



MEMBERS – D R, A D, R W, L A, J D, R O, R S.

## **Golden Grove Lifestyle Village Residents' Committee Minutes of the Committee Meeting**

**Held at 9.30am on Wednesday 11<sup>th</sup> December, 2019 in the Main Hall Card Room**

**Present:** D R, A D, R O, L A, R W, J D, R S,

**Quorum:** The Chairman noted that a quorum was present and declared the meeting open.

**Apologies and visitors:** None noted

### **Approval of the minutes of the previous Committee Meeting held on 13/11/19.**

- It was moved by DR, seconded JD, that the minutes be taken as read and accepted as a true and correct record.

### **Approval of the minutes of the Special Committee AGM Meeting on 3/12/19.**

- It was moved by RS, seconded by AD, that the minutes be taken as read and accepted as a true and correct record.

### **Business arising from the minutes:**

- LSA minutes – Only the section that mentioned the budget is extra to the actual meeting. Suggest this is left until the next Annual meeting to correct.
- Invitation for T S – on hold until we are ready for this to occur
- Letters sent as requested – Actioned by LA
- Evacuation plan – AD unable to find the previous document. RS tabled document from NSW which, from 1<sup>st</sup> January 2020, will give an indication as to what should be considered. Action – RS to forward the documents to the committee members.
- Direct Debit letter of arrears – Ask PH, TS and LN to have letters sent to residents in arrears
- Meeting with Councilor, Jones – DR Awaiting reply to enable date to be set.
- Inspection of the kitchens – RO reported that TTG Council do not consider us to have a commercial kitchen therefore are not required to inspect them. Action – DR to take over discussions with TTG Council to progress this while RO away. As this is a Retirement Village, we need this to satisfy requirements of our Administration Authority.

### **Correspondence inwards:**

- Email dated 20/11/19 – Re PH regular attendance at the Village
- Letter dated 21/11/19 – from Jardine Lloyd Thompson Insurance Broker for LSA

- Email dated 29/11/19 – from O’Loughlins re the Updated Food and Beveridge Guidelines and Rules for the use of Communal Facilities
- Email dated 29/11/19 – Re Disaster Plan from PB, The Elms
- Email dated 3/12/19 – Contact list (amended) for all Villages’ contacts
- Email dated 4/12/19 – The Parks Village Magazine
- Email dated 5/12/19 – from LN re Food and Beveridge Guidelines
- Email dated 6/12/19 – The Reserve Magazine
- Email dated 6/12/19 – from LN re meeting with residents

### **Correspondence outwards:**

- Email dated 13/11/19 – to PH re follow up to email sent 25/9/19. AD still awaiting response.
- Email dated 18/11/19 – to LN re small group meetings with Directors of LSA
- Letters dated 23/11/19 – to CK, ED and WMcG
- Email dated 3/12/19 – Letter to LN re answers to Food Questions

### **Liaison report from Residents’ Association Committee:**

- It was confirmed that the minutes of the Residents’ Committee Meetings would be emailed to all members of the Residents’ Association and that a reciprocal response would be forthcoming from the Association.
- The new committee have met with discussion re purchase of replacement Champagne glasses and unsafe bar stools. AD and DR to discuss with PH and TS in regard to clarifying an asset of the village. Rules of purchase need to be discussed and confirmed prior to purchase.

### **General Business:**

- Report from the meeting at the Office for Ageing Well – DR
- Items to be finalised from the Special Committee meeting held 3/12/19. The committee agreed it will need to re-examine these items when guidelines are issued in relation to fulfil the requirements of the various Acts.
- Confirmation of office coverage for the Christmas period LA to discuss with TS
- Facilities Guidelines document – DR gave feedback after the meeting on 22/11/19.
- Discussion about the meeting re transition from the Association.

### **Reports on Ongoing Items:**

- (1) Electricity Tariffs – AD sent email to PH still awaiting for a response. Will send a further email to PH.
- (4) Ratable Value of our homes – DR – Nothing further to report
- (10) Budget and Finance – Ad some responses receive, others to be followed up.
- (15) New Bar Agreement with Lifestyle – DR attended meeting on 22<sup>nd</sup> November. The working Group and LSA came to an understanding of the Agreement. Some questions, in regard to the types of food still outstanding. When this is received the Agreement will

be circulated and a Special General Meeting will be arranged probably in January or February next year. With the Food and Beverage Guidelines there is no reason to expect them to change as they were agreed by the working group. They will be issued to Resident Committees Chairs once the food items have been considered after 15/12 and includes all the villages' lists.

- (17) Mounting Defibrillators – LA reported as of Monday the new emergency button was still not in place. LA to follow up and report ASAP
- (21) Commitment to Consultation – ongoing
- (25) Public Holiday Coverage – Awaiting response from PH re RAA progress (relates to 1300 number calls). LA to request notification re office coverage over Christmas.
- (27) Restoration of Residents Confidence in Lifestyle
- (29) Excess on Insurance Claims – No guidelines available. Awaiting further information. DR to follow up with Lisa Norris to request insurance policies from the new Broker.
- (30) Floor covering replacement – DR to discuss at the inter-village meeting to ascertain common definitions of wear and tear.
- (32) Grants applications – JD and RS to continue to investigate this.

### **Ongoing Items that have been Resolved/Discontinued:**

Details of these items are included in the “Current Ongoing Items” and “Ongoing Items that have been archived”. Copies of these documents are included on the notice board.

### **Any Other Business:**

- Sub-Committees – Bar, Social and Catering sub committees to come under the Residents Committee with RA and DR reporting as a SAVRA subcommittee. Reports to be given to the RC once completion of the agreement. A Welcoming Committee will be established. A request for a subcommittee for the Club House was agreed to be considered after the agreement. RS submitted an organization chart that was discussed. The structure and procedures to be clarified and documented and will be discussed and be formally adopted in the future.
- Village newsletter – discussion as to possible re instatement.
- Issues following functions – cost to be factored into the cost of the function.

**Closure: 11.55am**

**Next meeting:** 8<sup>th</sup> January 2020 at 9.30am in the Main Hall Card Room