**MINUTES OF THE GENERAL MEETING OF**

**Merryville Park Community Association – DP 270008**

Held on Monday 7 August 2017 at the Murrumbateman Country Inn.

**Attendees**

Alan Dawes, Lesley Bray, David Manolas, Colleen Fountain, Alan Walker, Jennifer Holland, Judy Breen, Peter Long, Val Long, Paul Schembri, Linda Schembri, Petra Luke, Liesel Carroll, Chris Orgill, Maggie McDougall, Jemma Rice, Marion Howe, Richard Howe, Marc Blackmore, Anne Blackmore, Nathan Cole, Danielle Jenkins-Cole, David Hogg

**Apologies**

Chris Tunks, Belinda Tunks, David Bray, Chris Webb, Felicity Webb, Marlies Muscat, Andrew Muscat

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

Minutes were sent out from previous general meeting held 8 May 2017.

Previous general meeting minutes were accepted by Judy and seconded by David

**Chairperson’s Report**

Welcome to our third General Meeting for this calendar year.

During winter activity around our Estate has been minimal. Therefore my report is minimal. The good news is the grass has remained tamed and this helps with our finances. It was too cold for a working bee but I will propose we have a tidy up during September so we can burn off all the rubbish prior to the bush fire restrictions season.

From our last meeting and the discussion we started about non-Merryville Park residents using our common areas, on 22 July there was an distressing incident between one of our community’s dogs and an animal from the “Saturday Morning Walking Club”. While we will discuss this in general business, my intent of that discussion is to understand our community’s current view on how our common areas are used.

Last meeting, I also talked about a replacement sign for our "Wildlife Sanctuary”. I have sourced the sign and will look to have it installed next week.

A few final points:

* I would like to remind everyone that our next meeting is our Annual General Meeting. Don’t forget you can nominate for any of the positions in the Executive.
* I will propose later in our general business a “day” change to get us away from our conflict with the Rotarians so we don’t have to sit in the main dining areas!

 Thank you all again for coming and supporting your Community.

Accepted by Paul Schembri and seconded by Val Long.

**Secretary’s Report**

Correspondence since last meeting – it has been very quiet over the winter months, with only bank statements and power bills being received since the last meeting.

**Treasurer’s Report**

1. Since last meeting in May we have had $1,375.78 of expenses, which was mostly water reticulation repairs and electricity. We have spent a total of $5,319.79 of the agreed 2017 budget of $26,884
2. We have $16,423.83 in the Investment account (sinking fund), & $17,486.26 in the Cheque acc, $33,910.09 in total.
3. As reported at the last meeting there is an anomaly with the entitlements for lot 10, further investigation is required.
4. 12 lots have levies outstanding for 2017 (down from 19 last meeting). There are just 2 multiyear debtors totaling $3,024.21, A letter of demand is still required to be issued to Lot 3, however it is recommended to hold off 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.
5. As reported last meeting the sinking fund value should be $23,287 for 2017 (3% increase from 2016). I have replenished the$10k deducted from the sinking fund last year due to the unexpected pump repairs. The $10k was funded by the sinking fund included in this year’s levy notices and the savings from not requiring a 4th mow earlier in the year.  Currently we have $16,423.83in cash and $3,024.21 aged debt hence $3,838.96 short of where we need to be. $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.

Accepted by Petra Luke and seconded by David Manolas.

Water Report

1. The dam levels are looking good entering into Spring
2. We have had three issues with the water reticulation:
	1. Bore appears to be less efficient as a result have had to cut back the pump times.  Will need to monitor and possibly undertake monitoring to see if the current pump is suitable
	2. Water supply to lot 10 stopped due to pumping at smaller header tank.  This has now been repaired
	3. Lot 29 raised possible issue with header tank leaking, however following an investigation it was discovered the leak was internal
3. The meter pit backfill and concrete base have been completed, however the lid still need to be manufactured.
4. The issues with meters and meter pit lids still need to be resolved, however as this is not an issue that needs immediate attention it has been delayed until the budget recovers later this year.
5. The main header tank needs to be cleaned out soon, preferably before Spring. Marc will seek quotes to have this work done.

Accepted by Jemma Rice and seconded by Danielle Jenkins-Cole.

**Business arising from previous minutes**

Meter Pits:

25 lids need to be replaced, including 5 which have been completely destroyed. It will cost approximately $1500 to replace the lids. There is still a need to work through how to replace the pits themselves. It may be more feasible to replace the concrete pits with plastic but it is an inconvenience to remove the broken pits. Different options will be explored to determine the best course of action – e.g. Checker plate lids, replace whole pit with plastic. Part of the consideration will be how much and when we want to spend the money. As this is not an immediate concern, we will take the time to make the appropriate enquiries to get the best outcome for the community.

**General Business**

Night for meetings

* A proposal was made to change the Community Association meetings to a Tuesday night as the Rotary Club also meets on Monday evenings and the room at the Inn is often unavailable. It was agreed that Tuesday night was a suitable alternative, subject to room availability

Working bee

* The next working bee is proposed for Sunday 17 September to allow for any cuttings to be burnt before the fire restrictions come in.
* It was agreed that working bees would alternate between Saturdays and Sundays so that more community members are able to participate.

Road signage

* The new give way sign and road lines at the intersection of Acacia Way and Lakeview Drive were noted
* It was also proposed that a give way sign and road lines at the intersection of Acacia Way onto McIntosh Circuit would be beneficial, as drivers often stop at that intersection too far out onto the main road. Richard undertook to follow this up with Yass Council.

Notice of items

* It was requested that advance notice of items that will be discussed and voted on at Community Meetings be provided wherever possible, in the form of an agenda for the meeting.
* If there is something that community members would like to discuss but are not able to attend the meeting, the issues should be sent in writing to the secretary prior to the meeting.
* There are rules which need to be abided by in the Management Statement regarding voting on particular aspects, including having a quorum at the meeting, being present at the meeting and being a paid up member of the community association.

Use of Community Land

On 22 July there was an unfortunate incident between a community dog and a local walking group dog. This incident brings to a head the issue of use of community facilities/common areas by non-residents. As many of the residents have changed since the decisions on ‘private property’ were made, it is appropriate to discuss and decide how our facilities should and can be used.

Members discussed the use of the community land and raised issues from different points of view. Following the discussion, it was agreed that:

* There needs to be more clarity around what the community title owns – e.g. we need to clarify whether the verges and the equestrian trails are part of the community title
* The wording of any signage that is erected needs to be checked with the insurance company regarding the legality of it. The wording of the signage in Dundoos estate was noted and will be followed up.
* There should be guidelines put in place for any groups who would like to use the community facilities. For example, groups should provide advance notice and have a ‘set day’ in the month that they use them so that residents are aware. At this time, the local dog walking group is a known group that likes to use the facilities and they will be contacted to discuss this approach.
* We are a community within a larger community and there needs to be ‘give and take’. We as a community need to keep reviewing what is happening with the use of our common facilities, particularly as the new estates are built and more people come into the area.
* Further discussion will occur at the next meeting once the above actions have been undertaken.

**Other Business**

No other business was raised.

**Working Bee**

Next Working Bee Proposed: Sunday 17 September

**Meeting Closed at 9:20pm.**

Next meeting is to be held on Tuesday 28 November, at 7:30pm at Murrumbateman Country Inn. This will also be the Annual General Meeting for the Community Association.