconded Mr. R. Harvey. Carried unanimously. ✓

Note:
Letter to Unit
15 - arrears.

GENERAL BUSINESS:

Swimming Pool:
It was agreed that it be left to the discretion of
Mr. H. Harvey - caretaker as to when the pool will
be closed for the winter months.

Carports:
Further check to be made on all carports for oil spillage. ✓

There being no further business the meeting closed at 7.35 p.m.

CERTIFIED AS A TRUE AND CORRECT RECORDING.

CHAIRMAN

DATED.

NEXT COMMITTEE MEETING TO BE HELD ON THE 23/6/1986 in UNIT 17 at 7.00 p.m.

THE MEWS

FINANCIAL STATEMENT TO THE 25TH MARCH. 1986

RECEIPTS:

Balance as at 30/9/1985		241.07	Debit
Levies since received		11870.00	
Recalled funds from Bldg Society		5200.00	
Re-imburse for over charge on Sumapine		11.19	
Insurance claim - shower screen Unit 18		35.00	
Sale of broken glass		7.65	
Interest on late payment		48.98	
		<u>16931.75</u>	

PAYMENTS:

Bank charges		21.14	
Management fees 6 mths to 31/3/1986		1404.00	
Postage printing & stationery		165.85	
Insurance premiums		2415.28	
SEC - common lighting & power 2/10, 27/11 & 30/1		883.44	
Pool chemicals		345.51	
<u>CARETAKER:</u>			
SEC	277.24		
RENT to 23/5/1986	1993.35		
WAges (Inc H/Pay) to 31/3	4032.29		
'phone	162.70		
Annual audit		6465.58	
Paint meter boxes		160.00	
Repair lawn mower		215.27	
Unit 18 - broken shower screen		103.50	
Fertiliser		85.00	
Invest further funds		12.90	
Sundry requistes for grounds, retic etc		4000.00	
		209.93	
		<u>16487.40</u>	
Balance as at the 25/3/1986			444.35

HOME BUILDING SOCIETY ACCOUNT

Balance as at the 30/9/1985	4577.01	
Invested	4000.00	
Interest	92.84	
	<u>8669.85</u>	
Recalled funds	5200.00	3469.85
Balance of BOTH accounts as at the 25/3/1986		<u>\$3914.20</u>

LEVIES IN ARREARS:

Unit	Current	Arrears	
5	99.00		
15	99.00		
16	99.00	175.55 plus interest of 34.56	
21	132.00		
26	99.00		
36	132.00		
37	99.00	99.00	
42	99.00		
48	99.00		
49	99.00		
50	132.00		
53	132.00		
	<u>\$1320.00</u>	<u>\$274.55</u>	<u>TOTAL ARREARS: \$1629.11</u>

STRATA TITLES ACT 1985

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

Minutes of the Committee Meeting held on the 23rd June 1986,
in Unit 17 at 7.00 p.m.

PRESENT: Miss. R. Harvey
Mr. R. Harvey
Mr. R. Liddelow
Mr and Mrs. M. Lahtov
Mr. H. Harvey by invitation Caretaker.
Miss D. Nelson of Home Unit Management (RJP)

APOLOGIES: Mr. T. Pallotta.

Minutes of the Committee Meeting held on the 25th March 1986
were read and confirmed as being a true and correct record
on a motion put by Mrs. Lahtov. Seconded Mr. R. Harvey.
Carried unanimously.

Matters arising: T.V.Reception:
A verbal quote was read to the Committee
being from Hills Antennas, for \$385.00 to
'up-grade'. Home Unit Management (RJP) to
write to Hills requesting this quote to be
in writing and detailing exactly what has to
be done.

Perth City Council:
Letter to be forwarded to the Perth City
Council requesting them to put in writing
that they will take responsibility for any
damage caused to the verge particularly
the reticulation system when the road widening
project takes place.

FINANCIAL STATEMENT:

Levy arrears:
Concern was again expressed re the arrears .
Home Unit Management (RJP) to maintain a close
watch on the offending Owners and send
reminder accounts.
The Statement was then read and discussed
and received into the records on a Motion put
by Miss Harvey. Seconded Mr Liddelow .
Carried unanimously.

GENERAL BUSINESS:

NIL.

There being no further business the meeting closed at 7.45 p.m.

Next meeting to be the Annual General Meeting to be held on
27th October 1986 venue to be decided.

CERTIFIED AS A TRUE AND CORRECT RECORDING

CHAIRMAN _____ DATE _____

THE MEWS

FINANCIAL STATEMENT TO THE 23rd JUNE 1986

RECEIPTS:

Balance as at 25/3/1986	444.35
Levies since recieved	6048.02
Interest on unpaid levies	43.68
Insurance excess Unit 18	50.00
Recalled funds	1000.00
	<hr/>
	7586.05

PAYMENTS:

Bank charges	5.03	
Mgt. Fees. Apr, May, Jun.	702.00	
Post, Print & Stat	36.53	
SEC to 3/4, 30/5.	691.50	
Caretaker:		
Rent to 23/6.	606.66	
SEC to 3/4/ 30/5.	148.25	
Wages:	1822.00	
Reimburs expenses	239.50	
New Bush cutter	339.00	
Globes	46.10	
Retic parts	14.00	
Repair carport gutter &downpipe	68.00	
Check Sun Control	28.00	
Floro Tubes & sundries	54.55	
Invest fur. funds	2000.00	
Repair Vict. Vac & green mach	57.00	
New Sun Control	135.00	
Chemicals for pool	27.63	7020.75
		<hr/>

Balance as at 23/6/1986 565.30

HOME BUILDING SOCIETY ACCOUNT:

Balance as at the 25/3/1986	3469.85	
Invested	2000.00	
Interest	118.88	
	<hr/>	
	5588.73	
Recalled funds	1000.00	4588.73
		<hr/>

Balance of both account as at 23/6/1986 5154.03

Levies in Arrears:

Unit	15	404.44		
	36	264.00	+	19.80 interest
	37	99.00	+	3.71
	40	132.00	+	4.95
	48	132.00	+	4.95
	53	264.00	+	19.80
				<hr/>
				1084.65

THE OWNERS OF 147/159 CHARLES STREET WEST PERTH
(Known as "The Mews")
STRATA PLAN NUMBER 5629
NOTICE OF ANNUAL GENERAL MEETING

The Proprietor(s)/Mortgagee,
147/159 Charles Street
WEST PERTH WA 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 EIGHTH ANNUAL GENERAL MEETING to be held on the 27th October 1986:

AT: 7 PM

AT: LEVEL 1 - 1322 HAY STREET - WEST PERTH WA.

for the purpose of:

- (1) Election of Council for the coming year.
- (2) To consider, and if thought fit, pass the minutes of the 7th Annual General Meeting.
- (3) To consider, and if thought fit, pass the proposed budget for the next 12 months.
- (4) Carry out any other business deemed necessary.

PROXIES: A proxy form is attached. If you cannot attend the meeting, please complete the form and send it to:

THE CHAIRMAN, THE COUNCIL OF PROPRIETORS
C/- UNIT 11, 147-159 CHARLES STREET, WEST PERTH 6005.

If you have no-one who is readily available to act as your proxy, may we suggest the Chairman who will be a fellow unit holder and will act in your interest and the interest of the strata.

IMPORTANT NOTICE: Without a quorum (half representation of all owners) the meeting must be re-convened, which will incur extra costs on the corporate body.

PROXY FORM

The Chairman
The Proprietors of 147-159 Charles Street
C/- Unit 11
147-159 Charles Street
WEST PERTH 6005

EIGHTH 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 Eighth Annual General Meeting to be held on the _____

THE OWNERS OF 147-159 CHARLES STREET - WEST PERTH

STRATA PLAN 5629

STATEMENT OF INCOME AND EXPENDITURE

FOR PERIOD: 1.10.85 TO 30.9.86

INCOME

Levies Received	25,645.48
Interest - Late Payment of Levies	121.12
Recalled Funds - Building Society	6,200.00
Refund Stamp Duty	4.50
Sale of broken glass	9.52
Refund - Overpayment Sumapine	11.19
Insurance Claim Refunds	145.00
Reimbursement - SEC Caretaker	59.36
	<u>32,196.17</u>

LESS EXPENDITURE

Management Fees	2,808.00
Insurance Premiums	2,415.28
S.E.C.	1,910.83
Caretakers: Wages	
Rent	
S.E.C.	
Telephone	13,271.33
Pool Chemicals	476.44
Invest Funds Building Society	6,000.00
Repairs and Maintenance	1,633.82
[See Attached List]	
Debt Collection Fees	72.76
Sundries for use on Common Property	599.71
Purchases: Globes etc	100.65
Bank Charges	59.81
Postage, Printing, Stationery	235.94
Annual Audit	160.00
	<u>29,744.57</u>
Surplus for Period	2,451.60
Bank Balance as at 30 September 1985	<u>DR 241.07</u>
Bank Balance as at 30 September 1986	\$2,210.53

THE OWNERS OF 147-159 CHARLES STREET - WEST PERTH

STRATA PLAN 5629

HOME BUILDING SOCIETY

Balance as at 30 September 1985	4,577.01	
Invested Funds	6,000.00	
Interest	<u>211.72</u>	
	10,788.73	
Recalled Funds	<u>6,200.00</u>	<u>4,588.73</u>
Balance of Both Accounts as at 30 September 1986	<u>3,750.00</u>	<u>\$6,799.26</u>

NOTES

Levies in arrears to 30 September 1986	\$656.00
Levies paid in advance to 31 December 1986	\$1,254.00
<u>Insurance</u> paid to 1 October 1986	

NORWICH WINTERTHUR INSURANCE [AUST] LTD

Building	\$1,944,000
Public Liability	\$1,000,000
S.G.I.O.	
Workers Compensation	As per Act

THE OWNERS OF 147-159 CHARLES STREET - WEST PERTH

STRATA PLAN 5629

PARTICULARS OF ITEM "REPAIRS AND MAINTENANCE"

Painting of Meter Boxes	215.27
Repair Lawn Mower	103.50
Shower Screen - Unit 18 [Fully recouped - Insurance & Owner]	85.00
New Brush Cutter	339.00
Repair Rear Carport roof gutter	68.00
Check run Control Switch	28.00
Repairs Victa Vac	57.00
New Sun Control Switch	135.00
Clear Drains	58.00
Repairs - Roof Tiles	110.00
P.V.C. Filling	7.05
Repair - Roof	57.00
Treat - Mower	140.00
* Repair Ceiling	149.00
Supply Fuses	34.00
Repair Tiles - Unit 40	48.00
	<hr/>
	\$1,633.82
	<hr/>

* Since fully recovered from Insurer

147-159 CHARLES STREET - WEST PERTH - STRATA PLAN 5629

147-159 CHARLES STREET - WEST PERTH

B U D G E T

	<u>1985/86</u> <u>Actual</u>	<u>1986/87</u> <u>Suggested</u>
Management Fee	2,808.00	2,808.00 ✓
Meeting Fee		185.00 ✓
Insurance Premium	2,415.28	2,415.28
S.E.C. - Common Lighting	1,910.83	1,920.00 ✓
Caretakers - Wages		7,800.00 ✓
Rent		8,361.04
S.E.C.		3,639.96 ✓
Telephone	13,271.33	-
Pool Chemicals	476.44	260.76
Invest Funds - Building Society	6,000.00	500.00 ✓
Repairs and Maintenance	1,633.82	1,500.00 ✓
Debt Collection Fees	72.76	2,000.00
Sundries - Common Property	599.71	-
Purchases - Globes etc	100.65	600.00
Bank Charges	59.81	120.00
Postage, Printing & Stationery	235.94	60.00
Annual Audit Fee	160.00	240.00
	<u>\$29,744.57</u>	<u>\$24,049.00</u>
		24660.04
		24610.04

We recommend that the Levy remain the same.

MINUTES OF THE EIGHTH ANNUAL GENERAL MEETING
 OF THE OWNERS OF 147-159 CHARLES STREET,
 WEST PERTH. HELD AT THE OFFICE OF BLACKBURNE
 & CO., 1322 HAY STREET WEST PERTH. ON THE
 27TH OCTOBER 1986. AT 7.00 P.M.

PRESENT:

Mr & Mrs M. Lahtov	Unit 21
Miss P. Dixon	34
Mr R. Liddelov	44
Mr R. Harvey	49
Miss R. Harvey	17
Mr H. Harvey	By invitation 11
Mr W. Plumridge	23
Mr C. McDougall	15

IN ATTENDANCE:

Miss D. Nelson representing Blackburne & Co.,
 Mr. G. Joyce " " "

PROXIES:

Mr D. Schneider	nominated	The Chairman
Mr A. Proftlich	"	"
Misses E. & D. Alcock	"	"
H. Hee & T. Lok	"	"
D. Mondy	"	"
R. Lees	"	"
Angola Pty. Ltd.,	"	"
R. & E. Haslam	"	"
G. & M. Hourn	"	"
T. Ivory	"	"
N. Ladhams		
A & N. Ngeow	Harry Harvey	
L. Coffee	"	"
D. & J. Ponnambalam	"	"
F. Rizzo	"	"
M. McCarthy	"	"
C. McDougall	"	"
E. Gough	"	"
P. & K. Smith	"	"
T. Pallotta (Foriey)	"	"
D. McTaminey	"	"
J. Vermeulen	"	"
D. Gilbert	"	"
B. Cairns	"	"
D. Godbold & Assoc.	"	"

NOTICE OF MEETING:

Was unanimously accepted.

CHAIRMAN:

It was moved by Mr Plumridge. Seconded
 Mr R. Harvey that Mr Liddelov take the
 Chair. There were no other nominations
 and Mr Liddelov was unanimously elected.

APOLOGIES:

Mr Zencich

PROXIES:

Were made available for inspection.

MINUTES OF THE SEVENTH ANNUAL GENERAL MEETING:

Minutes of the seventh Annual General
 Meeting were taken as read on a unanimous
 decision.

2/

Matters arising: Nil.

FINANCIAL STATEMENT:

It was unanimously agreed that the statement be taken as read.

The Statement was discussed Blackburne & Co., to obtain Insurance quotes prior to the re-newell date on 1/10/1987 Council to be advised. The statement was then received into the records on a motion put by Mr R. Harvey. Seconded Miss Harvey. Carried.

BUDGET 1986/87

Mr R. Harvey drew attention to the Care-taker's wages. The figure should have been \$8361.04. Balance of the suggested figure for 1986/87 to be amended to \$24610,04 on a motion put by Mr R. Harvey. Seconded Miss Harvey. Carried.

Council of Management to receive up to date information prior to their meetings, re their finances running to budget, Mr Liddelow to receive this item also the monthly statement.

COUNCIL OF MANAGEMENT:

The following Owners volunteered to serve on the Council unopposed for the coming year:

Mr Plumridge - 23
Miss Harvey - 17
Mr R. Harvey - 49
Mr Liddelow - 44
Mrs Lahtov. - 21

GENERAL BUSINESS:

Tree removal

The large tree overhanging the rear of the property 12 Ivy Street to be removed Mr H. Harvey to attend to this matter.

UHF Antenna

Two quotes were submitted to the meeting, the incoming Council of Management to attend to the decision on this item.

INCOME TAX RETURN:

Mr Joyce explained to the meeting that interest earned on moneys placed on deposit attracted tax and an Income Tax Return would need to be completed. After some discussion the Chairman called for a vote, on a show of hands Mr R. Harvey abstaining, it was a negative vote. No tax declaration to be submitted.

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

SIGNED



DATED

19/10/87.

BLACKBURNE & CO.

REAL ESTATE

Member of the Real Estate Institute of Western Australia.

Post Office Box 538,
West Perth 6005,
Western Australia.

1322 Hay Street,
West Perth 6005,
Western Australia.

Telephone: (09) 322 6188.

11th March, 1987

Council of Owners
147-159 Charles Street
WEST PERTH 6005

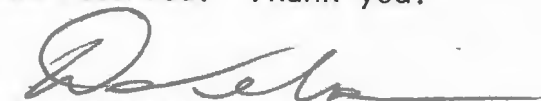
Dear Councillor,

NOTICE OF COUNCIL MEETING

Date: MONDAY, 6TH APRIL, 1987
Venue: UNIT 44 AT COMPLEX (328-9815)
Time: 7.00 P.M.

Please Note:

Should you be unable to attend we would appreciate being notified in order that your apology may be recorded. Thank you.



D. NELSON (Miss)
For and on behalf of the Owners
of 147-159 Charles Street, West Perth
Strata Plan 5629

THE OWNERS OF 147-159 CHARLES STREET, WEST PERTH

STRATA PLAN 5629

STATEMENT OF INCOME & EXPENDITURE

1ST OCTOBER, 1986 to 28TH FEBRUARY, 1987

Opening Balance as at 30th September, 1986 \$2,210.53

INCOME

Levies	10,884.27
Interest on late payment of levies	13.61
S.E.C.	204.60
Insurance Claim Refunds:	
\$149 - water damage Unit 53, \$215 - water damage Units 18 & 36	<u>364.00</u>
	13,667.01

EXPENDITURE

Management Fee	1,170.00	
Insurance	2,085.28	
Caretaker's Wages	4,703.68	
Caretaker's Telephone	208.48	
S.E.C.	932.20	
Annual General Meeting Fee	50.00	
Chemicals - Pool	321.00	
Archive Box	3.00	
Postages, Petties & Bank Fees	131.81	
Repair Roof Tiles	48.00	
Repairs & Maintenance	500.00	
Repair Water Leak	35.00	
Repairs to Units 18 & 36	280.00	
Victa Vac	74.67	
Fluoros & Brackets	60.80	
Sundry Purchases:		
- 27/10/86	38.15	
- 25/11/86	48.93	
- 9/1/87	130.85	
- 6/2/87	<u>33.80</u>	
		<u>10,855.65</u>

Surplus as at 28th February, 1987 2,821.36

Home Building Society Account:		
Balance as at 30th September, 1986	4,588.73	
Interest	<u>163.32</u>	
		<u>4,752.05</u>

BALANCE OF BOTH ACCOUNTS AS AT 28TH FEBRUARY, 1987 \$7,573.41

Levies In Arrears paid to 31/12/86	\$691
Levies in Advance	NIL

B R E A K U P O F E X P E N S E S

Repair roof tiles Unit 40 48.00
(this account has been paid twice - will be a credit
on March statement)

Float to H. Harvey 500.00
Stencils 71.36
Ladder hire 17.65
Paint 88.65
Labour 300.00 477.66

Credit 23.00 deducted from
invoice 45.

Repair water leak Unit 36 35.00

Repairs to Units 18 & 36 (internal) 280.00

Insurance paid 215.00
Excess 50.00
Pipe replaced 15.00

Sundry Purchases

Hardware 38.15
Hardware 48.93
Hardware 130.85
Petrol and Mower parts 33.80

OWNERS OF "THE MEWS" - 147/154 CHARLES STREET, WEST PERTH 6005

STRATA PLAN 5629

MINUTES OF THE COMMITTEE MEETING HELD ON 6/4/87 IN UNIT 11 AT 7.00PM

PRESENT:

Mr R Harvey
Miss R Harvey
Mr R Liddelow
Mrs C Lahton
Mr H Harvey (Caretaker)
Mr W Plumridge

Mr R Liddelow was elected Chairman of the Committee and Corporate Body. Nominated by Mr R Harvey, seconded by Miss R Harvey.

MATTERS ARISING: UHF TV RECEPTION

Since the previous meeting the original quotes from Hills and Tennacon have increased - Hills \$800.00 Tennacon \$1473.00. Tennacon's alterations using existing cables and new antennas will receive SBS and any future new stations. However they will not guarantee their work. Hill's alteration of existing wiring will receive SBS. Further alterations will be necessary when new channels commence. Hills will guarantee reception. Votes were 4 to 1 for Hills.

Organisation to be done by Mr W Plumridge and accounts to be sent to Blackburne & Co.

TREE LOPPING

Harry, the Caretaker, volunteered to cut down the trees on the Southern side of the block. He will enquire into hiring a chainsaw and truck.

The treatment of sawfly has to be considered in the

MANAGEMENT

Mr R Liddelow voiced his dissatisfaction with Blackburne & Co. The Caretaker's wages not being paid on time has caused the council to get involved on a few occasions. The last time (March) he was not told the truth about the Caretaker's wages being sent out, and numerous excuses used instead of being honest. Quotes have been requested from other Companies and will be discussed at the next meeting.

PURCHASE OF UNIT

Mr. R Liddelow suggests the council look into the purchase of a unit to house the Caretaker. After some discussion it was decided to continue the debate at the next meeting.

FINANCIAL STATEMENT

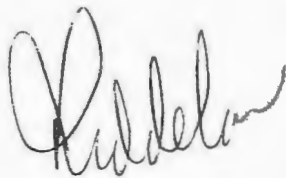
The cumulative information received from Blackburne was not as requested and was difficult to understand.

GENERAL BUSINESS

A suggestion to brick-pave around the swimming pool was made for future consideration.

There being no further business the meeting closed at 8.35pm.

The next Committee Meeting to be held on the 27/4/87 in unit 11 at 7.00pm



R. Liddelow
CHAIRMAN

THE OWNERS OF 147-159 CHARLES STREET, WEST PERTH

STRATA PLAN 5629

STATEMENT OF INCOME & EXPENDITURE

1ST OCTOBER, 1986 to 28TH FEBRUARY, 1987

Opening Balance as at 30th September, 1986 \$2,210.53

INCOME

Levies		10,884.27
Interest on late payment of levies		13.61
S.E.C.		204.60
Insurance Claim Refunds:		
\$149 - water damage Unit 53, \$215 - water damage Units 18 & 36		<u>364.00</u>
		13,667.01

EXPENDITURE

Management Fee	1,170.00	
Insurance	2,085.28	
Caretaker's Wages	4,703.68	
Caretaker's Telephone	208.48	
S.E.C.	932.20	
Annual General Meeting Fee	50.00	
Chemicals - Pool	321.00	
Archive Box	3.00	
Postages, Petties & Bank Fees	131.81	
Repair Roof Tiles	48.00	
Repairs & Maintenance	500.00	
Repair Water Leak	35.00	
Repairs to Units 18 & 36	280.00	
Victa Vac	74.67	
Fluoros & Brackets	60.80	
Sundry Purchases:		
- 27/10/86	38.15	
- 25/11/86	48.93	
- 9/1/87	130.85	
- 6/2/87	<u>33.80</u>	
		<u>10,855.65</u>

Surplus as at 28th February, 1987 2,821.36

Home Building Society Account:		
Balance as at 30th September, 1986	4,588.73	
Interest	<u>163.32</u>	
		<u>4,752.05</u>

BALANCE OF BOTH ACCOUNTS AS AT 28TH FEBRUARY, 1987 \$7,573.41

Levies In Arrears paid to 31/12/86	\$691
Levies in Advance	NIL

B R E A K U P O F E X P E N S E S

Repair roof tiles Unit 40 48.00
(this account has been paid twice - will be a credit
on March statement)

Float to H. Harvey 500.00
Stencils 71.36
Ladder hire 17.65
Paint 88.65
Labour 300.00 477.66

Credit 23.00 deducted from
invoice 45.

Repair water leak Unit 36 35.00

Repairs to Units 18 & 36 (internal) 280.00

Insurance paid 215.00
Excess 50.00
Pipe replaced 15.00

Sundry Purchases

Hardware 38.15
Hardware 48.93
Hardware 130.85
Petrol and Mower parts 33.80

THE OWNERS OF 147-159 CHARLES STREET
STRATA PLAN 5629

STATEMENT OF INCOME & EXPENDITURE

1 OCTOBER 1986 TO 31 MARCH 1987

OPENING BALANCE AS AT 1/10/86		2210.53
<u>INCOME:</u>		
LEVIES		14343.27
INTEREST ON LATE LEVIES		28.93
SEC		204.60
INSURANCE CLAIM REFUNDS (UNITS 36 & 18)		364.00
REFUND OF OVERPAID ACCOUNT (UNIT 40)		48.00
		<hr/>
		17199.33
<u>EXPENDITURE:</u>		
MANAGEMENT FEE	1404.00	
INSURANCE	2085.28	
CARETAKERS - WAGES	5818.68	
- TELEPHONE	311.05	
SEC	932.20	
A.G.M. FEE	50.00	
CHEMICALS	321.00	
ARCHIVE BOX	3.00	
SUNDRY PURCHASES - 27/10/86	38.15	
- 25/11/86	48.93	
- 9/1/87	130.85	
- 16/2/87	33.80	
REPAIR ROOF TILES UNIT 40	48.00	
REPAIRS & MAINTENANCE	500.00	
REPAIRS (UNITS 18 & 36)	280.00	
REPAIR WATER LEAK	35.00	
VICTA VACCUM	74.67	
FLUROS/BRACKETS	60.80	
PRINTING, STATIONARY & PHOTOCOPYING	61.02	
POSTAGES, PETTIES & BANK FEES	75.60	
	<hr/>	
		12312.03
SURPLUS AS AT 31/3/87		<hr/>
		4887.30
<u>HOME BUILDING SOCIETY</u>		
SAVINGS ACCOUNT BALANCE AS AT 31/3/87		<hr/>
		4752.05
LEVIES IN ARREARS \$231 - UNITS 38 & 39		<hr/>
		9639.35
LEVIES IN ADVANCE \$2956 - 36 UNITS - UNITS 3, 5, 7, 8, 9, 14, 15, 16, 18, 19, 20, 22, 23, 25, 26, 27, 29, 32, 33, 34, 35, 36, 49, 50, 52, 53, 54		
QUARTER COMMENCING 1/4/87		

147 - 159 CHARLES STREET, WEST PERTH, STRATA PLAN 5629

	<u>1986/87</u> <u>BUDGET</u>	<u>1/11/86-31/3/87</u> <u>ACTUAL EXPENDITURE</u>
Management Fees	1,404.00	2,808.00
Insurance	2,085.28	2,415.28
Caretaker	5,818.68	13,001.00
Telephone	311.05	260.76
A.G.M. Fee	50.00	185.00
Pool Chemicals	321.00	500.00
Sundry Purchases)	387.20	720.00
Repairs & Maintenance) 1,250.20 (863.00	2,000.00
Bank Charges,	139.62	300.00
Postages, Printing & Stationery		
S.E.C.	932.20	1,920.00
Invest Funds Building Society	-	1,500.00
	<u>12,312.03</u>	<u>25,610.04</u>

SUNDRIES & MAINTENANCE LIST

Hardware	38.15
Hardware	48.93
Hardware	130.85
Petrol & Mower Parts	33.80
Repair Roof Tiles Unit 40	48.00
Float to H. Harvey	500.00
Repairs - Water Leak Unit 36	35.00
Repairs - Water Damage Units 18 & 36	280.00
Victa Vac	74.67
Fluoro & Bracket	60.80
	<u>1,250.20</u>

STRATA TITLES ACT 1985

THE OWNERS OF THE "MEWS"
STRATA PLAN NUMBER 5629
147/159 Charles Street,
West Perth. 6005

Minutes of the Committee Meeting held on the 27th April, 1987
in Unit 11 at 7.00 p.m.

PRESENT: Mr. R. Harvey.
Miss R. Harvey.
Mr & Mrs. M. Lahtov
Mr. R. Liddelow.
Mr. H. Harvey - Caretaker.

APOLOGIES: Mr. W. Plumridge.

The Minutes of the Committee Meeting held on the 6th April, 1987
were confirmed as being correct on a motion put forward by
Mr. R. Harvey. Carried.

Matters arising:

Finances: The members present discussed the fact that
Blackburne & Company are not handling the
Strata Company's money to the best advantage.
A suggestion was made that in future funds
be transferred (surplus funds) into an interest
bearing account, rather than sit in a cheque
account. Funds to be transferred back as
required.

Purchase of
Unit: Discussion resumed about the Strata Company
purchasing a unit to house the Caretaker.
it was decided to put the proposal to ALL
Owners and discuss this topic at an Extra-
Ordinary General Meeting (date yet to be confirmed
in July) An 100% representation by Owners and/or
proxies will be required.
Meanwhile, Mr. R. Liddelow will approach the
Estate Agent, Owner of Unit and banks.
A list of all options, confirmation for price
from Owner and a statement from the banks, will be
sent to each Owner prior to the meeting, together
with a proxy form requesting an indication on
how they will vote.
Mr. R. Liddelow put forward the motion to
organise the Extraordinary General Meeting.
Seconded Mrs. C. Lahtov. Carried unanimously.

Lease: It was agreed that a letter of intention
to Lease Unit 11 be given to Bill Valli (selling
Agent) to assist in selling the unit to an
investor - 5 years suggested.

Management: Several Committee members plus the Caretaker
discussed being displeased with the efficiency of
Blackburne & Company. Therefore it was agreed
to terminate their management. Letter to be
forwarded requesting that the books and all records
be handed over by the 29th May, 1987.
It was then agreed to accept Management from
Bill Crosse and Company - Management fees and
conditions as per quote received on the 2nd April,
1987.
Motion put forward by Mr. R. Liddelow to change
to Bill Crosse & Company. Seconded Miss R. Harvey.
Carried unanimously.

GENERAL
BUSINESS: Mr. H. Harvey (caretaker) will organise to hire
a trailer to dispose of large overhanging trees
on southern side.

PAGE TWO - Committee Meeting dated 27/4/1987

FINANCIAL
STATEMENT:

A Statement of Income & Expenditure for
1/10/86 - 31/3/87 from Blackburne & Company
was read. Everything seemed to be running
to budget.

Close:

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

Certified as a true and correct record.

Council Chairman.

Riddell - 21/9/87

P R O X Y F O R M .

The Chairman,
Owners of 147/159 Charles Street,
(Known as "The Mews")
Strata Plan Number 5629,
485 Canning Highway, Como, Western Australia 6152

H.U.M. PTY LTD (INC. IN W.A.) ACTING AS TRUSTEE FOR H.U.M. UNIT TRUST TRADING AS

Bill Crosse & Company

LICENSED REAL ESTATE AGENTS - MEMBER R.E.I.W.A. & MULTIPLE LISTING SERVICE.



1st June, 1987.

The Owners of "The Mews"
Strata Plan Number 5629,
147/159 Charles Street,
WEST PERTH. W.A. 6005

Dear Owner(s),

Re: Strata Company Management and the Purchase of a Unit
to house the Caretaker.

We are please to advise that as from the 1st June, 1987 your Council of Management have seen fit to appoint this Company to Manage the affairs of your Strata Company. We will do all within our power to effect as smooth a change over as possible. We wish to assure all Owners of our best attention at all times.

One of the first tasks your Council has charged us with is to look into the possibilities of the Strata Company purchasing a unit in which to house the Caretaker.

As all Owners are aware over the years the Strata Company, as part of the day to day running costs, has been paying rent to house the Caretaker. This year anticipated rent will be just under \$4000.00.

The suggestion has been put forward that rather than permit this to become 'dead money' that the Strata Company look to purchase a unit. -- which in the long distant future will be a great saving to the Strata Company. The question being how to do it without increasing the maintenance levies?

Contact has been made with several Building Societies and Banks - at the moment the Home Building Society have indicated they would be interested to supply a mortgage for the Strata Company and the R.&I. Bank sounds perhaps the best possibility - these matters are being followed up.

For a Strata Company to purchase a unit does necessitate a number of items being covered. The Strata Titles Act 1985 allows for such a purchase under section 10 of the Act. Section 37, sub-section 1 (d) allows for the strata Company to take out a mortgage. The unit purchased would then become Common Property and as such would require and "unregistered Mortgage" owing to the fact that one cannot take a registered mortgage out over common property. (as it does not have a title)

One of the most important items required is a unanimous resolution of all Owners consenting to the purchase. It is your Council of Management's intention to call an EXTRA-ORDINARY GENERAL MEETING in Mid-July, 1987 for this purpose. They feel sure that everyone agrees that rental monies are dead monies. ..2

485 CANNING HIGHWAY, COMO, WESTERN AUSTRALIA 6152 - P.O. BOX 22, COMO 6152
PHONES (09) 450 5666 LICENSEE: H.U.M. PTY LTD TELEX CHACO AA93609 CODE PCC 048

WE TRUST THAT THE ABOVE INFORMATION WILL ALL ACCORD WITH THE INTEREST OF THE COMPANY.

1/6/1987

In view of the fact that 100% attendance is required at this meeting it requires you either to be present or represented by a proxy.

The Act states:

" Unanimous Resolution means a resolution that is passed unanimously at a duly convened general meeting of the Strata Company at which all persons entitled to exercise the powers of voting conferred under this Act are present and vote, either personally or by proxy;"

We are aware that it is not always convenient or geographically possible for 100% of owners to attend - therefore we are asking that ALL OWNERS forward to this office a proxy form nominating a representative to act and vote on your behalf - should you attend the meeting then the proxy form will be given back to you for you to personally execute your voting power.

We attach herewith a proxy form which includes voting instructions to the person you nominate. (please nominate by ticking the sector which suits you).

The mechanics to complete this exercise are:-

1. A certificate from the local Authority (City of Perth) consenting to the conversion of a unit into common property must be obtain.
2. A unanimous resolution of the Owners consenting to the purchase of the unit.
3. That the title be cleared.

The Registrar of Titles then must do the following:-

- a. Amend the Strata Plan in the prescribed manner.
- b. Amend the Schedule of unit entitlement in the prescribed manner.
- c. Cancel the certificate of title for the unit converted into Common Property.

Naturally the item which will effect most people is how will it affect me personally financially? At the moment it is felt that the Strata Company can put forward up to \$6000.00 as deposit but in the interest of keeping the re-payments down it is felt that a Special Levy of about \$ (depending on unit entitlement) would assist. See section on the Proxy Form dealing with this item.

We look forward to meeting you ALL in July, 1987

Yours faithfully,

Bill Crosse & Company
Strata Management Division.

P.S. At the moment the 13/7/1987 is a strong contender for the meeting date - please set this day aside for this meeting if humanly possible.

P R O X Y F O R M.

The Chairman,
Owners of 147/159 Charles Street,
(Known as "The Mews")
Strata Plan Number 5629,
C/- Bill Crosse & Company,
Post Office Box 22,
COMO. W.A. 6152

As the Owner(s) of one or more units in 147/159 Charles Street,
West Perth, I/We hereby nominate _____
to act and vote on my/our behalf at the Extra-Ordinary General
Meeting to be held on the 13th July, 1987 for the purpose of
deciding whether or not the Strata Company should purchase a unit
to house the Caretaker and the Financing of same.

Owner(s) to sign here

Dated

Owner(s) Unit No.

INSTRUCTIONS TO PROXY:

FINANCING:

Please vote in favour of purchasing a unit and raising
a special levy of approx. \$100.00 towards the deposit _____

Please vote in favour of purchasing a unit and raising
a special levy of approx. \$150.00 towards the deposit. _____
** This would guarantee that our current budget would
not be effected by the purchase.

Please vote in favour of purchasing a unit but against
raising a special levy to increase the deposit. _____

Please vote against purchasing a unit. _____

I am aware that on the financing section of the unit
that the majority vote will carry this decision and
realise that I/We are obliged to abide by same. _____

SPECIAL NOTE TO ALL OWNERS:

The titles office have advised us that it will be necessary for
all titles to be replaced with new ones owing to the wording on
your existing title. That section which reads you have either
3 or 4 shares in the total aggregate of shares in the common
property. With the later titles no reference is made to the
aggregate. This will not be a difficulty - all we would have to
do is have you do is "register post" your title to us, we in turn
would present them to the Titles Office for renewal. But this is
at the "end of the excercise" - first we must have the Extraordinary
General Meeting and then proceed or not from there.

PROXIES: Should you have no-one who is readily available to act as your proxy
may we suggest on of the following:-

- 1) The Chairman.
- 2) A fellow Unit Owner.
- 3) A current Council of Mgt Member.
4. Bill Crosse & Company.

We feel sure the above mentioned will all act with the interest of the complex.

STRATA TITLES ACT 1985

THE OWNERS OF 147/159 CHARLES STREET,
(Known as "The Mews")
Strata Plan number 5629,
WEST PERTH. W.A. 6005

Minutes of the Committee Meeting held on the 25th May, 1987
in unit 11 at 6.30p.m.

PRESENT: Mr. R. Liddelow. - Chairman.
Mr. W. Plumridge.
Miss R. Harvey.
Mrs. M. Lahtov.

APOLOGIES: Mr. R. Harvey.

The Chairman advised the meeting that the specific reason for calling this extra-ordinary meeting was to discuss the purchase of a unit to house the Caretaker and to minute the Committee's decision re:- signing an offer and acceptance to purchase.

It was then moved by Miss R. Harvey that Mr. R. Liddelow and Mr. W. Plumridge be authorised to sign an offer and acceptance to purchase unit 11 with two conditions being noted on said offer and acceptance. 1) being that the sale be conditional on the Strata Company complying with section 10 subsections 2 (a & b) which reads:

(2) A transfer under subsection (1) shall not be registered unless:-
(a) it is accompanied by a certificate given by the local government authority consenting to the conversion into common property effected by the transfer;
(b) it is accompanied by a certificate under seal of the strata company certifying that the strata company has by unanimous resolution consented to the conversion effected by the transfer.

Condition 2:

That an unregistered mortgage be obtained against the unpaid contributions -- as per section 37(d) of the Act which reads:-
37.(1) A strata company may - (d) secure the repayment of moneys borrowed by it, and the payment of interest thereon, by negotiable instrument, or mortgage of unpaid contributions (whether imposed or not), or mortgage of any property vested in it, or by a combination of those means.

The above motion was seconded by Mr. W. Plumridge. Carried by all present.

An offer and acceptance was then duly signed and sealed by Mr. Plumridge and Mr. Liddelow.

Mr. Liddelow to be re-imbursed for the \$20.00 deposit on this unit.

There being no further business the meeting closed at 7.10p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN.

DATED.

STRATA TITLES ACT 1985

THE OWNERS OF 147/159 CHARLES ST. WEST PERTH
(known as "The Mews")

STRATA PLAN NUMBER 5629

NOTICE OF EXTRA-ORDINARY 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 an EXTRAORDINARY GENERAL MEETING to be held in the Leederville Town Hall at 7.00p.m on the 13th July, 1987 for the purpose of:-

1. Passing a Unanimous Resolution for the Strata Company to purchase unit 11.
2. To decide and vote on whether or not to raise a special levy of \$100.00, \$150.00 or no special levy whatsoever.

NOTE: The Leederville Town Hall is at 86 Cambridge Street.

Unanimous Resolution means -

- (a) A resolution that is passed unanimously at a duly convened general meeting of the Strata Company at which all persons entitled to exercise the powers of voting conferred under this Act are present and vote, either personally or by proxy or;
- (b) A resolution that is passed unanimously at a duly convened general meeting of the strata company by every person entitled to exercise the powers of voting conferred under this Act who is present and votes either personally or by proxy and agreed to, in writing signed by him, within 28 days after the day of the meeting by every other person who was entitled to exercise the powers of voting conferred under this Act at the meeting, or by every person who at the time of his signature was entitled to exercise those powers in place of such other persons;

Section (b) is the reason you are being requested to forward a proxy just in case you cannot attend - for should you not attend or have a proxy representing you then the Council of Management are obliged to write to you seeking your written vote - which must be obtained within 28 days.

Please further note: Owners do not need to be financially paid up on your maintenance contributions to vote on a subject which requires a unanimous resolution.

which varied from quote to quote. When prices have been checked work to be given the go ahead for as soon as possible, bearing in mind that the summer months are almost here.

STRATA TITLES ACT 1985

OWNERS OF 147/159 CHARLES STREET
(Known as "The Mews")
STRATA PLAN NUMBER 5629
WEST PERTH. W.A. 6005

Minutes of the EXTRAORDINARY GENERAL MEETING held on the
13th July, 1987 in the Leederville Town Hall at 7.00p.m.

PRESENT:

Mrs. T. Ivory.
Miss D. L. Hill.
Miss L.J. Coffee.
Mr. C.L. Mc Dougall.
Miss R. Harvey.
Mrs. D. Gilbert.
Mr & Mrs. M. Lahtov.
Mr. W.S. Plumridge.
Mr. M.G. Ireland
Miss K.F. Trewavas
Mr. R. Harvey.
Mr. R. Liddelow.
Miss R. J. Pearman - Bill Crosse & Company.

PROXIES:

Miss E.R. Gouch nominated the Chairperson.
Mr & Mrs. A. Ngeow nominated the Chairperson.
Mr & Mrs. D.R. Pedler nominated Bill Crosse & Co
Mr & Mrs. F. Zencich nominated the Chairperson.
H.M. Hee & T. Lok (units 10 & 28) nominated
the Chairperson.
Mr. D.E. Godbold nominated Mr. R. Liddelow.
Mr. D.J. Mc Taminey nominated the Chairperson.
Mr. P.T.P. Tye nominated the Chairperson.
Mrs. F. Rizzo nominated the Chairperson.
Misses E.S. & D.E. Alcock nominated the Chairperson.
Mr. D.R. Mondy nominated the Chairperson.
Mr. J. Miloseki nominated the Chairperson.
Wittenoom Trust Limited nominated the Chairperson.
Mr and Mrs. R.G. Haslam nominated the Chairperson.
Mr. D. Luijerkink nominated Bill Crosse & Company.
Miss P.I. Dixon nominated the Chairperson.
Mr & Mrs. P.J. Smith nominated the Chairperson.
Mr & Mrs. A.J.L. Vermeulen nominated Mr. Liddelow.
Mr. E.B. Lees nominated the Chairperson.
Miss M.C. Casey nominated the Chairperson.
Jayel Nominees Pty. Ltd nominated the Chairperson.
Mr & Mrs. D.J. Ponnambalam nominated Mr. H. Harvey.
Mrs. B.E. Cairns nominated Mr. H. Harvey.
Miss N.A. Ladhams nominated the Chairperson.
Mr. R. Schulze nominated Mr. R. Liddelow via
Mr. M. Shulze.
Mr. Mc Carthy represented Mrs. M. Mc Carthy.

The meeting was declared open and notice of meeting was accepted
by all present or by proxies.

CHAIRMAN:

For this meeting it was unanimously agreed that
Miss Pearman from Bill Crosse & Company would
take the Chair.

PROXIES:

Were read and accepted.

STRATA TITLES ACT 1985

OWNERS OF 147/159 CHARLES STREET
(Known as "The Mews")

EXTRAORDINARY GENERAL MEETING "THE MEWS" PAGE 2
13/7/1987

AGENDA ITEM 1. Considerable discussion took place as to the benefit of purchasing a unit to house a Caretaker with stress being placed on the fact that in accordance with the Strata Titles Act 1985 item 10 subsection 2 (b) a unanimous resolution consenting to the conversion of a lot into common property was necessary.

The meeting felt that prior to making this decision those present would feel happier if they had some repayment figures to show their committment, bearing in mind that it would be necessary to take out a mortgage/loan to meet the balance of the payment.

At this stage the meeting was adjourned to re-convene again on the 29/7/1987.

VARIATION IN ATTENDANCE:

Mrs T. Ivory nominated Miss R.J. Pearman.
Mr. C.L. Mc Dougall was not present
Mr. M. G. Ireland nominated the Chairperson.
Mr & Mrs. T.A. Knight nominated Bill Crosse & Co
Miss K.A. Trewavas was not present.
Harvey family (unit 48) nominated the Chairperson.
H.M. Hee & T. Lok changed their proxy to Mr. H Harvey
Miss R. Harvey nominated the Chairman.

AGENDA ITEM 1 The meeting discussed the purchase of the unit further and the subject was then put to the vote:

It was moved by Mr Liddelow, seconded Mr. W. Plumridge that the Strata Company purchase a unit to house the Caretaker in accordance with the conditions as indicated in the Strata Titles Act.

VOTING:

AGAINST:
Unit 53 Mr. R. Schulze.
Unit 22 Misses E.S. & D.E. Alcock
Unit 19 Mr. J. Miloseki.
Unit 52 Mr. Mc Carthy stated that Mrs. Mc Carthy would not vote in favour.

PERSONS (Unit) NOT REPRESENTED OR PRESENT TO VOTE:

Angola Pty. Ltd.
Mr. J.P. Harrison.
Mr. D. Schneider.
Mr. C.L. Mc Dougall.
Miss A.L. Mc Donald.
Mr. A. Proftlick & Mr. T.A.A. Van Amerongen.
Mr. P.E. Couchman.
Mr. R. T. Breen.
Mr. M. Skully.
Mr. G. Skender.
Mrs. E.E.G. Thomas
Dr. & Mrs. L. Sum

..3

which varied from quote to quote. when prices have been checked work to be given the go ahead for as soon as possible, bearing in mind that the summer months are almost here.

..2

EXTRAORDINARY GENERAL MEETING
29/7/1987

" THE MEWS "

PAGE 3

PERSONS NOT REPRESENTED OR PRESENT TO VOTE:

Mr. B.C. Verity.
Miss K.F. Trewavas
Mr. L.J. Baskerville & Ms. L.J. Johnson.
Miss G. Bertone.

IN FAVOUR

Miss E.R. Gouch.
Mrs. T. Ivory.
Miss D.L. Hill.
Miss L.J. Coffee
Mr and Mrs. N. Ngeow.
Mr and Mrs. D.R. Pedler.
Mr. & Mrs. F. Zencich.
H.M. Hee & T. Lok.
Mr. D.E. Godbold.
Mr. D.J. Mc Taminey.
Mr. P.T.P. Tye
Mrs. F. Rizzo
Miss R. Harvey.
Mr. D.R. Mondy.
Mr & Mrs. M. Lahtov.
Mr. W. S. Plumridge.
Mr & Mrs. T.A. Knight.
Wittenoom Trust Limited.
Mr and Mrs. R.G. Haslam.
Mr. D. Luijerink.
Miss P.I. Dixon.
Mr and Mrs. P.J. Smith.
Mr and Mrs. A.J.L. Vermeulen
Mr G.K. Ireland & Mr. M.G. Ireland.
Mr. E.B. Lees.
Miss M.C. Casey.
Jayel Nominees Pty. Ltd.
Mr. R. W. Liddelow.
Mrs. D. Gilbert.
Mr & Mrs. D.J. Ponnambalam.
Mr. R.G. Harvey & Family.
Mrs. B.E. Cairns.
Miss N.A. Ladhams.

The motion was lost on the four no votes.

No further business could be transacted and
the meeting closed at 7.17p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN.

DATED.

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STRATA TITLES ACT 1985

OWNERS OF 147/159 CHARLES STREET
(Known as "The Mews")
STRATA PLAN NUMBER 5629
WEST PERTH. W.A. 6005

Minutes of the committee meeting held on the 21st September,
1987 in Unit 44 at 7.00p.m.

PRESENT: Mr. R. Liddelow.
Mr. R. Harvey.
Mr. W. Plumridge.
Miss R. Harvey.
Mr. H. Harvey - Caretaker.
Miss R. J. Pearman - Bill Crosse & Company.

APOLOGIES: Mrs. M. Lahtov.

Minutes of the previous committee meeting were read and confirmed as being a true and correct record on a motion put by Miss Harvey. Seconded Mr. Ross Harvey. Carried.

MATTERS

ARISING: It is recorded that the project to purchase unit 11 failed.

FINANCIAL STATEMENT:

Was read and following discussion was accepted into the records on a motion put by Mr. R. Harvey seconded Mr. Liddelow. Carried.

MATTERS

ARISING:

- 1) That the \$20.00 deposit for the proposed purchase of Unit 11 be refunded from Mr. D. Godbold.
- 2) Unit 39 - Arrears - that should payment not be received from Mr. Ireland within the next 10 days action be taken through a Debt Collector to obtain same.
- 3) Letters to units 45 & 48.

GENERAL BUSINESS:

INSURANCE: Quotes for insurance were discussed and it was decided, by unanimous agreement to change from Norwich Winterthur Insurance to Corporate Home Unit Underwriters Pty. Ltd for two reasons 1) No excess on their policy 2) A lower premium which will be a saving of approx. \$450.00. It was further mentioned that this policy will cover any voluntary worker.

CHANNEL 28: It was agreed to proceed with the installation of Antennas and down converters to receive channel 28. Miss Pearman to contact Hills Ind Ltd to ascertain the price as the existing quote is dated the 26/6/1986, liaise with the Chairman Mr. Liddelow and if said gent is in agreeance proceed with the installation.

POOL AREA: Quotes were tabled to brickpave the pool area, brickpave the pool area plus shrubs.
Prices: 1) \$1900.00 for brick paving.
2) \$2963.00 for brick paving only.
3) \$2010.00 for brick paving & shrubs.
Considerable discussion took place on this item and it was decided by all present that the work should proceed pending a check on the costing which varied from quote to quote. When prices have been checked work to be given the go ahead for as soon as possible, bearing in mind that the summer months are almost here.

PAINING OF THE

POOL:

The quoted price of \$950.00 was presented and detail tabled.

Following discussion it was agreed that the crack to the surround on the high side of the pool be checked into first and then at the first meeting of the Council of Management after the Annual General Meeting that the topic be raised again.

CARETAKER:

Mr. H. Harvey was then requested to leave the meeting and discussion took place as to the good services which have been received from this gent. It was decided unanimously that he be paid a \$200.00 bonus with thanks for his good work.

BUDGET 1987/88: When this is prepared the increase in rent for the Caretaker's unit to be included in his annual contract fee.

ANNUAL GENERAL

MEETING:

It was agreed that the meeting be held on either the 19/10/1987 or the 26/10/1987 pending availability of the Leederville Town Hall.

There being no further business the meeting closed at 8.25p.m. with the persons present wishing Mr. Plumridge all the best for his life in 'Adelaide' and a thank you to Mr. Liddelow for making his home available for this meeting.

CERTIFIED AS A TRUE AND CORRECT RECORD.


CHAIRMAN.

aa/2/88
DATED.

THE OWNERS OF THE MEWS

FINANCIAL STATEMENT TO THE 18th SEPTEMBER. 1987

RECEIPTS: Balance at handover from Blackburne & Co 9099.71
Levies since received 6872.00
15971.71

PAYMENTS:

Bank charges (FID & BAD) 6.72
Management fee to 31/8/1987 702.00
General Meeting fee 60.00
Postage Printing & Stationery 24.13
SEC - common lighting & power
to 10/9/1987 560.63
C-Caretaker to 30/9/1987 4364.00
Pool - valve & filter powder 20.80
Invest funds 7000.00
Hall hire (2) 50.00
Deposit on unit 11 20.00 -
Reticulation motor - Ins claim 270.50
Adj & repair Security lights 400.50
Telecom Australia 98.08
Pool motor - Insurance claim 248.00 -
Unit 51 - Insurance claim 170.00 -
Trailer licence 20.10
Tree lopping 174.00
Concrete 58.50
Fluoro tubes 26.10
Paint 45.61
Hand drill 12.25
Seedlings 5.68
Bailing plant fees & petrol 80.00
Reticulation parts, glue, brush,
rivets, nails, screws etc 94.70
14512.30

Balance on hand as at the 18/9/1987 \$1459.41
Plus - Invested 7000.00
\$8459.41

LEVIES IN ARREARS:

Unit 15 198.52
Unit 39 X: 396.00 - have written requesting payment by
return of mail. -
Unit 45 132.00 -
Unit 48 132.00
\$858.52

NOTE: CLAIMS HAVE BEEN PUT IN FOR ALL SHOWN.

PAINTING OF THE POOL: The quoted price of \$950.00 was presented and detail tabled.

STRATA TITLES ACT 1985

OWNERS OF "THE MEWS"

STRATA PLAN NUMBER 5629

NOTICE OF ANNUAL GENERAL MEETING

The Proprietor(s)/Mortgagee,
The Mews
147-159 Charles Street
WEST PERTH WA 6005

NOTICE is hereby given by the Council of the "Proprietors of "The Mews"
147-159 Charles Street, West Perth, Strata Plan 5629" of the
Annual General Meeting to be held on Monday the 19th
October, 1987 at Leederville Town Hall at 7.30 p.m,
for the purpose of:-

1. Election of Council for the coming year.
2. To consider and if thought fit, pass the minutes of the previous 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 Bill Crosse & Company, P.O. Box 22, Como 6152 to arrive not later than noon on the 19th October, 1987.

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) Bill Crosse & Company, 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 19th October, 1987. Please note that there is an additional charge of \$35.00 for attendance at AGM's which have to be re-convened due to lack of a quorum.

STRATA TITLES ACT 1985

OWNERS OF "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 and confirmed.
5. Any matters arising.
6. Financial Statement of Income & Expenditure. (statement to be received and adopted)
7. Consideration of Budget 1987/1988.
8. Strata Company Management.
9. Election of Council of Management for 1987/1988.
10. General Business. -----

GENERAL ADVICE AS PER STRATA TITLES ACT 1985

SCHEDULE - PART 1

- 12.(3) One-half of the persons entitled to vote present in person or by proxy constitutes a quorum.
 - (11) 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.
- 14.(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 and any other moneys recoverable under the Act by the Strata Company from him at the date of the notice given to proprietors of the meeting have been duly paid before commencement of the meeting.
 - (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 STRATA PLAN 5629

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE PERIOD:

1st OCTOBER, 1986 to the 30th SEPTEMBER, 1987

<u>RECEIPTS:</u> Closure of Home Building Society account	4,915.18
GROSS levies	26,086.27
Insurance claim refund	215.00 **
Insurance claim refund	149.00
Insurance claim refund	171.00 ***
Interest on late payment of levies	28.93
Refund - plumbing account paid twice	48.00*
Sundry payment	204.60
	<u>31,817.98</u>

PAYMENTS:

Bank charges	64.27	
Management fee to 31/8/1987	2574.00	
Annual General Meeting fee 1986	50.00	
Extraordinary meeting fee 1987	60.00	
Postage printing & stationery	118.42	
SEC - common lights & power	1815.99	
Insurance premiums	2162.53	
Caretaker telephone	409.13	
Caretaker Incl \$200.00 bonus	12201.00	
Pool chemicals	341.80	
Funds Invested with P.I.B.S.	7000.00	
Items purchased from Hardware store	792.24	- see attached
Sundry items	753.87	- see attached
Repair roof tiles	48.00*	
Stencils, ladder hire, paint & extra labour	500.00	
Reseal bathroom tiles U36 & paint ceiling to unit 18 (insurance claim)	280.00 **	
Checkin of pipes for water leak	35.00	
Victa Vac Impeller	74.67	
Fluoro brackets	60.80	
Repair guttering	32.00	
Deposit on Unit 11	20.00	
Reticulation pump motor - ins claim	270.50	
Repairs to security lighting	316.50	
Hall Hire (twice)	50.00	
Pool motor - fusion insurance claim	248.00 ***	
Roof repairs (U46) & painting (Ins Claim)	170.00	
Repairs to common lighting	84.00	
Paint	60.00	
Tree lopping	304.00	
Trailer licence	20.10	
		<u>30,916.82</u>
SURPLUS of receipts over payments		901.16
Balance as at the 30/9/1986		<u>2,210.53</u>
Balance as at the 30/9/1987		<u>\$3,111.69</u>
<u>HOME BUILDING SOCIETY ACCOUNT:</u>		
Balance as at the 30/9/1986	4588.73	
Interest	326.45	
	<u>4915.18</u>	
Account closed	<u>4915.19</u>	nil
<u>P.I.B.S.</u>		
Funds invested		<u>\$7,000.00</u>
Balance of BOTH accounts as at the 30/9/1987		<u><u>\$10,111.69</u></u>

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

GENERAL MAINTENANCE ITEMS.

Globes	254.15
Paint	126.01
Bins	84.75
Concrete	71.50
Reticulation parts etc	117.35
Sundry : brushes, screws, nails, glue turps, weed killer etc	138.48
Additional to lopping	50.00
Mower parts	20.80
Relief Caretaker	200.00
Roof repairs	30.00
Seedlings	7.97
Extra labour for painting	155.50
Petrol, bailing plant plus sundry requisites for use/or used to maintain the common property	289.60
	<hr/>
	\$1546.11
	<hr/>

THE MEWS: 147/159 CHARLES STREET WEST PERTH 6005

SUGGESTED ANTICIPATED BUDGET 1/10/1987 to 30/9/1988

Bank charges	70.00
Management fee	2808.00
Annual General Meeting fee	60.00
Postage printing & stationery	270.00
SEC - common lighting & power	2000.00
Insurance premiums	2300.00
Caretaker telephone	420.00
Caretaker remuneration	13041.00
Pool Chemicals	400.00
Hardware store items	800.00
Requisites to maintain common property	800.00
Unanticipated maintenance	2000.00 83.00
Funds for major repairs & maintenance	1500.00
	<hr/>
	\$26,469.00

\$26,469.00 divided by the aggregate of shares 186 = \$142.31 per share

Units with 3 shares = \$106.73 99

Units with 4 shares = \$142.31. 132

BUDGET TO BE DEBATED AND VOTED ON AT THE ANNUAL GENERAL MEETING.

STRATA TITLES ACT 1985

THE OWNERS of 147/159 CHARLES STREET,
(Known as "The Mews")
Strata Plan Number 5629
WEST PERTH. W.A. 6005

Minutes of the NINTH ANNUAL GENERAL MEETING of the Owners of
the Mews Strata Plan 5629 held on the 19th October, 1987 in
the Leederville Town Hall at 7.30 p.m.

PRESENT:

Miss R. Harvey.
Mr. W.S. Sweeney.
Mr. R.W. Liddelow.
Mr. R. Harvey.
Mr & Mrs. Baskerville.
Miss K.F. Trewavas.
Mr. H. Harvey - by Invitation.
Miss R.J. Pearman for Bill Crosse & Company.

PROXIES:

Miss E.R. Gouch nominated Mr. H. Harvey.
Miss L.J. Coffee nominated Mr. H. Harvey.
Mr & Mrs. A. Ngeow nominated the Chairman.
Mr & Mrs. D.R. Pedler nominated Bill Crosse
and Company.
Angola Pty Ltd nominated Mr. H. Harvey.
Mr & Mrs. F. Zencich nominated Bill Crosse &
Company.
H.M. Hee & T. Lok nominated Mr. H. Harvey.
(units 10 & 28)
Mr. D.E. Godbold nominated the Chairman.
Mr. D.J. Mc Taminey nominated the Chairman.
Mr. C.L. Mc Dougall nominated Mr. H. Harvey.
Mrs. F. Rizzo nominated Mr. H. Harvey.
Misses E.&D. Alcock nominated the Chairman.
Mr & Mrs. Haslam nominated the Chairman.
Mr. P.E. Couchman nominated Bill Crosse & Co.
Mr. M.T. Skully nominated Bill Crosse & Co.
Miss J.M. Healy nominated the Chairman.
Miss P.I. Dixon nominated the Chairman.
Mr & Mrs. P.J. Smith nominated the Chairperson.
Miss M.C. Casey nominated the Chairperson.
Jayel Nominees P/L nominated the Chairman.
Mrs. D. Gilbert nominated Mr. H. Harvey.
Mr & Mrs. D.J. Ponnambalam nominated Mr. H.
Harvey.
Mrs M. McCarthy nominated Mr. J. Mc Carthy.
Mrs. G. Grandia nominated Mr. H. Harvey.

NOTICE OF MEETING:

Was duly read and accepted on a motion put
by Miss Harvey, Seconded Mr. R. Harvey.
Carried. Nominations were then called
for a Chairperson.

CHAIRPERSON:

Mr. R. Harvey nominated Mr. R. Liddelow.
Seconded by the Proxy for Mr & Mrs. Pedler.
Carried unanimously.

APOLOGIES:

Nil.

PROXIES:

Were read to the meeting as shown above with
proxy notices being made available for
inspection. Proxies were duly accepted.

MINUTES OF THE 8TH
ANNUAL GENERAL
MEETING:

Were read and confirmed as being a true a
correct record on a motion put by Mr. R. Harvey
Seconded Miss R. Harvey. Carried unanimously.

Matters arising:

UHV Television Antenna - the meeting was
advised that the installation of same was
duly authorised and would be installed in
the very near future. ✓

FINANCIAL STATEMENT: Was read, discussed and received into the records on a motion put by Miss R. Harvey, seconded Mr. W. Sweeney. Carried unanimously.

BUDGET 1987/88: Following considerable discussion it was unanimously agreed that the budget for the year 1/10/87 to 30/9/1988 would remain the same as for the year 1/10/1986 to 30/9/1987. i.e. \$99.00 per quarter for units with a 3 share entitlement & \$132.00 per quarter for units with a 4 share entitlement. This decision was made on a motion put by Mr. R. Harvey seconded by the Proxy for Mrs. M. Mc Carthy.

<u>Budget:</u>	
Bank charges	70.00
Management fee	2808.00
Annual General Meeting fee	60.00
Postage printing & stationery	270.00
SEC - common lights & power	2000.00
Insurance premiums	2300.00
Caretaker telephone	420.00
Caretaker remuneration	13041.00
Pool Chemicals	400.00
Unanticipated Maintenance and requisites	1683.00
Funds for major repairs & maintenance	1500.00
	<u>\$24552.00</u>

i.e. 30 x \$99 x 4 = 11880.00
 24 x \$132 x 4 = 12672.00
\$24552.00

STRATA COMPANY
MANAGEMENT:

It was moved by Mr. R. Liddelow, seconded Mr. R. Harvey that the services of Bill Crosse & Company be retained for a further 12 month period. Carried unanimously.

COUNCIL OF MGT:

The following owners volunteered to serve on the Council of Management for the ensuing year:

Mr. W. Sweeney.)	
Mr. R. Harvey.)	
Miss R. Harvey.)	Unopposed.
Mr. L.J. Baskerville.))	
Mr. R.W. Liddelow.)	

GENERAL BUSINESS:

Brickpaving:

The meeting was advised that the brick paving to the surrounding area in the pool area would commence within the next couple of weeks. ✓

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

CERTIFIED AS A TRUE AND CORRECT RECORD.


CHAIRMAN.

29/10/88.
DATED.

STRATA TITLES ACT 1985

OWNERS OF 147/159 CHARLES STREET, WEST PERTH
(Known as The Mews)
STRATA PLAN NUMBER 5629

Minutes of the Committee meeting held on the 22nd February, 1988
in Unit 44 at 7.00p.m.

PRESENT: Mr. R.W. Liddelow.
Mr. W. Sweeney.
Mr. Ross Harvey.
Miss R. Harvey.
Mr. L.J. Baskerville.
Mr. Harry Harvey - by invitation.
Miss R. Pearman - Bill Crosse & Company.

CHAIRMAN: It was moved by Mr. Ross Harvey, seconded
Mr. Sweeney that Mr. Ross Liddelow be elected
Chairman of the Council of Management for the
coming year. Carried unanimously.

MINUTES OF THE COUNCIL
MEETING HELD 21/9/1987:

Were read and confirmed as being a true and
correct record on a motion put by Mr. Ross
Harvey. Seconded Mr. Liddelow. Carried.

Matters Arising: Mr. Harry Harvey thanked the Strata Company
for the bonus of \$200.00.

1988/89 BUDGET: It was agreed that in future the budget be
prepared and presented to the Council of
Management at the Council of Management
meeting prior to the AGM. In this manner
the Council can then make any alterations
they feel necessary before presenting the
budget at the Annual General Meetings.

MINUTE REVIEW AGM: Minutes of the Annual General Meeting held
on the 19th October, 1987 were discussed
with the following items being raised as
matters arising:-
1) Brickpaving & plants to pool area completed.
2) UHV Television Antenna - project completed.

FINANCIAL STATEMENT: Copy attached to these minutes.
Was read, circulated and accepted into the
records on a motion put by Mr. Ross Harvey.
Seconded Mr. L. Baskerville. Carried.

GENERAL BUSINESS: Reticulation bore - the meeting was advised
that the water pressure would appear to have
dropped. It was therefore agreed that a quote
be obtained from Total Eden plus Darling Downs
Drilling to check out the bore to ascertain
as to quite what the cause is for this failure.
It was felt that possibly after 10 years the
shaft may need to be sunk lower. Note:
pressure test to be made. HOLD UNTIL AFTER
THE 13/3/1988 - then contractors to be requested
to liaise with the Caretaker at Unit 29.

RELIEF CARETAKER: It was agreed to make payment to Bob Kelleher
the sum of \$100.00 in payment of part-time
relief Caretaking duties.

CHEMICALS: 20 litres of Hydro Chloride Acid to be delivered
to 11 Ivy Street. West Perth.

GENERAL BUSINESS CONTINUED:SWIMMING POOL PROBLEMS:

Miss Pearman advised the meeting of the numerous complaints which have been received in connection with the general behaviour in the pool area as follows:

1. Bad language.
2. More than two visitors per unit.
3. Food scraps thrown into the pool
4. Bottles and cans left in the area.
5. Annoyance of ball throwing in the pool.
6. Sand from the garden beds in the pool.
7. Climbing the fences to get ball.
8. General discontent.

Mr. R. Liddelow advised the meeting that two of the offenders had called to see him this evening and following discussion had advised that they will take care to make sure they do not offend again.

Considerable discussion took place on this subject with the question as to whether an Occupant can be banned from using the pool area - Miss Pearman to check this query out and advise.

It was then moved by Mr. Ross Harvey that a letter be forwarded to all Occupants advising that if in future there are reports of further contraventions of the by-laws and mis-use of the common property in connection with the use of the pool then the person(s) offending will be banned from using the pool. and if they continue then a complaint will be lodged against such offenders with the Strata Titles Referee who will impose a fine of up to \$200.00. Letter to be accompanied by a copy of the by-laws hi-lighting the sections applicable. Motion seconded by Mr. Baskerville. Carried unanimously. OK ✓

It was further agreed that in future Occupants be requested to lodge their complaints in writing direct to the Strata Company Managers/Agent, Bill Crosse & Co., Post Office Box 22, Como. 6152.

It was further agreed that any correspondence directed to an occupant who is a tenant that a copy of that correspondence must also go to the Landlord. Should the Landlord not reside locally then the copy is to be forwarded to the Rental Agent.

It is further agreed that all Residents be advised that they must accompany their guests to the pool and remain with them until they leave the pool area.

If was further agreed that by-law 1(d) also includes objects of any kind i.e. playing balls.

ANTI-SKID STRIPS:

Mr. Harry Harvey requested to replace sections (where necessary) of the anti-skid strips to stairwell near unit 17. -- dropping from carpark to ground floor level.

COMPLAINTS:

Occupants to be advised that they are at liberty to lodge their complaints with a Committee Member but that they will also be requested to place same in writing.

NEXT COMMITTEE MEETING: 16/5/1988. Venue and time to be advised.

CLOSURE: 8.00 p.m.

CONFIRMED AS A TRUE AND CORRECT RECORD.

CHAIRMAN: _____ DATED: 7-6-88

OWNERS OF 147/159 CHARLES STREET, WEST PERTH. (Known as The Mews)

FINANCIAL STATEMENT OF RECEIPTS AND PAYMENTS FROM 30/9/1987 to 22/2/1988

Balance as at the 30/9/1987	3111.69
Levies since received	9142.00
Re-imbursed - Insurance claims	529.50 **
Recalled funds from Building Society Account	5000.00*
Interest for late payment of levies	66.00
	<u>17849.19</u>

PAYMENTS:

FID & BAD fees	19.06	
Management fee (5 mths to 29/2/1988)	1170.00	
Postage & petties (one month only)	21.00	
Caretaker wages - to January, 1988	4789.48	
Caretaker - Telephone account	264.21	
SEC - common lighting & power to 8.1.1988	1002.98	
Hall Hire	6.00	
Insurance premiums	2350.90	
Invest (re-invest)	2000.00 *	
T.V. Antenna adjustment	847.00	
Brick paving pool area (& sundry plants)		
Including slab work	1955.00	
Replace reticulation timer	88.00	
Adjust and reset time clock	15.00	
Pool chemicals & parts	214.60	
New hand basin Unit 12 - Insurance claim	190.00	- re-imburement N/R to
Glass to toilet Unit 29 (fan area)	85.00 **	date.
Burst water pipe between units 34 & 16	190.00 **	
Sundry requisites etc for common property.	573.67	
Annual General meeting fee	60.00	<u>15841.90</u>
Balance as at the 22/2/1988		\$2007.29c

P.I.B.S.

Balance as at the 30/9/1988	7000.00	
Interest	317.99	
Invested further funds	2000.00	
	<u>9317.99</u>	
Recalled funds	5000.00	<u>4317.99</u>

BALANCE OF BOTH ACCOUNTS AS AT THE 22/2/1988 \$6325.28

LEVIES IN ARREARS:

Unit 6	99.00.	Current quarter.
Unit 13	132.00	Current quarter.
Unit 15	236.00	Owes part to 30/9/1987 plus 31/12/1987 and 31/3/1988.
Unit 19	99.00	Current quarter.
Unit 21	264.00	owes to 31/12/1987 & 31/3/1988
Unit 51	99.00	Current quarter. (understand unit is on the market for sale)

GENERAL

Petrol for mowers	30.00
Plants & fertiliser	67.35
Repairs to Victor vac motor	100.00
Fluoros & starters	55.40
Parts, paint bits etc	320.92 = \$573.67

OWNERS OF THE MEWS

FINANCIAL STATEMENT OF RECEIPTS AND PAYMENTS FROM 22/2/1988 to 31/5/1988

<u>RECEIPTS:</u> Balance as at the 22/2/1988	2007.29
Levies since received	6442.00
Insurance - reimburse	190.00
Insurance - reimburse. U12	110.00
	<hr/>
	8749.29

PAYMENTS:

FID & BAD fees	7.95	
Management fee to 31/5/1988	468.00	
Postage, print & stationery	159.00	
SEC - common light & power	695.25	
Caretaker to 19/5/1988	3152.49	
Rent for unit 29 to 28/6/1988	390.00	
Caretaker telephone	105.23	
Reticulation repairs	318.02	
Pool chemicals	45.80	
Sundries	154.42	
Relief Caretaker	200.00	
Shower - reglaze U12	110.00	5806.16
		<hr/>

Balance as at 31/5/1988 \$2943.13

P.I.B.S.

Balance as at the 22/2/1988 \$4317.99

Balance of BOTH accounts as at the 31/5/1988

\$7261.12

LEVIES IN ARREARS: Unit 15 \$275.00

~~Unit~~
Water
Systems
Gas
to be
serviced

STRATA TITLES ACT 1985

THE OWNERS OF THE MEWS.

147/159 CHARLES STREET, WEST PERTH

Minutes of the Committee Meeting held on the 7th June, 1988 in unit 47 at 7.00p.m.

PRESENT: Mr. L. Baskerville.
Miss R. Harvey.
Miss R. Pearman - for Bill Crosse & Co.

ABSENT: Mr. W. Sweeney.

OFFICERS: Owing to both Mr. R. Harvey and Mr. R. Liddelow having sold their units the position of Chairman now becomes vacant.

It was unanimously agreed that Mr. Leon Baskerville be the elected Chairman.

COUNCIL: As the new Owner of Unit 12 has indicated that she would be willing to serve on Council it was agreed that a letter be forwarded to Miss V. D'Cunha requesting that she join with the remaining members of Council to serve until the next Annual General Meeting. ✓

MINUTES : The minutes of the Council meeting held on the 22nd February, 1988 were read and it was unanimously agreed to confirm same as a true and correct record.

MATTERS ARISING: Quote to be obtained to affix anti-skid strips to the stairs leading from the carpark into the front block of units.
Further quote to be obtained to affix metal strips of some permanent method of safety for these areas.

FINANCIAL STATEMENT: Was read and unanimously received and adopted

Arrears: Bill Crosse & Company to push for the Owner of Unit 15 to bring his levies up to date. ✓

GENERAL BUSINESS: GAS HOT WATER SYSTEMS:
It was unanimously agreed that a letter to forwarded to all Owners advising that a number of problems are occurring with the Gas Hot Water Systems with the suggestion that as these heaters have possibly not been serviced for quite some time that in the interest of safety that Owners arrange to have their HWS serviced as soon as possible. ✓

NEWSLETTER:

1. Introducing the new Caretakers - Mr & Mrs. Annandale.
2. Warning re car thefts.
3. Advising no washing permitted to be placed on the balconies- contravenes the Council and the Strata Company by-laws. ✓

Caretaker: Mr & Mrs. Annandale to be requested to make every effort to bring the garden beds into good order - weeded and tidy. Also to fertilise and where sensible plant seedlings such as petunas etc. ✓

FAREWELL GIFT: It was unanimously agreed that a farewell gift be purchased for Harry and Joan Harvey who were the Caretakers for over six years. The sum of up to \$100.00 was authorised for this item.

...

GENERAL BUSINESS CONTINUED:

A letter of thanks to be forwarded to both Mr. R. Harvey and Mr. R. Liddelow who were both service officers on the Council of Management for a number of years.

TREE LOPPING:

It was unanimously agreed to accept the quote from Professional Tree Surgeon (Murray Turner) at a cost of \$740.00. 8 Eucllypt to clear roof line on Northern Boundary. Near U14 Almond tree to make safe and full prune to 12ft high. ✓
Almond tree nr U15 - to clear out and make safe. Other trees in front of units 14, 15 & 16 clear roof. Gum to clear roof line. Gum by U 18 to clear roof line.

It was decided that the following year the trees on the northern boundary should be lowered even further.

CARETAKERS AGREEMENT:

Copy to be forwarded to each member of Council. ✓

UNIT 47:

An official request was made to install a wrought iron gate (either to match the colour of the walls or the woodwork) to enclose and for security reasons the entrance to the front door. ✓
It was unanimously agreed to grant permission for this addition with the proviso that all costs be met by the Owner of Unit 47.

NEXT MEETING OF COUNCIL

To be held in approx 3 months time unless a situation arises which requires an earlier meeting.

There being no further business the meeting closed at 7.45p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN: _____ DATED: _____

STRATA TITLES ACT 1985

THE OWNERS OF THE MEWS.

147/159 CHARLES STREET, WEST PERTH

Minutes of the Committee Meeting held on the 7th June, 1988 in unit 47 at 7.00p.m.

PRESENT: Mr. L. Baskerville.
Miss R. Harvey.
Miss R. Pearman - for Bill Crosse & Co.

ABSENT: Mr. W. Sweeney.

OFFICERS: Owing to both Mr. R. Harvey and Mr. R. Liddelow having sold their units the position of Chairman now becomes vacant.

It was unanimously agreed that Mr. Leon Baskerville be the elected Chairman.

COUNCIL: As the new Owner of Unit 12 has indicated that she would be willing to serve on Council it was agreed that a letter be forwarded to Miss V. D'Cunha requesting that she join with the remaining members of Council to serve until the next Annual General Meeting.

MINUTES : The minutes of the Council meeting held on the 22nd February, 1988 were read and it was unanimously agreed to confirm same as a true and correct record.

MATTERS ARISING: Quote to be obtained to affix anti-skid strips to the stairs leading from the carpark into the front block of units.
Further quote to be obtained to affix metal strips of some permanent method of safety for these areas.

FINANCIAL STATEMENT: Was read and unanimously received and adopted

Arrears: Bill Crosse & Company to push for the Owner of Unit 15 to bring his levies up to date.

GENERAL BUSINESS: GAS HOT WATER SYSTEMS:
It was unanimously agreed that a letter to forwarded to all Owners advising that a number of problems are occurring with the Gas Hot Water Systems with the suggestion that as these heaters have possibly not been serviced for quite some time that in the interest of safety that Owners arrange to have their HWS serviced as soon as possible.

NEWSLETTER:

1. Introducing the new Caretakers - Mr & Mrs. Annandale.
2. Warning re car thefts.
3. Advising no washing permitted to be placed on the balconies- contravenes the Council and the Strata Company by-laws.

Caretaker: Mr & Mrs. Annandale to be requested to make every effort to bring the garden beds into good order - weeded and tidy. Also to fertilise and where sensible plant seedlings such as petunas etc.

FAREWELL GIFT: It was unanimously agreed that a farewell gift be purchased for Harry and Joan Harvey who were the Caretakers for over six years. The sum of up to \$100.00 was authorised for this item.

...

GENERAL BUSINESS CONTINUED:

A letter of thanks to be forwarded to both Mr. R. Harvey and Mr. R. Liddelow who were both ~~servicing~~ officers on the Council of Management for a number of years.

TREE LOPPING:

It was unanimously agreed to accept the quote from Professional Tree Surgeon (Murray Turner) at a cost of \$740.00. 8 Euclypt to clear roof line on Northern Boundary. Near U14 Almond tree to make safe and full prune to 12ft high. Almond tree nr U15 - to clear out and make safe. Other trees in front of units 14, 15 & 16 clear roof. Gum to clear roof line. Gum by U 18 to clear roof line.

It was decided that the following year the trees on the northern boundary should be lowered even further.

CARETAKERS AGREEMENT:

Copy to be forwarded to each member of Council.

UNIT 47:

An official request was made to install a wrought iron gate (either to match the colour of the walls or the woodwork) to enclose and for security reasons the entrance to the front door. It was unanimously agreed to grant permission for this addition with the proviso that all costs be met by the Owner of Unit 47.

NEXT MEETING OF COUNCIL

To be held in approx 3 months time unless a situation arises which requires an earlier meeting.

There being no further business the meeting closed at 7.45p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN:  DATED: 7-9-88

STRATA TITLES ACT 1985

THE OWNERS OF THE MEWS

147-159 CHARLES STREET, WEST PERTH

Minutes of the Committee Meeting held on 7 September 1988, in Unit 47
at 7.00pm.

PRESENT:

Mr. L. Baskerville
Mr. W. Sweeney
Miss V.M. D'Cunha
Miss R. Pearman - for Bill Crosse & Co.

MINUTES:

The Minutes of the previous meeting of the Council of Management held on 7 June 1988, were read and it was agreed to confirm these Minutes as a true and correct record.

MATTERS ARISING:

1. The anti-skid strips to the stairs - it was agreed that Miss Pearman would locate the company which sells same then contact Mr. Sweeney, who has volunteered to affix same.
2. Gardens - Check to be made with the Caretakers re the time for planting seedlings etc.
3. Farewell gift to Mr. & Mrs. Harvey equalling the sum of \$100, has at this time not been purchased.
4. A copy of the Caretakers' agreement to be forwarded to Miss D'Cunha. ✓

FINANCIAL STATEMENT:

Was discussed and a copy is to be forwarded to all Committee members when the adjustments have been made. It was further agreed that the owner of Unit 15 be pushed to make a concerted effort to bring his maintenance levies up to date. The meeting was advised that the caretakers are currently holding an additional \$50 as part-payment of the outstanding balance. ✓

GENERAL BUSINESS:

Annual General Meeting

It was decided that the Annual General Meeting would be held on 22 October 1988, this meeting to be on site at 2.00pm and to be held in the car parking bays 2 and 19. A request to be added to the AGM Notice that people bring their own chair.

It was agreed that a letter be forwarded to the Perth City Council in connection with the spare block on Ivy Street. Currently it has become a dumping ground for all sorts of trash and the owners of the Mews are concerned that it could become a health hazard. ✓

CARETAKERS:

The Committee are pleased to record their satisfaction with the work being carried out by Mr. & Mrs. Annandale. ✓

GUTTERS:

The meeting was advised that the gutters to carport number 2 are showing signs of deterioration. Mr. Sweeney volunteered to attend to the repairs on this matter. ✓

POOL: It was agreed that the Pool would be opened for the summer season on 15 September 1988. ✓

RETICULATION: It was agreed to have the pump and the reticulation system checked prior to the summer months. ✓

NEWSLETTER: To be forwarded to all occupants regarding noise, animals, etc. It was decided that a repeat of the January 1988 newsletter would be applicable at this time.

There being no further business the meeting closed at 7.30pm.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN: _____

DATE: _____

OWNERS OF THE MEWS

FINANCIAL STATEMENT OF RECEIPTS AND PAYMENTS TO 7/9/1988

RECEIPTS:

Balance as at the 31/5/1988	2943.13
Levies since received	6008.00
Recalled funds from Bldg society a/c	1000.00
Re-imbursed from Insurance Co	105.00
	<u>9721.67</u>
	\$10,056.13

PAYMENTS:

Bank charges	13.29	
Management fees	936.00	
Postage & Petties	90.00	
Caretaker to August, 1988	3972.80	
Rent for U 29 to September, 1988	1560.00	
Sundry Caretaking expenses	156.58	
Cleaning of gutters	68.00	
Electrical fuses and starters	76.00	
Pool chemicals	76.50	
Tree lopping	740.00	
Caretaker - telephone	299.26	
Insurance - part premiums	820.24	
SEC - to 7/7/1988	313.55	
Hardware items for common property	214.45	
Repairs to lawnmower	91.80	
Advertisement	9.20	
Leaking pipe	37.00	
Roof repairs	112.00	
Plumbing - insurance	135.00	9721.67
		<u>9721.67</u>
Balance as at the 7/9/1988		\$334.46
		=====

STRATA TITLES ACT 1985
OWNERS OF "THE MEWS"
STRATA PLAN NUMBER 5629

NOTICE OF ANNUAL GENERAL MEETING

The Proprietor(s)/Mortgagee(s)
The Mews
147-159 Charles Street
WEST PERTH WA 6005

NOTICE is hereby given by the Council of the "Proprietors of The Mews 147-159 Charles Street, West Perth, Strata Plan number 5629" of an Annual General Meeting to be held on SATURDAY the 22nd October, 1988 in the carports of Unit 2 and 19, (PLEASE BRING A CHAIR) 147-159 Charles Street, West Perth, for the purpose of:

1. Election of Council for the coming year.
2. To consider and if thought fit, pass the minutes of the previous 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 Bill Crosse & Company, P.O. Box 221, Como 6152 to arrive not later than noon on the 21st October, 1988.

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) Bill Crosse & Company, 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 22nd October, 1988. Please note there is an additional charge of \$35 for attendance at AGM's which have to be re-convened due to lack of a quorum.

PROXY FORM

The Chairman,
The Proprietors of "The Mews"
C/- Bill Crosse & Company,
Post Office Box 221,
COMO W.A. 6152

ANNUAL GENERAL MEETING

As the owner(s) of one or more lots in "The Mews", I/we hereby
appoint _____ or failing him/her we appoint
_____ to act and vote on my/our behalf at the
Annual General Meeting to be held on the Saturday 22nd October, 1988 and at
any adjournment thereof.

DATED THIS _____ day of _____ 1988

SIGNED: _____
(owners to sign here)

UNIT NUMBER(s) _____

OWNERS OF 147/159 CHARLES STREET, WEST PERTH
(Known as "The Mews")

FINANCIAL STATEMENT FOR THE PERIOD:

1st OCTOBER, 1987 to the 30th SEPTEMBER, 1988

RECEIPTS:

GROSS levies	23952.00
Interest on late payment of levies	66.00
Recalled funds from Bldg Society account	6000.00
Insurance claim - Pool motor	248.50
	<hr/>
	30266.50

PAYMENTS:

FID & BAD fees	40.30	
Management fees 31/8/1987 to 30/9/1988	3042.00	
Postage & petties	270.00	
Annual General Meeting fee	60.00	
Invest further funds	2000.00	
Caretaker - wages	14889.77	
Caretaker - telephone	668.70	
Insurance premiums 1987/88	3171.14	
(Part) Insurance premiums 88/89	326.12	
SEC - common lighting & power	2301.06	
Pool parts & chemicals	580.26	
Reticulation repairs	39.66	
Hall Hire (last year's AGM)	6.00	
Electrical repairs	214.00	
Hardware items required for common prop.	624.46	
Caretaker expenses for common property, Including petrol, seedings, fertiliser etc	524.86	
Garden trash bags	28.00	
Adjust TV antenna system	847.00	
Brick paving to pool area	1955.00	
Relief Caretaker	200.00	
Repair lawn mower	91.80	
Repair water pipe	37.00	
Advertisement	9.20	
Gutter repairs	68.00	
Tree lopping	740.00	
Remove tree blown down by storm	82.00	
Paint water stained ceiling to U48 (ins Cl)	77.00	
Repair to burst water pipe not met by Ins	12.00	
	<hr/>	32905.33

EXCESS of payments over receipts	\$2638.83 DEBIT
Balance as at the 30/9/1987	3111.69
	<hr/>
Balance as at the 30/ 9/1988	\$ 472.86

PIBS-BUILDING SOCIETY ACCOUNT

Balance as at the 30/9/1987	7000.00	
Invested further funds	2000.00	
Interest	317.99	
	<hr/>	
	9317.99	
Recalled funds	6000.00	
	<hr/>	
		\$3317.99

BALANCE OF BOTH ACCOUNTS AS AT THE 30/9/1988 \$3790.85

LEVIES IN ARREARS: \$ 152.00
PRE-PAID LEVIES: \$1914.00

OWNERS OF 147/159 CHARLES STREET, WEST PERTH

ANTICIPATED BUDGET FOR THE PERIOD 1/10/1988 to 30/9/1989

FID & BAD fees	50.00
Management fees	2808.00
Postage & petties	270.00
Annual General Meeting fee	60.00
Caretaker wages	15000.00
Caretaker telephone	600.00
Insurance premiums	2700.00
SEC - common lights & power	2400.00
Pool parts & chemicals	600.00
Hardware & general expenses	1100.00
Relief Caretaker wage	300.00
Replace 'Victavac' Cleaner	1100.00
Unanticipated maintenance & requisites	900.00
Funds for major repairs & maintenance	1100.00
	<hr/>
	\$28988.00

\$28,988.00 divided by the aggregate of shares 186 = \$155.85 per share.

Units with 3 shares = \$467.55 p.a. divided by 4 = \$116.89 per unit per quarter.

Units with 4 shares = \$623.40 p.a. divided by 4 = \$155.85 per unit per quarter.

Approximately an increase of 22% - suggested.

We feel that if an increase had been accepted at last years Annual General Meeting such a steep increase may not have been necessary. Last increase in the Budget was in 1985.

BUDGET TO BE DISCUSSED AND DEBATED AT THE ANNUAL GENERAL MEETING.

P.S.

Prior to the period between 1985 & 1988/89 the budget would appear to have been increased on a rate of approx. 5% to 7½% p.a. to keep pace with the cost of living.

STRATA TITLES ACT 1985
THE OWNERS OF 147-159 CHARLES STREET, WEST PERTH
ANNUAL GENERAL MEETING
A G E N D A .

1. Record attendance & determine a quorum.
2. Apologies.
3. Receive proxies.
4. Minutes of the previous Annual General Meeting to be read and confirmed as a correct record.
5. Any matters arising.
6. Annual Financial Statement to be read, and accepted into the records.
7. Any matters arising.
8. Election of Council of Management for year 1988/89.
9. Strata Company Management. (appointment)
10. Consideration of Budget for 1988/89.
11. General Business.

GENERAL ADVICE AS PER STRATA TITLES ACT 1985

SCHEDULE - PART 1.

12. (3) One-half of the persons entitled to vote present in person or by proxy constitutes a quorum.
- (11) 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.
14. (4) An instrument appointing a proxy shall be in writing under the hand of the appointer(s) 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 whereby 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 and any other moneys recoverable under the Act by the Strata Company from him at the date of the notice given to the proprietors of the meeting have been duly paid before the commencement of the meeting.
- (7) Co-proprietors may vote by proxy jointly appointed by them and 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.
7. The Chairman, Secretary and Treasurer of the Council shall also be respectively the Chairman, Secretary and Treasurer of the Strata Company.

* * * * *

22/10/88

STRATA TITLES ACT 1985
OWNERS OF 147/159 CHARLES STREET, WEST PERTH
(Known as "The Mews")
Strata Plan Number 5629

ANNUAL GENERAL MEETING - - - - - SATURDAY 22/10/1988
WHERE WERE YOU??

NOTICE is hereby given of a re-convened Annual General Meeting
date being Saturday the 29th October, 1988, 2.00 p.m.
in the carports of units 2 & 19.

PROCEEDINGS AT GENERAL MEETINGS

Schedule 1 By-laws Part 1:

12.(4)

If within half an hour from the time appointed for a General meeting
a quorum is not present, the meeting, if convened upon the requisition
of proprietors, shall be dissolved and in any other case it shall
stand adjourned to the same day in the next week at the same place
and time and if at the adjourned meeting a quorum is not present
within half an hour from the time appointed for the meeting, the
persons entitled to vote and present constitute a quorum.

P R O X I E S

If you have already forwarded a proxy and still cannot attend then
that proxy will carry over to the re-convened meeting - naturally
we would like to see you there in person, but if this is not possible,
and you have not forwarded a proxy please assist us by forwarding
your detail as soon as possible.

Many thanks.

BILL CROSSE & COMPANY
for COUNCIL OF MANAGEMENT
"THE MEWS"

24/10/1988

STRATA TITLES ACT 1985

THE OWNERS OF 147/159 CHARLES STREET,
(Known as "The Mews")
Strata Plan Number 5629
WEST PERTH. W.A. 6005

Minutes of the TENTH ANNUAL GENERAL MEETING of the Owners of the Mews
Strata Plan 5629 held on the re-convened date 29th October, 1988 in
the Carports of units 2 and 19 on site at 2.00p.m.

PRESENT: Miss D.L. Hill.
Miss L.J. Coffee.
Miss V.M. D'Cunha.
Mr. W. Sweeney.
Dr & Mrs. K. Milne.
Mr. M. Ireland.
Mr. C.L. Mc Dougall.
Miss R. J. Pearman for Bill Crosse & Company

PROXIES: Miss E.R. Gouch nominated Mrs. A. Anderson.
Mrs. T. Ivory nominated Mrs. A. Anderson.
Mr & Mrs. A. Ngeow nominated the Chairman.
Mr & Mrs. F. Zencich nominated the Chairman.
Miss S.C. Ridd nominated Mr. C. Gray.
Mr. J.C. Carr nominated Mrs. S.A. Carr.
Miss A.L. Mc Donald nominated the Chairperson.
Mr & Mrs. M. Lahtov nominated the Chairperson.
Misses E & D Alcock nominated the Chairperson.
Mr. A. Profitlich nominated the Chairperson.
Mr & Mrs. R.G. Haslam nominated Bill Crosse & Co.
Mr. M. Skully nominated Bill Crosse & Co.
Jayel Nominees Pty Ltd nominated the Chairman.
Ms. M. Rich nominated Bill Crosse & Co.
Miss K.F. Trewavas nominated Bill Crosse & Co.
Mrs. D. Gilbert nominated Bill Crosse & Co.
Miss M.F. McRae nominated the Chairperson.
Mr & Mrs. D.T. Wood nominated the Chairperson.
Mr & Mrs. P.J. Smith nominated Mr. H. Harvey. (not present)
Miss Y. Nikolic nominated Mrs. L. Dekens (not present)

NOTICE OF MEETING: Was duly read and accepted on a motion put by Mr.
Ireland, seconded Dr. Milne. Carried.
A quorum of those persons entitled to vote was
established and the meeting commenced at 2.20p.m.

CHAIRPERSON: It was moved by Dr. Milne, seconded Mr. Ireland
that the proxy for unit 27, Miss Pearman take
the Chair for the duration of this meeting.
Carried.

APOLGIES: Jayel Nominees Pty. Ltd.
Mrs. D. Gilbert.

PROXIES: Were read to the meeting as shown above with
proxy notices being made available for inspection.
Proxies were accepted.

MINUTES OF THE 9TH ANNUAL GENERAL MEETING: Were read and confirmed as being a true and correct
record on a motion put by Mr. Sweeney, seconded by
the proxy for Miss Trewavas Unit 45. Carried.

Matters arising: Nil.

FINANCIAL STATEMENT: It was moved by Mr. Sweeney, seconded Miss Hill
that the statement be taken as read. Carried.
Following an inspection of the Telecom Accounts
it was agreed that a thorough check of these
accounts be made and any trunk line calls be
bill to the Caretaker of that time. It was further
agreed that in future a telephone book be kept
to record all telephone calls. The main reason

for this subject being discussed is the high increase from \$409.13 for the previous year to \$668.70 for the year ended 30/9/1988. Further discussion on the Statement took place with it being noted that at the end of the year when pre-paid levies were deducted a balance on hand remained at \$1876.85. It was then moved by Mr Ireland, seconded Dr. Milne that the statement be received into the records. CARRIED.

AGENDA CHANGE:

It was agreed that item 10 be moved to follow item 7.

BUDGET 1988/89:

The meeting was advised that the Victa Vac which had been a second-hand machine when the STRata Company purchased it, was, according to the repairer beyond repair and worn out. It was agreed that it had served well having been obtained in late 1985. Seven quotes were read to the meeting ranging from \$999.00 to \$1157.00. It was then moved by Miss Coffee, seconded Mr. Ireland that the quote from Hopalongs for \$999.00 be accepted and the new machine be obtained. CARRIED. ✓

The standard maintenance levy was then discussed along with the need to carry out certain maintenance painting.

Extent of Work:

Gutters, facias, down pipes, timber barges plus areas of water damage and flakey wall areas only. For block A \$2840.00 Block B \$3750.00 and Carports, gutters, down pipes & post beams. \$2830.00. totalling: \$9420.00 - it was agreed that the sum of \$1100.00 in the presented budget be deduct ~~ed~~ from the cost of painting and that a special levy be raised to meet the balance.

It was then moved by Miss Coffee, seconded Miss D'Cunha that a special levy for the balance of painting quote be raised, as per unit entitlement with payment to be received by the 28/2/1989. CARRIED. ✓

Maintenance Levy:

In view of the necessity to raise a special levy to carry out painting work to retain the building standard considerable debate took place as to whether a increase of the 22% would make life too difficult for persons on fixed incomes. 10% increase was discussed and it was then put by Dr. Milne that the quarterly maintenance levy contribution be increased by 12% with the increase to commence from the 1st day of January, 1989. Seconded Mr. Ireland. CARRIED. ✓

Budget 1988/89:

It was then moved by Mr. Sweeney, seconded Miss Miss D'Cunha that the budget as presented, be accepted with the necessary allowance made for the 10% for which the budget was not being increased. i.e. original suggestion having been 22%. CARRIED.

COUNCIL OF MGT:

The following owners volunteered to serve on the Council, unopposed, for the coming year:
 Dr. Milne. Miss Coffee
 Miss D'Cunha. Mr. Sweeney.
 Mr. Ireland Mr. Mc Dougall.

STRATA CO MGT:

It was moved by Mr. Ireland, seconded Mr. Sweeney that the services of Bill Crosse & Company be retained for a further 12 months. CARRIED.

GENERAL BUSINESS: Sprinkler outside of unit 2 requires attention. ✓

LAWNS:

It was agreed that generally the lawns were in poor condition with possibly more weed than lawn. This item to be looked into with possible thought to replanting the entire complex in stages.

TRAFFIC HUMP:

Quotes to be obtained to place a traffic hump across the section of drive-way leading towards the steps down to the front block near unit 17. ✓

Extend Drainage Spout to the balcony area above unit two. ✓

The next time a Newsletter is sent out, it was agreed that occupants be requested to make every effort, when watering their plants on balconies not to water to such a degree that the water flows over the balcony to the unit below.

To obey the speed limit of 8KPH.

TRAFFIC MIRRORS

Quotes to be obtained to install two traffic mirrors on the bend leading towards Charles Street and on the Bend leading towards the Visitor Parking area. ✓

Letter to be forwarded to the Perth City Council seeking detail of exactly how far back the land will be required when they widen the road. The meeting was advised that when The Mews was developed consideration had been taken for this road widening and therefore it was not necessary for the Local Council to purchase any land from the Mews this having taken place quite some years ago. ✓

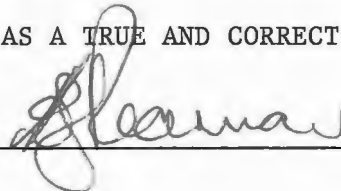
LACK OF WATER PRESSURE.

Correspondence from the Water Authority was read to the meeting which explained that the Authority had through the winter months shut down one of the major supplies to the area for maintenance, which resulted in a loss of available pressure. They also advised that this work was estimated to be completed by the end of September. Obviously this has not happened. It was agreed that further correspondence be forwarded to them lodging complaint on behalf of all Occupants. ✓

There being no further business the meeting closed at 3.15p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN:



DATED:

21/9/89

"OWNERS OF THE MEWS"
FINANCIAL STATEMENT FOR THE PERIOD: 1/10/1988 to 16/1/1989

RECEIPTS:

Balance as at the 30/9/1988	472.86
Levies since received	8593.00
Painting levies received (33)	5054.49
Recalled funds from Bldg Society	2050.00
	16170.35

PAYMENTS:

FID & BAD fees	17.01	
Management fee Oct to Jan	936.00	
Postage & petties	90.00	
SEC - Common lighting & power	669.73	
Caretaker wages	5949.34	
Insurance premiums to 1/10/1989	1954.29	
Caretaker telephone	75.49	
Pool Chemicals & parts	328.10	
Caretaking expenses	50.00	
Hardware requisites - including fluoro	172.85	
Annual General Meeting fee	60.00	
Retic timer -	35.00	
Anti-skid strips	85.50	
New Victa Vac	999.00	
Attention to common lights	49.00	
Replace pool filter system	600.00	
Xmas & Thank-you to Caretakers	34.00	
Remove bee(s) nest	58.00	
Snail killer & plants	93.70	
Service to reticualtion system	98.80	
Speed hump near Unit 17	100.00	
Remove fallen tree	40.00	
	12495.81	
Balance as at the 16/1/1989		3674.54

P.I.B.S.

Balance as at 30/9/1988	3317.99	
Interest	280.37	
	3598.36	
Recalled funds	2050.00	1548.36

Total of BOTH accounts as at the 16/1/1989 \$5222 . 90

LEVIES IN ARREARS:

Units: 3, 4, 6, 9, 15, 16, 18, 20, 21,
 28, 29, 31, 33, 35, 36, 38, 44, 46, & 53 Total arrears: 2511.00

PAINTING LEVIES TO COME IN: \$4365.00

STRATA TITLES ACT 1985

OWNERS OF "THE MEWS"

147-159 CHARLES STREET, WEST PERTH
STRATA PLAN NUMBER 5629

MINUTES of Committee Meeting held on 16 January 1989 in Unit 19,
at 6.00pm.

PRESENT: Miss V. D'Cunha
Miss L.J. Coffee
Mr. W. Sweeney
Mr. M. Ireland
Mr. C.L. McDougall
Miss R.J. Pearman for Bill Crosse & Company
Mr. K. Annandale by invitation

ABSENT: Dr. K. Milne

MINUTES OF PREVIOUS
COMMITTEE MEETING

Minutes of meeting held on 7 September 1988
were read with the following items being noted
as Matters Arising.

IVY STREET SPARE BLOCK

Correspondence from the Perth City Council was
read to the meeting and the meeting was advised
that this block has been cleared of all general
rubbish.

CARPORT UNIT 2

The meeting was advised that this has now been
attended.

It was moved by Miss D'Cunha seconded
Mr. Sweeney that the Minutes be confirmed as a
true and correct record. Carried unanimously.

REVIEW OF AGM

Held on 29 October 1988.

Lawns

Miss Pearman advised the meeting that at this
time she had not looked into different
varieties of lawn to plant at The Mews, but
that the buffalo lawn in the area beside Unit
11 and the carport was surviving well and
felt that perhaps it would be in the interests
of the property to look towards buffalo.
Mr. Annandale mentioned that Bent lawn seed
would probably help in the shady areas.

Following discussion it was decided that a plan be put together to totally shrub the area directly out-side Units 14 to 16 as the area is normally totally shaded and lawn will not grow. Plan to be forwarded to Mr. Sweeney and Miss D'Cunha who will circulate same among other Committee Members and advise Bill Crosse & Company as to whether they are authorised to proceed with the system. ✓

HUMPS

The meeting was advised that the additional traffic hump which has been installed has been most successful in lowering the speed travelled by some drivers on the complex and it was unanimously decided to increase the height of the middle traffic hump. Mr. Annandale agreed to look after this item.

TRAFFIC MIRRORS

General discussion took place on this item and it was decided to hold this matter in abeyance.

WATER PRESSURE

This item also is held in abeyance pending further complaints re lack of water pressure.

FINANCIAL STATEMENT

Was read and discussed at length. Special note was made that in this first quarter extremely heavy expenses have been experienced - Insurance, new Victa Vac and new Filter for the pool. It was agreed that considerable care would need to be taken. It is particularly noted that some of the painting funds have already been eroded and therefore it is most important that these be moved into a separate account where they cannot be touched. The Financial Statement was then accepted and received into the records on a motion put by Mr. Ireland seconded Miss Coffee. Carried unanimously.

VICTA VAC

Miss Pearman advised the meeting that she had received an offer of \$30 to purchase the old Victa Vac. This offer was accepted immediately. ✓

INCOME TAX

Subject on hold as a directive has been given at an Annual General Meeting and can only be dealt with at the next General Meeting.

GENERAL BUSINESS

SWIMMING POOL

Mr. Annandale addressed the meeting advising that leaves are becoming an extreme problem with the pool - the Peppercorn leaves and berries causing an imbalance in the pool chemicals and the necessity to place heavy amounts of chlorine in the water. It was

agreed that Mr. Annandale would approach the persons living at the rear of the property on which this tree is planted, in an endeavour to have it lopped considerably lower and it was further agreed that if they were willing then this Strata Company should meet the total cost of the work. The four gum trees at the rear of the carport and the gum tree in front of the carparking space for Unit 6 - quotes to be obtained to cut the four off at fence height and poison and the one at the front of Unit 6 to cut down to stump level and remove. Three quotes to be obtained. Detail to be forwarded to Mr. Sweeney and Miss D'Cunha who will circulate detail and advise which quote is acceptable.

✓

POOL BEHAVIOUR

The meeting was advised that there has been some unruly behaviour in the pool but at the moment the Caretaker seems to have this situation under control. 20 copies of the By-Laws to be forwarded to Mr. Annandale along with a similar number of Newsletters.

✓

RENTAL AGENT

Correspondence to be forwarded to the Rental Agents operating in the Mews requesting that they take more care screening their tenants and with a request that the Strata Company be advised the names of the ingoing tenants.

✓

UNIT 30

Letter to be forwarded to Roddie Messina Real Estate with courtesy copy to the Owners of the Unit in connection with the young couple currently renting this Unit. It was advised they are extremely noisy, a problem in the pool area with their numerous friends and laundry on the balcony and have to date had three verbal warnings which requested them to conform with the By-Laws of this Strata Company.

✓

UNIT 39
VENTILATION FLUE

A request was put to the meeting by the Owners of Unit 39 to instal ventilation flue to the rear section of the roof of his Unit. Following discussion it was unanimously agreed to authorise this addition with the proviso that the owner of Unit 39 have the flue coloured to match the tilex and that he make contact with the Perth City Council to ascertain to whether or not their authorisation is necessary to make this addition.

DOG

The meeting was advised that it was thought that there was a dog living in Unit 5.

NEXT MEETING

To be held on 3 April 1989 in Unit 4
at 6.00pm.

There being no further business the meeting closed at 7.00pm.

CERTIFIED AS A TRUE AND CORRECT RECORD.

✓ D' Cunha
CHAIRMAN

6/4/89
DATE

"THE OWNERS OF THE MEWS"

FINANCIAL STATEMENT FOR THE PERIOD: 16/1/1989 to 6/4/1989

RECEIPTS:

Balance as at the 16/1/1989	3674.54
Levies since received	6870.00
Painting levies since received (17)	2639.07

13183.61

PAYMENTS:

FID & BAD fees	5.50	
Management fee Feb & March	468.00	
Postage & petties	45.00	
SEC - common light & power to 28/2/1989	355.78	
Caretaker's wages	993.20	
Caretaker's rent to 11/4	823.34	
Caretaker's phone	125.49	
Traffic hump near Unit 5	40.00	
Fuel & Sundry expenses	148.00	
Sprinklers, hose fittings, ashpalt etc	48.25	
Gardening tools, weed killer etc	136.23	
Pool chemicals & parts	243.30	
Tree removal & lopping	900.00	
Deposit funds in the PIBS (painting)	7693.56	12025.65

Balance as at the 6/4/1989 \$1157.96

PIBS Account now 9241.92

FUND IN BOTH ACCOUNTS AS AT THE 6/4/1989 \$10399.88

LEVIES IN ARREARS:

UNIT 4:	294.00	178.92	
10	110.00		
15	90.00	134.19	-
16	110.00	134.19	-
18	147.00		
21	147.00		
25	110.00		
28	110.00		
29	294.00	178.92	
31	147.00		
32	110.00		
36	147.00		
37	110.00		
39	147.00		
44	110.00		
46	110.00		
48	147.00		
53	147.00		
54	147.00		

2734.00 626.22 = \$3360.22

260
244.19
-1851

STRATA TITLES ACT 1985
OWNERS OF THE MEWS
147/159 CHARLES STREET WEST PERTH
STRATA PLAN 5629

Minutes of the Council of Management meeting held on the 6th April, 1989
in unit 4 at 7.30 p.m.

PRESENT: Miss L. Coffee.
Miss V. D'Cunha.
Mr. C.L. Mc Dougall.
Miss R.J. Pearman for Bill Crosse & Company.

APOLOGIES: Dr. K. Milne. & Mr W. Sweeney.

ABSENT: Mr M. Ireland.

Minutes of the previous meeting of the Council held on the 16th January,
1989 were read and the following items discussed and raised as matters
arising:

Landscape gardening:

Area between units 14 to 16 - with the improved financial situation
it was agreed that the quote from Nookenburra Garden Centre at a cost
of \$768.25 be accepted. Included in this quote - 25 shrubs, 50 ground
covers, 14 bags of groganic, 12 stepping blocks, crab grass killer, hire
of rotary hoe and labour. Work to be carried out as quickly as possible
with extended payment arrangement as discussed. ✓

Traffic Mirrors:

It was decided to put this matter on hold as the traffic humps would
appear to have controlled the speeding plus it was agreed to place a
warning in ** a newsletter to stress the importance of taking care
on the bend coming in off Charles Street entrance.

Water Pressure: No complaints at this time.

Painting: M.&.S. Macke to be queried as to why the job is taking
such a long time - plus to be advised that the painters
don't come on site until late and don't really seem to
we working well. ✓

The minutes were then confirmed as being a true and correct record on
a motion put by Miss D'Cunha. Seconded Miss Coffee. Carried.

OFFICE BEARERS:

Following discussion it was agreed that the following members would
take up these offices:

Miss V. D'Cunha - Chairperson.
Mr. W. Sweeney - Secretary.
Miss. L. Coffee - Treasurer.

This appointments being necessary under the Strata Titles Act 1985.

FINANCIAL STATEMENT:

Was read and discussed and it was agreed that same be received and
accepted into the records - unanimous decision of those present.

GENERAL BUSINESS:

Address for serving of Notices on Company:

It was agreed that this should be changed from Home Unit Management (RJP)
and brought to 147/149 Charles Street, West Perth. (Strata Company Letter
Box) - once this detail is registered on the Strata Plan it will then
be necessary for the Secretary to check the letter boxes regularly to
forward any Strata Company Mail on to the Strata Company Manager/Agent. ✕

Newsletter items:

1) Swimming Pool will be closed after the coming school holidays. 2) Washing
is being stolen off the clothes lines (particularly if left over-night) all
residents are reminded of the ruling that washing should be taken off the
line as soon as dry and that it is left there at the risk of the resident. ✓

3) Care to be taken when entering off the Charles Street entrance - particularly at the bends - detail to be included re motor vehicle accidents on private property. 4) NOISE - mentioning that sound transmits through the buildings very easily, particularly at night when it is still. 5) Making entrance into units on the upper levels via the downpipes is not permitted - a watch to be kept on the persons endeavouring to enter this way. Thought to be in the vicinity of units 53/54. 6) Persons being dropped off at the complex after 11.00 p.m. (particularly on week nights) are asked to make sure that their driver leaves them in the visitor parking area to prevent disturbing other residents. Not to toot horns etc.

RESIGNATION: In view of the anticipated lengthy absence of Mr. Ireland it was agreed that it should be taken that Mr. Ireland has tendered his resignation.

There being no further business the meeting closed at 8.20p.m. with an apology to Dr. Milne for lack of notice and change of notice for this meeting.

Next meeting to be held in Unit 12 on the 21/6/1989 at 6.00p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRPERSON: V D'Ambr DATED: 21/6/89.

"THE OWNERS OF THE MEWS"

FINANCIAL STATEMENT FROM 10/4/89 TO THE 21/6/89

RECEIPTS:

Balance as at 06/4/89	1157.96
Levies since received	4238.00
Painting Levies	492.03
Trsf PIBS Painting	9000.00
Trsf PIBS	400.00
Loan from Bill Crosse & Co	650.00
Interest on Levy	5.51

15943.50

PAYMENTS:

Bank charges (FID & BAD)	6.03
Management fee	468.00
Postage & petties	45.00
SEC to 15/5/89	435.60
Caretaker wages to 23/6/89	2979.60
Caretaker rent to 11/7/89	1235.01
Various cleaning, tip fees etc	105.90
B. Wakefield repair gutters	248.00
Common Seal	16.19
Fluor. lights & security lighting	127.00
Drill bit etc varous pipe fittings	
Paint, snail pellets mower blade	224.10
Reg. Strata Plan	35.00
Pest Control	70.00
Alroh. Repairs to mower	229.70
Loan from Bill Crosse	50.00
M & S Mackie. Painting	9000.00
Garden trash bags	91.00
Pool chemicals	310.90

15677.03

Balance as at 21/6/89 266.47

INVESTMENTS

Perth Building Society 26.18

FUNDS IN BOTH ACCOUNTS AS AT 21/6/8 292.65

LEVIES IN ARREARS

UNIT 15 114.00
UNIT 15 P Levv 134.19

248.19

STRATA TITLES ACT 1985

OWNERS OF THE MEWS
147/159 CHARLES STREET WEST PERTH

STRATA PLAN 5629

Minutes of the Council of Management held on the 21st June, 1989
in Unit 12 at 6.00 p.m.

PRESENT: Miss V D'Cunha - Chairperson
Mr W Sweeney - Secretary
Miss L Coffee - Treasurer
Dr K Milne
Mr C L McDougall
Mrs Milne - by invitation
Miss R J Pearman for Bill Crosse & Company

Minutes of the previous meeting of the Council of Management held on the 6th April, 1989 were read and on a motion put by Miss D'Cunha, seconded Miss Coffee were confirmed as being a true and correct record. Carried.

MATTERS ARISING:

Landscape Gardening:

This project has now been completed and to the satisfaction of the Council of Management. Mr McDougall made mention that when heavy rains are experienced, soil is washed down and on to the footpath. It was agreed that some method be put into place to block this area until the ground covers grow and in turn should retain the soil. ✓

New Traffic Hump

It was agreed that the caretaker be asked to paint the new traffic hump with white road marking paint.

Newsletter Items

Laundry on the lines near Unit 13 must be removed as quickly as possible. Currently one occupant is leaving washing on the line for days to the detriment of other occupants. It was agreed to advise that in future any items which are dry and have been on the line will be placed in plastic bags and pegged to the line to await collection - thus freeing the area for others to use. ✓

Clothes-drying area near Unit 13

FINANCIAL STATEMENT:

Was read and discussed with a query as to how many phone calls involved on last account and for what period the \$91.00 for garden trash bags covered. It was then moved by Dr Milne, seconded Miss D'Cunha that the statement be received and accepted into the records. Carried.

GENERAL BUSINESS:

Newsletter

- ✓ 1) Occupants to be requested to make sure that their visitors, when leaving in the 'late' hours, be asked not to toot their car horns, leave their motors running whilst carrying out lengthy farewells and generally to keep the noise down.
- ✓ 2) Occupants to use the carbay allocated to their unit and no other.
- ✓ 3) Speeding - it is pleasing to note that the speeding problem is greatly reduced.

Brick Fence and Enclosure of Walkway

A plan, put forward by Mr John Standfort was tabled for the Council of Managements consideration. The plan being in two parts;

- 1) To erect a high density brick, ^{walls} two metres in height.
- 2) To brick in the open walkway facing Charles Street (on the three levels with ornamental grate 18" wide for light and ventilation).

The meeting was advised that Mr Standfort has volunteered to meet the cost involved for the centre floor on his side of the building.

Considerable discussion took place on this subject with the meeting being advised that whilst they can "look" into the situation they are not empowered to carry out any items involving 'capital' expenditure. It was agreed to write to the Perth City Council seeking their advice as to whether such alterations, should the owners choose to proceed, would be permissible.

Complaint

Unit 35 against Unit 53. The meeting was advised that Mr Standfort has lodged a verbal complaint with Miss Pearman regarding his neighbour above, who is a shift worker:-

- 1) Sound of doors closing
- 2) Voices
- 3) Calling for their cats

Carport Gutters

Caretaker to be requested to check all carport gutters and clean out where necessary.

There being no further business the meeting closed at 7.00 p.m. with a thank you to Miss D'Cunha for the use of her home for the purpose of this meeting.

Next meeting to be held on the 23rd August, 1989 (Wednesday) in Unit 4 at 6.00 p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN: V D Cunha

DATED: 23/8/89

THE OWNERS OF THE MEWS

FINANCIAL STATEMENT FROM 21/6/89 TO 22/8/89

RECEIPTS

Balance as at 21/6/89	266.47
Levies since received	5484.00
Loan from Bill Crosse & Co.	655.00
	<hr/>
	6405.47

PAYMENTS

FID & BAD fees	15.21	
Management fees	468.00	
Printing, Postage & Stationery	67.50	
Insurance (Workers Comp.)	611.37	
Strata Company phone	125.28	
C/T rent to 11/9/89	823.34	
C/T wages to 23/8/89	1986.40	
SEC - rent to 11/9/89	315.75	
Landscape gardening	768.25	
Balance of painting	420.00	
Hardware - globes & tubes	367.80	
Grounds expenses	101.20	
Pest Control	70.00	
	<hr/>	6140.10
Balance as at 22/8/89		265.37
PIBS account		26.18
		<hr/>
Balance of both accounts as at 22/8/89		291.55
		<hr/>

LEVY ARREARS:

Unit 46 Mrs Gilbert	110.00
" 15	99.00
" 15 Painting L.	134.19
	<hr/>
	\$343.19

OWNERS OF THE MEWS

STRATA PLAN 5629

Minutes of Council of Management meeting held on the 23rd August 1989 in unit 12, 147-159 Charles Street, West Perth at 6.00p.m.

PRESENT:

Miss V. D'Cunha - Chairperson
Mr C.L. McDougall
Mr W. Sweeney - Secretary
Mrs W. Lee for Bill Crosse & Company

APOLOGIES:

Dr.K. Milne
Miss L. Coffee

The meeting was declared open and the Minutes from the previous council of management meeting held on 21st June 1989 were read. It was moved Miss D'Cunha seconded Mr Sweeney that the Minutes be accepted as a true and correct record. Carried unanimously.

MATTERS ARISING:

Landscaping:

This area has now been bricked up to the existing wall to prevent the sand washing into storm water drains.

Traffic Hump:

The new traffic hump has been painted by the caretaker.

Complaint:

The matter of the dispute between the owners of units 53 and 35 re noise was mentioned.

Gutters:

The caretaker advised that he would need the assistance of the handyman to clean the high gutters as he suffered from dizziness when working at heights.

FINANCIAL STATEMENT:

The financial statement was discussed and was unanimously accepted into the records.

GENERAL BUSINESS:

Roadworks:

The caretaker advised that the roadworks are far from finished. He also advised that the gas would be turned off by the SEC on the 24th August as they were upgrading the gas pressure in the area. It was suggested that mention be made in the Newsletter to the effect that occupants should take care when they turn on their hot water as it may be (hopefully) much hotter.

Newsletter:

The caretakers requested that another Newsletter be forwarded to the residents with the following items being mentioned:

Mail: Occupants were requested to place any items of wrongly addressed mail in the caretakers' letter box (29) as very often they have a forwarding address for the previous residents or know if they are living in another unit in the complex. Recently, about five

....2

months of mail was discovered in a unit that had either not been re-addressed or handed to the caretakers. Also some mail had been returned to the Post Office, when the caretakers had a forwarding address for the previous occupants.

Parking: It seems that some owners are parking in the visitor's parking bays instead of their own car bay. Please keep the visitor's bays free for visitors!

Noise: ONCE AGAIN the caretakers have asked that residents be reminded not to make undue noise when their visitors are leaving at night, ie not to shout down to others from balconies, or when being dropped off by friends. Also no revving of motors when leaving the complex.

Annual General Meeting. It was agreed that the date for the Annual General Meeting would be Saturday, 21st October 1989 at 2.00p.m. in the carpark.

Painting. The matter of ensuring funds for ongoing painting maintenance was discussed. This would be placed on the Agenda for the Annual General Meeting.

Mini-skip. It was agreed that the caretakers be authorised to order a Mini-skip to be delivered to the complex on Sunday 27th August 1989.

There being no further business the meeting closed at 6.30p.m.

Certified as a true and correct record.

CHAIRMAN: V D Cunha DATE: 8/11/89

STRATA TITLES ACT 1985

OWNERS OF 147-159 CHARLES STREET - STRATA PLAN 5629

NOTICE OF ANNUAL GENERAL MEETING

The Proprietor(s)/Mortgagee(s)
The Mews
147-159 Charles Street
WEST PERTH WA 6005

NOTICE is hereby given by the Council of the "Proprietors of 147-159 Charles Street, West Perth, Strata Plan 5629" of an Annual General Meeting to be held on Saturday the 21st October 1989 in the carport of Units 2 & 19, (PLEASE BRING A CHAIR) 147-159 Charles Street, West Perth 6005, at 2.00 p.m. for the purpose of:-

1. Election of Council for the coming year.
2. To consider, and if thought fit, pass the minutes of the previous 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 Bill Crosse & Company, Post Office Box 221, Como 6152, to arrive not later than noon on the 20th October 1989.

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) Bill Crosse & Company, 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 entitled to vote) the meeting must be re-convened seven days from the 21st October 1989. Please note there is an additional charge of \$35.00 for attendance at AGM's which have to be re-convened due to lack of a quorum.

CUT
HERE

PROXY FORM

The Chairman
The Proprietors of
147-159 Charles Street
C/- Bill Crosse & Company
Post Office Box 221
COMO WA 6152

ANNUAL GENERAL MEETING

As the owner(s) of one or more lots in 147-159 Charles Street, West Perth
I/we hereby appoint _____ or failing him/her
I/we appoint _____ to act and vote on my/our
behalf at the Annual General Meeting to be held on the 21st October 1989 and
at any adjournment thereof.

DATED this _____ day of _____ 1989

OWNER(S) SIGNATURE(S) _____
UNIT NUMBER(S) _____

STRATA TITLES ACT 1985

OWNERS OF 147-159 CHARLES STREET - STRATA PLAN 5629

ANNUAL GENERAL MEETING

A G E N D A

1. Record attendance, determine quorum and Elect a Chairperson
2. Apologies.
3. Receive proxies.
4. Minutes of the previous Annual General Meeting to be read and confirmed as a correct record.
5. Any matters arising.
6. Annual Financial Statement to be read, and accepted into the records.
7. Any matters arising.
8. Consideration of Budget for 1989/90.
9. Election of Council of Management for year 1989/90.
10. Strata Company Management. (appointment)
11. General Business.

GENERAL ADVICE AS PER STRATA TITLES ACT 1985

SCHEDULE - PART 1.

- 12.(3) One-half of the persons entitled to vote present in person or by proxy constitutes a quorum.
- (11) 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.
- 14.(4) An instrument appointing a proxy shall be in writing under the hand of the appointer(s) 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 whereby 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 and any other moneys recoverable under the Act by the Strata Company from him at the date of the notice given to the proprietors of the meeting have been duly paid before the commencement of the meeting.
- (7) Co-proprietors may vote by proxy jointly appointed by them and 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.
7. The Chairman, Secretary and Treasurer of the Council shall also be respectively the Chairman, Secretary and Treasurer of the Strata Company.

OWNERS OF 147/159 CHARLES STREET, WEST PERTH
(Known as "The Mews")

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE PERIOD:

1st OCTOBER, 1988 to the 30th SEPTEMBER, 1989

RECEIPTS:

GROSS levies received	28534.00
Painting levies received (53)	8185.59
Sale of old Victa vac	30.00
Interest on late payment of levies	5.51
Recalled funds from Building Society Account	11450.00
Loan from Bill Crosse & Company	355.00
	48560.10

PAYMENTS:

FID & BAD fees	45.69	
Management fees 1/10/88 to 31/7/1989 (10 mths)	2340.00	
Postage & petties	270.00	
Annual General Meeting fee	60.00	
Caretaker wages	16195.10	
Strata Company - telephone	326.26	
Invest further funds	7693.56	
Insurance premiums	2565.66	
SEC - common lighting & power	2084.00	
Plants & slug killer etc	213.95	
Pool Chemicals & parts	882.30	
Service reticulation system	133.80	
Electrical repairs	230.00	
Light globes & tubes etc	152.50	
Garden trash bags	91.00	
Caretaker expenses for common property: - Incl. petrol, etc	445.10	
Hardware items for common property:- Including garden tools, nuts bolts etc	763.37	
Anit-skid strips for steps	85.50	
New Victa Vac.	999.00	
Speed humps - 2	140.00	
Replace pool filter	600.00	
Caretaker Xmas box	34.00	
Bitumen	27.75	
Tree lopping	900.00	
Replace section of carport gutter	248.00	
Maintenance painting	9420.00	
Change address detail at Titles Office	35.00	
Pest control	140.00	
Repair lawn mower	229.70	
Landscape gardening	768.25	48119.49

SURPLUS of receipts over payments	440.61
Balance as at the 30/9/1988	472.86

Balance as at the 30/9/1989 \$ 913.47

PIBS -Savings Account

Balance as at the 30/9/1988	3317.99
Invested	7693.56
Interest	468.46
	11480.01

Recalled funds	11450.00	
FID & BAD fees	3.83	11453.83
		26.18

Balance of BOTH accounts as at the 30/9/1989 \$ 939.65

PRE-PAID LEVIES: \$3338.00
STANDARD LEVIES IN ARREARS: Nil
PAINTING LEVY OUTSTANDING: \$134.19.

* * * * *

OWNERS OF 147/159 CHARLES STREET, WEST PERTH

SUGGESTED ANTICIPATED BUDGET FOR THE YEAR:-

1st OCTOBER, 1989 to the 30th SEPTEMBER 1990

FID & BAD fees	50.00 ✓
Management fee (14 months)	3276.00 ✓
Postage & petties	324.00 ✓
Annual General Meeting fee	60.00 ✓
Caretaker wages	16000.00 -
Strata Company telephone	400.00 ✓
Insurance premiums	2600.00 ✓
SEC - common lighting & power	2200.00 ✓
Pool parts & Chemicals	900.00 ✓
Hardware and General expenses	1000.00 ✓
Unanticipated maintenance & requisites	2000.00 -
Re-pay loan to Bill Crosse & Company	355.00
Funds for major repairs & maintenance	1100.00 -
	<hr/>
	30265.00

\$30265.00 divided by the aggregate of shares 186 = \$162.72 per share.

Units with 3 shares = \$488.16 p.a. divided by 4 = \$122.04 per unit per quarter.
(Currently paying \$110.00) - *left same*

Units with 4 shares = \$650.88 p.a. divided by 4 = \$162.72 per unit per quarter.
(Currently paying \$147.00) *left same*

Taking into account that the year 1/10/1988 to 30/9/1989 has been quite and expensive year involving the replacement of the victa vac, the necessity to purchase a new pool filter, the need to lop the trees on the northern boundary along with the requirement of obtaining garden tools - we would like to think that the coming year with some care could be achieved with a 5 to 6 per cent increase - though to get a little ahead and with funds in reserve the 10% increase would be recommended.

BUDGET TO BE DISCUSSED AND VOTED ON AT THE ANNUAL GENERAL MEETING

STRATA TITLES ACT 1985

OWNERS OF 147/159 CHARLES STREET, WEST PERTH
(Known as "The Mews")

STRATA PLAN NUMBER 5629

Minutes of the ELEVENTH ANNUAL GENERAL MEETING of the Owners of The Mews Strata Plan 5629 held on Saturday the 21st day of October, 1989 in the Carports for units 2 and 19 on site at 2.00p.m.

- PRESENT: Mrs. T. Ivory (Units 3 & 4)
Miss L.J. Coffee.
Miss V. D'Cunha
Mr. C.L. Mc Dougall.
Miss S.C. Ridd.
Mr. W. Sweeney.
Dr and Mrs. K. Milne.
Mr. R. Schulze & Ms. A.J. Healy.
Mr. J. Standfort.
Miss G.M. Horrigan.
Mr. B.A. Temperly.
Mr. R. Schulze.
Miss R.J. Pearman for Bill Crosse & Company.
- PROXIES: Angola Pty Ltd nominated Bill Crosse & Company
Mr. A.H. Miller nominated Bill Crosse & Company.
Mr & Mrs. M. Lahtov nominated the Chairperson.
Misses E.&D. Alcock nominated the Chairperson.
Mr. A. Profitlich nominated the Chairperson.
Mr & Mrs. R.G. Haslam nominated Bill Crosse & Company.
Miss K.F. Trewavas nominated Bill Crosse & Company.
Mrs D. Gilbert nominated the Chairperson.
Ms. C.A. Reid nominated Ms Susan Rose.
Mr. A.C. Manners nominated Bill Crosse & Company.
Miss M.F. McRae nominated Bill Crosse & Company.
Mr & Mrs. Y. Nikolic nominated Miss V. D'Cunha.
- NOTE: One half of the persons entitled to vote present in person or by proxy constitutes a quorum.
- No person is entitled to vote at any General meeting unless all contributions payable in respect of his lot have been duly paid and any other moneys recoverable.
- | | | |
|------------------------|---------------|--------|
| Total unit entitlement | 186.00 | shares |
| Non Financial members | 26.00 | shares |
| | <u>160.00</u> | |
- Therefore to achieve a quorum 81 shares were required.
It is noted that a quorum was present with shares equalling 88.
- NOTICE OF MEETING: Was read and duly accepted on a motion put by Dr. Milne, Seconded Miss D'Cunha. Carried.
- The meeting was advised that attendance had been recorded, that a quorum was present and nominations were then called for a Chairperson.
- CHAIRPERSON: It was moved by Mr. Schulze, seconded Miss D'Cunha that the proxy for unit 27 take the Chair. Carried unanimously.
- APOLOGIES: Nil.
- PROXIES: Were read to the meeting as shown above and made available for inspection. It was then moved by Mr. Sweeney, seconded Miss Coffee that the proxies be accepted. Carried unanimously.
- MINUTES: of the Tenth Annual General Meeting were then read to the meeting. It was moved by Miss D'Cunha, seconded Mr McDougall that the minutes be confirmed as a true and correct record. Carried.
- Matters arising: Lawn area near Unit 17: The meeting was advised that this area in particular was in very poor condition and it was agreed that the incoming Council of Management

give consideration to dealing with this sector next. ✓
i.e. replacement and or re-seeding.

Traffic Mirrors: The meeting was advised that this project had been abandoned in view of the fact that the traffic humps had solved the problems of speeding on site.

Telephone Calls:

The meeting was advised that it could only be proved that \$23.00 (approx) were trunk calls - further that the particular period included 5 accounts paid rather than the normal 4.

FINANCIAL STATEMENT:

Was taken as read and discussed. A query was raised as to quite what the Caretaker's duties were and full detail was given of their daily, weekly, fortnightly duties. One item queried being - Hardware items for Common Property. The Chairperson advised that a detailed list would be provided at the bottom of the minutes. It is noted that gardening tools etc were required as the previous Caretakers had provided the majority of their own equipment. Those present felt that quite a few of the jobs on site could be carried out by having 'busy-bee' days to save costs.

Following full discussion it was moved by Miss D'Cunha seconded Mr. Sweeney that the statement be received and accepted into the records. Carried unanimously.

BUDGET 1989/90:

Following discussion on the need to conserve funds and volunteer via a busy bee system when certain projects arise it was moved by Mr Schulze, seconded Mr Stanfort that the budget and maintenance contributions remain the same as for the previous year. Carried unanimously.

With the setting of the budget it was agreed that the ingoing Council of Management do all within their power to work to this budget and in fact, if possible, make some savings.

COUNCIL OF MGT: Election.

<u>Nominator</u>	<u>Nominee</u>	<u>Seconder</u>
Mrs T. Ivory nominated	Miss C. D'Cunha	Mr. Sweeney
Mr. Schulze	Miss S. Ridd	Ms Healy.
Miss Ridd	Miss G. Horrigan	Mr. Sweeney.
Dr. Milne	Mr. J. Standfort.	Miss Horrigan. ✓
Miss D'Cunha	Mr. W. Sweeney	Ms. Healy.
Miss D'Cunha	Mrs. T. Ivory	Mr. Schulze.
Mr. Standfort	Mr. C. Mc Dougall	Mr. Temperly.

There being no further nominations the above seven members were duly elected the Council of Management for the coming year.

STRATA CO MGT:

It was moved by Miss Coffee, seconded Miss D'Cunha that Bill Crosse & Company be appointed Strata Company Managers -- that the Council of Management be given the right to alter this arrangement should they so desire thus reserving their right to change this decision. Carried unanimously.

GENERAL BUSINESS: Back fence area:

It was agreed that the ingoing Council of Management look towards beautifying this area. Last year the trees, which were causing damage, were removed and the area looks bare.

Free trees:

All Owners present were encouraged to go along to the Perth City Council tree distribution centres and obtain free trees for the complex. Apparently one tree per rate payer is permitted.

Front area - Brick Fence

Following discussion on the subject of erecting a brick fence to the front of the property for the purpose of noise prevention from the traffic on Charles Street it was moved by Mr Standfort that the ingoing Council of Management be requested to make a study of this suggestion including ascertaining all costs involved for a suggested 2 metre high brick wall. As there was no seconder this motion lapsed.

Steps near letter boxes:

The meeting was advised that the second step near the letter boxes was dangerous and required attention.

Gardens:

It was agreed that whilst the Council of Mgt are looking into shrubs etc to the rear fence area that they look at the complex in general for any garden improvements which can fit in with the budget and busy-bee days.

Charles Street Alterations:

Letter to be forwarded to the Perth City Council lodging a complaint re the duration of these works, advise them on the danger of the extremely large pot hole at the entrance to The Mews and endeavour to ascertain when the works will be completed?

Painting:

Painting contractors to be requested to come back on site and make good an area which has lifted (near Unit 5) due to water or some such other activity.

Gutters:

It was agreed that all gutters should be cleaned out prior to the winter months - late April seemed to be an agreed time of the year.

General Expenses:

It was agreed that the Caretakers be advised of the Council of Management's decision to pull back on expenses where possible.

Vote(s) of thanks:

Were expressed to the Members of the Council of Management for the year 1988/89, Miss Pearman and to all for their attendance at this meeting.

There being no further business the meeting closed at 3.30p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN: *Miss Pearman*

DATED: 4/11/90

Hardware Items:

Glue	7.85
Paint etc	139.25
Lawn seed	17.60
Cement	14.40
Retic Parts	142.90
Rake, Broom	25.40
etc	3.00
Key tags	
Fluor tubes	
Fuse links etc	75.20
Nuts, bolts,	
rivets, hinges	
etc	43.55
Degreasing	55.00
Mower parts	39.83
Snail pellets	
etc	35.10
Mesh	19.00
Hose & fit.	36.20
Weed wand	22.65
Secateurs	13.90
Cord	8.95
Seal	16.19
Deadlock & kit	47.40
	<hr/>
	\$763.37

OWNERS OF 147-159 CHARLES STREET (KNOWN AS "THE MEWS")

FINANCIAL STATEMENT FROM 22/8/89 TO THE 6/11/89

RECEIPTS:

Balance as at the 22/8/89	265.37
Levies since received	6109.00
Loan from Bill Crosse & Company	263.00
	<hr/>
	6637.37

PAYMENTS:

FID & BAD	4.40	
Management fee	702.00	
Postage & petties	49.50	
AGM fee	60.00	
Strata Company phone	109.95	
Caretaker rent to 11/11/89	823.34	
Caretaker wages to 23/10/89	1986.40	
SEC to 5/9/89	307.14	
Gardening	88.34	
Replace fluoro tube	54.00	
Pool chemicals	141.50	
Construction of brick wall	376.20	
Part payment of insurance	639.10	
Sundry (hose, gloves, glue etc.)	40.45	
Re-pay loans	1255.00	6637.32
	<hr/>	
Balance as at the 6/11/89		.05

PIBS ACCOUNT

Balance as at the 22/8/89	26.18	
Interest <u>less</u> FID	24.86	51.04
	<hr/>	
Balance of BOTH accounts as at the 6/11/89		\$ 51.09
		<hr/> <hr/>

ARREARS:

Unit 15	Mr McDougall	328.19
34	Miss P Dixon	110.00
36	J Tierney	147.00
" 37	Mrs Carew-Hopk	110.00
39	G & G Ireland	147.00
46	Mrs D Gilbert	110.00
		<hr/>
		\$ 952.19

STRATA TITLES ACT 1985

OWNERS OF "THE MEWS"

STRATA PLAN NUMBER 5629

Minutes of the Council of Management meeting held on the 8th November, 1989
in Unit 19 at 6.00p.m.

PRESENT:

Miss V. D'Cunha
Miss G. Horrigan
Mr. W. Sweeney.
Mr. J. Standfort.
Miss S. Ridd.
Mrs. T. Ivory.
Mr. C. McDougall.
Miss R.J. Pearman for Bill Crosse & Co.

MINUTES:

Minutes of the Council of Management meeting held on the
23rd August, 1989 were read and confirmed as being a true
and correct record on a motion put by Mr. Sweeney, seconded
Miss D'Cunha. Carried.

Matters arising: nil.

OFFICE BEARERS:

It was unanimously agreed that these positions would
be filled as follows:

Chairperson Miss V. D'Cunha
Secretary Mr. W. Sweeney
Treasurer Mr. J. Standfort.

AGM REVIEW:

Gutters:

It is noted that the carport gutters are in urgent need
of a good clean out. Caretaker to be reminded that this
duty should be carried out as per letter of duties.

Steps outside unit 17

The meeting was advised that the area directly at the
foot of the steps near unit 17 needed a good sweep.
Sand has collected in this section.

Road Alterations:

A letter is to be directed to the Perth City Council
to ascertain as to whether they will be placing a retaining
wall to border the footpath and "The Mews" - it would
appear that when the path is installed a considerable
problem will exist with the cut away of the existing soil
levels.

Lawn Area Near Unit 17:

This item to be further directed to the Caretaker. It
was thought that possibly buffalo cuttings could be planted
in this area or re-seeded. It was further mentioned that
this area has not been taken under the care of the owners
of unit 17, whilst they have planted some shrubs it was
never their intention to completely maintain the area.
Some urgent weeding and tidying required.

Back Fence Area & Garden boxes:

Considerable discussion took place on these items and
certain areas which require shrubs, ferts or similar.
It was decided to hold a busy-bee day on the 10th December,
1989 - work to commence at 1.00pm. Caretaker to be requested
to make available gardening tools owned by the Strata
Company. The intention is to ask the volunteers to bring
a shrub or cuttings (plus tools if they have any). Volunteers
to be requested to gather at the BBQ area. It was further
suggested that after the work has been completed that
a BYO barbecue be held.

Steps Near Letter Boxes:

Make shift maintenance has been carried out on one of
the steps over the years. It was agreed that when funds
are more readily available this should be (if possible)
made permanently secure.

Painting: It is noted that the painters have returned and attended to the area near unit 5.

Caretaker: Copy of duties to be forwarded to each member of the Council of Management. ✓

Building Gutters:

Quotes to be obtained for the cleaning of the building gutters. ✓

FINANCIAL:

It was agreed that should the Caretaker have to telephone Owners in the Eastern States then this call should be made 'reverse charges'.

Item Gardening:

Mini skip bin 26/8/1989	59.00
Fuel & Oil for Victa vac & mower	19.34
Tipping Charge	10.00
	<hr/>
	88.34

Following further discussion on the need to be frugal it was moved by Mr. McDougall, seconded Mrs Ivory that the statement be received and accepted into the records. Carried.

Funding:

It was agreed that in order to 'keep a float' that the levies due on the 1/1/1990 be sent out now - but that the Council of Management be aware that these funds must stretch to the 31/3/1990. ✓

GENERAL:

Unit 43 - damp area in the laundry needs to be inspected by a plumber for possible burst water pipe. ✓

Carports:

It was agreed that in future any carport noted to be stained by oil (vehicle) that the Owner must be responsible for the cleaning and or making good of the bitumen area.

Newsletter:

- 1) Noise
- 2) Pool behavior
- 3) Carports & oil slicks.
- 4) Windows CRC makes for ease of opening as with sliding windows. ✓
- 5) Weatherseal assists to prevent the sound of doors closing and echoing through the building.

Unit 30:

Letter to be forwarded to the Rental Agent for unit 30 re the heavy oil slick in the carport.

Rental AGents:

A letter to be forwarded to all rental agents and/or absentee owners reminding them that the carport should be inspected when each tenant vacates - as damage to this area should be a deduction from the bond. It is noted that a unit owner is responsible for the maintaining of his carport parking space.

Parking Allocation:

Copy of parking allocation to be forwarded to each Committee Member for their records. ✓

NOISE:

It was agreed that a letter be forwarded to the Perth City Council lodging a complaint re the excessive noise which can be heard emanating from the Fitzgerald Hotel every Sunday. Request that the Hotel be monitored for excessive noise in accordance with the Noise Abatement Act. ✓

THE MEWS

PAGE THREE

8/11/1989

NEXT MEETING:

17/1/1990 in unit 17 at 6.00p.m.

There being no further business the meeting closed at 7.10p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN:

J D'Amico

DATED:

17/1/90.

THE OWNERS OF 147/159 CHARLES STREET WEST PERTH.
(Known as The Mews)

FINANCIAL STATEMENT FOR PERIOD: 6/11/1989 to the 16/1/1990.

RECEIPTS:

Balance as at the 6/11/1989		.05
Levies since received		5558.00
Loan from - Bill Crosse & Company		1500.00 **
Insurance claims - reimbursed		721.00 *
		<hr/>
		7779.05

PAYMENTS:

FID & BAD fees	8.26	
Management fees (Nov, Dec & Jan)	702.00	
Postage & petties "	81.00	
SEC - common lighting & power to 2/11/1989	330.34	
Balance of Public Liability Insurance	67.46	
Caretaker wages	3351.40	
Re-pay part loan from Bill Crosse & Co	700.00 **	
Pool Chemicals	142.00	
Caretaker 'phone (including moving fee)	173.70	
Electrical	46.00	
Garden trash bags (13)	97.50	
Reticulation parts	12.55	
Fertiliser, weed killer etc	74.95	
Screws, bolts, blades etc	13.05	
Oil & petrol (16 weeks)	80.00	
2 loads to refuse tip	40.00	
Whipper wire	6.50	
Spark plug	3.70	
Burst water pipe unit 2 - insurance	168.00 *	
Burst water pipe unit 15 - insurance	190.00 *	
Roof repairs over unit 46	42.00	6330.41
		<hr/>
Balance as at the 16/1/1990		\$1448.64
PIBS Account		51.04
		<hr/>
Balance of both accounts as at the 16/1/1990		\$1499.68

LEVIES IN ARREARS:

<u>UNIT</u>	<u>NAME</u>	<u>AMOUNT</u>	<u>TO</u>
4	Coffee	147.00	31/3/90
15	McDougall	11.00	" Plus Spec \$134.19
20	Mc Donald	110.00	"
26	Wittenoom	110.00	"
29	Schulze & Healy	147.00	"
32	Skully	110.00	"
33	Johnson	110.00	"
34	Dixon)	110.00	"
34	Dixon)	110.00	31/12/89
36	Tierney	147.00	31/3/1990
39	Ireland)	147.00	"
39	Ireland)	147.00	31/12/1989
41	Verity	110.00	31/3/1990
46	Gilbert	110.00	"
53	Schulze	147.00	"
54	Wood	147.00	"
		<hr/>	
		1920.00	
		134.19	
Plus		<hr/>	
		2054.19	total arrears.

THE MEWS: - BUDGET COMPARISON.

<u>ITEM</u>	<u>BUDGET</u>	<u>EXPEND</u>	<u>BALANCE</u>
FID & BAD fees	50.00	10.72	39.28
Management fee (14 months)	3276.00	1404.00(6)	1872.00
Postage & petties	324.00	108.00(4)	216.00
AGM fee	60.00	60.00	nil
Caretaker	16000.00	4756.27	11243.73
Telephone	400.00	283.65	116.35
Insurance	2300.00	706.56(Pt)	1593.44
SEC	2000.00	330.34	1669.66
Pool	800.00	283.50	516.50
Maintenance & requisites	2102.00	880.79	1221.21
	<hr/>		
	27312.00	8823.83	18488.17
PLUS LOAN	355.00		
PLUS DEFICIT	2398.00		
	<hr/>		
TOTAL REQUIREMENT	\$30065 .00 !!!		

Having studied the Mews Financial position it has become obvious that some item of expenditure must be reduced in order to correct the position of budget. i.e. because of the fact that incoming funds do not meet the required costs some expenditure items must be reduced. It may be that the Council of Management may wish to reduce the Caretakers hours to 25 per week - this would result in a saving of approx \$4300.00 which would equal the deficit & loan at the 30/9/1989 plus allow for some movement within the budget itself.

Alterations to Caretaker's Duties would need adjustment:

Suggestion Below:

<u>Pool</u>	6 hours per week
Victa vac	4 hours per week
Bldgs - sweep + clean	8 hours per week
Lawn mow & whipper snip	3 hours per week (6 fortnightly)
Gardens & general	4 hours per week
	<hr/>
	25 hours.

If this situation was instigated it would certainly necessitate the "Busy-bee" days for weeding of garden beds and possible pruning of shrubs.

STRATA TITLES ACT 1985
THE OWNERS OF THE MEWS SP 5629

Minutes of the Council of Management meeting held on the 17th January, 1990
in unit 17 at 6.00p.m.

PRESENT: Miss S. Ridd.
Miss V. D'Cunha - Chairperson.
Mr. W. Sweeney - Secretary.
Mr. J. Standfort - Treasurer.
Miss G. Horrigan.
Mrs. T. Ivory.
Mr. C. Mc Dougall.
Miss R.J. Pearman for Bill Crosse & Company.

MINUTES: Minutes of the Council of Management meeting held on the
8th November, 1989 were read and the following items were
discussed as matters arising:

Road Alteration:

Miss Pearman advised that the Perth City Council had advised
that they would not be putting in a retaining wall on the
border of the footpath and "The Mews" property. Mr. J.
Standfort advised that he had spoken with a Mr King who
had indicated otherwise. Further correspondence to be
entered into on this matter. ✓

Gardens Unit 17:

The meeting was advised that the owners of unit 17 had
taken care of this section on the busy bee day. It is
further noted that sections of buffalo grass have been
planted in this area.
Miss Ridd advised that she would look into obtaining a
roll of lawn to speed up the improvement of lawn appearance
in this area.

Busy Bee day:

Whilst it was agreed that the last BBD was not frightfully
successful it was agreed that a further day be arranged.

Date:

25th February 1990 from 11.00a.m. onwards.

Main target for this day is to turn the soil and thoroughly
weed out all garden beds.

Step Near Letter Boxes:

Mr Sweeney to inspect and repair if necessary - it was
agreed that no repairs take place until the Perth City
Council complete their work to the front of this complex.

The meeting was also advised that the Perth City Council
will be carrying out tree planting to the median strip
and possibly the verge area.

Gutters:

It was agreed that these be cleaned out prior to the winter
months - possibly early April 1990. ✓

Unit 30:

The meeting was advised that several complaints re the
behavior of the occupants have been lodged with the rental
agent including the fact that more care needs to be taken
to clean of the oil slick in the carport allocated to their
unit.

It was then moved by Mr. Sweeney, seconded Miss D'Cunha
that the minutes be confirmed as a true and correct record.
Carried.

FINANCIAL:

The statement to the 16/1/1990 was read and discussed.
It was agreed that the Strata Company needed to get out
of the situation of requiring a 'loan' to prop them up.
Mr. Sweeney volunteered to deal with the replacement of
globes to external 'pole' fittings.

Following further discussion it was moved by Mrs Ivory, seconded Miss Horrigan that the statement be received and accepted into the records. Carried.

Caretaker:

The meeting was advised that the Caretakers had definitely made up their minds to leave. Discussion took place as to the Strata Company requirement along with its financial ability to meet the cost involved. It was agreed that a Caretaker be located to work on a part-time basis i.e. 25 hours a week with duties being carried out in the times shown on the bottom of the budget comparison sheet.

With this action being accepted it was also agreed that the busy-bee system 'has to work' - even if it is only the willing few.

Carport gutters to become a 'self' help situation but building gutters/downpipes are to be carried out by outside contractors owing to the danger involved.

GENERAL BUSINESS:

Laundry Lines.

Mr Sweeney volunteered to check and repair all clothes washing lines.

Storm Water Drains:

It was agreed that these drains also be cleaned out on the busy-bee day.

Directives:

It was agreed that any new Caretakers would take their directive from Miss Pearman via the Council of Management and that any instruction or alteration to duties set down would have to be on a majority decision of the Council of the Company.

Financial Statement:

It was agreed that at the next meeting two varieties of statement be presented and that the Council of Management would choose which system they wished to see in the future.

There being no further business the meeting closed at 7.15 p.m.

NEXT Meeting: 21st March, 1990 in Unit 43 at 6.00p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN: Geraldine Horrigan DATED: 22nd March 90

OWNERS OF THE MEWS.

STRATA PLAN NUMBER 5629

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE PERIOD:

1st October 1989 to the 22nd March 1990

Balance as at the 30/9/1990	913.47
Levies since received	11714.00
Part payment painting levy	114.00
Loan from Bill Crosse & Company	2363.00*
Insurance re-imburement on claims	721.00 **
	<hr/>
	15825.47

PAYMENTS:

FID & BAD	16.66	
Management fee 1/8/89 to 31/1/1990	1404.00	
Postage & petties	162.00	
Annual General Meeting fee	60.00	
Insurance premiums (6months to 31/3/90)	1345.66	
SEC - common lighting & power to 2/3	1100.52	
Caretaker to 23/1/1990	3972.80	
Rent for Caretaker Unit to 10/4/1990	2600.01	
Caretaker telephone	283.65	
Swimming pool Chemicals & parts	709.00	
Re-pay loan to Bill Crosse & Company	1718.00*	
Garden trash bags	97.50	
Advertising - for caretaker	42.56	
Replace flouro tubes in pole lights	46.00	
Roof repairs above unit 46	42.00	
Insurance: Unit 15 Burst water pipe	190.00	
Unit 2 Burst water pipe	168.00	
Unit 5 & 47 Shower screen	260.00	
Unit 49 Shower screen	143.00	761.00 **
Unit 43 - water damage to walls	68.00	68.00 -

Sundries:

Hire of Mini skip bin	59.00	
Fuel & oil	115.54	
Tipping fee - take away excess rubbish	60.00	
Bricks & labour for wall 14,15 & 16	350.00 -	
Weed poison	52.60	
Reticulation parts	20.95	
Fertiliser	22.35	
Wire for bush cutter	6.50	
Screws, nuts, bolts etc	9.90	
Mower blades (2) & spark plugs	19.30	
2 door stops	1.30	
Globes & tubes etc	17.40	734.84
		15164.20

Balance as at the 22/3/1990

\$661.27

LEVIES IN ARREARS:

Unit 26	R. KANTER	\$110.00 to 31/3	
Unit 34	P. Dixon	\$220.00 to 31/3	
Unit 39	G&G IRELAND	\$147.00 to 31/3	
Unit 46	D.Gilbert	\$110.00 to 31/3	Total \$587.00

PRE-PAID LEVIES TO 30/6/1990 Total \$2093.00

ACCOUNTS TO BE PAID:

Management fee - February & March	702.00	
6 months Insurance	1225.25	
Loan Bill Crosse & Company	1000.00	
	<hr/>	Total \$2927.25

OWNERS OF THE MEWS STRATA PLAN 5629
BUDGET COMPARISON
SIX MONTHS

ITEM	BUDGET	EXPENDITURE	BALANCE
FID & BAD	50.00	16.66	33.34
Manage fee (14 mths)	3276.00	1404.00	1872.00
Postage & petties	324.00	162.00	162.00
AGM fee	60.00	60.00	nil
Caretaker wages	16000.00	6572.81	9427.19
Strata Co phone	400.00	283.65	116.35
Insurance premiums	2300.00	1345.65	954.35
SEC common lights etc	2000.00	1100.52	899.48
Pool parts & Chem	800.00	709.00	91.00
Maint & Requisites	2102.00	1030.90	1071.10
	<u>27312.00</u>	<u>12685.19</u>	<u>14626.81</u>
Plus loan	355.00		
Plus Deficit	2398.00		
	<u>\$30065.00</u>		

Balance of levies due to the 30/6/1990	4742.50
Balance at 22/3/	661.27
	<u>5403.77</u>
Arrears	587.00
	<u>5990.77</u>
Less Accounts to be paid	2927.25
Survival funds to 30/6/1990	<u>\$3063.52</u>


Know expenses

FID & BAD	10.00	
Mgt fee	702.00	
Post & petties	81.00	
SEC	400.00	
Caretaker	<u>2700.00</u>	= \$3893.00

Plus ????

STRATA TITLES ACT 1985
THE OWNERS OF 147/159 CHARLES STREET WEST PERTH
STRATA PLAN NUMBET 5629

Minutes of the meeting of the Council of Management held on the 22nd March, 1990 in unit 43 at 6.00p.m.

PRESENT:  Miss G. Horrigan.
Mr. W. Sweeney. Secretary.
Mrs. T. Ivory.
Miss S. Ridd.
Mr. J. Standfort Treasurer.
Mr. C. McDougall.
Miss R.J. Pearman for Bill Crosse & Company.

RESIGNATION: It was with regret that the Council of Management accepted the resignation of Miss V. D'Cunha who has advised that owing to having sold her unit her resignation is tendered. It was agreed that a letter of appreciation for past service on Council be forwarded.

MINUTES: Minutes of the Council of Management meeting held on the 17th January, 1990 were read and the following items discussed as matters arising:

Retaining Wall:

The request for a retaining wall to be placed on the border of the footpath and boundary of "The Mews" placed with the Perth City Council has not, to date, received any reply from except the standard letter indicating that said correspondence has been received. It was agreed that a further letter be sent to the PCC on this matter.

It is noted that some kerb work is being carried out in front of the abutting property and possibly this will extend to the front of the Mews.

Vote of Thanks:

A vote of thanks was extended to Mr Sweeney and Mrs Ivory for work carried out since the departure of Mr & Mrs Annandale.

Step Nr Letter box:

On hold pending Perth City Council work.

Gutters: To be cleaned out (building only) early April.

Storm Water Drains: On hold.

The minutes were then confirmed as being a true and correct record on a motion put by Mrs Ivory, seconded Mr. Sweeney. Carried. It was agreed that Miss Horrigan become Chairperson for the time being.

FINANCIAL: Mr. Standfort advised the meeting that he had inspected the accounts records at Bill Crosse & Company and was concerned at the method in which Caretaker's have been able to purchase items and claim for expenses in the past. Particular concern being for actual proof that the items were purchased i.e. Hardware accounts and pool chemicals plus expenses involving refuse removal from the grounds - one in particular being for the cleaning of a vehicle after taking refuse to the tip. Charge in this case being \$20.00.

Mr. Standfort then put to the meeting that in future should the (incoming) Caretakers require any items they should place their request in writing to himself - who in turn, if the request is valid, will authorise purchase. After purchase the docket to be handed in and be signed by Mr. Standfort as proof of purchase.

After discussion it was agreed that the incoming Caretaker should approach the Chairperson or the Treasurer for requirements and authorisation will be arranged via

discussion between the two parties.

It was further agreed that the Caretaker would hold a petty cash float of \$40.00.

On the subject of items such as pool chemicals, globes and the like - it was agreed that in future the Caretaker would be requested to attend Committee meetings and at each meeting would give a report as to need to purchase such items. This way purchase of items can be authorised at Committee level.

Pool Chemicals purchased on the 13/1/1990 were not to be found on the 24/1/1990 and it is presumed that they have been stolen. Mr. Standfort reported to the meeting that he had contacted Poolmart (the supplier) who advised that the chemicals had been picked up by Mr & Mrs Annandale. It was agreed that Bill Crosse & Company would endeavour to claim this loss on Insurance cover.

It was further agreed that the account with Glendalough Hardware be closed.

Following further discussion it was agreed to receive and accept the financial statement to 22/3/1990 into the records on a motion put by Mr Sweeney. Seconded Mr. McDougall. Carried.

Special Levy:

Discussion took place re the necessity to raise funds to meet the deficit at 30/9/1989 and repay Bill Crosse & Company who have advanced funds (at no interest) in order that the Strata Company have been able to meet their day to day expenses.

Miss Pearman put forward a recommended sum but changed this figure to agree with Mr Standfort's suggested figure of \$5580.00

It was then moved by Mr. Standfort that a special levy at \$30.00 per share be raised to meet the need and that this action being taken be ratified at the next Annual General Meeting. Seconded Mr Sweeney. Carried.

This special levy is to be accompanied by a letter of explanation plus copy of the statements as tabled at this meeting.

Newsletter:

Items to be included are as follows:

1. Litter.
2. Garbage disposal.
3. Balcony storage.
4. Noise. Shift workers.
5. Pool - with detail on visitors.
6. Parking only in areas designated.

Unit 13:

To be directed to remove the box outside their unit.

Unit 14:

To be directed to return the appearance of their unit's balcony appearance back to its original condition. No work is permitted to be carried out to the exterior of the complex without Council of Management approval.

Miss Pearman advised the meeting that she was seeking a print out on calls made on the Caretaker's telephone and would deal with this situation.

There being no further business the meeting closed at 8.00p.m. NEXT MEETING to be held on the 25/4/1990 in unit 19 at 6.00p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN: Geraldine Murphy DATED: 8/5/90

to
M.H
✓

STRATA TITLES ACT 1985

THE OWNERS OF 147 - 159 CHARLES STREET WEST PERTH

STRATA PLAN NUMBER 5629

Minutes of the Extra-ordinary meeting of the Council of Management held on Sunday 1st April, 1990 at 5.00 pm in Unit 35.

PRESENT: Miss S Ridd
Mr J Standfort
Mrs T Ivory

All the motions below are to take effect as from today.

As presented on pages One and Two the lay-out of the financial statement, the reporting of the "Sinking Funds", and other reportings not to be altered, and to be used by the agent as the accepted standard for the "Mews".

The Managing Agents are authorised to pay only those items listed in the financial statement which are the first 9 (nine) items listed under "EXPENSES".

All other items to be approved by the treasurer and one other member of the committee.

After collection of all levies and special levy, and after allocation of money for expenditures to 30.6.90 and payment of loan, the balance to be invested with a bank at the best and safest return. The account to be named "The Owners of The Mews, 147-159 Charles Street, West Perth - Sinking Funds".

As from the 1st July 1990 the first 15% of levies collected to be invested in the "Sinking Funds" account if possible.

The reporting dates are from Monday (inclusive) to Sunday (inclusive), and a reporting period cannot overlap over a previous one.

The annual ending for the accounting period reporting to end on the last Sunday (inclusive) of September each year.

All the above rules cannot be altered unless approved by the committee.

Subject to approval of the above nine (9) motions a special levy to be levied as defined previously Thursday 22.3.1990.

Telecom bill 24.1.90 to 22.3.90 not to be paid by the "Mews", as at the 22.3.90 amount outstanding was \$398.49.

Motions moved by Treasurer Mr J Standfort and seconded by Mrs T Ivory

Next committee meeting Tuesday 8th May 1990 at 6.00 pm in Unit 35.

CERTIFIED AS A TRUE AND CORRECT RECORD

DATED

STRATA TITLES ACT 1985

THE OWNERS OF 147 - 159 CHARLES STREET WEST PERTH

STRATA PLAN NUMBER 5629

Minutes of the meeting of the Council of Management held on the 8th May 1990 in Unit 35 at 6.00 pm.

PRESENT	Miss G Horrigan	
	Mr W Sweeney	Secretary
	Mr C McDougall	
	Mr J Standfort	Treasurer
	Mr P Rutherford	By invitation
	Miss R J Pearman	For Bill Crosse & Co
	Mrs C R Davidson	For Bill Crosse & Co

APPOLOGIES: Miss S Ridd

MINUTES: Minutes of the Council of Management meeting held on the 22nd March, 1990 were read and the following items discussed as matters arising:-

Retaining Wall:

The request for a retaining wall along the boundary of the Charles Street side of the property has still not met with any response from the Perth City Council. It was agreed that the local member for the area be written to in an endeavour to speed up the proceedings. The local member is a Dr Alexander. Whilst writing regarding the retaining wall it was agreed that mention be made of the steps which in the opinion of the Committee are not suitable. ✓

Gutters: These have not been cleaned to date.

Storm water drains:

It was agreed that these remain on hold at present and the situation would be monitored by the Committee.

Unit 14:

It should be noted that this number is incorrect and infact should be recorded as Unit 40. ✓

The minutes were then confirmed as being a true and correct record on a motion put by Mr Standfort and seconded by Mr P Rutherford. Carried.

Minutes of the Council of Management meeting held on the 1st April, 1990 were read and accepted on a motion put to the meeting by Mr Standfort and seconded by Mr McDougall. Carried.

FINANCIAL: The financial statement was read, received and accepted into the records on a motion put to the meeting by Mr Standfort and seconded by Mr McDougall. Carried.

GENERAL
BUSINESS:

Chairman:

Ms G Horrigan was duly appointed to the position of Chairman of the Council of the Company.

Caretaker:

The contract for the Caretaker was discussed and was accepted. Conditions as set out in the contract to be accepted as from the 10th April, 1990. Mr Standfort advised that the Caretaker would be attending the meeting to present a report and discuss any matters requiring attention at 7.00 pm. ✓

Cleaning of staircases:

It was agreed that the staircases were in need of a good scrub. This item to be included in the Caretakers duties. ✓

Tools and storage of items belonging to the Strata Company:

It was moved by Mr Standfort and seconded by Ms Horrigan that the tools and equipment belonging to the Strata Company including the lawn mower be locked in the storage area under the stairs. Carried. No items of value are to be left in the garden shed adjacent to the pool enclosure. ✓

Lawn mower:

It was moved by Mr Sweeney and seconded Mr McDougall that Mr Standfort be given the authority to trade-in the old lawn mower and purchase a new lawn mower. Carried. ✓

Tree lopping:

Owing to the urgency of the matter it was agreed to accept the quote from Riverside Lopping Services to remove 3 limbs on large gum and clear branches overhanging the property next door. It was noted that the quote also included removal of previous fallen branches and loppings. ✓

Discussion ensued as to the dangerous nature of other trees on site and it was agreed that three quotes be obtained for lopping all trees on site that required attention. The contractors to be asked for their recommendations regarding the urgency of such treatment. ✓

Lattice - Balcony unit 35:

Mr Standfort requested permission to erect a lattice to the eastern end of the balcony to Unit 35. It was intended to use standard timber trellis to match the existing building colour.

Discussion ensued as to the general appearance of the property. It was moved by Mr Standfort that permission be granted for a standard timber privacy screen 1.2m in length, colour to match the existing building to be erected. Such structure to be maintained to a standard acceptable to the Owners of 147-159 Charles Street bearing in mind should there be any complaints he would be willing to take the lattice down and make good the area. The motion was seconded by Mr Sweeney and following discussion was carried. ✓

250

GENERAL
BUSINESS
CONTINUED:

Washing being taken from Clothes Lines:

The meeting was advised that a number of items are being stolen from the clothes lines. It was agreed that a Newsletter be circularised and this item included warning people to take extra care and not leave washing out over night.

It was also agreed to ask the Caretaker to keep an eye out for any suspicious persons loitering in the laundry drying areas.

Cars being broken into:

A number of car thefts have been reported and cars being broken into. It was agreed that this item be included in the Newsletter.

Items on Balconies:

It was reported that a number of items are being stored on balconies that not only contravene the by-laws but look unsightly. It was agreed that Ms Horrigan and Mr Rutherford would walk round the property and list the Unit number of any unit having unsightly items on balconies. A letter will then be sent to the offending party requesting the said items be removed.

Abandoned car in lane-way:

It was reported that a Morris 1100 has been abandoned in the lane-way. It was agreed that Bill Crosse & Company would write to the Perth City Council requesting this vehicle be removed.

Vehicles parked in "no-parking" areas:

It was agreed that the Committee would monitor this problem. Also the Caretaker is empowered to contact the local Ranger with the request that infringement notices be issued to the offender.

Guttering above Unit 15:

Mr McDougall advised that there appeared to be a leak in the guttering above his unit. It was agreed that this be checked.

CARETAKER:

Mr & Mrs Phillips were welcomed to the meeting.

Mrs Phillips was given a copy of the contract which was read and duly signed.

The following items are to be purchased for the Caretakers use:-

- * Hoses - 2 x 18m with fittings. Mr Standfort agreed to purchase same. ✓
- * Garden shears - Mr Standfort purchased same and it was agreed to reimburse him for these and the shears are now the property of the Strata Company. ✓
- * Secateurs ✓

CARETAKER
CONTINUED:

Items to be purchased:-

* Fluro tubes 12 x 4' and 2' including starters. ✓

Fluro fittings:

It was agreed that Bill Crosse & Company would arrange to obtain a quote for the replacement of any fittings that are worn. ✓

Fuses:

It was agreed that the Caretaker would check as to how many fuses are on site. ✓

Garden trash bags:

The Caretaker advised that there are now 3 trash bags on site. These are being collected on a fortnightly basis and the contractor has reduced the price from \$7.50 to \$7.00 each. ✓

Bin at the letter box:

The bin at the front of the property next to the letterbox is being used for newspaper disposal. It was agreed that this item be included in the Newsletter. Occupants to be advised that newspapers are not to be placed in this bin. The bin is for junk mail only.

Waste paper collection:

The Caretaker advised that it is possible to have a bulk paper collection bin. It was agreed that this would be beneficial to the occupants and the environment and that this should be pursued further. It was further agreed that the garden shed by the pool enclosure would be a suitable location for this bin. An item regarding waste paper collection to be added to the Newsletter with the request that no glossy paper be included and no plastic wrap, newspapers only are to be collected. ✓

Petty Cash:

It was agreed that Mr Phillips be re-imbursed for the petty cash and that all petty cash dockets/receipts etc., together with a statement be forwarded to Bill Crosse & Company for re-imburement. Amount - \$46.21.

Tenants:

The Caretaker advised that a number of tenants had approached him requesting to be let into their units in the event of them being locked out or having forgotten keys. It was agreed that should this occur again the Caretaker was quite within his rights to ask for identification. It was agreed that a letter be sent to all rental units advising them that keys will not be given out unless identification is produced. A form to be included setting out the following: the number of persons living in the unit, names and vehicle registration numbers. The information will be kept by the caretaker in an endeavour to keep parking problems, etc, to a minimum. ✓

CARETAKER
CONTINUED:

Re-direction of Mail:

The Caretaker questioned what to do with mail for persons no longer living on site. It was agreed that a list of Owners would be supplied. Any mail that was in question to be forwarded to Bill Crosse & Company or the letting agent.

Lawn Mower:

Mr Phillips advised that the mower had a 3 month warranty which he would keep with the manual.

Pool:

A quote for a pool cover was tabled. Following discussion it was agreed to hold this matter in abeyance for the time being.

Pool chemicals to be locked away at all times. The Caretaker to attend to this item.

Broom:

It was agreed that Mrs Phillips purchase a suitable broom out of petty cash.

Notices of meeting:

It was agreed that in future the notices of meeting would be sent in bulk to the Caretaker.

CARBAY

SAFETY LOCKING: Mr McDougall questioned whether it would be possible to erect a carbay safety locking device in the carbay for his unit. It was suggested that Mr McDougall obtain quotes and the matter would be discussed further by the Committee.

There being no further business the meeting closed at 8.00 pm with a vote of thanks to Mr Standfort for the use of his home for this meeting.

The next committee meeting to be held on the 17th July, 1990 in Unit 43 at 6.00 pm.

CERTIFIED AS A TRUE AND CORRECT RECORD.

Geraldine Hourigan
CHAIRMAN

17/7/90
DATED

OWNERS OF THE MEWS.

FINANCIAL STATEMENT FROM: 22/3/1990 to 6/5/1990 (Sunday)

Balance as at the 22/3/1990	661.27
Levies since received	3849.81
Special levies	2965.00
Balance of painting levy	20.19
Insurance - theft of pool chemicals	162.50
Lawn mowing - traded	220.00
	<hr/>
	7878.77

PAYMENTS:

FID & BAD fees	8.86	
Postage & petties	54.00	
Management fee to 31/5/90	936.00	
Annual General Meeting fee	nil	
Insurance 6 mths to 30/9/1990	1258.19	
Workers' Comp to 30/9/1990	502.73	
Caretaker wages	nil	
Caretaker rent to 11/5/1990 Incl days of adj	541.66	
SEC - common lighting & power	nil	
Swimming Pool - Check for leak in filter	45.00	
Pool Chemicals	32.50	
Lawn mow - prior to Caretaker appointment	140.00	
Petty cash	40.00	
	<hr/>	
	3558.94	
Repay Bill Crosse & Co loan	1000.00	
Tree lopping	360.00	
Re-imburse overpaid levy	147.00	
Advertisement - for caretaker	35.75	
Garden trash bags	37.50	
Repair whipper snipper	53.50	
Purchase new lawn mower	499.00	
	<hr/>	
	2132.75	5691.69

Balance as at the 6/5/1990 \$2187.08

ARREARS:

1) Special levy	2615.00
2) Standard levy	1512.19
	<hr/>
	\$ 4127.19

AWAITING PAYMENT:

SEC to 3/5/90 \$426.88

SINKING FUND:

Not Activated.

Awaiting settlement
of Special levies.

STRATA TITLES ACT 1985

THE OWNERS OF 147 - 159 CHARLES STREET, WEST PERTH

STRATA PLAN NUMBER 5629

Minutes of the meeting of the Council of Management held on the 17th July, 1990 in Unit 43 at 6.00 pm.

PRESENT: Miss G Hourigan Chairperson
Miss S Ridd
Mr C McDougall
Mr J Standfort Treasurer
Mrs T Ivory
Mrs C R Davidson For Bill Crosse & Co

APOLOGIES: Mr W Sweeney

MINUTES: Minutes of the Council of Management meeting held on the 8th May, 1990 were taken as read and the following discussed as matters arising:-

It was noted that the following names had been recorded incorrectly and should be:- Miss G Hourigan and Mr P Rutherford.

Retaining Wall -

The meeting was advised that the Perth City Council are currently attending to the building of a wall to retain the sand. The wall is to be in chocolate bricks. The steps will be re-built as part of this rectification project. ✓

Gutters -

Concern was expressed that these had not been hosed out as indicated in the quote. Bill Crosse & Co to follow up with the contractor concerned. ✓

Storm Water Drains -

This item to be held in abeyance for the time being. ✓

Caretaker -

Considerable discussion ensued as to the duties of the caretaker and what was required. It was agreed that the following points would be instigated:-

- yes and have been checked*
- already done in meeting*
- to be done 28/7/90*
- (a) Mr Phillips to sign contract previously drawn up with the inclusion of a further clause (5) in the daily routine - 5) Pick up all rubbish on site. ✓
 - (b) Bill Crosse & Co to approach Mr Phillips to ascertain whether he is prepared to accept a further 5 hours work a week to be spent gardening. ✓
 - (c) Mr Phillips to present a work schedule of what he feels should be done and when e.g. sweeping Monday, gardening Tuesday, etc. ✓
 - (d) The Committee agreed to meet on Monday 20th August, 1990 to discuss the progress of the Caretaker and whether his services will be terminated. ✓

Caretaker (contd.,)

It was further agreed that any directions to the Caretaker are to be directed through Bill Crosse & Company.

Items on Balconies -

Mr McDougall advised that he had noted one unit with washing on the balcony. However, was not sure of the unit number - advised that he would check and contact Bill Crosse & Co so that a letter could be sent to the occupants.

Fluoros -

It was agreed that Bill Crosse & Co would order 12 each of 2' and 4' tubes from R & J Hunter. Delivery to the Caretaker Unit 47 or Mr J Standfort Unit 35. ✓

Carbay locking device -

This matter to be held in abeyance for the time being.

The minutes were then accepted on a motion put to the meeting by Mr McDougall and seconded by Miss Hourigan. Carried.

CARETAKER REPORT:

Mr Phillips attended the meeting at 7.00 to present the Caretaker's Report. The following being matters for attention:-

Lights - It was agreed that when Ray Hunter delivered the fluoro tubes that he would liaise with Mr Phillips with regard to the light fittings. ✓

Hedge - It was suggested that consideration be given to planting a hedge along the top of the retaining wall. It was agreed that consideration be given to this matter once the wall was finished.

Guttering - Mr Phillips reported that the guttering of the carports were in need of repair or replacement. It was agreed that Bill Crosse & Co would obtain quotes for discussion at the next meeting. Contractors requested to quote to see Mr Phillips. ✓ *Burry*

Service cupboard doors - Mr Phillips reported that the door to the service cupboard adjacent to Unit 47 was disintegrating and that a number of doors on site are in a similar condition. It was agreed that Bill Crosse & Company obtain quotes for the repair/replacement of these doors. Contractors to see Mr Phillips. ✓ *Burry*

Painting - Mr Phillips reported that the paint work in a number of areas appears to be blistering. As no evidence of water could be seen it was suggested that the painting contractors who carried out painting on site be requested to return and investigate the situation. ✓

Brick under stairs - It was agreed that Mr Phillips would place bricks under the stairway of Units 17, 35 and 53 so that bicycles do not track sand onto the concrete walkway. ✓

Fuses - Mr Phillips reported that the supply of fuses ✓
was adequate at present. When the need arises he
would purchase replacements from petty cash.

By-laws - Mr Phillips requested a further supply of ✓
by-laws.

Mr Phillips thanked the Committee for their sympathy
and assistance over the weeks following his wife's
passing. Mr Phillips then left the meeting.

FINANCIAL STATEMENT:

The financial statement as presented was read,
received and accepted into the records on a motion
put to the meeting by Miss Ridd and seconded Mr
Standfort. Carried.

It should be noted that the money invested with PIBS ✓
should be invested with a bank either R & I or
Challenge.

GENERAL BUSINESS:

Newsletters:-

Mr Standfort requested that the newsletters be
numbered in future.

Tree lopping:-

Quotes for tree lopping were read to the meeting.
Considerable discussion took place. It was agreed
that the committee be forwarded a copy of each of the
quotes. It was further agreed that Mr Murray Turner ✓
be invited to the next Committee Meeting to discuss
his proposal of tree removal and possible replacement
with more suitable trees.

*Wendy will
stand down
as well*

Owing to the cost of this item it was agreed that tree
lopping be added to the Budget for inclusion at the
Annual General Meeting.

Bill Crosse & Company were requested to write to the ✓
occupants of the property next door 145 Charles Street
with the request that they desist from pouring boiling
soapy water over the fence into the garden.

Wall to property 161:-

Mr Standfort reported that the wall to the property
next door may need extending to retain the sand. It
was agreed that he would liaise with the Council on
this item.

Landscaping:-

It was agreed that once the wall on the Charles Street
boundary has been completed by the Perth City Council
consideration would be given as to where the rocks
should be located and what type of shrubs should be
planted.

Run off from driveway:-

A spokesman from the Perth City Council indicated that
the Owners of the Mews were responsible for the run ✓
off from the drive-way to the verge of the neighbouring
property. It was agreed that Bill Crosse & Co would
arrange for a tradesperson to investigate this
problem.

MEETINGS: It was agreed that the next meeting of the Committee would be in four weeks to discuss the Caretaker's contract. Meeting to be held in Unit 43 at 6.00 pm on Monday 20th August, 1990.

Next Committee Meeting to be attended by a representative from Bill Crosse & Co will be held in Unit 17 at 6.00 pm on Thursday 13th September, 1990.

There being no further business the meeting closed at 8.10 pm with a vote of thanks to Miss G Hourigan for the use of her home for the meeting.

CHAIRMAN

DATED

THE OWNERS OF 147/159 CHARLES STREET. WEST PERTH.
(Known as the Mews)

FINANCIAL STATEMENT FOR PERIOD 6/5/1990 to the 15/7/1990

RECEIPTS:

Balance as at the 6/5/1990	2187.08
Levies since received	5684.00
Special levies since received	2165.00
	<hr/> 10036.08

PAYMENTS:

FID & BAD fees	5.98
Postage & petties	54.00
Management fee (June & July)	468.00
Annual General Meeting fee	nil
Insurance	nil
Workers' Comp	nil
Caretaker's wages to 20/6/1990	984.10
Caretaker's rent to 11/8/1990	1365.00
SEC to the 3/5 & 2/7	762.51
Pool	nil
Petty Cash	46.21
Invested 15% of quarters levies	1024.20
	<hr/> 4710.00

Hoses	35.00
Shears	31.50
Clean gutters	118.00
Tree lopping	110.00
Roof repairs U53	175.00
Roof repairs U52	78.00
Garden trash bags	67.50
Blocked drains Unit 1	93.00
Floral arrangement-Caretaker	40.00

748.00 5458.00

Balance as at the 15/7/90

\$4578.08

PIBS - invested
 - balance as at the 6/5/90

1024.20
 52.33

Balance of BOTH accounts as at the 15/7/90

\$5654.61

LEVIES IN ARREARS:
 For current quarter = \$3093.19

EXTRA ORDINARY COUNCIL MEETING OF THE MEWS 21ST AUGUST 1990

Minutes of the meeting of the Council of Management held 21st August 1990, Unit 43 at 6.00 p.m.

PRESENT: G. Hourigan Chairperson
 T. Ivory
 S. Ridd
 C McDougall

APOLOGIES: Mr. W. Sweeney

Discussion as to Cartaker duties i.e. gardening/weeding was not part of duties hence extra 5 hours given to 25 hours to cover same. Caretaker not keen on taking the extra hours as knows nothing about gardening.

Discussion on grounds generally i.e. whether to pay for someone to come in for the 5 hours Caretaker doesn't want to take up to clean/weed grounds. It was also discussed about the lack of attention given to the garden since last Caretakers and how whoever took the 5 hours allocated would have to catch up on 6 months of neglect.

Discussion on the length of time spent by the Caretaker on the pool during the winter months as leaves ~~extra~~ still gather in pool and have to be attended to to save rotting of materials at the bottom of the pool and also so that the filter does not get blocked during its daily turning over of the water.

Motions put by Mrs. T. Ivory :

1. That 5 hrs a week be given to an outside worker (i.e. pensioner) to attend the cleaning/weeding of all flower beds. Caretaker will still be responsible for the mowing/whipper snipper of grounds.
2. That an outside worker be employed to clean up the grounds so that the grounds are back to a managable standard prior to the employment of someone for the 5hrs cleaning/weeding of flower beds.
3. That the Caretaker obtain a lawn edge cutter, some roustabout for killing weeds between brickwork around pool/line area and anywhere else necessary and a green shade cloth be brought to put over the pool to lessen time spent in the upkeep of same during winter months.

Seconded by Ms. G. Hourigan

*Charles McDougall
Geraldine Hourigan*

THE OWNERS OF 147/159 CHARLES STREET, WEST PERTH
 (Known as "The Mews")

FINANCIAL STATEMENT FOR PERIOD: 15/7/1990 to 9/9/1990 (sunday)

RECEIPTS:

Balance as at the 15/7/1990	4578.08
Levies since received	2009.00
Special levy	30.00
	<hr/>
	6617.08

PAYMENTS:

FID & BAD FEES	4.39	
Postage & petties	54.00	
Management fee (August & September)	468.00	
Annual General Meeting fee	nil	
Insurance	nil	
Caretaker to 27/7/1990	342.78	
Caretaker to 27/8/1990	485.77	
Caretaker rent to 12/9 and 12/10	910.00	
SEC - common lighting & power 25/8/1990	317.28	
Petty cash	80.68	
	<hr/>	
	2662.90	
Tree removal (front)	148.00	
Pool (fuse for pool motor)	40.00	
25 tubes and starter buttons	125.00	
Replace bag for victa vac	37.95	
		<hr/>
	350.95	3013.85
Balance on hand as at the 9/9/1990		\$3603.23
R.&.I. "Golden Account"		1079.84
		<hr/>
Balance of both accounts		\$4683.07

LEVIES IN ARREARS:

Unit 4	147.00 ✓
Unit 15	30.19 ✓
Unit 20	110.00 ✓
Unit 28	110.00 ✓
Unit 37	110.00 ✓
Unit 38	110.00
Unit 51	110.00
Unit 53	147.00 ✓
Unit 14 Spec Levy	60.00 (bal owing)
Unit 36 Spec levy	120.00
	<hr/>
Total	\$1054.19

Note these arrears are as at the 9/9/1990 - some payments have since been received.

STRATA TITLES ACT 1985

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

Minutes of the meeting of the Council of Management held on the 13th September, 1990 in Unit 17 at 6.00 pm.

PRESENT: Miss G Hourigan Chairperson
Miss S Ridd
Mr C McDougall
Mr J Standfort Treasurer
Mrs C R Davidson For Bill Crosse & Co

MINUTES: Minutes of the Council of Management meeting held on the 17th July and the Extra Ordinary Council Meeting held on the 21st August, 1990 were taken as read and accepted on a motion put to the meeting by Mr J Standfort and seconded by Miss G Hourigan. CARRIED.

FINANCIAL STATEMENT: The Financial Statement as presented was read, received and accepted into the records on a motion put to the meeting by Mr J Standfort and seconded by Miss G Hourigan. CARRIED.

MATTERS ARISING:

Caretaker' Wages: It was agreed that the next wages payment for the Caretaker would be at the old rate and not to include the 5 hours for the gardens. ✓

Petty Cash: Mr Standfort queried the amount for petty cash and it was agreed that he would contact the Caretaker and request proof of purchase of the Roundup. ✓

Investment: Mr Standfort requested that the 15% as agreed be paid into the investment account. ✓

Insurance: It was agreed that the insurance be paid and Mr Standfort requested a copy of the renewal certificate. ✓

Account for Service Duct Door: The unpaid account from B Wakefield was discussed. Mr Standfort advised that he would inspect the remedial work carried out. Bill Crosse & Co are to request an amended account from B Wakefield which is then to be submitted for authorisation. ✓

GENERAL BUSINESS:

Caretaker: It was agreed that the Caretaker be given 28 days notice and that Bill Crosse & Co advertise for a couple as a replacement as soon as possible. ✓

It was agreed that the rate of pay would be the current award rate (Bill Crosse & Co to check)

Mr J Standfort is to take an inventory of the tools and machinery prior to the current Caretaker leaving.

A new set of duties to be drawn up to include the following: ✓

Clean bus stop and pick up litter in the vicinity
Gardening - 5 hours per week
Washing/sweeping steps - weekly

Caretaker (contd.,):

Pick up litter - daily
Pool maintenance
Carry out weed killing and fertilizing of lawns.

Duties to include a clause that the contract can/
will be revised from time to time.

30 hours per week.

It was then agreed that a draft copy of this contract
be forwarded to all Committee Members for their
comments before the final draft is done.

It was agreed that Bill Crosse & Co ask the current
Caretaker to look at the reticulation in the garden
beds at the Charles Street entrance it appears that
no water is getting to the plants.

The Caretaker to be requested to clean up the
area adjacent to the new brick wall.

Tree Lopping: It was agreed that this item be added to the AGM
agenda for discussion.

Painting: Mr McDougall expressed concern at the condition of
the paintwork on the building. Areas appear to be
coming off in sheets. It was agreed that the contractors
be requested to advise on the situation.

Letter Unit 53:

It was agreed that permission be given to the
Owner of Unit 53 to erect lattice to the balcony.
Colour to match the existing building. Such
structure to be maintained to a standard acceptable
to the Owners of 147-159 Charles Street bearing in
mind should there be any complaints the lattice
will have to be removed and the area made good.
The motion moved by Miss Hourigan and seconded
Mr C McDougall. Carried.

Overflow
Pipe U16:

It was pointed out to the meeting that Unit 16
has an overflow pipe which appears to leak
continually. It was agreed that contact be made
with the Owners/Occupants in an endeavour to
locate the source of the water as this constitutes
a hazard on the walkway.

Overflow
Pipe U18:

It was noted on inspection that the overflow pipe
for Unit 18 appears to have discharged an amount of
soapy water on to the walkway. It was agreed that
Bill Crosse & Co write to the Occupants of this unit
regarding this matter.

Newsletter:

It was agreed that in the next newsletter a segment
on noise be included which advises occupants to
ensure that when their balcony windows are open the
level of music is not loud enough to be heard by
others.

Gardener:

It was agreed that the gardener who is to do the
clean up is to present his dockets to Mr Standfort
prior to submitting them to Bill Crosse & Co

AGM:

It was agreed that the Annual General Meeting would be held on Sunday 4th November, 1990 at 1.00 pm on site. Persons attending are requested to bring a chair.

As there was no further General Business the meeting closed at 7.15 pm.

CERTIFIED AS A TRUE AND CORRECT RECORD.

Geraldine Hourigan
.....
CHAIRPERSON

19/11/90
.....
DATED

STRATA TITLES ACT 1985

THE OWNERS OF THE MEWS, 147-159 CHARLES STREET

STRATA PLAN NUMBER 5629

To:
The Proprietor(s)/Mortgagee(s)

The Owners of The Mews
147-159 Charles Street
WEST PERTH 6055

NOTICE OF ANNUAL GENERAL MEETING.

NOTICE is hereby given by "The Proprietors of Strata Plan 5629 The Owners of 147-159 Charles Street, West Perth" of the Annual General Meeting to be held on Sunday the 4th November, 1990 at 1.00 pm in carports 2 & 19 on site. (Persons attending are requested to please bring a chair.) for the purpose of:-

1. Election of Council for the coming year.
2. To consider, and if thought fit, pass the minutes of the previous 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 Bill Crosse & Company, Post Office Box 221, Como 6152, to arrive not later than noon on the 4th November, 1990.

If you have no-one who is readily available to act as your proxy, may we suggest one of the following: - 1) The Chairperson, 2) Bill Crosse & Company or 3) A fellow unit owner - 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 entitled to vote) the meeting must be re-convened seven days from the 4th November, 1990

Please note there is an additional charge of \$35.00 for attendance at Annual General Meetings which have been re-convened due to lack of a quorum.

CUT
HERE

PROXY FORM

The Chairperson,
The Owners of The Mews
C/- Bill Crosse & Company,
Post Office Box 221
COMO WA 6152

ANNUAL GENERAL MEETING

As the owner(s) of one or more lots in The Mews, 147-159 Charles Street
I/We hereby appoint _____ or failing him/her
I/We appoint _____ to act and vote on my/our
behalf at the Annual General Meeting to be held on the 4th November, 1990
and at any adjournment thereof.

DATED THIS _____ day of _____ 1990

OWNER(S) SIGNATURE(S) _____

UNIT NUMBER(S) _____

OWNERS OF 147/159 CHARLES ST

STRATA TITLES ACT 1985

ANNUAL GENERAL MEETING

A G E N D A

1. Record attendance, determine a quorum & Elect a Chairperson.
2. Apologies
3. Receive proxies
4. Minutes of the previous Annual General Meeting to be read and confirmed as a true & correct record.
5. Any matters arising.
6. Annual Financial Statement to be read and accepted into the records.
7. Any matters arising.
8. Consideration of Budget for 1990/1991. Treeclipping - Special Levy.
9. Election of Council of Management for the year 1990/1991.
10. Strata Company Management (appointment)
11. General Business.

GENERAL ADVICE AS PER STRATA TITLES ACT 19 85

SCHEDULE - PART I.

- 12.3 One-half of the persons entitled to vote present in person or by proxy constitutes a quorum.
- 12.11 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.
- 14.4 An instrument appointing a proxy shall be in writing under the hand of the appointer(s) or his attorney, and may be either general or for a particular meeting.
- 14.5 A proxy need not be a proprietor.
- 14.6 Except in cases whereby 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 and any other moneys recoverable under the Act by the Strata Company from him at the date of the notice given to the proprietors of the meeting have been duly paid before the commencement of the meeting.³
- 14.7 Co-proprietors may vote by proxy jointly appointed by them and 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.
7. The Chairman, Secretary and Treasurer of the Council shall also be respectively the Chairman, Secretary and Treasurer of the Strata Company.

* * * * *

OWNERS OF 147/159 CHARLES STREET, WEST PERTH

KNOWN AS "THE MEWS".

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE PERIOD:

1st OCTOBER, 1989 to the 30th SEPTEMBER, 1990

RECEIPTS:

GROSS levies	25091.68
Painting levy - previous year	134.19
Special levy for adjust finances	5400.00
Loan from Bill Crosse & Company	2363.00
Interest on late payment of levies	14.69
Trade on new lawn mower	220.00
Insurance claims - reimbursements	883.50
	<hr/>
	34107.06

PAYMENTS:

FID & BAD fees	35.89	
Management fees (14)	3276.00	
Postage & petties	324.00	
Annual General Meeting fee	60.00	
Insurance premiums to 1/10/1990 Incl W/C.	3127.42	
Insurance premiums to 1/10/1991	2440.18	
SEC - common lighting & power	2180.31	
Caretaker systems (2)	11181.28	
Gardener	115.00	
Caretaker 'phone	283.65	
Repay Bill Crosse & Co loan yr 89 & 90	2718.00	
Plumbing	203.00	
Electrical	86.00	
Reticulation parts	24.65	
Pool Chemical & parts	646.50	
Oil & fuel	115.54	
Fertiliser & weed killer	74.95	
Garden trash bags	300.00	
Sundry hardware items	33.30	
Globes, tubes & starters	142.40	
Advertisements	78.31	
Hire mini skip	59.00	
Brick wall (incl bricks) near U14/16/16	350.00	
Burst water pipe unit 15	190.00)
Burst water pipe unit 2	168.00)
Reglazling units 5, 47 & 49	403.00) Insurance claims
Stolen pool chemicals	162.50)
Tree lopping (3)	618.00	
Lawn mow - period without caretaker	140.00	
Repair whipper snipper	53.50	
Replace lawn mower	499.00	
Roof repair unit 53	175.00	
Wreath -	40.00	
Roof repairs unit 52	78.00	
New bag for Victa Vac	37.95	
Hoses	35.00	
Shears	31.50	
Clean gutters	118.00	
Petty cash	166.89	
Invest funds	1024.20	
Refuse tip fee - garden trash	60.00	
		<hr/>
		31855.92

SURPLUS of receipts over payments	2251.14
Balance as at the 30/9/1989	913.47

Balance as at the 30/9/1990	<hr/>
	\$ 3164.61

LEVIES IN ARREARS: \$220.00
 SPECIAL LEVIES IN ARREARS: \$180.00
PRE-PAID LEVIES \$1447.68

10/9/90

OWNERS OF 147/159 CHARLES STREET, WEST PERTH

SUGGESTED ANTICIPATED BUDGET FOR THE YEAR:-

1st OCTOBER, 1990 to the 30th SEPTEMBER, 1991

FID & BAD fees	50.00
Management fee (12 months)	2808.00
Postage & petties	330.00
Annual General Meeting fee	75.00
Insurance premiums	2500.00 +500.00
Insurance - Workers' Comp	700.00
SEC - common lighting & power	2300.00
Caretaker (30 hours per week)	14000.00
Garden trash bags	330.00
Unanticipated maintenance & requisites	2200.00
Pool parts & Chemicals	891.00
Funds for major repairs & projects.	4320.00
	<hr/>
	\$30504. 00

\$30504.00 divided by the aggregate of shares 186 = \$164.00 per share. 3

Units with 3 shares = \$492.00 p.a. divided by 4 = ^{12.5} \$123.00 per unit per quarter.

This year including special ^{13.25} levy paid \$132.50 per quarter.

Units with 4 shares = \$656.00 p.a. divided by 4 = ¹⁶ \$164.00 per unit per quarter.

This year including special ¹⁶ levy paid \$177.00 per quarter.

TREE LOPPING RECOMMENDATION:

Quoted figure for the removal of 19 trees and the pruning of 17 trees including the stump grinding of removed trees \$3745.00

\$3745.00 divided by 186 = \$20.13 per share.

Units with 3 shares - Special levy of \$60.39.

Units with 4 shares - Special levy of \$80.52.

The above is one suggestion put forward.

BUDGET TO BE DISCUSSED & VOTED ON AT THE ANNUAL GENERAL MEETING

STRATA TITLES ACT 1985

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

(Known as "the Mews")

STRATA PLAN NUMBER 5629.

Minutes of the Twelfth ANNUAL GENERAL MEETING of the Owners of the Mews held on the 4th day of November, 1990 in the Carports of units 2 and 19 on site at 1.00p.m.

PRESENT: Mrs T. Ivory Unit 2
Mrs T. Ivory Unit 3
J.Drake-Brockman & M.J. Kim Unit 12
Mr. C. McDougall Unit 15
Miss S.C. Ridd Unit 17
Mr. P.A. Smith Unit 23
Mr. R.M. Kanter Unit 26
Mr. R.G. Haslam Unit 27
Mr. J. Standfort & V. Hemmens Unit 35
Miss G.M. Hourigan Unit 43
Mr B.A. TEMperly Unit 50
Ms. M.J. Letts Unit 53

Miss R.J. Pearman for Bill Crosse & Company.

PROXIES: Miss E.R. Gough nominated Mrs T. Ivory. Unit 1
Miss L.J. Coffee nominated the Chairperson Unit 4
M. Williams nominated Mr. J. Standfort Unit 14
Mrs. F. Rizzo nominated Mr J. Standfort Unit 16
N. Kearton nominated the Chairperson Unit 18
Mr & Mrs. M. Lahtov nominated the Chairperson Unit 21
Misses ES & DE Alcock nominated the Chairperson Unit 22
A. Profitlich nominated the Chairperson Unit 24
Mr & Mrs H.R. Schulze nominated Bill Crosse & Co Unit 29
Mr. M. Skully nominated Bill Crosse & Co Unit 32
Ms. S.L. Johnson nominated Mr D.S. Brown Unit 33
Mr G.K. Ireland nominated the Chairman Unit 39
B.C. Verity nominated Mr P. Verity Unit 41
Ms K.F. Trewavas nominated the Chairperson Unit 45

NOTICE OF MEETING:

The notice was read and duly accepted on a motion put by Mrs Ivory, seconded Mr Standfort. Carried.

CHAIRPERSON:

A quorum was achieved with 94 shares being represented either in person or by proxy and the meeting was declared open at 1.20 p.m. with attendance having been recorded. Nominations were then called for a Chairperson.

It was moved by Mrs Ivory, seconded Mr McDougall, that Miss Pearman, proxy for unit 29, take the Chair for the duration of this meeting. Carried.

APOLOGIES:

Nil.

PROXIES:

Were read to the meeting as shown above and made available for inspection. It was then moved by Mr McDougall, seconded Mr Haslam that the proxies be accepted. Carried unanimously.

MINUTES:

Minutes of the previous Annual General Meeting were read to the meeting. It was then moved by Mr Temperly, seconded Miss Ridd that the minutes be confirmed as a true and correct record. Carried unanimously.

Matters arising:

The area of paint on unit 5 has lifted again. It is noted that a suggestion has been made that water is easing under this paint & lifting same off with a further suggestion that the wall could possibly have a fault and that an Engineer's advice be obtained as to the cause of this problem &

the best method of solving the problem.

FINANCIAL:

It was moved by Mr Verity, seconded Miss Hourigan that the Financial Statement be taken as read. Carried unanimously.

Mr Standfort queried the figure shown as Gross levies & the figure shown as Special levy to adjust finances plus to check the transfer of the amount from the PIBS account to the R&I Gold Account. Following some discussion it was agreed that Miss Pearman would place the answers to these questions at the foot of these minutes. Mr Standfort also queried the amount of insurance cover - increase has been taken up, with the payment having been arranged for this increase of cover.

Following further discussion it was then moved by Mrs Ivory, seconded Mr Haslam that, taking into account the queries raised, the statement to the 30th September, 1990 be received and accepted into the records. Carried with 3 votes against.

It was then moved by Miss Hourigan, seconded Mr Standfort that the actions taken by the Council of Management in raising the Special levy to adjust Strata Company finances be ratified. Carried unanimously.

BUDGET:

It was put to the meeting that the proposed budget be increased by \$500 to take into account the increase in Insurance cover leaving a proposed figure of \$31,000. Considerable discussion took place on the 'need' to increase the budget and in turn the quarterly maintenance contributions.

It was then moved by Mr McDougall, seconded Mr Brown that the budget be set and accepted at \$31,000 with an increase in maintenance contributions, to meet this budget, from the 1st day of October, 1990. Carried unanimously.

Note: \$31,000 divided by the aggregate of shares 186 = \$166.67 per share. Units with 3 shares = \$500.01 per annum - \$125.00 per quarter. Units with 4 shares = \$666.68 per annum = \$166.67 per quarter.

Tree lopping/removal:

The general opinion of those present was that they were basically against tree removal but appreciated that should 'any' tree be dangerous then this tree be removed but on the understanding that a replacement tree/planting be made which will not present similar problems in the future.

It was agreed that a second opinion be obtained re the condition of the trees before any work commences. ✓

It was then moved by Mr McDougall that the ingoing Council of Management be empowered to raise a special levy of up to \$4000.00. for tree lopping, removal if necessary and for replacement plants. Seconded Mr Standfort. Carried unanimously.

COUNCIL OF MGT:

The following owners were nominated for Council:

<u>NOMINEE</u>	<u>NOMINATOR</u>	<u>SECONDER</u>
Mr. C. McDougall	J. Standfort	T. Ivory
Miss G. Hourigan	S. Ridd	R. Haslam
Mrs. T. Ivory	S. Ridd	R. Haslam

Mr. J. Standfort	C. McDougall	J. Drake-Brockman
Miss S. Ridd	G. Hourigan	V. Hemmens
Mr. J. Drake-Brockman	G. Hourigan	S. Ridd.
Ms. M.J. Letts	J. Standfort	S. Ridd.
Mr. P. Verity	T. Ivory	S. Ridd.

Mr Verity declined nomination.

The seven persons as shown above were then declared to be the Council of Management for the coming year.

STRATA COMPANY
MANAGER/AGENT:

It was moved by Mr Temperly, seconded Mr Standfort that the services of Bill Crosse & Company be retained as Strata Company Managers/Agent for a further term. This motion is carried with one vote against.

GENERAL BUSINESS:

Lawns - Brick paving:

It was put to the meeting that consideration be given to brick paving the quadrangle area as the lawn over the years has never grown successfully. This suggestion being to leave the garden beds/shrubs but pave the centre. Following discussion it was felt that before consideration be given to any paving work that advice be obtained in order that, if possible, a good healthy lawn can be grown in this area. (as with all lawned areas) ✓

Street front lawns/Gardens:

The ingoing Council of Management to obtain advice on the planting of a hedge along the street front in the interest of blocking off some of the street noise. Hedge to be of shrubs which will not grow to such a height as will need pruning. It was further agreed to seek a plan for planting shrubs and changing garden beds throughout the complex with the idea of slowly moving towards an upgraded garden appearance. ✓

Trespass:

The meeting was advised that "The Mews" is being used as a thoroughfare by the persons living in Ivy Street. It was agreed that a letter be sent to all Ivy Street properties with the request that they cease using this property for access to Charles Street. It was further agreed that this access way be closed off once per year - with Miss Pearman suggesting that the 25/4 be the selected day.

CATS: By-laws:

It was brought to the attention of the meeting that a number of residents have brought cats on site (living in the units) - this is a direct contravention of the by-laws. It was agreed that a general notice be forwarded to all Occupants advising on the necessity to locate a new home for their pet. It was also agreed that mention be made of the need to take care and control the amount of noise emanating from the individual unit as sound does transmit rather easily throughout these buildings. ✓

Council meetings:

It was put to the meeting that Owners be advised when Council of Management meeting are being held in order that contributions or attendance could be possible. It was pointed out that attendance at Committee meetings by persons who are not members is normally by invitation.

There being no further business the meeting was declared closed at 3.00p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRPERSON: [Signature]

DATED: 09.12.91.

NOTE:

First meeting of the Council of Management to be held on the 19th November, 1990 in unit 17 at 5.45 p.m.

ACCOUNTS QUERIES:

On checking as a direct response by questions raised by Mr J Standfort it was revealed that adjustments were necessary as follows:

1. Whilst the figure of income shown was correct the pre-paid levies as shown on the statement to the 30/9/1989 should have be shown as \$3448.00 - see below for detail

Total annual income from 24 units with 4 shares	14112.00
Total annual income from 30 units with 3 shares	13200.00
	<hr/>
	27312.00
	<hr/>
a. Annual receipts for standard levies	25091.68
Plus pre-paid levies	3448.00
	<hr/>
	28539.68
Less prepaid levies for year ending 30/9/1990	1447.68
	<hr/>
	27092.00
Plus - levy arrears to 30/9/1990	220.00
	<hr/>
Balance as shown	\$27312.00

2. PIBS - account
Balance as at the 30/9/1989 26.18.
Interest 32.08
Invested 1024.20

1082.46
Less FID & BAD 2.62

1079.84
Recalled 1079.84

nil.

R.&.I. GOLD ACCOUNT:

Invested \$1079.84.

We advise that Mr Standfort has visited the office of Bill Crosse & Company and has expressed satisfaction in response to queries raised at the Annual General Meeting.

3. Special levy to adjust finances it is noted that the figure as shown on the statement was revealed to be correct.
4. Insurance cover - \$2,330,000.00 would appear to be more than adequate with the estimated value of the buildings being at \$2,154,600.00..

R.J. Pearman.

STRATA TITLES ACT 1985

OWNERS OF THE MEWS

STRATA PLAN NUMBER 5629

Minutes of the Council of Management meeting held on the 19th November, 1990 in unit 17 at 5.45p.m. Commencement time 6.20p.m.

PRESENT:

Miss S. Ridd
Mr. J. Standfort.
Miss M. Letts.
Miss G. Hourigan.
Mr. C. McDougall
Miss R.J. Pearman for Bill Crosse & Co.

APOLOGIES:

Mr. J. Drake-Brockman.
Mrs. T. Ivory.

OFFICE BEARERS:

It was agreed that the following Council members be appointed to the shown office.

Miss G. Hourigan Chairperson
Miss S. Ridd Secretary
Mr. J. Standfort Treasurer

MINUTES:

Minutes of the Council of Management meeting held on the 13th September, 1990 were read and, on a motion put by Mr. Standfort, seconded Miss Ridd, were confirmed as being a true and correct record. Carried.

MATTERS ARISING:

Insurance:

The meeting was advised that on checking the cover of the building it was felt that the complex was more than adequately covered at \$2.3M. Cover necessary would appear to be \$2.1M. Miss Pearman is currently checking into this matter and will report at next meeting (or earlier).

Painting:

In response to a query raised the meeting was advised that when the maintenance painting work was carried out 16 months ago the tradesperson were on site for 2 months only. With reference to areas of 'flakey paint' The areas flaking at the time the painting work was done were attended to - the current areas were not included in the contract. This maintenance painting was completed in April 1989.

Discussion took place re the area on Unit 5 which keeps breaking down. It is considered that water is getting beneath the painted surface and forcing the paint off and that a tradespersons or an Engineer's opinion on this problem is required. ✓ DAVID COOPER

Garden area beneath stairs outside unit 17:

Caretaker to be requested to advise and to quite what can be done in this section to improve the area. It was also agreed that the Caretaker be requested to adjust the sprinkler to stop it from spraying onto the door of unit 17. ✓

Main water meter:

The meeting was advised that recently it was found that this meter (street) had been turned off. It was agreed that it was necessary to have a lock placed on the meter with two Council members and the Caretaker holding keys. ✓

AGM REVIEW:

LAWNS/GARDENS:

The meeting was advised that currently Bill Crosse & Company are awaiting a report/plan on both items. ✓

Miss Ridd volunteered also to obtain a plan and quote from a person known to her.

TREE LOPPING/REMOVAL:

The meeting was advised that Bill Crosse & Company are currently awaiting the second opinion on dangerous trees etc as discussed at the Annual General Meeting. ✓

ACCESS WAY:

It was agreed that Bill Crosse & Company would provide Mr Standfort with a number of notices to place beneath the windscreen wipers of vehicles parked over night in Ivy Street. The notices advising that The Mews is a private property and therefore not available as a thoroughfare with the request that the driver use Ivy Street as Access & Exit to Charles Street. ✓

A letter to be forwarded to the Perth City Council requesting that a NO THROUGH ROAD sign be affixed at the entrance of Ivy Street off Charles Street. ✓

FINANCIAL:

Miss Pearman apologised for the lack of a statement and advised that it would be attached to these minutes.

GENERAL:

FOR SALE SIGN:

Winslade and Lawrence to be requested to remove their sign from the property plus be advised that no signs are permissible whatsoever. ✓

CHARLES STREET - SIGN.

A letter to be forwarded to the Perth City Council requesting that a ONE WAY sign be placed in the centre of the median strip to direct traffic from the Mews to the left. ✓

MAIL:

The meeting was advised that letters are being found in the bin beside the letter boxes.

It was agreed that an item be placed in the Newsletter requesting persons to place mail for previous tenants in the Body Corporate letter box. Mention also to be made that parents make every effort to make sure that their children do not play with the letter boxes or open boxes belonging to other units. ✓

It was agreed that the Caretaker be requested to keep a watch out for mail in the junk mail letter box. ✓

PARKING BAYS & SIGNS:

It was agreed that the Caretaker be requested to provide a quote to re-mark out and number the parking bays (stencils on site). It was further agreed that this work would include the painting of the kerbing white (down the drive way) and that the correct road marking paint be used. ✓

It was further agreed that Bill Crosse & Company would also obtain a quote for this work to be carried out. ✓

IMPACT DAMAGE:

It is noted that the gutter and possible roofing sheets to the carport outside unit 17 has taken place. There is no report as to quite which day this damage took place. It is also noted that the gutter to the carport next to 43 was in very poor condition.

CLOTHES DRYING AREA NR UNIT 12/13

The caretaker is to be requested to provide a quote to cement slab this area. The grass etc will need to be removed, ground sprayed to prevent weed growth, and black plastic laid prior to the placement of the slabs.

It is further noted that the garden area on the outside of these clothes drying area is in urgent need of a good weed out.

DRIVE WAY:

The Caretaker is to be requested to prune back the shrubs growing up the driveway as it has been noted that some have grown over to such a degree they will shortly be scratching the paintwork of vehicles.

VERGE - POLICE CAR:

A letter of complaint to be sent to the Police Department re the damage to the verge area. The meeting was advised that the Police called at the Mews to visit someone in Unit 9 on Wednesday (afternoon) the 14/11/1990 in a Station wagon - parked their vehicle on the verge and left a dreadful mess of the sand when they left. The owners request that the Police Department arrange for a person to come and rake over and make the area tidy.

VERGE AREA:

Caretaker to be requested to whipper snip the weeds growing on the right hand side (verge) - right hand side when driving inwards.

CARPORT GUTTERS:

The Caretaker is to be requested to clean out the carport gutters as soon as possible.

GARDEN WEEDS:

It was agreed that the Caretaker be requested to put weeding of garden beds as a priority on his work schedule.

The Council of Management felt that it would assist them if Mr Brown could provide them with a schedule of work he has listed to be done and the order of same.

BUS STOP - BIN:

A letter to be forwarded to the Perth City Council requesting that they place a bin next to the bus stop to assist with easing up the general litter problem in the area.

SULO GARBAGE BINS:

At the present time for 54 units there are only 12 bins - Perth City Council are to be requested to provide a further two bins (at least).

The meeting closed at 7.15 p.m. with the Council of Management expressing concern at the general state of the garden beds and making mention of the considerable improvement in the appearance of the lawns etc.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN: 

DATED: 18/2/91

OWNERS OF 147/159 CHARLES STREET, WEST PERTH

KNOWN AS "THE MEWS"

FINANCIAL STATEMENT FROM 30/9/1990 to the 17/2/1991

RECEIPTS:

Balance as at the 30/9/1990	3164.61
Levies since received	12891.83
Interest for late payment of levies	6.88
Special - financial levy (part)	30.00
Rent	420.00
Insurance for lawnmower & whipper snipper	898.00
Insurance for padlock	16.70
Tree lopping levy	451.21
	<hr/>
	17879.23

PAYMENTS:

FID & BAD fees	20.49	
Management fee	1170.00	
Postage & petties	135.00	
Annual General Meeting fee	75.00	
Insurance W/Comp to 1/10/91	403.92	
Caretaker & tax stamps	3724.13	
Caretaker rent	2275.00	
SEC to 23/10 & 18/12	782.89	
Petty cash - float	50.00	
Swim pool - chem & parts	315.95	
Garden trash bags	280.00	
Flouro Tubes etc	65.48	
Gardener - between caretakers	570.00	
Invest 15% to 31/12 & 31/3	2186.76	12054.62
		<hr/>
		5824.61

General Maintenance & sundries:

Maintenance & clean U47	192.50	
Fuel	35.25	
Door to duct U47 etc	192.00	
Engineer - site inspection	80.00	
Replace padlock	16.70 *	
Replace lawnmower & whipper snipper	898.00	
Bulk disinfectant	17.45	
Shor in fluoro fitting & 18 fuses	178.00	(clip in fuses)
2 Pine poles - visitor carpart	21.60	
3 sleepers	18.00	
Safety glasses, mower blades, seedlings reticulation parts, etc	164.42	1813.92
		<hr/>

Balance on hand as at the 17/2/1991 \$4010.69

R&I GOLD ACCOUNT

Balance 9/9/90	1079.84	
15% to 31/12/90	1024.24	
15% to 31/3/1991	1162.52	
Interest less FID	7.39	3273.99
		<hr/>

Balance in both accounts \$7284.68

Levy Arrears:

1990 special levy U14	30.00
1990 special levy U36	120.00 (paid on the 18/2/1991)
Levies to 31/3/1991	1365.65
Plus balance of tree lopping levies.	

STRATA TITLES ACT 1985

THE OWNERS OF 147/159 Charles Street, West Perth
Known as "The Mews"

STRATA PLAN NUMBER 5629

Minutes of the Council of Management meeting held on the 18th of February, 1991 in Unit 35 at 6.00 p.m.

PRESENT: Mrs. T. Ivory - Chairperson of this meeting.
Mr. J. Drake-Brockman
Mr. C. McDougall
Miss S. Ridd.
Mr. J. Standfort
Miss M. Letts.
Miss R. J. Pearman for Bill Crosse & Co.

MINUTES of the previous meeting of the Council of Management held on the 19th November, 1990 were read and the following items discussed as matters arising:

Insurance:

The meeting was advised that at this time the building was adequately covered with the recommendation that the sum insured be checked every year (as in previous years).

Painting:

The meeting was advised that the painting contractors had been back - high pressure cleaned the surface and repainted. The Council of Management will keep a watch on this area.

The Godbold-Schubert report was read to the meeting. The painters had acted on the detail supplied in this report. ie. " I suspect there has been a breakdown in the adherence of the latest painting system to the original. There could be a number of reasons for this, however it would not be prudent to hypothesise on these at this point of time and in the absence of more accurate information."

Garden Areas incl. sections (ground level) beneath the Stairways;

The main subject discussed was the planting of shrubs beside the retaining wall to the front of the complex. It was finally decided by unanimous agreement to spend up to \$50.00 on shrubs. These shrubs to be planted from the boundary area (house side) back towards the path and letter boxes. This is to be a trial section. Plants to have a small root system, non flowering, reasonably quick growing - to grow approx. 2 metres.

It was agreed that the Caretaker be requested to locate suitable plants and have them planted as soon as possible. ✓

Tree Lopping: Project to commence on the 11/3/1991.

Water Meter: No locking device has been affixed to date - it is possible that it is not possible to affix - check to be made on this. ✓

LAWNS & GARDENS:

A report was read to the meeting from Mr Browne the Part-time Caretaker with part detail shown below:

"With regard to changing garden beds around the complex, I would like to suggest that no major changes be made, apart from the cost, I believe that in time (and with some of the gum trees gone) I can improve the gardens substantially."

The lawns seem to be coming on OK and I would prefer to wait until after the winter before I recommend any changes. The reason for this is that most of the lawn areas are actually weeds! They look OK at the moment but winter may be different. Whatever happens I believe that we should consider (professional) spraying."

In view of the good work put into the grounds to date it was agreed to heed the advice from Mr Browne at this time. ✓

ACCESS WAY:

Whilst correspondence to the Perth City Council has been acknowledged no advice has been received as to whether or not they will erect a NO THROUGH ROAD SIGN or THE ONE WAY sign as requested. Further correspondence to be directed to the Perth City Council on these two items. ✓

MAIL:

It has been noted that mail for previous tenants to unit 49 is being thrown in the trash bin beside the letter boxes. A letter to be forwarded to the Occupant requesting that they R.T.S. rather than throwing the mail in the bin.

ROAD MARKING:

Two quotes were read to the meeting 1) Balcatta Roadmarking at \$570.00 and 2) Mr Browne (Caretaker) \$423.00. Following discussion it was unanimously agreed to accept Mr Browne's quote - additional work that a 300mm line across the driveway be painted - with the idea being that this should assist in slowing down the speedsters. Mr Browne to liaise with Mr Standfort on this matter. It is noted that a majority of Committee Members were against having the word slow painted on the ground. ✓

Impact Damage: Repairs have been carried out through the Insurance Assessors.

CLOTHES DRYING AREA:

Two quotes were read to the meeting to totally slab this area. 1) at \$890.00 and 2) from Mr Browne at \$593.00. The second quote being to supply necessary slabs, rearrange reticulation, remove existing grass, re-straighten the clothes line poles, retain with garden sleepers as necessary, supply sand, blue metal and cement as necessary, supply plastic and spray for weeds his price including labour - \$593.00. ✓

Considerable and lengthy debate took place as to whether or not this project should be carried out - for those not familiar with the area an inspection was made. It was then put to the vote with 4 in favour and 2 vote against. The project is approved to be carried out.

VERGE AREA:

It was agreed that this was most unsightly. It was further agreed that quotes be obtained to cover the complete areas of verge outside The Mews with rolls of buffalo lawn. ✓

It was further agreed to obtain quotes to extend the reticulation to cover these areas. On both projects it was agreed that Mr Browne be asked to quote. ✓

Garden Area outside Units 15, 16 & 17.

Mr Mc Dougall made mention that this area was only being raked once a week and that leaves were a bit of a problem. It was agreed that considering that the Caretaker was only employed for 25 hours per week that really one could not expect a daily raking. It was further suggested by a member that Owners could always give this type of area a inbetween tidy if they felt it was necessary. Miss Pearman mentioned that leaves can assist with retaining moisture and eventually will turn to mulch.

BINS:

The meeting was pleased to see that the Perth City Council have provided them with the additional two Sulo bins plus the bin at the Bus Stop as requested.

It was then moved by Mr McDougall, seconded Miss Letts that the minutes be confirmed as a true and correct record. Carried.

Garden beside Unit 17:

Miss Ridd requested that the Caretaker be advised that the garden area beside her unit will need some attention now that she is leaving the complex. ✓

FINANCIAL STATEMENT:

Adjust the investment to 31/12/1990 to allow for the increase in maintenance contributions.

Following discussion it was moved by Mr Standfort, seconded Mr Drake-Brockman that the statement to the 17/2/1991 be received and accepted into the records. Carried unanimously.

It was unanimously agreed to pass payment for the sum of \$380.00 being the supply of sand and labour to level the front of the complex. ✓

