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| **MERRYVILLE PARK**  |
| **COMMUNITY ASSOCIATION**  |
| DP270008  |
| ABN 22 965 207 653Cnr Lakeview Drive and Acacia WayMurrumbateman NSW 2582  |

**MINUTES OF THE ANNUAL GENERAL MEETING OF**

**Merryville Park Community Association – DP 270008**

held on Tuesday 28th November 2017 at the Murrumbateman Country Inn.

**Attendees**

Felicity Webb, Leith Wintour, Judy Stone, David Stone, Val Long, Peter Long, Liesel Carroll, Stephen Brown, Marion Howe, Richard Howe, Marc Blackmore, Anne Blackmore, Maggie McDougall, Chris Orgill, Judy Breen, Greg Breen, David Hogg, Jemma Rice, Marshall McGaughey, Carmel McGaughey, Jennifer Holland and Ariel Moisis.

**Meeting opened** at 7:35pm by Chairperson Richard Howe.

**Apologies**

Linda Schembri and Paul Schembri of Lot 38.

**Previous AGM Minutes** were circulated from the 2016 Annual General Meeting held 28th November 2016.

Accepted by Jennifer Holland and seconded by Val Long.

**Previous General Meeting Minutes** were also circulated from the General Meeting held 7 August 2017.

Accepted by Jemma Rice and seconded by Val Long.

**Proxies**

One proxy was received from lot 38

**Chairperson’s Report**

Welcome to our Annual General Meeting, our 4th meeting for the year.

The Murrumbateman winter has seen minimal activity around our Estate, we woke from our slumber to a Spring working bee on 17 September! Thank you to those volunteers on a Sunday morning who again helped spruce up the Estate. I finally installed the “Wildlife Sanctuary” sign which I think changes for the better the look of the Dam 2 Common area entrance.

Since our last AGM we did increase our Lotholders Levies as agreed which have given us a better financial position. Marc our Treasurer will talk to that and his Water Report later.

In July 2017 we did have a distressing dog incident in our Estate. We spoke about this at length in our last General Meeting. I am pleased to report since then, as agreed, we have had an enjoyable and incident free walk with the Yass Valley Dog Walkers which included myself and another member of the Estate. While I am unsure if this will occur again in December (23/12) they are looking to use our Common areas in the early morning on the 4th Saturday of each month.

The proposed changes to the Community Land Management Act that I advised the last AGM have not come to fruition. I will only talk to this in our General Meetings as information worth talking about comes to hand.

We still have projects going on around the Estate, particularly in the water area. Some things like the replacement of the water meter lids are going to take a little more time as we want to continue to maintain our base infrastructure first, like clean the Community Holding tank, service the bore plus finish the pit near the Dam 2 pump house. I see value in continuing our quarterly working bees which only improve the amenity of the Estate.

This will be my last discussion as Chairperson for the Estate. Marion and I are looking to move out of “work mode” into “retirement mode” which in all likelihood will see us go north sometime in the new year. I would like to thank a number of people for their support over the last few years, the people who consistently turn up at the working bees, Judy and Val for their counsel during the first year (or two). Marc, our neighbour and Treasurer for my time in the job and Marlies and Linda doing the Secretary stuff. Please remember these people do this voluntarily to make our Community run and we are better for it! And finally, a thank you to my wife Marion for helping me with this Chairperson role which I have thoroughly enjoyed.

Thank you all again for coming and supporting your Community.

Accepted by Judy Breen and seconded by Jemma Rice.

**Secretary’s Report**

With minimal correspondence since last meeting and our Secretary holidaying the Chairperson reported informally talking to just normal activity including;

* Electricity statements.
* Bank statements.
* Estate maintenance/Safety Issues.

**Treasurer’s Report**

1. Since last meeting in August 2017 we have had $6,844.71 of expenses, which was mostly mowing, pump servicing and electricity. We have spent a total of $14,174.62 of the agreed 2017 budget of $26,884. We are expecting another $10,000+ expense before year end including electricity, mowing, tank cleaning, bore repairs and meter pit cover.

1. We have $16,424.24 in the Investment account (sinking fund), & $14,138 in the Cheque account, $30,562.24 in total.

1. As reported at the last meeting there is an anomaly with the entitlements for lot 10, further investigation is required.

1. 4 lots have levies outstanding for 2017 (down from 12 last meeting). There are just 2 multiyear debtors totaling $3,771.11. A letter of demand was on hold as the lot is now on the market and I have advised the agent of the moneys owed that needs to be settled in any potential sale.

1. As reported last meeting the sinking fund value should be $23,287 for 2017 (3% increase from 2016).  Currently we have $16,423.83 in cash and $3,771.11 aged debt hence $3,092 short of where we need to be (not taking into account of next year’s increase). $5,500 will be transferred to the sinking fund next year. As approved at the last AGM an average sinking fund levy of $100 per year per lot will be applied until the sinking fund reaches the required balance.

1. Proposed budget for 2018 I propose to keep the same as 2017, hence levy’s will remain the same including the sinking fund levy.  There may be an exception for Lot 10 once clarification on the unit entitles is resolved, flagged a couple of meetings ago.

Our Chairperson reiterated Levies and the Sinking Fund costs to Lots for 2018 will be the same as those charged in 2017.

Accepted by Greg Breen and seconded by Carmel McGaughey.

**Water Report**

1. Dams levels are down a little following a dry period. However, with the recent rain demand has been low for water.  I have only been filling the tank once or twice a week.

1. Last meeting, we reported the Bore appeared to be less efficient as a result have had to cut back the pump times.  An investigation has been undertaken and confirmed the bore itself is ok, however the pump is oversized for what we need.  Times have been adjusted to suit the feedback from the investigation, including adjusting the pressure switches, etc. and the Bore appears to be working ok now.

1. Meter pit lid at dam 2 is being manufactured and should be completed by the end of the week.  I plan to install it over the holiday period.

1. Still need to resolve issues with meters and meter pit lids, however this has been delayed until the budget recovers.
2. Main header tank cleaning is booked in for next week.

 Accepted by Judy Breen and seconded by Val Long.

**Election of 2018 Office Bearers**

Meeting handed across to Val Long to be the "Returning Officer" where all positions were declared vacant.

**Chairperson**

David Hogg was nominated by Judy Breen and seconded by Leith Wintour.

Position Accepted by David Hogg.

**Treasurer**

Marc Blackmore nominated by Chris Orgill and seconded by both Jennifer Holland.

Position Accepted by Marc Blackmore.

**Secretary**

Linda Schembri was nominated by Marshall McGaughey and seconded by Judy Breen.

Position Accepted by Linda Schembri. Linda was absent from the AGM but emailed her continued acceptance to the Chairperson.

**Election of 2017 Committee Members**

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| * Jemma Rice
 | * Leith Wintour
 | * Judy Breen
 |
| * Jennifer Holland
 | * Felicity Webb
 | * Liesel Carroll
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| * Maggie McDougall
 | * Judy Stone
 | * David Stone
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**General Business**

Chairperson/Richard spoke to action items from last meetings including;

* Chris Orgill request to Yass Valley Council to rectify the under-road pipe causing water issues on his block. While the Council has come out to site a couple of times no action has been taken.
* Yass Valley Dog Walkers (see Chairperson’s Report) will be on the Estate 4th Saturday of each month at 8am till 10am.

**Other Business**

* Steve Brown talked about the silt that accumulates in his meter being at the very end of the “pipe run” from the tanks. Marc commented that when the tank is cleaned we will look to open the Scourer valves to remove as much silt as possible from the system. We will do Steve’s meter separately as well!
* David Hogg mentioned seeing a pin hole in the Dam 3 float (the water drawing point in the middle of the dam). Interestingly we haven’t had that pump on for some time now. Marc to investigate the source of the fountain.
* Chris Orgill talk to the lack of mowing of Scrubby Lane. Council are to maintain the lane 3 times a year in October, December and February. This hasn’t happened for nearly 2 years with Chris and Andrew trying to keep the Isabel Drive end clear. Chairperson wrote to Council 21/11, again 29/11 and called 29/11. Waiting for Peter Harvey and or the Yass Valley Council Comms Officer to return my calls.
* Discussion was started by Marshall McGaughey about the road connection between the Jiparu Estate and Scrubby Lane. Steve Brown talked to the end of Scrubby Lane behind our Estate being an environmental corridor (might have that terminology wrong). Marshall had heard from the (a) Developer that the connection would be in that environmental corridor. To clarify this I rang Council 29/11, was asked to complete an Informal Access Request form and a Customer Service Request for access to the approved plans and drawings. The good news is the original approving officer from the Council, MM Rubbani still works there and I have referred our request to him. By the way, Google Maps shows the roads connecting Jiparu Estate and Scrubby Lane out front of 11 Scrubby Lane which is approximately 70 metres east of the back boundary of 7 Lakeview Drive (Lot 22). We await feedback from our Council colleagues.
* Chris Orgill also talked about the back of Dam 3 being missed in the recent mow by Murrumbateman Lawn Mowing. I have rung Tony Stinson today to address this.

**Working Bee**

Next Working Bee Proposed: Saturday February 17th 2018 early morning around 8am;

* Continuing with the pruning of trees / shrubs along our verges,
* General tidy up of the front entranceway,
* Pit work near the main dam pump to be done,

We will put up notices and send out email confirming the day closer to the date.

**Meeting Closed at 8:35pm.**

Next meeting is to be held on Tuesday 20th February 2017, at 7:30pm at Murrumbateman Country Inn.

Minutes compiled by Richard Howe (acting Secretary for the night)