

**NOTICE
OF
ANNUAL
GENERAL
MEETING**

**COMMUNITY
ASSOCIATION
DP 270427**

Prince Henry at Little Bay

Anzac Parade

Little Bay NSW 2036

DATE:

Monday 17 April 2023

TIME:

6:00pm

**Meeting to be held at
Frangipani Room in the Coast Centre
for Seniors,
Curie Ave, Little Bay NSW 2036
Commencing at 6:00pm**



**Acumen Strata
Management Pty Limited**
PO Box 455 Newtown NSW 2042
Tel: 02 7253 5820
info@acumenstrata.com.au
acumenstrata.com.au

Information for Owners:

Meeting Attendance and Proxy

We encourage you to bring a copy of the agenda to the meeting. If you cannot attend the meeting but wish to cast a vote, please complete the enclosed proxy form and return it to our office before the commencement of the meeting.

Meeting Quorum

A quorum for a general meeting is constituted if:

- (a) the number of persons present and entitled to vote on the matter is more than one-quarter the number of members of the association, or
- (b) the persons present and entitled to vote on the matter represent more than one-quarter the total unit entitlement for the community scheme.

However, if there is more than one member of the community association and the quorum calculated in accordance with subclause (1) is less than 2 persons, the quorum is 2 persons entitled to vote on the matter.

Meeting Adjournments

A General Meeting of a Community Association may be adjourned for any reason if a motion is passed at the meeting for the adjournment or if there is no quorum. The time and place of the adjourned meeting will be fixed at the meeting and the notice of the adjourned meeting will be served to the members of the association.

Voting Rights

To fully exercise your voting rights, you must, before the meeting starts, pay the Community Association levies and other money you owe it at the date of this meeting notice. Otherwise, you will be allowed to vote only on motions that require a unanimous resolution.

If you are the owner of a Community Development Lot, your vote will not count if a mortgagee or covenant charge shown on the Community roll for your lot casts a vote. In the case of multiple mortgagees or covenant charges, your vote will not count if the priority mortgagee or charge shown on the Community roll for your lot casts a vote.

Voting or other rights may be exercised in person (if the addressee is an individual) or by a company nominee (if the addressee is a corporation), or by a proxy duly appointed by a Subsidiary Body.

Type of Resolutions

Ordinary Resolution – The motion passed when a majority of votes cast in favour of it.

Special Resolution – The motion passed if not more than 25% of votes cast against it.

Unanimous Resolution – The motion passed if no vote cast against it.

Priority Vote

A vote by an owner of a relevant lot does not count if a priority vote is cast for the lot in relation to the same matter

Unfinancial Lot

An unfinancial member, mortgagee or covenant chargee cannot vote at a meeting on a motion (other than a motion requiring a unanimous resolution) unless payment has been made before the meeting of all contributions levied on the member, and any other amounts recoverable from the member,

Questions about the Meeting

Should you have any questions regarding the agenda, please contact our office on 02 7253 5820 or email: info@acumenstrata.com.au.

NOTICE OF ANNUAL GENERAL MEETING

COMMUNITY LAND MANAGEMENT ACT 2021 ("The Act")



ACUMEN STRATA

**The Members of Lots in Community Association DP No. 270427
Prince Henry at Little Bay
Anzac Parade, Little Bay NSW 2036**

Meeting Time: 6:00pm

Meeting Date: Monday, 17 April 2023

**Meeting Location: Frangipani Room in the
Coast Centre for Seniors, Curie Ave, Little Bay NSW 2036**

Date of this Notice: Monday, 27 March 2023

Contents

1. Minutes of previous General Meeting	2
2. Financial Statements.....	2
3. Auditor	2
4. Administrative and Capital Works Fund	2
5. Insurance	3
6. Additional Insurances	4
7. Report on Commissions.....	4
8. Valuation	4
9. Association Committee.....	4
10. Restricted Matters	4
11. Overdue Levy Contributions (Debt Collection).....	5
12. Payment Plans for Overdue Levy Contributions.....	5
13. Next Annual General Meeting.....	6

1. **Minutes of previous General Meeting** That the minutes of the last General Meeting of the Community Association held on 27 September 2022 and 27 October 2022 be confirmed as a true record and account of the proceedings at that meeting.

Explanatory Note: A copy of the minutes of the previous general meeting has been included with this meeting notice.

2. **Financial Statements** That, in accordance with clause 8(b) of Schedule 1 of the Act, the audited financial statements for the period 31 December 2022 be adopted.

Explanatory Note: The Association must prepare the prescribed financial statements and present them at each annual general meeting. A copy of the audit report has been included with this meeting notice.

3. **Auditor** That, Thomas Davis & Co, be appointed to audit the financial statements for the financial year ending on 31 December 2023.

Explanatory Note: An Association for which the annual budget exceeds \$250,000 (as determined by Clause 20 of the Community Land Management Regulation 2021) must ensure that the accounts and financial statements of the Association are audited before presentation to the annual general meeting in accordance with Section 99 of the Community Land Management Act 2021.

4. **Administrative and Capital Works Fund** That in accordance with section 83 and 84(1) of the Act the estimated receipts and payments (Budget) for the Administrative Fund and the Capital Works Fund be adopted and contributions determined as follows:

- (a) To the General Administrative Fund in the amount of \$98,700.00 plus GST in instalments as set out in the table below:

ADMINISTRATIVE FUNDS				
Instalment	Levy Due	Admin (excl GST)	GST	Total (incl GST)
1 (Invoiced)	1/01/2023	\$24,675.00	\$2,467.50	\$27,142.50
2 (Invoiced)	1/04/2023	\$24,675.00	\$2,467.50	\$27,142.50
3	1/07/2023	\$24,675.00	\$2,467.50	\$27,142.50
4	1/10/2023	\$24,675.00	\$2,467.50	\$27,142.50
TOTAL		\$98,700.00	\$9,870.00	\$108,570.00

- (b) To the Capital Works Fund in the amount of \$6,000.00 plus GST in instalments as set out in the table below

CAPITAL WORKS FUNDS				
Instalment	Levy Due	Capital (excl GST)	GST	Total (incl GST)
1 (Invoiced)	1/01/2023	\$1,500.00	\$150.00	\$1,650.00
2 (Invoiced)	1/04/2023	\$1,500.00	\$150.00	\$1,650.00
3	1/07/2023	\$1,500.00	\$150.00	\$1,650.00
4	1/10/2023	\$1,500.00	\$150.00	\$1,650.00
TOTAL		\$6,000.00	\$600.00	\$6,600.00

(c) That the Administrative Fund and Capital Works Fund contributions continue quarterly thereafter until redetermined as set out in the table below

Type	Levy Due	Amount (excl GST)	GST	Total (incl GST)
Admin Fund	1/01/2024	\$24,675.00	\$2,467.50	\$27,142.50
Capital Works Fund	1/01/2024	\$1,500.00	\$150.00	\$1,650.00

Explanatory Note: Under section 83 and 84(1) of the Act there are requirements to determine the amounts required to credit to the administrative fund and to levy those amounts at each Annual General Meeting. Please note that section 88 of the Act requires that any contribution levied by a Community Association becomes due and payable to the Community Association on the date set out in the notice of contribution. The date must be at least 30 days after the notice is given.

The current proposed budget reflects an approximate increase of 5% to the Administration Fund and decrease of approximately 20% in the capital works fund. The current budget includes the Estate Manager costs, which we anticipate to be lower given the duration of the engagement would be less than 12 months as budgeted.

5. Insurance

That, in accordance with section 148 of the Community Land Management Act, the insurance policies currently in force (as listed below) be confirmed, varied or extended.

Policy Type	Sum Insured	Company	Policy Number	Premium	Due Date
COMMUNITY PROPERTY	\$ 242,400.00	CHU Underwriting Agency Pty Ltd	NT204526	\$3,606.16	31/03/2024
CATASTROPHE	\$ 36,360.00				
PUBLIC LIABILITY	\$ 30,000,000.00				
FIDELITY GUARANTEE	\$ 100,000.00				
OFFICE BEARERS	\$ 20,000,000.00				
VOLUNTARY WORKERS	\$ 200,000/2,000				
GOVT AUDIT COSTS	\$ 25,000.00				
LEGAL EXPENSES	\$ 50,000.00				
APPEAL EXPENSES	\$ 100,000.00				
COMMON CONTENTS	\$ 2,242.00				
COMMUNITY INCOME	\$ 36,360.00				

Explanatory Note: Please note that the Community Association only insures Community Property. The premiums are last paid on 16 March 2022. Acumen Strata confirms that, at the time this premium was paid, no commission was received. This figure has been taken into account when negotiating the management fee for your Association.

6. **Additional Insurances** That the Community Association determine to extend the insurance to include any other optional insurances.
- Explanatory Note: Insurances that are not compulsory (eg Office Bearers, Fidelity Guarantee) must be considered by the Community Association pursuant under section 153 of the Act to decide whether to take this type of insurance out at each Annual General Meeting.*
7. **Report on Commissions** That the Community Association consider the report from the Managing Agent as to whether, and what commissions or training services have been provided to or paid for the agent (other than the Community Association) in connection with the exercise by the agent of functions for the scheme during the preceding 12 months and particulars of any such commission or training services and estimates of any such commissions or training services that the agent believes are likely to be provided to or paid for the agent in the following 12 months.
- Note:**
*As at the date of the meeting the Agent had received \$0.00 insurance commission and \$0.00 in training services.
In the forthcoming 12 months \$0.00 insurance commissions and \$0.00 in training services is anticipated*
- Explanatory Note: The strata managing agent may receive commissions and/or training services in connection with the exercise of the agents function for the scheme. It is a requirement under Clause 8G of Schedule 1 of the Act that the agent provide a report on the details and amounts of the commissions received for the preceding 12 months and anticipated details and amount of commissions and training services for the following 12 months.*
8. **Valuation** That, in accordance with section 150 of the Act, the Association property be revalued for insurance purposes noting the last valuation being undertaken on 25 October 2018 and the next valuation being due prior to this year's renewal.
- Explanatory Note: Please note that a valuation is required to be obtained at least once every five years. The Association can consider undertaking valuation more frequently.*
9. **Association Committee** That the Community Association elect a new Association Committee as follows:
- (a) Calling for written and oral nominations for members of the Association Committee;
 - (b) The candidates for election to the Association Committee disclose any connections with the original owner or building manager for the scheme;
 - (c) Determine the number of members of the Association Committee; and
 - (d) Elect the Association Committee
- Explanatory Note: The chairperson will call for nominations and the meeting will then decide the number of members to be on the Association Committee. If there are more nominations than positions, an election will be held. There cannot be any "vacant positions".*
10. **Restricted Matters** That the Community Association resolve to not place any further restrictions on the Association Committee.
- Explanatory Note - The Association can place restrictions on the Association Committee and determine that certain matters or types of matters cannot be decided by the Association Committee but must be decided by the Association at a general meeting. This motion is required to be on the agenda for each annual general meeting.*

11. Overdue Levy Contributions (Debt Collection)

That pursuant to section 91 of the Act for the purpose of collecting levy contributions, the Community Association authorises the Association Committee and/or Managing Agent to do any one or more of the following:

- (a) issue arrears notices, reminder notices and/or letters to seek recovery of levy contributions and the recovery of other debts, including penalties, interest, legal and other costs (1st reminder at 30-days, 2nd reminder 60-days, 3rd reminder 90-days, 115 days in arrears as (b) below);
- (b) engage or appoint the services of a debt collection agency, obtain legal advice and/or retain legal representation of lawyers and/or experts on behalf of The Community Association – Deposited No 270427;
- (c) commence, pursue, continue or defend any court, tribunal or any other proceedings against any lot owner, mortgagee in possession and/or former lot owner in relation to all matters arising out of the recovery of levy contributions and the recovery of other debts, including penalties, interest, legal and other costs;
- (d) enforce any judgment obtained in the collection of levy contributions including commencing and maintaining bankruptcy or winding up proceedings;
- (e) filing an appeal or defending an appeal against any judgment concerning the collection of levy contributions; and
- (f) liaise, instruct and prepare all matters with the Community Association's debt collection agents, lawyers and experts in relation to any levy recovery proceedings.

Explanatory Notes:

1. *This resolution gives the Community Association the power to take action to recover unpaid levies, interest and recovery costs and commence legal proceedings, enforce judgements obtained for the recovery of unpaid levies, interest and recovery costs.*
2. *This resolution authorises the Community Association to appoint legal representation to assist in the recovery of unpaid levies, interest and recovery fees*
3. *This resolution should be considered notice to owners that the Community Association may take action to recover unpaid levies, interest and recovery fees.*

12. Payment Plans for Overdue Levy Contributions

That, pursuant to section 90(5) of the Act, the Community Association delegate authority to the Association Committee or the Managing Agent to enter into payment plans generally with owners involving the recovery of unpaid levies, interest and recovery costs. Payment plans are limited to 12 months and must incorporate the payment of any future reoccurring levy. A payment plan to provide the following:

- (a) the schedule of payments for the amounts owing and the period for which the plan applies;
- (b) the manner in which the payments are to be made; and
- (c) contact details for a member of the Association Committee or a Managing Agent who is to be responsible for any matters arising in relation to the payment plan.

Explanatory Note: *Section 90 of the Act provides that the Community Association may be resolution at a general meeting agree to enter into payment plans, either generally or in particular cases, for the payment of overdue contributions.*

13. Next Annual
General
Meeting

That the date, time and place of the next Annual General Meeting determined at a later date by the Association Committee.

***Explanatory Note:** The Association can determine the date of the next Annual General Meeting or leave it to the Association Committee to determine.*

Closure

MINUTES OF SPECIAL GENERAL MEETING

COMMUNITY LAND MANAGEMENT ACT 2021 ("The Act")



ACUMEN STRATA

**Members of Community Association D.P. No 270427
Prince Henry Community Association
Anzac Parade, Little Bay NSW
The Meeting was held on Tuesday, 27 September 2022
Via videoconference
Was adjourned at 6:30pm**

Present By Proxy		In Attendance
Michael McIntosh (Lot 36)		Jolly Duong (Acumen Strata)
Chairperson: Jolly Duong		

There being insufficient persons to form a quorum, pursuant to Schedule 1, clause 16(4)(a) of the Act, the chairperson adjourned the meeting to Thursday, 27 October 2022 at 6:00pm via zoom video conference.

Closure

There meeting was adjourned at 6:30pm.

MINUTES OF ADJOURNED SPECIAL GENERAL MEETING

COMMUNITY LAND MANAGEMENT ACT 2021



ACUMEN STRATA

Members of Community Association D.P. No. 270427
Prince Henry Community Association
Anzac Parade, Little Bay NSW
The Meeting was held on Thursday, 27 October 2022
Via videoconference
Commenced at 6:04pm

Present (by proxy and in person)	Apologies	In Attendance
Susan Graham (Lot 5) Patrick McMullan (Lot 6) Suzanne Henderson (Lot 18) Lyndesay Neale (Lot 30) Michael McIntosh (Lot 36) Bill McGregor (Lot 87) Lesley Wood (Lot 101) Rebecca Gore (Lot 127)	Phil Bannister	Tina Evans (Lot 127) Geoff Thomas (Lot 127) Chris Hanson (Lot 127) Denise Rowles (Lot 127) Nicole Botfield (Lot 127) Jolly Duong (Acumen Strata)

1. Minutes of previous General Meeting

Resolved that the minutes of the last general meeting held 14 June 2022 was confirmed as a true and accurate record of that meeting.

2. Election for the Association Committee

Following the resignation of some Association Committee Members, the Community Association resolved to call for nominations and elect Association Committee Members as follows:

(a) Written nominations and Oral Nominations were received as follows:

Nominee	Nominee's Lot	Nominated By Lot	Method of Nomination
Phil Bannister	7	7	Written
Steve McDermott	18	18	Written
Erin Dawson	19	19	Written
Michael McIntosh	36	36	Written
Lesley Wood	101	101	Written
Rebecca Gore	127	127	Written
Bill McGregor	87	87	Oral

(b) **Noted** that the nominees did not disclose any connections with the original owner or building manager for the scheme

(c) **Resolved** to have 7 positions; and

(d) The Association Committee was elected as follows:

Nominee	Nominee's Lot
Phil Bannister	7
Steve McDermott	18
Erin Dawson	19
Michael McIntosh	36
Bill McGregor	87
Lesley Wood	101
Rebecca Gore	127

Closure

There being no further business the meeting closed at 6:20pm.



INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF COMMUNITY ASSOCIATION D.P. 270427

Opinion

We have audited the financial report of Community Association D.P. 270427, which comprises the balance sheet as at 31 December 2022, and the Income and Expenditure Statements for the Administrative Fund and Capital Works Fund for the year then ended, and a summary of significant accounting policies.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of Community Association D.P. 270427 and its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the requirements of the New South Wales Community Land Management Act.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial report section of our report. We are independent of the Building Management Committee in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia, and we have fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Basis of Accounting and Restriction on Distribution and Use

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report is prepared to assist the Community Association in complying with the financial reporting provisions of the New South Wales Community Land Management Act. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of the Community Association Executive for the Financial Report

The Community Association Executive is responsible for the preparation of the financial report in accordance with the financial reporting provisions of the New South Wales Community Land Management Act and for such internal control as the Community Association Executive determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

The Community Association Executive is responsible for overseeing the financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

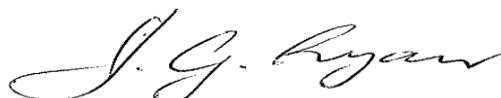
As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Community Association Executive's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

We communicate with the Community Association Executive regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



THOMAS DAVIS & CO.



PARTNER

Chartered Accountants

SYDNEY,
30th January, 2023



THE MEMBERS OF COMMUNITY ASSOCIATION D.P. 270427

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 31ST DECEMBER, 2022

NOTE 1 - STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The Community Association is not a reporting entity and therefore the Financial Statements are a "Special Purpose Financial Report" pursuant to Australian Statements of Accounting Concepts since the only users of the Financial Statements are the Members.

The Financial Statements have been prepared on an accrual basis.

A member of



Independent legal & accounting firms

L13, 56 Pitt St GPO Box 492 T: (02) 9232 1188
Sydney 2000 Sydney 2001 F: (02) 9231 6792

Liability limited by a scheme approved under professional standards regulation



CHARTERED ACCOUNTANTS
AUSTRALIA • NEW ZEALAND



ACUMEN STRATA

Acumen Strata
Management Pty Ltd
PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820
info@acumenstrata.com.au
acumenstrata.com.au
ABN: 85 609 860 568
Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

BALANCE SHEET

AS AT 31 DECEMBER 2022

	ACTUAL 31/12/2022	ACTUAL 31/12/2021
<u>OWNERS FUNDS</u>		
Administrative Fund	48,929.15	49,371.68
Capital Works Fund	207,435.28	206,902.54
<u>TOTAL</u>	<u>\$ 256,364.43</u>	<u>\$ 256,274.22</u>
 <u>THESE FUNDS ARE REPRESENTED BY</u>		
<u>CURRENT ASSETS</u>		
Cash At Bank	263,380.71	289,108.59
Levies In Arrears	11,416.83	1,305.88
Other Arrears	5,736.00	2,530.00
Interest On Overdue Levies	750.83	155.57
Sundry Debtors	412.50	0.00
<u>TOTAL ASSETS</u>	<u>281,696.87</u>	<u>293,100.04</u>
 <u>LIABILITIES</u>		
Gst Clearing Account	179.99	266.99
Creditors	0.00	6,332.97
Accruals	1,024.66	4,350.79
Levies In Advance	24,127.79	25,875.07
<u>TOTAL LIABILITIES</u>	<u>25,332.44</u>	<u>36,825.82</u>
 <u>NET ASSETS</u>	 <u>\$ 256,364.43</u>	 <u>\$ 256,274.22</u>



ACUMEN STRATA

Acumen Strata
Management Pty Ltd

PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820

info@acumenstrata.com.au

acumenstrata.com.au

ABN: 85 609 860 568

Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 JANUARY 2022 TO 31 DECEMBER 2022

	ACTUAL	BUDGET	VARIANCE	ACTUAL
	01/01/22-31/12/22	01/01/22-31/12/22		01/01/21-31/12/21
<u>ADMINISTRATIVE FUND</u>				
<u>INCOME</u>				
Administrative Fund Levy	94,000.48	94,000.00	0.48	94,000.44
Inspection Fees	0.00	0.00	0.00	31.00
Insurance Claims	0.00	0.00	0.00	1,280.00
Recovery - Legal Fees	0.00	0.00	0.00	50.00
Sundry	3,280.00	0.00	3,280.00	0.00
Interest On Overdue Levies	721.45	0.00	721.45	169.01
<u>TOTAL INCOME</u>	98,001.93	94,000.00	4,001.93	95,530.45
<u>EXPENDITURE - ADMIN. FUND</u>				
Accounting - Bas Preparation	720.00	720.00	0.00	0.00
Auditors - Audit Services	470.00	500.00	(30.00)	460.00
Bank Charges	309.81	600.00	(290.19)	592.73
Bank Charges - Account Fees	0.00	350.00	(350.00)	315.20
Consultancy	0.00	2,500.00	(2,500.00)	(306.82)
Electrical Repairs	2,126.34	1,500.00	626.34	3,312.79
Garden & Grounds	27,282.25	37,433.00	(10,150.75)	37,071.78
General Repairs	254.55	2,000.00	(1,745.45)	2,007.50
Insurance - Premium	2,855.15	3,367.00	(511.85)	2,984.04
Legal & Debt Collection Fee	0.00	0.00	0.00	55.00
Legal Fees	7,660.51	10,000.00	(2,339.49)	275.00
Legal Fees - Experts	2,010.00	0.00	2,010.00	0.00
Legal Fees - Telecommunication	0.00	4,000.00	(4,000.00)	1,822.50
Locks, Keys & Access Fobs	0.00	0.00	0.00	15.90
Management Fees	23,588.46	25,800.00	(2,211.54)	24,119.97
Management Fees - Additional	4,825.00	3,800.00	1,025.00	7,500.00
Management Fees - Disbursement	9,613.86	6,650.00	2,963.86	1,566.14
Meeting Room Hire	660.00	540.00	120.00	180.00
Sundry Expenses	181.41	250.00	(68.59)	114.11
Utilities - Electricity	2,826.59	4,500.00	(1,673.41)	4,529.01
Utilities - Elect Street Light	11,718.36	12,500.00	(781.64)	11,919.52
Website	1,342.17	2,000.00	(657.83)	0.00
<u>TOTAL EXPENDITURE</u>	98,444.46	119,010.00	(20,565.54)	98,534.37
<u>SURPLUS (DEFICIT)</u>	\$ (442.53)	\$ (25,010.00)	\$ 24,567.47	\$ (3,003.92)
Opening Admin. Balance	49,371.68	49,371.68	0.00	52,375.60



ACUMEN STRATA

Acumen Strata
Management Pty Ltd
PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820
info@acumenstrata.com.au
acumenstrata.com.au
ABN: 85 609 860 568
Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 JANUARY 2022 TO 31 DECEMBER 2022

	ACTUAL	BUDGET	VARIANCE	ACTUAL
	01/01/22-31/12/22	01/01/22-31/12/22		01/01/21-31/12/21
<u>ADMINISTRATIVE FUND BALANCE</u>	<u>\$ 48,929.15</u>	<u>\$ 24,361.68</u>	<u>\$ 24,567.47</u>	<u>\$ 49,371.68</u>



ACUMEN STRATA

Acumen Strata
Management Pty Ltd
PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820
info@acumenstrata.com.au
acumenstrata.com.au
ABN: 85 609 860 568
Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 JANUARY 2022 TO 31 DECEMBER 2022

	ACTUAL 01/01/22-31/12/22	BUDGET 01/01/22-31/12/22	VARIANCE	ACTUAL 01/01/21-31/12/21
<u>CAPITAL WORKS FUND</u>				
<u>INCOME</u>				
Capital Works Fund Levies	6,000.74	6,000.00	0.74	7,500.48
Capital Works Fund Discount	0.00	0.00	0.00	0.34
Interest On Investments	0.00	1,412.00	(1,412.00)	1,554.24
<u>TOTAL INCOME</u>	6,000.74	7,412.00	(1,411.26)	9,055.06
<u>EXPENDITURE - CAPITAL WORKS</u>				
Contingency	0.00	2,000.00	(2,000.00)	0.00
Income Tax Instalments	(1,029.50)	1,750.00	(2,779.50)	1,344.20
Website Software	6,497.50	4,937.00	1,560.50	3,062.50
<u>TOTAL EXPENDITURE</u>	5,468.00	8,687.00	(3,219.00)	4,406.70
<u>SURPLUS (DEFICIT)</u>	\$ 532.74	\$ (1,275.00)	\$ 1,807.74	\$ 4,648.36
Opening Capital Works Balance	206,902.54	206,902.54	0.00	202,254.18
<u>CAPITAL WORKS FUND BALANCE</u>	\$ 207,435.28	\$ 205,627.54	\$ 1,807.74	\$ 206,902.54



ACUMEN STRATA

Acumen Strata
Management Pty Ltd

PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820

info@acumenstrata.com.au

acumenstrata.com.au

ABN: 85 609 860 568

Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

LOT BALANCE REPORT

31 December 2022

<u>Lot No</u>	<u>Unit No</u>	<u>Administrative Fund</u>	<u>Capital Works Fund</u>	<u>Other</u>	<u>Total</u>
1		0.00	0.00	0.00	0.00
2		-1,146.23	-69.68	0.00	-1,215.91
3		0.00	0.00	0.00	0.00
4		0.00	0.00	0.00	0.00
5		-496.71	-30.20	0.00	-526.91
6		-1,163.33	-70.72	0.00	-1,234.05
7		-1,419.28	-86.28	0.00	-1,505.56
8		-7.90	-0.02	0.00	-7.92
9		-370.22	-22.51	0.00	-392.73
10		-420.17	-25.54	0.00	-445.71
11		-816.72	-49.65	0.00	-866.37
12		0.00	0.00	0.00	0.00
13		-742.62	-45.14	0.00	-787.76
14		0.00	0.00	0.00	0.00
15		0.00	0.00	0.00	0.00
16		1,555.66	33.10	185.34	1,774.10
17		0.00	0.00	0.00	0.00
18		-484.22	-29.44	0.00	-513.66
19		-668.52	-40.64	0.00	-709.16
20		-10.46	-0.02	0.00	-10.48
21		0.00	0.00	0.00	0.00
22		0.00	0.00	0.00	0.00
23		0.00	0.00	0.00	0.00
24		-324.62	-17.14	0.00	-341.76
25		0.00	0.00	0.00	0.00
26		0.00	0.00	0.00	0.00
27		0.00	0.00	0.00	0.00
28		0.00	0.00	0.00	0.00
29		0.00	0.00	0.00	0.00
30		-716.56	-43.49	0.00	-760.05
31		-967.09	-58.79	0.00	-1,025.88
32		-7.90	-0.02	0.00	-7.92
33		0.00	0.00	0.00	0.00
34		-11.67	-0.13	0.00	-11.80
35		0.00	0.00	0.00	0.00
36		-2,531.58	-153.90	0.00	-2,685.48
37		-7.90	-0.02	0.00	-7.92
38		0.00	0.00	0.00	0.00
39		-7.52	-0.02	0.00	-7.54
40		0.00	0.00	0.00	0.00
41		-0.46	-0.02	0.00	-0.48
42		0.00	0.00	0.00	0.00
43		-99.61	-6.06	0.00	-105.67
44		0.00	0.00	0.00	0.00
45		0.00	0.00	0.00	0.00
46		0.00	0.00	0.00	0.00
47		0.00	0.00	0.00	0.00
48		-642.46	-39.06	0.00	-681.52
49		0.00	0.00	0.00	0.00



ACUMEN STRATA

Acumen Strata
Management Pty Ltd
PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820
info@acumenstrata.com.au
acumenstrata.com.au
ABN: 85 609 860 568
Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

LOT BALANCE REPORT

31 December 2022

<u>Lot No</u>	<u>Unit No</u>	<u>Administrative Fund</u>	<u>Capital Works Fund</u>	<u>Other</u>	<u>Total</u>
50		0.00	0.00	0.00	0.00
51		-1,993.35	-121.18	0.00	-2,114.53
52		-221.48	-13.46	0.00	-234.94
53		-221.48	-13.46	0.00	-234.94
54		0.00	0.00	0.00	0.00
55		0.00	0.00	0.00	0.00
56		0.00	0.00	0.00	0.00
57		0.00	0.00	0.00	0.00
58		-262.35	-7.74	0.00	-270.09
59		-521.73	-14.82	0.00	-536.55
60		0.00	0.00	0.00	0.00
61		-10.46	-0.02	0.00	-10.48
62		0.00	0.00	0.00	0.00
63		1.91	0.17	0.00	2.08
64		0.00	0.00	0.00	0.00
65		-934.79	-56.83	0.00	-991.62
66		0.00	0.00	0.00	0.00
67		0.00	0.00	0.00	0.00
68		-7.52	-0.02	0.00	-7.54
69		0.00	0.00	0.00	0.00
70		0.00	0.00	0.00	0.00
71		0.00	0.00	0.00	0.00
72		0.00	0.00	0.00	0.00
73		-7.90	-0.02	0.00	-7.92
74		-14.06	-0.35	0.00	-14.41
75		8,700.83	361.28	5,929.09	14,991.20
76		-10.46	-0.02	0.00	-10.48
77		-10.46	-0.02	0.00	-10.48
78		-10.46	-0.02	0.00	-10.48
79		-190.27	-11.57	0.00	-201.84
80		0.00	0.00	0.00	0.00
81		-343.90	-20.91	0.00	-364.81
82		-768.68	-46.73	0.00	-815.41
83		0.00	0.39	0.00	0.39
84		-52.39	-3.18	0.00	-55.57
85		-50.76	-3.09	0.00	-53.85
86		-54.83	-2.94	0.00	-57.77
87		-50.76	-3.09	0.00	-53.85
88		-54.83	-3.33	0.00	-58.16
89		0.00	0.00	0.00	0.00
90		0.00	0.00	0.00	0.00
91		0.00	0.00	0.00	0.00
92		-7.52	-0.02	0.00	-7.54
93		-7.52	-0.02	0.00	-7.54
94		0.00	0.00	0.00	0.00
95		0.00	0.00	0.00	0.00
96		-7.52	-0.02	0.00	-7.54
97		-7.52	-0.02	0.00	-7.54
98		0.00	0.00	0.00	0.00



ACUMEN STRATA

Acumen Strata
Management Pty Ltd
PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820
info@acumenstrata.com.au
acumenstrata.com.au
ABN: 85 609 860 568
Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

LOT BALANCE REPORT

31 December 2022

<u>Lot No</u>	<u>Unit No</u>	<u>Administrative Fund</u>	<u>Capital Works Fund</u>	<u>Other</u>	<u>Total</u>
99		0.00	0.00	0.00	0.00
100		0.00	0.00	0.00	0.00
101		-506.21	-30.77	0.00	-536.98
102		-200.58	-12.19	0.00	-212.77
103		-46.41	-2.82	0.00	-49.23
104		-40.99	-2.49	0.00	-43.48
105		-0.14	0.00	0.00	-0.14
106		0.00	0.00	0.00	0.00
107		0.00	0.00	0.00	0.00
108		-40.99	-2.49	0.00	-43.48
109		77.57	1.66	2.69	81.92
110		-40.99	-2.49	0.00	-43.48
111		0.00	0.00	0.00	0.00
112		-55.37	-3.37	0.00	-58.74
113		98.24	2.10	3.41	103.75
114		0.00	0.00	0.00	0.00
115		-46.14	-2.81	0.00	-48.95
116		-325.53	-2.81	0.00	-328.34
117		-46.14	-2.81	0.00	-48.95
118		-48.08	-2.81	0.00	-50.89
119		-46.14	-2.81	0.00	-48.95
120		0.00	0.00	0.00	0.00
121		0.00	0.00	0.00	0.00
122		544.60	39.32	366.30	950.22
123		-46.14	-2.81	0.00	-48.95
124		0.00	0.00	0.00	0.00
125		-46.14	-2.81	0.00	-48.95
126		0.00	0.00	0.00	0.00
127		-2,373.34	-144.05	0.00	-2,517.39
Total		(\$11,817.27)	(\$893.69)	\$6,486.83	(\$6,224.13)



ACUMEN STRATA

Acumen Strata
Management Pty Ltd
PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820
info@acumenstrata.com.au
acumenstrata.com.au
ABN: 85 609 860 568
Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

ACCOUNTS SUMMARY 1 January 2022 to 31 December 2022

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
12110	Administrative Fund	ACCOUNTING - BAS PREPARATION	
16/03/22	BAS Preparation	Acumen Strata	198.00
16/03/22	GST		-18.00
16/06/22	BAS Preparation	Acumen Strata	198.00
16/06/22	GST		-18.00
16/08/22	BAS Preparation	Acumen Strata	198.00
16/08/22	GST		-18.00
17/11/22	BAS Preparation	Acumen Strata	198.00
17/11/22	GST		-18.00
	Total:		720.00
12505	Administrative Fund	AUDITORS - AUDIT SERVICES	
10/02/22	Audit FY 31/12/2021	Thomas Davis & Co	517.00
10/02/22	GST		-47.00
	Total:		470.00
12705	Administrative Fund	BANK CHARGES	
31/01/22	StrataPay Trans/Svce		9.60
31/01/22	GST		-0.87
28/02/22	StrataPay Trans/Svce		6.40
28/02/22	GST		-0.58
31/03/22	StrataPay Trans/Svce		68.80
31/03/22	GST		-6.25
29/04/22	StrataPay Trans/Svce		8.00
29/04/22	GST		-0.73
31/05/22	StrataPay Trans/Svce		4.80
31/05/22	GST		-0.44
30/06/22	StrataPay Trans/Svce		17.60
30/06/22	GST		-1.60
29/07/22	StrataPay Trans/Svce		56.00
29/07/22	GST		-5.09
31/08/22	StrataPay Trans/Svce		24.00
31/08/22	GST		-2.18
30/09/22	StrataPay Trans/Svce		54.40
30/09/22	GST		-4.95
31/10/22	StrataPay Trans/Svce		14.40
31/10/22	GST		-1.31
30/11/22	StrataPay Trans/Svce		19.20
30/11/22	GST		-1.75
30/12/22	StrataPay Trans/Svce		57.60
30/12/22	GST		-5.24
	Total:		309.81
13150	Administrative Fund	CONSULTANCY	
04/01/22	Review DA	May & Swan Architects	1,237.50



ACUMEN STRATA

Acumen Strata
Management Pty Ltd

PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820

info@acumenstrata.com.au

acumenstrata.com.au

ABN: 85 609 860 568

Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

ACCOUNTS SUMMARY

1 January 2022 to 31 December 2022

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
13150	Administrative Fund	CONSULTANCY	
04/01/22	GST		-112.50
21/02/22	Develop.proposal rev	Deposited Plan No. 286017	-1,237.50
21/02/22	GST		112.50
31/07/22	Design review	Lahznimmo Architects Pty Ltd	412.50
31/07/22	GST		-37.50
31/08/22	Design review panel	Lahznimmo Architects Pty Ltd	1,100.00
31/08/22	GST		-100.00
07/09/22	Lot 75-Design Review	Deposited Plan No. 286017	-1,100.00
07/09/22	GST		100.00
31/12/22	DP286017-Design revi	Dp286017-Design Review Lahznim	-412.50
31/12/22	GST		37.50
	Total:		0.00
13405	Administrative Fund	ELECTRICAL REPAIRS	
01/01/22	New LED lamp	Jolt Electrical Contractors	566.86
01/01/22	GST		-51.53
06/06/22	Replace lamp	Jolt Electrical Contractors	523.98
06/06/22	GST		-47.63
14/08/22	Repla.Cap & lamp	Jolt Electrical Contractors	1,248.13
14/08/22	GST		-113.47
	Total:		2,126.34
13905	Administrative Fund	GARDEN & GROUNDS	
02/01/22	Gardening Dec-Jan 22	Gardens In Mind	5,010.06
02/01/22	GST		-455.46
15/01/22	Accrual Gardening De	Accrual Gardening Dec 21-Garde	-3,000.00
13/02/22	Gardening Feb-Mar 22	Gardens In Mind	5,010.06
13/02/22	GST		-455.46
13/03/22	Gardening Mar 22	Gardens In Mind	962.50
13/03/22	GST		-87.50
14/03/22	Remove bamboo	Hire A Hubby Matraville	280.00
14/03/22	GST		-25.45
17/03/22	Lot 2-Gardening	Deposited Plan No. 285910	-962.50
17/03/22	GST		87.50
17/03/22	Lot 59-Remove bamboo	Strata Plan No. 86466	-280.00
17/03/22	GST		25.45
17/03/22	Lot75-Remove Sign	Deposited Plan No. 286017	-280.00
17/03/22	GST		25.45
01/04/22	Gardening Mar-Apr 22	Gardens In Mind	3,340.04
01/04/22	GST		-303.64
15/05/22	Garden May 22	Gardens In Mind	1,670.02
15/05/22	GST		-151.82
07/06/22	Gardening May-Jun 22	Gardens In Mind	1,860.10
07/06/22	GST		-169.10



ACUMEN STRATA

Acumen Strata
Management Pty Ltd

PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820

info@acumenstrata.com.au

acumenstrata.com.au

ABN: 85 609 860 568

Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

ACCOUNTS SUMMARY

1 January 2022 to 31 December 2022

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
13905	Administrative Fund	GARDEN & GROUNDS	
11/07/22	Gardening Jul 22	Gardens In Mind	3,340.04
11/07/22	GST		-303.64
21/08/22	Gardening Aug-Sep 22	Gardens In Mind	3,340.04
21/08/22	GST		-303.64
02/10/22	Gardening Sep-Oct 22	Gardens In Mind	3,340.04
02/10/22	GST		-303.64
01/11/22	Gardening Oct-Nov 22	Gardens In Mind	3,340.04
01/11/22	GST		-303.64
27/11/22	Gardening Nov 22	Gardens In Mind	1,670.02
27/11/22	GST		-151.82
27/11/22	Gardening Dec 22	Gardens In Mind	1,670.02
27/11/22	GST		-151.82
	Total:		27,282.25
13945	Administrative Fund	GENERAL REPAIRS	
08/03/22	Remove sign	Hire A Hubby Matraville	280.00
08/03/22	GST		-25.45
30/04/22	Design Review	Lahznimmo Architects Pty Ltd	825.00
30/04/22	GST		-75.00
10/05/22	L112 Design services	Ying Mao	-825.00
10/05/22	GST		75.00
	Total:		254.55
14310	Administrative Fund	INSURANCE - PREMIUM	
04/03/22	Premium	Bac Insurance Brokers	2,817.70
04/03/22	GST		-256.15
04/03/22	UW Levy	Bac Insurance Brokers	99.00
04/03/22	GST		-9.00
04/03/22	Fire/ESL	Bac Insurance Brokers	78.17
04/03/22	GST		-7.11
04/03/22	Stamp duty	Bac Insurance Brokers	260.60
04/03/22	Broker Fee	Bac Insurance Brokers	422.67
04/03/22	GST		-38.42
28/06/22	Refund-BAC Insurance		-563.54
28/06/22	GST		51.23
	Total:		2,855.15
14610	Administrative Fund	LEGAL FEES	
09/02/22	Review by-laws	Grace Lawyers	2,844.26
09/02/22	GST		-258.57
31/05/22	Advice on CM stateme	Grace Lawyers	4,924.44
31/05/22	GST		-447.68
30/08/22	Change of address	Hall's Strata Law	657.87
30/08/22	GST		-59.81
	Total:		7,660.51



ACUMEN STRATA

Acumen Strata
Management Pty Ltd

PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820

info@acumenstrata.com.au

acumenstrata.com.au

ABN: 85 609 860 568

Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

ACCOUNTS SUMMARY

1 January 2022 to 31 December 2022

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
14612	Administrative Fund	LEGAL FEES - EXPERTS	
30/04/22	Community mgt statem	Grace Lawyers	2,211.00
30/04/22	GST		-201.00
	Total:		2,010.00
15005	Administrative Fund	MANAGEMENT FEES	
15/01/22	Management Fees	Acumen Strata	2,134.00
15/01/22	GST		-194.00
15/02/22	Management Fees	Acumen Strata	2,134.00
15/02/22	GST		-194.00
15/03/22	Management Fees	Acumen Strata	2,134.00
15/03/22	GST		-194.00
15/04/22	Management Fees	Acumen Strata	2,134.00
15/04/22	GST		-194.00
15/05/22	Management Fees	Acumen Strata	2,134.00
15/05/22	GST		-194.00
15/06/22	Management Fees	Acumen Strata	2,134.00
15/06/22	GST		-194.00
15/07/22	Management Fees	Acumen Strata	2,134.00
15/07/22	GST		-194.00
15/08/22	Management Fees	Acumen Strata	2,134.00
15/08/22	GST		-194.00
15/09/22	Management Fees	Acumen Strata	2,134.00
15/09/22	GST		-194.00
15/10/22	Management Fees	Acumen Strata	2,247.10
15/10/22	GST		-204.28
15/11/22	Management Fees	Acumen Strata	2,247.10
15/11/22	GST		-204.28
15/12/22	Management Fees	Acumen Strata	2,247.10
15/12/22	GST		-204.28
	Total:		23,588.46
15010	Administrative Fund	MANAGEMENT FEES - ADDITIONAL	
17/01/22	Consultancy	Acumen Strata	110.00
17/01/22	GST		-10.00
16/02/22	Consultancy	Acumen Strata	467.50
16/02/22	GST		-42.50
16/03/22	Consultancy	Acumen Strata	2,255.00
16/03/22	GST		-205.00
20/04/22	Consultancy	Acumen Strata	165.00
20/04/22	GST		-15.00
18/07/22	Consultancy	Acumen Strata	220.00
18/07/22	GST		-20.00
15/09/22	Consultancy	Acumen Strata	880.00
15/09/22	GST		-80.00



ACUMEN STRATA

Acumen Strata
Management Pty Ltd

PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820

info@acumenstrata.com.au

acumenstrata.com.au

ABN: 85 609 860 568

Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

ACCOUNTS SUMMARY

1 January 2022 to 31 December 2022

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
15010	Administrative Fund	MANAGEMENT FEES - ADDITIONAL	
17/10/22	Consultancy	Acumen Strata	770.00
17/10/22	GST		-70.00
17/11/22	Consultancy	Acumen Strata	440.00
17/11/22	GST		-40.00
	Total:		4,825.00
15015	Administrative Fund	MANAGEMENT FEES - DISBURSEMENT	
15/01/22	Disbursements-Fixed	Acumen Strata	550.00
15/01/22	GST		-50.00
17/01/22	Postage Small	Acumen Strata	101.15
17/01/22	GST		-9.20
17/01/22	Photocopying	Acumen Strata	110.00
17/01/22	GST		-10.00
15/02/22	Disbursements-Fixed	Acumen Strata	550.00
15/02/22	GST		-50.00
16/02/22	Photocopying	Acumen Strata	28.05
16/02/22	GST		-2.55
15/03/22	Disbursements-Fixed	Acumen Strata	550.00
15/03/22	GST		-50.00
16/03/22	Levy Notice (Post)	Acumen Strata	132.00
16/03/22	GST		-12.00
15/04/22	Disbursements-Fixed	Acumen Strata	550.00
15/04/22	GST		-50.00
20/04/22	Photocopying	Acumen Strata	28.05
20/04/22	GST		-2.55
15/05/22	Disbursements-Fixed	Acumen Strata	550.00
15/05/22	GST		-50.00
16/05/22	Postage Small	Acumen Strata	98.26
16/05/22	GST		-8.93
16/05/22	Photocopying	Acumen Strata	46.75
16/05/22	GST		-4.25
15/06/22	Disbursements-Fixed	Acumen Strata	550.00
15/06/22	GST		-50.00
16/06/22	Postage Med	Acumen Strata	7.88
16/06/22	GST		-0.72
16/06/22	Postage Large	Acumen Strata	214.57
16/06/22	GST		-19.51
15/07/22	Disbursements-Fixed	Acumen Strata	550.00
15/07/22	GST		-50.00
18/07/22	Postage Small	Acumen Strata	210.97
18/07/22	GST		-19.18
18/07/22	Apply Common Seal	Acumen Strata	33.00
18/07/22	GST		-3.00
18/07/22	Levy Notice (Post)	Acumen Strata	243.60



ACUMEN STRATA

Acumen Strata
Management Pty Ltd

PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820

info@acumenstrata.com.au

acumenstrata.com.au

ABN: 85 609 860 568

Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

ACCOUNTS SUMMARY

1 January 2022 to 31 December 2022

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
15015	Administrative Fund	MANAGEMENT FEES - DISBURSEMENT	
18/07/22	GST		-22.15
18/07/22	Photocopying	Acumen Strata	484.00
18/07/22	GST		-44.00
15/08/22	Disbursements-Fixed	Acumen Strata	550.00
15/08/22	GST		-50.00
16/08/22	Postage Small	Acumen Strata	115.60
16/08/22	GST		-10.51
16/08/22	Photocopying	Acumen Strata	132.00
16/08/22	GST		-12.00
15/09/22	Disbursements-Fixed	Acumen Strata	550.00
15/09/22	GST		-50.00
15/09/22	Postage Small	Acumen Strata	346.80
15/09/22	GST		-31.53
15/09/22	Postage Med	Acumen Strata	157.60
15/09/22	GST		-14.33
15/09/22	Postage Large	Acumen Strata	6.54
15/09/22	GST		-0.59
15/09/22	Levy Notice (Post)	Acumen Strata	243.60
15/09/22	GST		-22.15
15/09/22	Photocopying	Acumen Strata	22.00
15/09/22	GST		-2.00
15/10/22	Disbursements-Fixed	Acumen Strata	579.15
15/10/22	GST		-52.65
17/10/22	Postage Small	Acumen Strata	115.60
17/10/22	GST		-10.51
17/10/22	Photocopying	Acumen Strata	22.00
17/10/22	GST		-2.00
15/11/22	Disbursements-Fixed	Acumen Strata	579.15
15/11/22	GST		-52.65
17/11/22	Postage Small	Acumen Strata	115.60
17/11/22	GST		-10.51
17/11/22	Photocopying	Acumen Strata	451.55
17/11/22	GST		-41.05
15/12/22	Disbursements-Fixed	Acumen Strata	579.15
15/12/22	GST		-52.65
16/12/22	Postage Small	Acumen Strata	112.71
16/12/22	GST		-10.25
16/12/22	Levy Notice Inc Post	Acumen Strata	243.60
16/12/22	GST		-22.15
16/12/22	Photocopying	Acumen Strata	64.35
16/12/22	GST		-5.85
	Total:		9,613.86



ACUMEN STRATA

Acumen Strata
Management Pty Ltd

PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820

info@acumenstrata.com.au

acumenstrata.com.au

ABN: 85 609 860 568

Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

ACCOUNTS SUMMARY

1 January 2022 to 31 December 2022

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
15040	Administrative Fund	MEETING ROOM HIRE	
21/02/22	Venue hire-Strata me	Little Bay Coast Centre	99.00
21/02/22	GST		-9.00
29/04/22	Venue hire-Strata me	Little Bay Coast Centre	99.00
29/04/22	GST		-9.00
23/06/22	Venue hire-ECM	Little Bay Coast Centre	99.00
23/06/22	GST		-9.00
15/08/22	Venue hire-ECM	Little Bay Coast Centre	99.00
15/08/22	GST		-9.00
20/10/22	Venue hire-ECM	Little Bay Coast Centre	110.00
20/10/22	GST		-10.00
24/11/22	Venue hire-Strata Me	Little Bay Coast Centre	110.00
24/11/22	GST		-10.00
15/12/22	Venue hire-ECM	Little Bay Coast Centre	110.00
15/12/22	GST		-10.00
	Total:		660.00
16295	Administrative Fund	SUNDRY EXPENSES	
06/07/22	Trades monitor 22/23	Trades Monitor Ebix Australia	94.60
06/07/22	GST		-8.60
08/09/22	Basic cPanel Hostin	Acumen Strata	104.95
08/09/22	GST		-9.54
	Total:		181.41
17005	Administrative Fund	UTILITIES - ELECTRICITY	
01/01/22	Electri Sep-Dec 21	Agl 33837	281.56
01/01/22	GST		-25.60
07/01/22	Electri Nov-Dec 21	Energy Australia - (97410)	76.54
07/01/22	GST		-6.96
14/01/22	Accrual Electri Sep-	Accrual Electri Sep-Dec 21 Agl	-255.96
14/01/22	Accrual Electri Dec	Accrual Electri Dec 21 Energy	-69.58
03/02/22	Electri Dec-Jan 22	Energy Australia - (97410)	136.46
03/02/22	GST		-12.41
11/03/22	Electri Jan-Feb 22	Energy Australia - (97410)	145.66
11/03/22	GST		-13.24
11/03/22	Electri Jan-Feb 22	Energy Australia - (97410)	61.61
11/03/22	GST		-5.60
28/03/22	Electri Dec-Mar 22	Agl 33837	339.55
28/03/22	GST		-30.87
04/04/22	Electri Feb-Mar 22	Energy Australia - (97410)	68.23
04/04/22	GST		-6.20
04/04/22	Electri Feb-Mar 22	Energy Australia - (97410)	76.54
04/04/22	GST		-6.96
04/05/22	Electri Mar-Apr 22	Energy Australia - (97410)	74.06
04/05/22	GST		-6.73



ACUMEN STRATA

Acumen Strata
Management Pty Ltd

PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820

info@acumenstrata.com.au

acumenstrata.com.au

ABN: 85 609 860 568

Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

ACCOUNTS SUMMARY

1 January 2022 to 31 December 2022

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
17005	Administrative Fund	UTILITIES - ELECTRICITY	
04/05/22	Electri Mar-Apr 22	Energy Australia - (97410)	66.03
04/05/22	GST		-6.00
03/06/22	Electri Apr-May 22	Energy Australia - (97410)	68.23
03/06/22	GST		-6.20
03/06/22	Electri Apr-May 22	Energy Australia - (97410)	76.54
03/06/22	GST		-6.96
24/06/22	Electri Mar-Jun 22	Agl 33837	260.98
24/06/22	GST		-23.73
05/07/22	Electri May-Jun 22	Energy Australia - (97410)	66.03
05/07/22	GST		-6.00
05/07/22	Electri May-Jun 22	Energy Australia - (97410)	74.06
05/07/22	GST		-6.73
04/08/22	Electri Jun-Jul 22	Energy Australia - (97410)	77.56
04/08/22	GST		-7.05
04/08/22	Electri Jun-Jul 22	Energy Australia - (97410)	87.24
04/08/22	GST		-7.93
05/09/22	Electri Jul-Aug 22	Energy Australia - (97410)	77.88
05/09/22	GST		-7.08
05/09/22	Electri Jul-Aug 22	Energy Australia - (97410)	87.60
05/09/22	GST		-7.96
21/09/22	Electri Jun-Sep 22	Agl 33837	288.71
21/09/22	GST		-26.25
06/10/22	Electri Aug-Sep 22	Energy Australia - (97410)	75.36
06/10/22	GST		-6.85
06/10/22	Electri Aug-Sep 22	Energy Australia - (97410)	84.78
06/10/22	GST		-7.71
03/11/22	Electri Sep-Oct 22	Energy Australia - (97410)	87.60
03/11/22	GST		-7.96
03/11/22	Electri Sep-Oct 22	Energy Australia - (97410)	77.88
03/11/22	GST		-7.08
05/12/22	Electri Oct-Nov 22	Energy Australia - (97410)	75.36
05/12/22	GST		-6.85
05/12/22	Electri Oct-Nov 22	Energy Australia - (97410)	84.78
05/12/22	GST		-7.71
19/12/22	Electri Sep-Dec 22	Agl 33837	325.03
19/12/22	GST		-29.55
31/12/22	Accrual Electri Nov-	Accrual Electri Nov-Dec 22	79.64
31/12/22	Accrual Electri Nov-	Accrual Electri Oct-Nov 22	70.80
	Total:		2,826.59
17007	Administrative Fund	UTILITIES - ELECT STREET LIGHT	
07/01/22	Electri Nov-Dec 21	Energy Australia - (97410)	823.08
07/01/22	GST		-74.83
14/01/22	Accrual Electri Dec		-748.25



ACUMEN STRATA

Acumen Strata
Management Pty Ltd

PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820

info@acumenstrata.com.au

acumenstrata.com.au

ABN: 85 609 860 568

Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

ACCOUNTS SUMMARY

1 January 2022 to 31 December 2022

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
17007	Administrative Fund	UTILITIES - ELECT STREET LIGHT	
03/02/22	Electri Dec-Jan 22	Energy Australia - (97410)	842.14
03/02/22	GST		-76.56
01/03/22	Electri Jan-Feb 22	Energy Australia - (97410)	819.92
01/03/22	GST		-74.54
04/04/22	Electri Feb-Mar 22	Energy Australia - (97410)	992.10
04/04/22	GST		-90.19
04/05/22	Electri Mar-Apr 22	Energy Australia - (97410)	1,044.82
04/05/22	GST		-94.98
03/06/22	Electri Apr-May 22	Energy Australia - (97410)	1,153.19
03/06/22	GST		-104.84
05/07/22	Electri May-Jun 22	Energy Australia - (97410)	1,153.01
05/07/22	GST		-104.82
04/08/22	Electri Jun-Jul 22	Energy Australia - (97410)	1,368.46
04/08/22	GST		-124.41
05/09/22	Electri Jul-Aug 22	Energy Australia - (97410)	1,303.36
05/09/22	GST		-118.49
06/10/22	Electri Aug-Sep 22	Energy Australia - (97410)	1,168.05
06/10/22	GST		-106.19
03/11/22	Electri Sep-Oct 22	Energy Australia - (97410)	1,104.21
03/11/22	GST		-100.38
05/12/22	Electri Oct-Nov 22	Energy Australia - (97410)	979.31
05/12/22	GST		-89.03
31/12/22	Accrual Electri Nov-		874.22
	Total:		11,718.36
17070	Administrative Fund	WEBSITE	
11/07/22	Flyer design & produ	Highland Creative	1,252.52
11/07/22	GST		-113.87
11/10/22	Domain Renewal	Acumen Strata	56.95
11/10/22	GST		-5.18
31/10/22	Website maintenance	Highland Creative	68.75
31/10/22	GST		-6.25
30/11/22	Website maint	Highland Creative	98.18
30/11/22	GST		-8.93
	Total:		1,342.17
24205	Capital Works Fund	INCOME TAX INSTALMENTS	
17/03/22	Income Tax 2020/21		-752.50
31/12/22	Reversal PAYG instal	Reversal Payg Instalment	-277.00
	Total:		-1,029.50
27060	Capital Works Fund	WEBSITE SOFTWARE	
01/08/22	Design website	Highland Creative	7,147.25
01/08/22	GST		-649.75
	Total:		6,497.50



DP 270427 - Prince Henry Community Association Draft Budget 2023 - Admin Fund

Administrative Fund					
Code	Description	2022 Budget	2022 Actuals	20223 Draft Budget	Commentary
Revenue					
101	ADMINISTRATIVE FUND LEVY	\$94,000.00	\$94,000.44	\$94,000.00	
1041	INSPECTION FEES	\$0.00	\$0.00	\$0.00	
1045	INSURANCE CLAIMS	\$0.00	\$0.00	\$0.00	
1051	RECOVERY - LEGAL FEES	\$0.00	\$0.00	\$0.00	
108	SUNDRY	\$0.00	\$3,280.00	\$0.00	check sundry amount in last FY
1095	INTEREST ON OVERDUE LEVIES	\$0.00	\$721.45	\$0.00	
	TOTAL ADMIN. REVNUUE	\$94,000.00	\$98,001.89	\$94,000.00	
Expenditure					
12110	ACCOUNTING - BAS PREPARATION	\$720.00	\$720.00	\$720.00	4 x BAS @ \$180 per statement
12505	AUDITORS - AUDIT SERVICES	\$500.00	\$470.00	\$500.00	Auditor costs
12705	BANK CHARGES	\$600.00	\$309.81	\$700.00	provision for bank charges for levy payments received
12710	BANK CHARGES - ACCOUNT FEES	\$350.00	\$0.00	\$0.00	accounted for in the above
13150	CONSULTANCY	\$2,500.00	\$0.00	\$2,500.00	provision for consultancy costs
13405	ELECTRICAL REPAIRS	\$1,500.00	\$2,126.34	\$2,500.00	provision for electrical repairs based on last FY
13905	GARDEN & GROUNDS	\$37,433.00	\$27,282.25	\$37,433.00	provision for garden & grounds based on last FY
13945	GENERAL REPAIRS	\$2,000.00	\$254.55	\$2,000.00	provision for general repairs gests
14310	INSURANCE - PREMIUM	\$3,367.00	\$2,855.15	\$3,606.16	provision for 10% increase in premiums due to hardening market
14605	LEGAL & DEBT COLLECTION FEE	\$0.00	\$0.00	\$0.00	provision for legal & debt collection fee lests
14610	LEGAL FEES	\$10,000.00	\$7,660.51	\$10,000.00	provision for legal costs in NCAT matters
14612	LEGAL FEES - EXPERTS	\$0.00	\$2,010.00	\$2,000.00	provision for expert costs (if required)
14613	LEGAL FEES - TELECOMMUNICATION	\$4,000.00	\$0.00	\$0.00	
14860	LOCKS, KEYS & ACCESS FOBS	\$0.00	\$0.00	\$0.00	
15005	MANAGEMENT FEES	\$25,800.00	\$23,588.46	\$27,144.48	
15010	MANAGEMENT FEES - ADDITIONAL	\$3,800.00	\$4,825.00	\$5,000.00	management fees additional based on last FY
15015	MANAGEMENT FEES - DISBURSEMENT	\$6,650.00	\$9,613.86	\$10,000.00	disbursement based on last FY, provision for additional postage
15040	MEETING ROOM HIRE	\$540.00	\$660.00	\$660.00	provision for meeting room hire costs
16295	SUNDRY EXPENSES	\$250.00	\$181.41	\$250.00	provision for sundry expenses susts
17005	UTILITIES - ELECTRICITY	\$4,500.00	\$2,826.59	\$4,500.00	provision for utilities electricity based on last FY
17007	UTILITIES - ELECT STREET LIGHT	\$12,500.00	\$11,718.36	\$12,500.00	provision for utilities elect street light based on last FY

Administrative Fund					
17070	WEBSITE	\$2,000.00	\$1,342.17	\$6,000.00	provision for website based on last FY Amount to be confirmed - \$300per month for 12 months provision for creative writing - \$200 per month for 12 months
189		\$119,010.00	\$98,444.46	\$128,013.64	
	Opening Balance	\$49,371.68	\$49,371.68	\$48,929.11	
	Surplus/Deficit	-\$25,010.00	-\$442.57	-\$34,013.64	
	Closing Balance	\$24,361.68	\$48,929.11	\$14,915.47	



ACUMEN STRATA

DP 270427 - Prince Henry Community Association Draft Budget 2023 - Capital Works Fund

<i>Capital Works Fund</i>					
Code	Description	2022/23 Budget	2022/23 Actuals	20223/24Draft Budget	Commentary
<i>Revenue</i>					
201	CAPITAL WORKS FUND LEVIES	\$6,000.00	\$6,000.74	\$6,000.00	
2011	CAPITAL WORKS FUND DISCOUNT				
2070	INTEREST ON INVESTMENTS				
Total Revenue		\$6,000.00	\$6,000.74	\$6,000.00	
<i>Expenditure</i>					
23170	CONTINGENCY	\$2,000.00	\$0.00	\$5,000.00	provision for any adhoc replacements
24205	INCOME TAX INSTALMENTS	\$1,750.00	-\$1,029.50	\$0.00	
27060	WEBSITE SOFTWARE	\$4,937.00	\$6,497.50	\$0.00	
289	TOTAL CAP. WORKS EXPENDITURE	\$8,687.00	\$5,468.00	\$5,000.00	

Opening Balance	\$206,902.54	\$206,902.54	\$207,435.28
Surplus/Deficit	-\$2,687.00	\$532.74	\$1,000.00
Closing Balance	\$204,215.54	\$207,435.28	\$208,435.28



ACUMEN STRATA

Acumen Strata
Management Pty Ltd

PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820

info@acumenstrata.com.au

acumenstrata.com.au

ABN: 85 609 860 568

Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

PROPOSED ANNUAL BUDGET

	ACTUAL 01/01/22-31/12/22	BUDGET 01/01/22-31/12/22	BUDGET 01/01/23-31/12/23
<u>ADMINISTRATIVE FUND</u>			
<u>INCOME</u>			
Administrative Fund Levy	94,000.48	94,000.00	94,000.00
Sundry	3,280.00	0.00	0.00
Interest On Overdue Levies	721.45	0.00	0.00
<u>TOTAL INCOME</u>	98,001.93	94,000.00	94,000.00
<u>EXPENDITURE - ADMIN. FUND</u>			
Accounting - Bas Preparation	720.00	720.00	720.00
Auditors - Audit Services	470.00	500.00	500.00
Bank Charges	309.81	600.00	700.00
Bank Charges - Account Fees	0.00	350.00	0.00
Consultancy	0.00	2,500.00	2,500.00
Electrical Repairs	2,126.34	1,500.00	2,500.00
Garden & Grounds	27,282.25	37,433.00	37,433.00
General Repairs	254.55	2,000.00	2,000.00
Insurance - Premium	2,855.15	3,367.00	3,606.16
Legal Fees	7,660.51	10,000.00	10,000.00
Legal Fees - Experts	2,010.00	0.00	2,000.00
Legal Fees - Telecommunication	0.00	4,000.00	0.00
Management Fees	23,588.46	25,800.00	27,144.48
Management Fees - Additional	4,825.00	3,800.00	5,000.00
Management Fees - Disbursement	9,613.86	6,650.00	10,000.00
Meeting Room Hire	660.00	540.00	660.00
Sundry Expenses	181.41	250.00	250.00
Utilities - Electricity	2,826.59	4,500.00	4,500.00
Utilities - Elect Street Light	11,718.36	12,500.00	12,500.00
Website	1,342.17	2,000.00	6,000.00
<u>TOTAL EXPENDITURE</u>	98,444.46	119,010.00	128,013.64
<u>SURPLUS (DEFICIT)</u>	\$ (442.53)	\$ (25,010.00)	\$ (34,013.64)
Opening Admin. Balance	49,371.68	49,371.68	48,929.15
<u>ADMINISTRATIVE FUND BALANCE</u>	\$ 48,929.15	\$ 24,361.68	\$ 14,915.51
NUMBER OF UNITS OF ENTITLEMENT:		100,000	100,000
AMOUNT PER UNIT OF ENTITLEMENT:		\$ 0.940000	\$ 0.940000



ACUMEN STRATA

Acumen Strata
Management Pty Ltd
PO Box 455
Newtown NSW 2042
Suite 8/43-53 Bridge Road
Stanmore NSW 2048
02 7253 5820
info@acumenstrata.com.au
acumenstrata.com.au
ABN: 85 609 860 568
Liability limited by a scheme approved under
Professional Standards Legislation

Community Association D.P. No. 270427

PROPOSED ANNUAL BUDGET

	ACTUAL 01/01/22-31/12/22	BUDGET 01/01/22-31/12/22	BUDGET 01/01/23-31/12/23
<u>CAPITAL WORKS FUND</u>			
<u>INCOME</u>			
Capital Works Fund Levies	6,000.74	6,000.00	6,000.00
Interest On Investments	0.00	1,412.00	0.00
<u>TOTAL INCOME</u>	6,000.74	7,412.00	6,000.00
<u>EXPENDITURE - CAPITAL WORKS</u>			
Contingency	0.00	2,000.00	5,000.00
Income Tax Instalments	(1,029.50)	1,750.00	0.00
Website Software	6,497.50	4,937.00	0.00
<u>TOTAL EXPENDITURE</u>	5,468.00	8,687.00	5,000.00
<u>SURPLUS (DEFICIT)</u>	\$ 532.74	\$ (1,275.00)	\$ 1,000.00
Opening Capital Works Balance	206,902.54	206,902.54	207,435.28
<u>CAPITAL WORKS FUND BALANCE</u>	\$ 207,435.28	\$ 205,627.54	\$ 208,435.28
NUMBER OF UNITS OF ENTITLEMENT:		100,000	100,000
AMOUNT PER UNIT OF ENTITLEMENT:		\$ 0.0600000	\$ 0.0600000



Policy No: NT204526
Period of Insurance:
From: 31/03/21
To: 31/03/22 at 4.00 pm

The Insured & Situation:
Community Association - DP 270427
LOT 1 1430 ANZAC PARADE
LITTLE BAY
NSW 2036

Certificate of Currency - Tax Invoice

POLICY PERIOD 31/03/21 TO 31/03/22		Sum Insured
POLICY 1	COMMUNITY PROPERTY	242,400
	COMMUNITY PROPERTY (Community Income)	36,360
	COMMUNITY PROPERTY (Common Area Contents)	2,424
	Sports Playing Field	Not selected
	Extra Expenses	Not selected
POLICY 2	LIABILITY TO OTHERS	Limit of Liability - 30,000,000
POLICY 3	VOLUNTARY WORKERS - Refer to Table of Benefits	200,000/2,000
POLICY 4	WORKERS COMPENSATION (ACT, TAS & WA ONLY)	Not selected
POLICY 5	FIDELITY GUARANTEE	100,000
POLICY 6	OFFICE BEARER'S LEGAL LIABILITY	Limit of Liability - 20,000,000
POLICY 7	MACHINERY BREAKDOWN	Not selected
POLICY 8	CATASTROPHE (COMMUNITY ASSOCIATION)	36,360
	Extended cover – Community Income/Temp Accommodation/Storage	5,454
POLICY 9	PART A - Government Audit Costs	25,000
	PART B - Appeal Expenses - common property health & safety breaches	100,000
	PART C - Legal Defence Expenses	50,000
	FLOOD	Selected

Date of Issue:
Issue Fee Incl GST:
Issue Fee GST:

This certificate confirms that on the date of issue noted above, a policy existed for the sums insured shown.

It is not intended to amend, extend, replace or override the policy terms and conditions contained in the actual policy document. This certificate is issued as a matter of information only and confers no rights on the certificate holder.

CHU Underwriting Agencies Pty Ltd is an underwriting intermediary acting on behalf of the insurers.

Our Ref: 0247013

New South Wales/ACT
Level 33, 101 Miller Street
North Sydney 2060
PO Box 500, North Sydney
2059
Phone: 1300 361 263
Fax: 1300 361 269
info_nsw@chu.com.au

Victoria / Tasmania
Level 21, 150 Lonsdale Street
Melbourne 3000
GPO Box 3208, Melbourne 3001
Phone: 03 8695 4000
Fax: 03 9620 1969
info_vic@chu.com.au

Queensland
Level 13, King George Central
145 Ann Street, Brisbane 4000
GPO Box 705, Brisbane 4001
Phone: 07 3135 7900
Fax: 07 3135 7901
info_qld@chu.com.au

Western Australia
Level 4, 55 St Georges Terrace
Perth 6000
PO Box 5721, Perth 6831
Phone: 08 9466 8600
Fax: 08 9466 8601
info_wa@chu.com.au

South Australia
Ground Floor
208 Greenhill Road
Eastwood 5063
Phone: 08 8394 0444
Fax: 08 8394 0445
info_sa@chu.com.au

NOTICE OF ASSOCIATION COMMITTEE MEETING

COMMUNITY LAND MANAGEMENT ACT 2021 ("The Act")

Members of Prince Henry at Little Bay

Community Association

DP 270427

Anzac Parade, Little Bay NSW 2036

The Meeting will be held on Monday, 14 April 2023

Located at Frangipani Room in the Coast Centre for Seniors, Curie Ave, Little Bay NSW 2036

Commencing immediately after the Annual General Meeting



ACUMEN STRATA

- 1. Minutes**

That the minutes of the Association Committee Meeting held 13 March 2023 be confirmed as a true and accurate account of that meeting.

Explanatory Note: The minutes are attached to this notice of meeting.
- 2. Office Bearers Appointment**

That the secretary, treasurer and chairperson of the Association Committee be appointed.

Explanatory Note: The office bearers are chosen from the list of Association Committee appointed at the most recent Annual General Meeting.
- 3. Next Meeting Date**

That the date, time and place of the forth-coming Association Committee meetings be determined.

Closure

Date of this Notice: Monday, 27 March 2023

An owner or the nominee of a corporate owner or owner of a Lot in a subsidiary scheme can attend Association Committee meetings but cannot address the meeting unless the Association Committee agrees.

MINUTE OF ASSOCIATION COMMITTEE MEETING

Community Land Management Act 2021



ACUMEN STRATA

Members of Prince Henry at Little Bay Community Association

DP 270427

Anzac Parade, Little Bay NSW 2036

The Meeting was held on Monday, 13 March 2023

Located at Hibiscus Room in the Coast Centre for Seniors, Curie Ave, Little Bay NSW 2036

- Commenced at 6:00pm

Present	Apologies	In Attendance
Phil Bannister Lesley Wood Steve McDermott Michael McIntosh		Suzanne Henderson (Lot 18) Lyndsey Neale (Lot 30) Bruce Jennings (Lot 70) Helga Nilson (Lot 82) Steven Miller (Lot 105) (left at 6:05pm) Chris James (Lot 105) (left at 6:05pm) Jolly Duong (Acumen Strata)
Chairperson: Jolly Duong (by invitation)		

- 1. Declaration of Interests** Pursuant to Clause 16 of Schedule 2 of the Community Land Management Act 2021, no declarations were made.
- 2. Acting Members** Pursuant to Section 37 of the Community Land Management Act 2021, the Association Committee consent to the following acting member nominations:
 1. Robyn nominatin Helga Neilson
- 3. Minutes** **Resolved** that the minutes of the Association Committee Meeting held 16 January 2023 was confirmed as a true and accurate account of that meeting subject to amending the typographic error of "outstanding" in the Motion 5d.
- 4. Financial**
 - (a) **Report: Resolved** that the financial accounts ending 31 January 2023 was tabled and received.
 - (b) **Aged Arrears: Resolved** that the arrears report was tabled and the strata managing agent to continue issuing reminder notices as required.
 - (c) **Draft Budget:** The Committee received and considered the draft budget for AGM and resolved to present the draft budget to the AGM.
- 5. Additional Motions for the AGM** The committee considered and resolved that no additional motions are required for the Annual General Meeting Agenda.

6. Outstanding Matters from Previous Meeting

That the Committee review, discuss and resolve actions on outstanding matters from the previous meeting(s) nominated below:

- a) Heritage Maintenance Plan (Crown Lands)
No Heritage Maintenance Plan was provided, they are anticipating that it be prepared by June 2023.
- b) Lot 75 (NA286017) - 4 Meyler Close Subdivision (Plan Registration)
No update on this matter, as the strata managing agent is currently not responding to emails or calls.
- c) Process for a consistent approach to resident only signage throughout Prince Henry
This was deferred to later in the meeting for a general update from a meeting with Council.

7. Website Management

Resolved to engage Highland Graphics for the ongoing management of the Community Website.

8. Applications

The following applications has been received and ratified as followed:

Date	From	Details	AC Comments
7/12/22	Lot 105 (24 Jenner Street)	Pool Application	Resolved approval subject to architect's review.

9. Price Henry Community Website

The Website Sub-Committee provided an update to the Association Committee and resolved as follows:

- 1. The website management will be transferred to Highland Graphics;
- 2. The Association will look to purchase the domain of "phca.com.au"; and
- 3. Further updates deferred until Highland Graphics are engaged.

10. Site Monitoring Breaches

That the Association Committee reviews the site monitoring breaches and determines any necessary action:

- a) Lot 88 (Torrens Title) – 37 Gubbuteh Rd – Large Boat & Trailer
Legal quotes are being obtained for legal representation for the NCAT proceedings as leave was granted for both parties to be legally represented. Once quote has been obtained, the strata managing agent to follow up for another quote for comparison.

Resolved instructions for the issue of a letter of offer for to the owners of Lot 88 before incurring legal costs.

- b) Lot 75 (DP 286017) – 14 Ewing Ave – Unauthorised Building Works
The managing agent to follow up with Council for their update on the Council Application.

11. Telecommunications

The Committee reviewed the following telecommunications matters and determine any necessary action:

- a) Lot 1 – Telstra equipment and usage
LBN Co has completed the connection in Rockpool, and the will be arranging for a disconnection day to switch over the server source. Telstra will notify affected properties to have a change over, which will be a service shutdown of about 3-4 hours on a single day.

Resolved instructions for all four (4) locks for Lot 1 to be re-keyed.

**12. Next Meeting
Date**

Resolved that the Annual General Meeting will be held on Monday, 17 April 2023 at 6:00pm in the Frangipani Room.

**Meeting with
Council**

The Association Committee provided an update on the meeting held with Council on 11 March 2023 and noted as follows:

Ownership of Roads

Council has agreed to take the ownership of Flory and Gull and the associated infrastructure. The Strata Managing Agent is to write to Council to confirm this outcome.

Street Signage

Council is working on consistent signage for PHCA, however, Council is preparing this for review with the Traffic division and will come back to the committee once this has progressed.

Closure

There being no further business the meeting closed at 7:10pm.

Proxy Appointment

Community Land Management Act 2021

Approved form under: *Community Land Management Act 2021 (Clause 25 (1) of Schedule 1)*

Date

I/We *[name(s)]*

the owners of lot *[address]*

In Community Plan No. Appoint *[name of first appointee]*

Of *[first appointee's address]*

as my/our proxy for the purposes of meetings of the Association (including adjournments of meetings).

I/We appoint *[second appointee's name]*

Of *[second appointee's address]*

as my/our proxy for the purposes of meetings of the Association (including adjournments of meetings) if

the named above already holds the maximum number of proxies that may be accepted.

Period or number of meetings for which appointment of proxy has effect *[Tick OR tick and complete whichever applies below]:*

- 1 meeting *[please insert number]* meetings
- 1 month *[please insert number]* months
- 12 months 2 consecutive annual general meetings

(Note: The appointment cannot have effect for more than 12 months or 2 consecutive annual general meetings, whichever is the greater.)

[Tick and complete whichever applies below]:

- 1. This form authorises the proxy to vote on my/our behalf on all matters.**

OR

- 2. This form authorises the proxy to vote on my/our behalf on the following matters only:**
[Specify the matters and any limitations on the manner in which you want the proxy to vote.]

- 3. If a vote is taken on whether (the managing agent) should be appointed or remain in office or whether another managing agent is to be appointed, I/we want the proxy to vote as follows:**

I understand that, if the proxy already holds more than the permitted number of proxies, the proxy will not be permitted to vote on my/our behalf on any matters.

Signature of owner/s

X _____
Name <i>[print]:</i> <input type="text"/>

X _____
Name <i>[print]:</i> <input type="text"/>

NOTES ON APPOINTMENT OF PROXIES

1. This form is ineffective unless it contains the date on which it was made and it is given to the secretary of the Association at or before the first meeting in relation to which it is to operate.
2. This form will be revoked by a later proxy appointment form delivered to the secretary of the Association in the manner described in the preceding paragraph.
3. This proxy is valid for any general meetings held during the period (if any) specified on page 1 of this form. If no period is specified then this proxy ends after 12 months or two annual general meetings, whichever occurs later.
4. If a person holds more than the total number of proxies permissible, the person cannot vote using any additional proxies. The total number of proxies that may be held by a person (other than proxies held by the person as co-owner of a development lot or neighbourhood lot) voting on a resolution at a meeting of an association are as follows--
 - (a) if the scheme has 20 development lots or neighbourhood lots or fewer--1,
 - (b) if the scheme has more than 20 development lots or neighbourhood lots--a number that is not more than 5% of the total number of development lots or neighbourhood lots.However, a person who owns more than 1 development lot or neighbourhood lot in a scheme may appoint a single proxy in respect of all the lots.
5. An original owner or a person connected with the original owner cannot cast a vote by means of a proxy or power of attorney given by another owner of a relevant lot in the scheme if the proxy or power of attorney was given pursuant to a term of the sale contract for the lot or pursuant to another contract or arrangement that is ancillary or related to the sale contract. This does not apply to a proxy or power of attorney given by a person to another person connected with him or her.

NOTES ON RIGHTS OF PROXIES TO VOTE

1. A duly appointed proxy:
 - (a) may vote on a show of hands (or by any other means approved by a general resolution at a meeting of the Association), subject to any limitation in this form, or may demand a poll, and
 - (b) may vote in the person's own right if entitled to vote otherwise than as a proxy, and
 - (c) if appointed as a proxy for more than one person, may vote separately as a proxy in each case.
2. A proxy is not authorised to vote on a matter:
 - (a) if the person who appointed the proxy is present at the relevant meeting and personally votes on the matter, or
 - (b) so as to confer a pecuniary or other material benefit on the proxy, if the proxy is a managing agent, facilities manager or on-site residential property manager, or
 - (c) if the right to vote on any such matter is limited by this form.