

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).

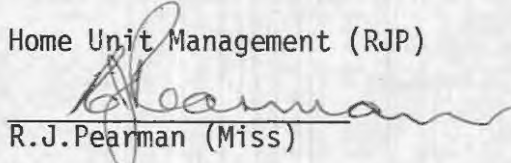
Miss Pearman to check with the Developers as to the Duties the Gentleman in Unit 13 (Mr Gunst) will be executing on their behalf in order that it may be ascertained as to the Gardening duties possibly required by the Body Corporate.

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