**MINUTES OF THE GENERAL MEETING OF**

**Merryville Park Community Association – DP 270008**

Held on Tuesday 27 February 2018 at the Murrumbateman Country Inn.

**Attendees**

David & Judy Stone, Colleen Fountain, Alan Walker, Felicity Webb, Leith Wintour, Judy Breen, Peter & Val Long, Linda Schembri, Petra Luke, Jemma Rice, Kylie Storey, Marc Blackmore, Steve Brown, David Hogg, Colleen Bryant, Jim & Heather Coutts, Geoff Squire and Erica Kenna (Lot 10 after April 3)

**Apologies**

Paul Schembri, David and Jule Manolas, Jason & Lisa Pluis, Andrew & Marlies Muscat, Jen Holland, Ariel Moisis, Matt Storey, Joanne Lee, Richard & Jayne Hooper, Juliet Brown

Meeting opened at 7:35pm by Chairperson David Hogg.

Minutes were sent out from previous general meeting held 28 November 2018.

Previous general meeting minutes were accepted by Val Long and seconded by Judy Breen.

**Chairperson’s Report**

Welcome to the first General Meeting for Merryville Park Community Association for 2018. Thank you for taking your time to be out here. Welcome to our new Lot Holders ---- Erica and Geoff – Kylie and Matthew---. It is an important part of our living to hold meetings like this where we can discuss issues that affect both individuals and the Committee Members for Merryville Park Community Association.

As you are aware, this is my first meeting as Chairperson. I encourage each resident within Merryville Park to contact me via the Associations emails with anything they would like to discuss at this meeting or any issues of concerns they are having while living within Merryville Park. While I will not be able to sort out everyone’s issues I will assist in getting their concern heard by the most appropriate organisation whether it be the Association or another organisation.

On 17 February the Association held and working bee to undertake some maintenance around the Park. Thank you to the individuals that gave their time. We were able to repaint the front entrance guard rails and clean the front entrance gardens and grass area. And have the thistles sprayed around dam 2. I strongly encourage all members of the Park to attend these working bees when time permits as this will reduce the maintenance costs and in turn reduce the overall fees charged to each lot holder.

Heather and Jim Coutts have raised concerns regarding the waste from past working bees and other garden waste added to the waste piles. We will discuss this matter later in the meeting under General Business.

I have notice on the Agenda for tonight’s meeting under General Business the next General Meeting date and time to be arranged has been left off, so when we get to General Business we will include it in.

Accepted by Judy Breen and seconded by Alan Walker.

**Secretary’s Report**

Correspondence since last meeting – it has been very quiet over the summer months, with only bank statements, power bills and other invoices for services being received since the last meeting. Yass TAFE have advertised a Safer Drivers course for drivers holding a learner’s permit and have driven a minimum of 50 hours on their log book to be held on 3 March.

**Treasurer’s Report**

1. Since last meeting in November we have had $8,875.66 of expenses, which was mostly mowing, bore investigation/ servicing and electricity. We have had $815.56 of sales consisting of 3 sections 26 fees, and payment of lot 45 levies from the sale.
2. We have spent a total of $15,022.20 of the agreed 2017 budget of $26,884, resulting in a surplus of $11,407.40.  The good news is we recover from the previous year’s 2016 deficit of $13,121.31 more quickly than expected. One of the reasons for this is we didn’t need an additional mow before Christmas.
3. We have $16,424.65 in the Investment account (sinking fund) and $6,273.01 in the Cheque account – $22,697.66 in total.
4. As reported at the last meeting there is an anomaly with the entitlements for lot 10. Further investigation is required and has since been carried out.  After seeking advice from the Office of NSW Fair Trading, the advice was unit entitlements are worked out by a registered valuer, and hence I should speak to one.  I spoke with a valuer who was registered in NSW and the advice I received was:
* Unit entitlements are calculated from a valuation being undertaken on each of the properties at the time.
* The value of the properties are inclusive of any improvements on the land at that time

Based on the above advice because Lot 10 included the original farm house, sheds, and Dam explains why the unit entitlements are higher than other lots. This issue will be discussed later in the meeting General Business.

1. 4 lots have levies outstanding to date; 2 are only minor and have been making regular payments. There are just 2 multiyear debtors totaling $3,721.11. Just over $3k is owed on Lot 3; this has since exchanged and due to settle on 5th March 2018 which should resolve the debt.
2. The sinking fund value should be $23,985 for 2018 (3% increase from 2017).  Currently we have $16,424.65in cash and $3,721.11 aged debt hence $3,839.24 short of where we need to be. $5,500 will be transferred to the sinking fund this year, As approved at the last AGM an average sinking fund levy of $100, per year per lot will be applied.
3. Levies are due to be issued end of next month.

Accepted by Gemma Rice and seconded by Jim Coutts.

Water Report

1. Dams levels are down following a dry period. Demand has been consistent.
2. Dam 2 pump has been tripping and taking up considerable amount of my time in resetting and keeping an eye it.  We have run out of water a few times.  Bungendore Rural have come out and investigated a couple of times and it seems to be an intermittent issue.  At the same time, I had them check the pump at Dam 3 as Dam 2 was starting to get low.  Pump at Dam 3 is in good shape however it has no pump controls or protection on it (same issue caused $6k plus damage to pump at Dam 2). As we do not have any backup for the main pump which caused issues the last 3 years no water for up to 2 weeks.  I am proposing to undertake some improvements which will utilize the pump at Dam 3 more and provide a backup to Dam 2 pump (main pump). The following improvements are:
	1. Install pump controls and automation to pump at Dam 3
	2. Install a 100mm PE pipe line from the outlet of Dam 3 pump to the Dam 2 pump (approx. 200metres of pipe)

The above will allow us to top the header tank up by either Dam 2 or Dam 3 pump providing redundancy.  I will seek firm quotes but estimate of the work will cost between $12 to $15k. The plan will be to discuss in detail and vote at the next meeting.

\*\* The background of the water lines between Dams 2 & 3 was provided by Heather Coutts, and a sketch of where the water lines are buried was made for the Community Records.

1. Meter pit lid at dam 2 has been completed, and a cover over the bore.  Padlocks need to be installed for each
2. Still need to resolve issues with meters and meter pit lids, however this has been delayed until the budget recovers.
3. Main header tank clean has been carried out but could only complete 2/3rds.  There was significant silt build up.  The balance will be completed in April when demand on water is low.

 Accepted by Steve Brown and seconded by Felicity Webb.

**Business arising from previous minutes**

No business arising from previous minutes

**General Business**

* *Waste from Working Bees*

Heather and Jim Coutts (Lot 55) raised the issue of waste from working bees being stockpiled on community land adjacent to their property. The attached statement outlines their concerns in full, however in summary: they first saw the green waste from working bees in 2016, but were not aware of any community meeting approval of this action. They were told that there was a large working bee being held and this would be the only time this site would be used for this purpose. In 2017, the site was used again to stockpile waste. At the time of the burn, the fire spotted and burnt the adjacent dam bank but was able to be controlled. This year there is another pile which is yet to be burnt off, and another person has been dumping their personal waste on the pile.

Other lot holders in Banksia Court are also not happy with the pile as it is an eyesore, a haven for snakes and vermin, and a potential attraction for fire-bugs. Heather and Jim are now bringing this issue to the Community Association for a community decision/vote. Proxies from community members in Banksia Court have been received on this issue.

**Motion 1 – the pile not to continue to be put in the current location between Lot 55 and Dam 2.**

**Moved Jim Coutts, Seconded David Stone – carried unanimously.**

Heather referenced the Community Management Statement, which states that we are not allowed to stockpile waste. This is also against council guidelines (see letter received from the Council) regarding environmental guidelines.

There was discussion regarding the waste stockpile and whether a timeframe could be established for it to be removed – e.g. by a commercial chipper. An alternative solution is for community members to take it to the tip on the day; although the contrary argument was that it is too expensive and time consuming to take it to the tip.

**Secondary motion – no waste pile to be established on community land in accordance with the Community Management Statement Part 3 Mandatory Matters, Section 4 Community Land Management Act 1989 and council law.**

**Moved Heather Coutts, Seconded Colleen Bryant – Votes for 8, Against 1 - carried**

Following this motion, it was agreed that community members would either take the green waste to the tip on the day (no stockpile), with a reimbursement of tip costs based on receipts, or if a community member is agreeable to holding the stockpile on their property it would be taken there and a commercial chipper would be engaged to chip the waste within a reasonable period of time.

* *Next Working Bee*

To be held on Sunday 22 April

* *Lot Entitlements*

As mentioned in the Treasurer’s Report, an anomaly has been identified with the entitlements for Lot 10 (5 Grevillea Close). Lot 10 has a significantly higher entitlement than all other lots, due to the valuation at the time of the establishment of the estate. This appears to have been an administrative error. Judy Breen advised that when the Stage 1 and Stage 2 were established, the lot entitlements were based on the size/area of the block.

Treasurer Marc Blackmore advised that he is bound to follow the law on the calculation of levies under the *Community Land Management Act 1989* – that is, Community must charge levies to carry out its duties and levies must be levied in accordance with entitlements.

The issue was discussed further, and it was generally agreed that the significantly higher entitlement for Lot 10 is unfair however, until the entitlements can be redistributed, the Treasurer is bound to calculate levies based on the current distribution.

Further advice needs to be obtained on how the lot entitlements can be redistributed/revalued. The preference is to find a solution where no re-valuation needs to be undertaken, such as a special resolution of the community association to change it, if this is possible. Further investigation will be undertaken, and the issue will be discussed further at the next Community general meeting.

**Other Business**

It was proposed that the fence along Western Dam wall of Dam 2 be removed so the slasher can get in to slash the grass. Jim Coutts to take carriage of the removal of the fence.

Moved Jim Coutts; Seconded Gemma Rice – carried

**Meeting Closed at 9:40pm.**

Next meeting is to be held on Tuesday 22 or 29 May, at 7:30pm at Murrumbateman Country Inn – depending on availability of the venue.