**MINUTES OF THE ANNUAL GENERAL MEETING OF**

**Merryville Park Community Association – DP 270008**

held on Monday 23rd November 2015 at the Murrumbateman Country Inn.

**Attendees:**

David Manolas, Felicity Webb, Leith Wintour, Judy Breen, Peter and Val Long, Margaret McDougall, Jemma Rice, Richard and Marion Howe, Marc Blackmore, Marshall and Carmel McGaughey.

**Apologies:**

Alan Walker, Andrew Muscat, Alyson and Simon Hill, David and Lesley Bray, Jennifer Holland and Ariel Moisis.

Meeting opened at 7:40pm by Chairperson Richard Howe.

Minutes were sent out from previous general meeting.

Previous general meeting minutes were accepted by Leith Wintour and seconded Marion Howe.

**Proxies:**

Two proxies were received (Lot 14 and Lot 36).

**Chairperson’s Report:**

Welcome and thank you for coming to this evening’s Annual General Meeting of Merryville Park Community Association.

As Judy said last year in her annual report the year has raced away from us, we only seemed to be having this meeting months ago. The year has been a busy one around our Estate as a Community we have come together a number of times working on the road verges, making them safer and neater, around our Entrance way and the area around Dam 1. Thank you to all that participated and I hope we can do more of the same over the coming months and years.

Early in 2015 we also took our first steps into the internet. Mark and his brother in law built us our own web site providing all of us access to general information, meeting minutes and agendas plus Community information like plans, etc. We also in a more significant way decided to use email and electronic banking for our levies and communications which I think has been well received.

We continued to build a rapport with the Yass Valley Council and were able to get them to remove the large Grevillia plants that were becoming a hazard on the corner of Acacia and McIntosh. While they didn’t replace the wooden barriers in the Entrance way, they did at least put in some additional road markers. I will continue to discuss with them the replacement of the barriers, more road markers around the Estate and our Walking / Equestrian track around the Estate which could do with some TLC!

We saw our first glimpse this year to changes to the Community and Strata Management Schemes, the underlying rules for how we run our Community. The legislation is still not complete but the drafts show a streamlining of some activities but should have little effect on the way we run the Community.

The coming year we are hoping to continue with our working bees, particularly around the dam areas, we need to do work to our water reticulation systems and our grass cutting contract matures so we need to check for our value for money.

Finally a few thank you’s. Firstly to Marc and Marlies for the effort they put in on behalf of you all as our Community. Please don’t forget this is done as a volunteer role and takes peoples personal time. I would also like to thank Judy and Richard Johnstone who have helped Marc, Marlies and I a number of times during the year. For many years Andrew Gorton has been our Water custodian. Andrew gets all the calls when the water runs out, performs maintenance to our systems and kept things going. Andrew wants to pass that baton on. Thank you Andrew for your many years of Community help.

Finally thank you all for making our Community better. The last year I have seen a greater engagement by you all with each other. That is what makes living in our Estate a pleasure.

Accepted by Judy Breen and seconded by Jemma Rice.

**Secretary’s Report:**

Correspondence since last meeting

* Electricity statements.
* Bank statements.
* Section 26 certificates.

Properties sold and new people now in since last AGM

* Lot 18 - Welcome to Judy & David Stone
* Lot 27 - Welcome to Felicity and Robert Prideaux
* Lot 32 - Welcome to Deanna & Michele Le Pavoux
* Lot 42 - Welcome to Chris Murrell-Orgill & Margaret McDougall

Accepted by Marion Howe and seconded by Jemma Rice.

**Treasurer’s Report:**

1. Deficit on administration fund of -$811.15  which includes one off costs such as tree removal $990, and the water meter for dam 2 $1,000.
2. We started the year with $10,920.37 in the Investment account, & $13,455.88 in the Cheque account, $24,376.25 in total. At the end of the year we have $16,421.55 in the Investment account, & $12,124.38 in the Cheque account, $28,545.93 in total.
3. We have 2 multiyear debtors adding up to $2,800, and 5 lots are 1 to 2 years outstanding. Current Aged debtors is $6,363, same time last year they were $7,189.  We have been actively pursuing all debtors over the last few months.
4. Sections 26s for Lots 32 & 42 issued and hence sold this year.
5. Budget proposed for 2016 does not forecast the need to raise levy’s this year, however if we need a fifth mow in 2016, we will need to raise levy’s again in 2017.
6. Sinking fund value should be $22,609 for 2016. Currently we have $16,421.55 in cash and $6,363 aged debt making up the balance of $22,784.55. 2016 Capital works plans to refurbish the front entry and install dam 2 meter will cost in the order of $5,000, therefore a sinking fund levy in the order of $50 per lot for two years from 2017 would be recommended.

**Levies/ Sinking Fund for 2016**

* The Levies will remain the same.
* There will be no Sinking Fund contribution required.

Accepted by Peter Long and seconded by David Manolas.

**Water Report 2015**

* With all the rain dam levels are in good shape.
* Dam No 2 pump currently pumping 3 times a week.
* Bore running 4 times a day 7 days a week.
* Maintenance
	+ Issue detected with bore a couple of months ago, and was repaired.
	+ One broken pipe near lot 43, repaired by Richard Howe and Andrew Rice.
	+ Installing remote pump controller over the next couple of weeks.
	+ A number of meter pit lids need replacing before next winter, review to be undertaken when meters are read.
* Volunteers are needed to assist with the water reticulation system particularly over Christmas when Marc is away.
* Plan to install meter to Dam No 2 pump. Marc will talk to Tony Stinson about installing pit to allow meter install. Once meter is installed, we will do a meter read for all the lots.

Accepted by Leith Wintour and seconded by Felicity Webb.

**Election of Office Bearers**

**Chairperson:**

Richard Howe nominated by Judy Breen and seconded by Val Long.

Position Accepted by Richard Howe.

**Secretary:**

Marlies Muscat nominated by Marion Howe and seconded by Jemma Rice.

Position Accepted by Marlies Muscat.

**Treasurer:**

Marc Blackmore nominated by Marlies Muscat and seconded by Marion Howe.

Position Accepted by Marc Blackmore.

**Committee Members:**

Andrew Muscat

Jemma Rice

Judy Breen

Peter Long

Leith Wintour

Felicity Webb

**General Business**

**Estate Signs**

The wooden sign with Wildlife Sanctuary - Private Property near Dam 2 has weathered and will need replacing. It was brought up about additional signs of this nature to be made up at the same time for Dam 3 and possibly other areas in the Estate.

**Community water in the Estate**

Andrew Gorton has stepped down from this AGM onwards as a contact for community water support. Thanks Andrew for your many years of volunteer works.

Action to have volunteer(s) to look after the community water for when Marc and Richard are away over Christmas 2015. Marshall and Jemma have offered to learn the community water system.

**African Lovegrass workshop**

As no one was able to attend the recent African Love Grass Workshop, Judy Breen offered to get a guest speaker to come to one of our meetings to discuss the African Love Grass.

**Guest speakers**

The idea of guest speakers at our meetings was well received including groups such as Landcare, RFS, and Council.

**Fire Seasons**

Reminder that burning off is not allowed without Council and RFS permission.

**Council**

Further follow up and engagement is underway with the Council in relation to Road markers, walking track and wooden guards around the Estate.

Yass Council Truck Parking - Interested parties were invited to provide comment for the Draft Truck Parking Policy. Further details can be found via the link below.

<http://www.yassvalley.nsw.gov.au/sites/yassvalley/files/public/event/Draft-Truck-Parking-Policy.pdf>

**Changes to the Community and Strata Management Schemes**

Update to what was discussed last meeting. The legislation is still not complete but the drafts shows a streamlining of some activities but should have little effect on the way Merryville Park Community is run.

The summary of what is going on and proposed changes can be found at: <http://www.fairtrading.nsw.gov.au/ftw/About_us/Have_your_say/Review_of_community_scheme_laws.page>

**Telstra Pits around the Estate**

Telstra has been contacted and came out and put barriers up until they can get the pit issue resolved.

**Bi Monthly working bees**

* 5/12/15 – Front Dam – remove dead trees, whipper snip 8am start
* 6/2/16 – Big Dam – remove dead trees, whipper snip, repair any fencing 8am start
* 9/4/16 – 3rd Dam - remove dead trees, whipper snip 8am start

**Motion for revamping the front entrance of the Estate**

Motion to use value of up to $5000 for use in revamping the front entrance of the Estate

a working bee will be used to modernise and replace existing signage on the front entrance of the Estate. Marc Blackmore will organise and lead the works. Other than the signage everything else will be in house. There was a unanimous vote on this. It must be 3 rails across. Pool fence removed from front entrance to be collected by Peter Long during the working bee.

Motion accepted by Val Long and seconded by Carmel McGaughey.

**For Action:**

Judy Breen to arrange for a guest speaker on the African Love Grass for a future meeting.

Richard Howe will put up a printed notice for the working bees.

Interested parties to learn the water setup to assist Marc Blackmore.

**Other Business:**

Judy Breen commented that the totem poles cut down looked good. Also noticed the gate near the bore is a good addition.

Jemma Rice asked if there were yabbies and possibly trout in our estate dams that they could do some recreational fishing. People advised that there had been yabbies and trout in the dams in the past so give it a try. Discussion also went on to say not to leave traps as previously local turtles and geese had been captured/entangled and died.

**Meeting Closed at 9:14pm.**

Next meeting is to be held on Monday 8th February 2016, at 7:30pm at Murrumbateman Country Inn.