



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 8th July, 2020 in the Main Hall Card Room**

Present: DR, AD, RW, LA, JD, RO, RS,

Sub-Committee members: JG, CF, JF and RC

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

Apologies: AD

Approval of the minutes of the previous Committee Meeting held on 10/6/20

- Two minor alterations were required. With the agreed changes it was moved by DR, seconded RW, that the minutes be taken as read and accepted as a true and correct record.

Sub Committee Reports:

- **Social and Catering:** It was noted that there was a scheduled meeting of this sub-committee later today. Discussion took place regarding the requirements and restrictions for social distancing, table placements, and food preparation and handling. Discussion re restricted numbers for any function. Function options discussed. A report re process to be made at the next meeting.
- Recording of attendees needs to be managed by a designated person. Cleaning of the room and furniture a requirement. DR to make announcement re-recording of names.
- Query re the size and capacity of the dining room vs clubrooms, and the Main Hall Theatre.
- Question re the AGM of the Res. Committee. Unable to respond at this time. LSA not intending to hold an Annual Meeting this year, offering to have written questions submitted for their response.
- **Bar Committee:** It was proposed to open the bars as of next week, Wednesday 15th July Cards, and Friday 17th July Happy Hour in the Clubhouse and Main Hall. Further discussion re Thursday night indicated that there was little interest at this time as the Indoor Bowls on this evening had not recommenced. If there were requests the Bar Committee would reconsider this position.
- The instant hot water tap in the bar and kitchen. JF recommended that the one in the bar be removed, all agreed. It was suggested that the Pura tap be moved, all agreed.
- Both sub-committees noted that if restrictions were reviewed or changed further review may be necessary.
- Noted that the sub-committees report to this committee.

Business arising from the minutes:

- Hand Sanitizer – Re whether it is anti-bacterial or anti-viral. Re flammability. Action – DR to follow up with TS
- PHs' likely visit dates. No further information. Action: LA to discuss again with TS.
- DR – asking TS to request council street sweeper. Unfortunately this was seen to be on private land and therefore was not possible. Action: DR to follow up with the Council
- AD – Discussion re the use of the Croquet Lawn, question whether a function can be held on the lawn. At this time we will not be pursuing this use.

- RW – Re Post Office box. Contact to Post Office there are no formalities to site one here. There is a cost for it to be emptied. Discussion re what procedure needed to empty the box? Options re emptying the box and new box placement off site considered. There are reservations of carrying others mail. In first instance maybe request Post Office to provide a new box at the Stables Shopping Centre due to the large increase of the residents who may benefit from a Mail Box. Action – RW to continue with this process.
- DR – Guidelines for private functions. No further info needed.
- RW – Keys for the filing cabinet. Ongoing. Action: RW to follow up
- DR/LA – Meeting with LSA – ongoing no further action at this time.

Correspondence inwards:

- Email dated 11/6/20 – From RM re LSA Dispute process
- Email dated 11/6/20 – From TTG Council re presentation evening cancellation for certificate
- Letter dated 12/6/20 – From LSA re Maintenance fees for 2020-21
- Email dated 30/6/20 – From BM copy sent to members
- Letter dated 30/6/20 – from PH re the Council grant, confirming residents are covered under LSA public liability insurance whilst using the equipment

Newsletters received:

- The Vines; The Elms; The Sands; Forest Place; The Reserve; The Parks

Correspondence outwards:

- Email dated 18/6/20 – DR to PH re successful TTG Council grant application
- Email dated 22/6/20 – AD to TS for LSA, re CIRF 2020-21 budget
- Email dated 25/6/20 – to BM and LK, Forest Place, re their meeting with LSA and their web/cloud storage.

Financial Report (RC Account):

- **Treasurers Report** – as at 30/6/2020 now has a balance of \$11,752.02. A surplus is \$385.19. \$10,000 from the Res Assⁿ is as a loan, as previously arranged.
- The funds for the sale of the Entertainment Books has not been presented as yet. No receipts can be found. To be followed up with the resident. TS was the original contact for the enquiry. Action – RW to follow up with TS and the resident.
- Process for requests for funds/expenditure – Ongoing. Action: RW to complete
- DR – Statement re accessing funds for social events – Ongoing. Action: DR to complete
- Email dated 14/5/20 – from TS re replacement bench top in the Community Hall kitchen – RO and RW. Awaiting an alternate quote to be obtained. As new bench top required due to accidental damage that the CIRF would pay not the R. Assⁿ.
- RS – Request for funds re table top covers in the Clubhouse. Concern raised re cleaning of the felt. Still awaiting for a quote. Action: RS to discuss with all the card groups re preference.
- Account for Escape Net for the computer internet connection \$119.70 for 3months now the R. Com responsible for the account.
- Sponsorship of SARVA fees – from R.Com perspective that the provision of our guidelines require us to disperse funds for the benefit of all residents in accordance with the Food and Beveridge Agreement. Using the funds for the aims and objectives of the committee it is the interest of all residents that SARVA are a viable organisation each resident may benefit from membership of the organisation, and under those circumstances it is not wrong to pay for the fees. Need to be discussed. Suggest we refer to the R. Com guidelines re payments. To be on the agenda next meeting.
- Process for approval of expenditure. The process of the Association was that a member of the Executive of the committee had the authority to approve expenditure up to \$200, but before expenditure is incurred. Process for this committee is to mirror that of the Association prior to purchase. Agreed that in principle that the process adopted by the Association be adopted by the R Comm. Action – RW to contact MP to email form to DR. Process to be confirmed at the next meeting. (Please note addendum to this point in AOB).

Liaison report from Residents' Association Committee:

- The Association's Insurance policy is due for renewal. Decision was made the Association is not going to renew public liability insurance but pursuing whether to insure the office bearers of the committee for actions taken. Awaiting for another quote.
- Accounts – still to be finalized for the end of the year.
- Statement in writing requested from LSA re Association purchases. There has been a process of thinking from LSA which will commit the Association to spend money within the Village but this does not include the purchase of assets. RO requests something in writing from LSA as a statement of clarity to clearly articulate this position. Still awaiting response. Consider everything from now that all items are on the asset register.
- Sponsorship of SARVA fees – see above.

General Business:

- Update on the electricity dispute –
 - The Reserve is preparing information to be discussed with ARAS with the view to submitting for a hearing at SACAT. Invited to make same application. Reservations noted at this time, as the basis of their application was established without consultation so contract would be cancelled but this will not happen.
 - Letter sent to LSA to ask for Savant to give us their latest rates for next year. This included a copy of the rates we could achieve from the new companies. Reply from Savant was that they would provide the new rates in July and any review may require a review of the solar rates.
 - Approach Trans-Tasman Group and Energy Australia with the view to provide our residents with an offer, if residents take up the offer they would have their meter changed get electricity supply from someone else this may reduce the viability of the SAVANT contract. Still want to pursue a separate arrangement to supply electricity. Query would LSA allow the change of the meters. Because of the contract is an impediment the residents do not have the ability of choice of suppliers, so we would reconsider applying to the tribunal for a hearing.
 - Scheduling a meeting of the working group after receiving SAVANT new rates.
 - Emails received from and to other villages in relation to the problem. Noted that two villages have now withdrawn from the dispute process.
- Interior house painting – no further information
- Gardens, plant selection – no further information. To await TS's attendance
- Minutes format - Ongoing
- New emergency maintenance phone number – Issues raised by a resident re the response time and the inability to understand the operator. Forest Place suggesting that ADT have a specific help desk for LSA.
- Asset Register – Discussion re if this committee is to have an asset register

Reports on Ongoing Items:

- (1) Electricity Tariffs – AD reported as noted in the General Business item.
- (4) Ratable Value of our homes – DR nothing to report, further email to be sent to Councillor Jones
- (10) Budget and Finance (Maintenance and CIRF) – AD to report. We have a right of inquiry re the expenditure from the CIRF. Finance group has reviewed the CIRF budget, the only definite item is the fire alarms for \$60,000. Other items in the budget forecast consistent with expectations, \$1.065^M carried forward each year. Expenditure forecast \$322,000 with income forecast of \$384,000 so balance expected to be \$1.27^M. No information has been given to the residents in relation to the CIRF at this time.
- (17) Mounting Defibrillators – Still awaiting response from PH re emergency button outside the Clubhouse. DR to follow up.
- (21) Commitment to Consultation – ongoing
- (27) Restoration of Residents Confidence in Lifestyle – Follow up re meetings with residents by LSA. No further progress yet.
- (29) Excess on Insurance Claims – Residents being asked to pay excess for claims DR to follow up. Ongoing

- (30) Floor covering replacement – DR to report from the inter-village meeting.
- (32) Grant applications – JD to report – Application was successful. Photos to be taken for the Council. JD to check when monies have to be acquitted. R. Association would be the recipient of the monies as an incorporated body. DR has an email from LN granting us permission to purchase items on the grant list, but she refused to take them onto the asset register. Action – DR sent email to LN to inform her that we are successful with the grant application, we are going to purchase the items listed as previous email, we acknowledge that LSA does not want them included on the asset register and can she please confirm that they will be included for insurance purposes from an operational perspective. Letter received that items would be covered by LSA’s insurance. Items are to be purchased.
- (33) Acquisition of a stage – RS to report – Quotes received. Need to determine which configuration. TS is aware of the options. Action – DR and RS to discuss at the options, formulate a proposal take them to Trish with view for the funding will come from the CIRF. Assume this is on LSA asset register so need to be replaced from the CIRF.
- Suggest the report is revamped to include an objective for each item, with a report to include short term objectives to attain the main objective, Action items and timeframe for completion. Item ongoing. DR to present a draft of new report at next meeting.

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:

- Alterations/Addition form – Concern raised by a resident that the form is now 4 pages long and presents as a legal document. Concern expressed that they were to provide LSA with cost of alteration/addition.
- Fans in the main Hall – Request to TS to have them cleaned by the regular cleaner. Reply intimated that they as they were purchased by the Association, they were not on LSA asset register and therefore the responsibility of the Association to organise cleaning. Action – LA to follow up with TS as they are on LSA asset register.
- Green Bins – noted that the TTG Council have asked for residents with green bins to note it on the list on the notice board. TTG Council will be providing all other residences with a green bin in the New Year, so the gardener can use it when he works in their garden. It will then be the residents’ responsibility to put the bin out on the appropriate week for emptying by the council.
- Large waste container – noted that this is for the use of our maintenance man, not for the use of residents. If hard waste needs to be disposed of the residents can ring the Council and they will provide a pick up twice a year. Action – LA to include in the newsletter. LA to discuss with TS re skip with a lid.
- Foxtel subscription – noted that one other Village is considering removing Foxtel subscription for their communal TV room. Suggest that we place a form in the TV room and ask residents to note when and what they have watched on Foxtel to review our usage. Action – LA to organise form.
- Caravan/Boat storage – Concern raised that boats are now replacing caravans in the storage areas.
- Website/Cloud – LA has spoken to the Forest Place resident, DC, responsible for their website. He has offered to come to talk to us re setting up a similar function. Any committee member would be welcome. He has suggested that all paperwork is loaded onto a portable hard drive. Action – LA to contact him asking if he would be available to come here.
- Noted the Minutes of a meeting held by Forest Place with LSA. Forest Place initiated a meeting with LSA because of several items and concerns raised by residents to their R. Com and direct to LSA with no response.
- Discussion re purchasing items – propose a slight change that two members of the Executive should be aware of the purchase for a safeguard. Agreed.
- Concerns raised re item to be purchased from the Grant. Discussions with CK and ED re a Clubhouse Sub-committee. Suggest we include JS.
- SARVA Lifestyle working group DR to provide a list that identifies and review, and prepare submissions for the Retirement Villages Act, issues which will be addressed through the inter-village working group. Items include a

capping of the CIRF on exit to be ten years, not every year as is present. Ombudsman to have more strenuous Government support. Council and water rates to ease on exiting. LSA do stop them but other villages do not. Other items noted and discussed. Action – DR to email list to members.

- Proposal re Grant funding. RO proposes the following motion: Following approval of the grants application to the TTG Council for equipment totaling \$4224.30, of which the Residents Association will contribute \$1224.30, the ownership of this equipment is to be purchased by the Residents Committee from the Residents Association, as at the date of delivery of all the equipment, for the nominal sum of \$1.00. Proposer – RO, Second – LA. Voted all agreed.
- Past assets of the Residents Association, if LSA do not accept assets we may need to transfer to the R Com. Any item purchased by a resident for the village if the value over \$500 it was deemed to be automatically on to the asset register. If not on LSA asset register they will not replace the item. Only considered because of burden of maintenance and repair. R Com to develop a register of items we will require to maintain and provide future obligations. Register will form an appendix to our Guidelines.

Closure: 12.00pm

Post script: DR and LA agreed to ask TS to attend the next meeting.

Next meeting: Wednesday 12th August 2020 at 9.30am in the Main Hall Card Room