**MINUTES OF THE GENERAL MEETING OF**

**Merryville Park Community Association – DP 270008**

Held on Monday 8 May 2017 at the Murrumbateman Country Inn.

**Attendees**

Andrew Gordon, David Bray, David and Jule Manolas, Marlies Muscat, Leith Wintour, Lindsay Watson, Judy Breen, Paul and Linda Schembri, Maggie MacDougall, Jemma Rice, Richard and Marion Howe, Marc Blackmore, Steve Brown, David Hogg

**Apologies**

Val and Alan Walker, Felicity and Chris Webb, Jen and Ari Holland, Val and Peter Long, Andrew Muscat

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

Minutes were sent out from previous general meeting held 13 February 2017.

Previous general meeting minutes were accepted by Judy Breen and seconded by Paul Schembri

**Chairperson’s Report**

Welcome to our second General Meeting for this calendar year.

During this period the RMS has done an assessment of the speed limits in the Estate but have not yet formally published the results. It will say we stay at 60 kms per hour but I will publish the reasons for this when Yass Valley Council provides the assessment to me. I am also waiting for the committed date from the Council for the "Give Way" signs at Acacia and Lakeview.

On 27th February Marion and I conducted the annual water meter readings, specifically so we could have consistency in the way we assessed our infrastructure. In the main everybody (apart from 5 lots) are keeping to their allocations but we do need to look at some replacements for numerous broken pits as our finances allow. I will speak to our analysis further in the water report later with Marc.

We have had our second Community working bee for the year on the 18th March in the fine weather and we again spruced up the Entrance way and some of our road verges. Marc broke the back of the water meter pit and thank you subsequently to Colleen and Mark Fountain who used his bobcat to clean the area around the pit, levelled the dirt plus put a plywood lid to make it safer. We still need to get the final lid made and put up "horse proof" barriers! We also reinstated the gate lost (thanks Leith for the gate) some time ago on Scrubby Lane behind Dam 2 and put in a few more bollards to better show the borders of our Estate. Thanks to Jim Coutts for the use of his tractor to make the job easier and Chris Webb for making sure the fire trucks can get in the gate! Speaking of Scrubby Lane, the Council is supposed to mow this but we got sick of waiting for them to mow the piece between Wattle Glen and where our new gate so Andrew Rice mowed it and I "pruned" a little with my chain saw. It at least is navigable now. Thanks Andrew.

Signs around the Estate are starting to show their age. I obtained a quote from our friends at Sign World Mitchell (who created and installed our Entrance way signs) for a sign similar in material and font to the front gate which would read "Wild Life Sanctuary Merryville Park Residents Only". This would be around $200 to replace plus some paint if we want to put a timber backing behind it. While to replace all the signs around the Estate would cost around $1000 plus I think we can replace the sign crumbling on the Lakeview side of the Dam 2 paddocks now.

NSW Fair Trading has made no progress in aligning our Community Scheme legislation to that of the recently approved Strata Scheme changes. In fact when I spoke to them recently we will not see anything for at least another year so I am not going to talk about this any more until we see something concrete.

I would also like to thank those looking after their  / our road verges, particularly Cary and Adriana for making the south side of Acacia Way more presentable. I am unsure if we want to have a winter working bee, I am always happy to prune with my chain saw, but we can talk to that in general business.

Thank you all again for coming and supporting your Community.

Accepted by Paul Schembri and seconded by Maggie MacDougall.

**Secretary’s Report**

Correspondence since last meeting

* Electricity statements
* Bank statements
* Correspondence re levies
* Community notice re course for parents looking to teach their young adults to drive

Accepted by Judy Breen and seconded by Paul Schembri.

**Treasurer’s Report**

1. Since the last meeting in February we have had $3,593.51 of expenses, which was mostly the annual insurance cost and electricity.

1. We have $6,423.59 in the Investment account, and $23,217.25 in the Cheque account: $29,640.84 in total.

1. 55 levy notices were issued at the beginning of April to the value of $32,486.47.  Following calculation of the levies in portion to the unit entitlements, it was discovered there is an anomaly  with the entitlements for lot 10, further investigation is required.

1. 19 lots have levies outstanding for 2017. There are just 2 multiyear debtors totalling $2,390.91, down from $2,770 at the February meeting. A letter of demand is still required to be issued to Lot 3.

1. Sinking fund value should be $23,287 for 2017 (3% increase from 2016). Currently we have $6,423.59 in cash and $2,390.91 aged debt hence $14,472.50 short of where we need to be. $5,500 will be transferred to the sinking fund this month. 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.

Accepted by Marlies Muscat and seconded by Judy Breen.

Water Report

1. Dams levels are looking good entering into winter
2. Automation of Dam 2 pump is still working seamlessly.
3. The issue raised with the secondary header tank which is overflowing to the dam on lot 10 has been resolved.  However, this has uncovered an issue with the pipe work reticulation which will require investigation. It was discussed that lot 10 did not have a meter, which has now been installed.
4. Meter pit backfill and concrete base completed, still need to manufacture lid.
5. Meters have been read.  We still need to resolve issues with meters and meter pit lids, however this has been delayed until the budget recovers later this year.
6. Main header tank needs to be cleaned out soon, will seek quotes

Meter readings on each lot have been undertaken, to ensure consistency regarding timing of readings. There is one meter that has not been read due to it being buried in a paddock with horses. Across the estate there is a significant number of broken pits and lids, particularly in Stage 2 of the estate which will require significant expense to fix. There are also 34 lots which have ‘suspect meters’, as the water usage for this period for these lots is outside of the trend – i.e. there are 5 with excess usage, 11 with nil usage, 17 with big changes to usage, and one with no meter (Lot 10). See the table below with details. A large number of the original meters have been retrieved and now stored in the Dam 3 shed, and these could be retrofitted to the existing infrastructure where meters need to be replaced.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Break up | Suspect Meters | Lids Broken | Pits Broken | Unread | No Usage |
| Street | Lots |  |  |  |  |  |
| Acacia | 2 | 1 |  |  |  | 1 |
| McIntosh | 2 |  |  |  |  |  |
| Lakeview | 24 | 18 | 5 | 2 | 1 | 6 |
| Gumnut | 3 | 3 | 1 |  |  |  |
| Grevillea | 13 | 6 | 13 | 3 |  | 1 |
| Wattle | 6 | 2 | 2 |  |  | 1 |
| Banksia | 5 | 4 | 2 |  |  | 2 |
| TOTAL | 55 | 34 | 23 | 5 | 1 | 11 |

Action – The Chairperson, Treasurer and Secretary (Richard, Marc and Linda) to discuss the work that needs to be done with the meters, pits and lids and what impact it will have on the community finances.

Accepted by Jemma Rice and seconded by Paul Schembri

**Business arising from previous minutes**

Give way sign – we are awaiting confirmation for dates of instalment from council

Application for reduction in speed limit – this is unlikely to be changed, but waiting on offical response from RMS

There has been no response to date from council regarding the pipe across lot 42 and fixing the flooding problem

**General Business**

It was noted that levies have increased, some significantly. Payment plans are available to all residents who apply.

Wildlife Sanctuary sign – a sample mock-up of a new wildlife sanctuary sign was presented. There was discussion regarding the spelling of ‘wildlife’ and that it should be one word; as well as the rationale for why it needs to say residents only. It was noted that there have been a number of people picnicking at the dam, and this is an area that is paid for and maintained by residents. It is more a deterrent than something that can be enforced. Animal minders and the ability for them to walk around the estate if they are not residents was discussed.

A lost staffy was found on Lot 43 – Jemma is happy to return it to its owner if someone has lost it

Mowing – the grass around the estate is not likely to need another mow before spring, and it was agreed that no further mowing would be undertaken until then.

Working Bee – the estate is looking quite neat at the moment and is unlikely to grow before Spring. It was agreed that the next working Bee will be held in Spring after the next General meeting.

**Other Business**

No other business was raised.

**Working Bee**

Next Working Bee Proposed: in Spring, after the next general meeting. Date to be determined.

**Meeting Closed at 8:25pm**

Next meeting is to be held on Monday 7 August 2017, at 7:30pm at Murrumbateman Country Inn.