

# Minutes of Maintenance Committee Meeting

Plan	DP 776652
Name	SETTLERS GREEN HOME OWNERS ASSOCIATION INC (ABN 33 638 396 138)
Address	Quarter Sessions Rd, Westleigh NSW 2120
Meeting Date	20 <sup>th</sup> March 2024
Time	7:30pm
Venue	Settlers Green Clubhouse
Address	24 Settlers Way, Westleigh NSW 2120

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## Minutes

Attendees: D Lenz, LG, JH, NW, JH, GH, D Zacherl, D Lawson, KW

Apologies:

Meeting commenced at 7:33 pm

### 1. Minutes:

**Resolve** to accept that the minutes of the last Committee Meeting held on 31st January 2024 be adopted as a true and accurate record of the proceedings of that meeting.

Moved CH, seconded GH

### Financials

2. **Resolve** that the February 2024 and March 2024 financial reports as circulated by Lamb & Walters be accepted pending any queries re same.

Moved CH, seconded DL2.

Expenditures for the 6 months to Feb.'24 are in line with the budget. However, savings in Administration costs will be needed over the remaining 6 months. Otherwise, the unexpected cost of meeting pool compliance requirements and possible overspends on capital works will result in an overspend on budget for the current year.

### Common Property Assessment & General Business

3. Review, confirm and/or discuss the following:

a. Report by the Garden Committee

Need to get the latest update of Gardener's scope of work from L&W to review for the future. Report attached.

b. Report from the Maintenance Committee

See attached report. Wi-Fi has been set up in the Clubhouse.

**Resolve** that SG to pay for the Clubhouse Wi-Fi. Moved Lenz, seconded NW

c. Pool:

(i) Fencing and Compliance

(ii) Pool and Spa

Council declared some areas of pool to be non-complaint. BBQ cannot be within the pool area. Three quotes have been obtained to repair the pool

fencing and separate the BBQ area from the pool. This will make the pool area safer.

**Proposal** by D Lenz to vote on proceeding with changing the pool fencing alignment to separate the BBQ from pool enclosure that would bring us up to current standard for compliance.

Carried unanimously.

**Resolve** that D Lenz inform the owners of SG about the realignment of the pool area prior to the commencement of work. Residents are encouraged to provide any feedback via email: [settlerscommittee@gmail.com](mailto:settlerscommittee@gmail.com)

Pool risk assessment is ongoing.

d. Skip Bin Decision

CH and DZ have been seeking information from different contractors to negotiate a better deal for the skip bin.

Committee voted to retain the skip bin and seek other competitive offers or negotiate better terms with the current provider.

e. Review of SG Covenant and Home Improvement Policy

Proposal by D Lenz is to seek legal advice on the Estate Covenants to ensure that we have a full and clear understanding of them and how they are applied and administered by the Committee on behalf of the association.

Moved D Lenz , Seconded D Lawson.

f. Replacement of Boundary Fences facing Ruddock Park

**Resolve** that the Committee is not obligated to contribute to the replacement of the back fence of 12 Webbs Terrace.

g. Settlers Way Deterioration

Still awaiting a reply from Sydney Water.

JH has a contact who will come out and provide advice regarding the issue of the water seepage on Settlers Way.

h. Follow up on Defibrillator for the Estate

**Resolve** to purchase and Install Defibrillator at the Clubhouse.

i. Working Bee

A list of work to be undertaken will be compiled and then a date to determine a working bee will be decided.

## General Business

A company recommended by L& W has provided a detailed report on work that needs to be undertaken in and around the Clubhouse including the bathroom walls, pool and tennis cabanas in line with the maintenance report presented at the last AGM. Windows in the bathroom will need realignment. The Pool and Tennis cabanas can be refurbished. Total cost of repairs \$50,000 which is significantly less than what was originally thought.

There has been trouble in securing other contractors to quote. From a budget perspective we cannot complete all the work this year. The contract can be broken into several smaller projects.

**Resolve** to go back to contractor and ask them to break original quote into 3 separate quotes for the work to be carried out over time.

We have quotes for repair to broken pavers and repair drainage on Webbs and Roses Run.

**Resolve** to finalise quotation in line with the need to reset some of the storm water drains and to formalise a plan to determine what needs to be prioritised this year.

Recommended that we now formalise our capital works program in line with the budget for the work required this year.

### **Next Meeting**

**Resolve** that the next meeting be held 22<sup>nd</sup> May at 7.30 in the Clubhouse.

Meeting concluded at 9.18pm