

# NOTICE OF ASSOCIATION COMMITTEE MEETING

Community Land Management Act 2021



ACUMEN STRATA

## Members of Prince Henry Community Association **DP 270427**

Anzac Parade, Little Bay NSW 2036

The Meeting will be held on Monday 4 August 2025

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

Commencing at 6:00pm

## AGENDA

### 1. Declaration of Interest

That pursuant to Clause 16 of Schedule 2 of the Community Land Management Act 2021 the meeting notes any declaration by a member of the committee of any direct or indirect pecuniary interest and/or conflicts of interest in relation to a matter being considered at this meeting and resolve how that declaration shall be accommodated at the meeting.

*Explanatory Note: Requirement under the Community Land Management Act 2021.*

### 2. Minutes

That the minutes of the Association Committee Meeting held 16 June 2025 be confirmed as a true and accurate account of that meeting.

*Explanatory Note: The minutes are attached to this notice of meeting.*

### 3. Financial

- (a) **Report:** That the financial accounts ending 31 July 2025 be tabled and received.
- (b) **Aged Arrears:** That the aged arrears report be noted and received, and actions be provided accordingly.

*Explanatory Note: The financial report is prepared by Acumen Strata and attached to this notice of meeting.*

### 4. Matters from Prior Meeting

That an update relating to the matters raised in the prior meeting be provided:

- (a) **Site Monitoring Issues**
  - i) **Basketball Apparatus on 8 McMaster Place (DP 286017)**  
Further proposal made by tenant for portable, foldable basketball hoop via their managing agent. Email dated 27/06/25 attached.
  - ii) **Memorial Clock maintenance**  
As of 16 July 2025 Crowns Lands advised that there was a further component that the master clockmaker needed to work on for the repair to be finalised. No further update as yet.
- (b) **Lots 128 and 130 (14B and 20 Murra Murra Place)**  
Correspondence received 04/07/25 from Crown Lands. Refer attached documents.
- (c) **Bays and Beaches Precinct Meetings:** It was agreed that the following roster be adopted:
  - 20 August 2025 – Ira Williams
  - 15 October 2025 – Michael McIntosh
  - 26 November 2025 – Pavlos Totsis

*It was noted that attendance may change closer to the dates.*

**Explanatory Note:** *This motion has been carried over from previous meetings to provide an update on the matters raised from prior meetings until the matter has been closed or completed.*

## 5. Association Committee Casual Vacancies

That the Association Committee discuss expressions of interest received to fill the two casual vacancies:

- a. Expressions of interest (EOI) received

Subsidiary Scheme (Lot #)	EOI Nominee	Date of AGM
SP 80510 (Lot 6)	Michelle Morgan	25/06/25
SP 85837 (Lot 127)	Georgina Ryan	October 2025

- b. Minutes of a General Meeting of SP 80510 (Lot 6), dated 25 June 2025, appointing Michelle Morgan as the scheme's primary proxy and nominee to be considered for election the Association Committee received.
- c. In accordance with section 38(2) of the Act, the Association Committee resolves to elect Michelle Morgan SP 80510 (Lot 6) to fill one of the two casual vacancies.
- d. SP 85837 (Lot 127) has advised that it will be holding a general meeting in October to appoint Georgina Ryan as the scheme's primary proxy and nominee to be considered for election the Association Committee.
- e. Michael Daley wrote to the Minister for Lands, The Hon Stephen Kamper, MP, on behalf of PHCA, to expedite their investigation into whether it would be appropriate to appoint the manager of the Coast Centre for Seniors as a nominee for election to the PHCA Association Committee. On 15/7/2025 PHCA received a response advising Crown Lands was close to providing a final response.

**Explanatory Note:** *This motion is to discuss and confirm the way forward in respect of filling the two casual vacancies on the Association Committee.*

## 6.DP 286017 Objection

That the Association Committee considers the document submitted by Lot 75 (DP 286017) in relation to Randwick Council's proposal for the installation of a public amenity at the Southeastern section of the Coast Hospital Memorial Park. Refer to attached formal objection from Neighbourhood Association DP 286017 (Lot 75) and response from Council.

*Explanation: The proposal by Randwick Council for this location raises concerns regarding consistency with the Community Management Statement, as well as the heritage and design principles applicable to the Prince Henry Precinct. The Association Committee is requested to review the document submitted by Lot 75, including correspondence with Randwick Council outlining specific concerns which are provided for consideration prior to any position being taken.*

*Submitted through Centenary Park Management Pty Ltd/Combined Strata*

## 7. Correspondence & Applications

That the Association Committee receive the following correspondence and application and appropriate action be determined: this entire motion needs fixing

Correspondence		
Sender	Matter	AC Decision
Lot 75 Neighbourhood Association DP 286017	<b>Lot 20/ 9 Meyler Close - Extensive renovations under way</b> A Works Application has been received from the owner via their strata manager for renovations which the Neighbourhood Association approved. The works have not been reviewed by Lahz/Nimmo Architects. The Association Committee noted that all windows and external doors have been removed. The owner has agreed to halt all further works to the exterior pending PHCA approval. Randwick Council was notified and the Association Committee is awaiting the result of a compliance assessment. .	
Application		
Sender	Matter	AC Decision
R Singh	Application works for a new dwelling and landscaping works at Lot 2, DP285910, 54 Gubbutteh Road, Little Bay.  Final and mainly favourable review has been received from Lahz/Nimmo Architects and distributed to Association Committee members for comment. Association Committee determined at 16 June 2025 meeting that approval should be issued to the applicant's agent and to Council.	Resolved at 16 June AC meeting that the Association Committee approves the application and instructs the Community Manager to advise the applicant in writing, providing the final architect's review. Additional instruction for Acumen: Please include an apology for the very late communication
Andrew Venture Pty Ltd	1 Murra Murra Place – Awaiting further architectural advice from Lahz/Nimmo Architects, as the final approved plans have not been received.  This application was initially approved by Andrew Nimmo and PHCA in early 2024. Council refused the application and	Acumen to obtain a full set of final plans for PHCA and Lahz/Nimmo review.

	amendments were made and submitted to the Land & Environment Court (LEC). Approval was granted by the LEC on 25 June 2025.	
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**Explanatory Note:** *Correspondence & Applications as received.*

## 8. Lot 1 Valuation

Acumen obtained quotes to revalue Lot 1. The Association Committee considered the quotes obtained from Keen Property (\$550) and QIA Group (\$350) and deemed it unnecessary to obtain a third. Acumen has been requested to issue a work order accepting the quote from QIA Group. Acumen to update the Association Committee on timing.

## 9. Site Audits

Following a meeting with Randwick Council on 10 June 2025, and noting the Master Plan's intention for minimal signage, the Association Committee highlighted the need for a review of street signage. In addition, a need for significant damage repair to gutters and footpaths was identified. Audits are under way and recommendations will be shared with all owners and owners' representatives, before liaising with Council. Attached is the Association Committee Action Plan following the 10 June 2025 meeting.

- 1) Street signage – comprising One way, 40 kph, no stopping, and yellow road markings
- 2) Damage repair – comprising kerbs, roads, non-matching infill (noting Prince Henry has a special concrete mix for repairs), and missing trees

## 10. Sub-Committee reports

Verbal updates will be provided to those present and noted in the minutes.

- **Architect liaison**
- **Council liaison**  
It was noted Council had provided minutes of the meeting held on 10 June 2025. The AC subsequently created a detailed Action List (attached) which it is working through as a matter of urgency.
- **Landscaping liaison**
- **Website/marketing**  
A comprehensive newsletter dated 26 June 2025 was distributed to all owners, owners' representatives and newsletter subscribers. You can read the newsletter as well as previous newsletters and updates on the [Community News web page](#). Website updates are ongoing.
- **Site monitoring**  
Site monitoring is the responsibility of each Association Committee member.

11 Next Meeting  
Date

That the Association Committee confirms the dates, times and location meetings for the ensuing year as follows:

Date	Time	Location
ACM Monday, 13 October 2025	600PM	The Coast Centre for Seniors
ACM Monday, 1 December 2025		
ACM Monday, 16 February 2025		
AGM Monday, 23 March 2026		
ACM Monday 23 March 2026	Immediately after the AGM	

**Explanatory Note:** This motion is required to determine the date of the next Association Committee Meeting.

Closure

Date of this Notice 24 July 2025

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.

**Important Note to Association Members:**  
Any member that wishes to add a matter for consideration at an Association Committee Meeting is required to inform the Managing Agent at least three weeks prior to the scheduled date of the meeting. For subsidiary schemes (Strata Plans, Neighbourhood Associations), items for inclusion are to be provided by your managing agent.

# MINUTES OF ASSOCIATION COMMITTEE MEETING

Community Land Management Act 2021



ACUMEN STRATA

## Members of Prince Henry Community Association **DP 270427**

Anzac Parade, Little Bay NSW 2036

The Meeting was held on Monday, 16 June 2025

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

Commenced at 6:02pm

Present	Apologies	In Attendance
John Pearson Susan Graham Pavlos Totsis Michael McIntosh Ira Williams	Georgina Ryan (SP 85837- Lot 127)	Michelle Morgan-Callaghan (SP 80615- Lot 6) Jenny Elliott (SP 80615- Lot 6) Colin Flint (SP 86466- Lots 52, 53, 57, 58, 59) Len Ryan (SP 86466- Lots 52, 53, 57, 58, 59) Kerri Russo (SP 84782-Lot 13) Helga Nilsen (SP 81878 -Lot 82) Linda Mearing (General Manager, Coast Centre for Seniors) Maria Strugarevic (SP 86078 Lot 30) Helen Wells (Acumen Strata) Nicole Chamberlain (Acumen Strata)
Chairperson: John Pearson		

### 1. Declaration of Interest

**Resolved** that pursuant to Clause 16 of Schedule 2 of the Community Land Management Act 2021 the meeting noted no declaration by a member of the committee of any direct or indirect pecuniary interest and/or conflicts of interest in relation to a matter being considered at this meeting.

### 2. Minutes

**Resolved** that the minutes of the Association Committee Meeting held 28 April 2025 be confirmed as a true and accurate account of that meeting.

### 3. Financial

- (a) **Report: Resolved** that the financial accounts ending 31 May 2025 be tabled and received.
- (b) **Aged Arrears: Resolved** that the aged arrears report be noted and received. It was **noted** that two (2) lots are 60+ days in arrears. The Community Manager will provide a copy of the updated arrears report to the Treasurer.
- (c) **Term Deposits: Resolved** that the Association Committee adopt the Treasurer's recommendation to invest funds surplus to short- and medium-term requirements in Term Deposits as required from time to time. The Treasurer noted that presently the amount of \$106,000 is invested in a term deposit with Bank of Queensland. His recommendation is to invest a further amount of \$120,000 with Macquarie Bank for a 3 month term. There were no objections and the Community Manager will arrange for the new account to be opened.

#### 4. Matters from Prior Meeting

**Resolved** that an update relating to the matters raised in the prior meeting be provided:

(a) **Site Monitoring Issues**

- i) Balcony Entertainment System (SP 85837, Coastal Quarter)  
Breach Notice issued to the Strata Manager.  
Noted receipt of an email from Michael Roberts Strata on behalf of SP85837 dated 9 May 2025 requesting that prior to issuing any formal breach notice being issued that a 'friendly' notice be issued giving them time to resolve the issue.  
The Association Committee agreed with the request.
- ii) Washing on Balcony (SP 90272, Rockpool Apartments)  
Breach Notice issued to the Strata Manager.  
Noted receipt of an email from Stata+ of behalf of SP90272 (Lot 9) dated 30 May 2025 advising that they would arrange to breach the individual residents responsible.  
It was **noted** that the matter had been resolved and the committee considered the matter closed.
- iii) Memorial Clock maintenance  
On 28 May 2025, Crown Lands had advised that clock remediation works would take place the week commencing 2 June 2025.  
Noted receipt of an email from Crown Lands & Public Spaces dated 16 June 2025 confirming that works have commenced on the upper housing box and the pendulum but will not be completed for a few weeks as their master clockmaker is manufacturing elements to the clock. Crown Lands will provide another update in two weeks.  
The Association Committee requested that the Community Manager ask Crown Lands to consider arranging quarterly maintenance and include adjustment for daylight saving.
- iv) Basketball Apparatus on 8 McMaster Place (DP 286017)  
Notice to Comply was issued and requested removal of the basketball apparatus by no later than 13 June 2025.  
**Resolved** that the Association Committee agreed to the request for an extension to remove the equipment by 30 June 2025.

(b) **Code of Conduct:**

**Resolved** that the Association Committee confirmed the current code of conduct should be retained subject to minor amendments to align terminology to the Act. The meeting acknowledged the Code of Conduct document had been included with the Agenda.

(c) **Lot 91 Subdivision:** Meeting with LPALC scheduled for 16 June 2025 (Lots 128, & 130 – Aboriginal Land)

The Chairperson advised that the Association Committee had met with two representatives from The La Perouse Aboriginal Land Council (LPALC) Chris Ingrey, CEO, and Paul Ryan, Property Manager on 16<sup>th</sup> June 2025 (immediately prior to this meeting). The Association Committee was advised that LPALC will submit a proposal to erect a boundary fence and install signage to prevent trespassing. Public access will be restricted to these properties. The Association Committee informed the LPALC that any construction including fencing must comply with the Design Guidelines process for the Community Association.

LPALC representative advised that they had no immediate intention for other changes/alterations.

The Association Committee will continue to communicate with LPALC.

No action for the Community Manager at this stage.

- (d) **Bays and Beaches Precinct Meetings:** It was agreed that the following roster be adopted:

18 June 2025 – Susan Graham

20 August 2025 – Ira Williams

15 October 2025 – Michael McIntosh

26 November 2025 – Pavlos Totsis

*It was noted that attendance may change closer to the dates.*

## 5. Association Committee Member Vacancy

This motion was discussed and the election to fill the two casual vacancies deferred.

That the Association Committee discuss and note that the approach moving forward in respect of Subsidiary Body Committee nominations, namely the following:

- a. On 16 May 2025, and on 29 May 2025 an email to call for nominations to fill the Association Committee Vacancy was issued;
- b. The Expression of Interests received by the time of this meeting be acknowledged;

Subsidiary Scheme (Lot #)	EOI Nominee	Date of AGM
SP 80510 (Lot 6)	Michelle Morgan- Callaghan	25 June 2025
SP 86466 (Lots 52, 53, 57, 58, 59)	Len Ryan (withdrawn 27 May 2025)	17 March 2025
SP 85837 (Lot 127)	Georgina Ryan	TBA

- c. That, in accordance with section 38(2) of the Act, the Association Committee resolved to fill the casual vacancies from the nominees received and defer the election to allow time for the EOI received to hold their relevant meetings and provide appropriate paperwork.

## 6. Association Committee Nominations

**Resolved** that the Association Committee adopt the prepared motions for subsidiary schemes to use for General Meetings and have circulated to all Lot owners and owners' representatives. Helen Wells (Acumen Strata) was invited to clarify the formal processes required for:

1. Strata Schemes and Neighbourhood Associations may, at either a general meeting or a committee meeting, appoint a person to act as a proxy for the scheme at General Meeting of the Community Association and;
2. Strata Schemes and Neighbourhood Associations may, at a general meeting, appoint a nominee for election to the Community Association Committee.
3. Proxies - The appointment of proxy can be for a maximum term of 12 months or 2 consecutive annual general meetings (*whichever is the greater*).

Copies of the meeting minutes and the proxy form must be provided to the Community Manager.

It was noted that Acumen Strata had issued *Expressions of Interest* letters to all Lot owners and owners' representatives to ensure awareness of the casual vacancies and the process required. It had also provided the necessary motions to assist.



## 7. Sub-Committee Appointments

(a) **Resolved** that the Association Committee forms an additional Sub-Committee as follows and receives an update on current issues:

- Architect liaison:  
Michael McIntosh  
Susan Graham

(b) **Resolved** that the appointed Association Committee Sub-Committees provided an update:

- Council liaison  
It was **noted** that the Association Committee had met with Randwick Council General Manager, Ray Brownlee to address the multiple outstanding issues. The Chairman confirmed that the various issues raised by Len Ryan of Strata 86466 were included, except for their strata scheme's perceived problem with weekend fireworks at St Michael's Golf Course. The Community Association is awaiting a response with recommendations from Council and will then circulate the Association Committee's recommendations to the all Lot owners and owners' representatives for review and feedback.
- Website/marketing  
The Association Committee noted that some essential website updates had been completed, sponsors invoices issued, and a newsletter drafted. The newsletter was being formatted by the web designer and would be circulated to Association Committee members for final comments.
- Landscaping liaison  
It was noted that the subcommittee had met with landscape contractor, Gardens in Mind. It was agreed that more maintenance may be required and the current scope of works will be reviewed. The overgrown trees will be referred to Council with a further request that they implement a regular tree maintenance plan.
- Site monitoring  
Acumen Strata provided hard copies of breach notices at the meeting for distribution by the Association Committee. The Association Committee will continue to monitor and confer with Acumen as necessary.

## 8. Correspondence & Applications

That the Association Committee receive the following correspondence and application and appropriate action be determined:

Correspondence		
Sender	Matter	Association Committee Decision
Strata Manager (SP 86466 – Lots 52,53,58 & 59)	Correspondence received dated 27 May 2025 from Dynamic Property, relating to strata scheme involvement in various Council issues.	<p>As per motion 7 relating to the Association Committee's meeting with Council.</p> <p>The Managing Agent was asked to provide written advice confirming each issue noted was included in the points list discussed with Council. It was agreed that the last point relating to fireworks should be managed by strata scheme SP 86466 rather than by PHCA.</p> <p>Actions could include the strata scheme firstly liaising directly with St Michael's Golf Club and potentially Council, and if dissatisfied, also the NSW EPA. Len Ryan agreed to communicate this to his strata committee.</p>
Strata Manager (SP 86466 – Lots 52,53,58 & 59)	Correspondence received dated 29 May 2025 from Dynamic Property relating to the correspondence with Randwick City Council.	Association Committee email responding to Council, Cc strata scheme SP86466, and subsequent correspondence has addressed all issues raised. No further action necessary.
Strata Manager (SP 85837 – Lot 127)	Correspondence received dated 17 May 2025 in relation to the nomination to fill a casual vacancy.	Noted and received. The Association Committee will await required paperwork following the scheme's general meeting.
Application		
Sender	Matter	Association Committee Decision
R.Singh	<p>Application works for a new dwelling and landscaping works at Lot No 2, DP285910, 54 Gubbutteh Road, Little Bay. Pending ALS review by Lahz/Nimmo.</p> <p>Final and mainly favourable review has been received from Lahz/Nimmo Architects and distributed to Association Committee members for comment.</p>	Resolved that the Association Committee approves the application and asks the Community Manager to advise the applicant in writing, providing the final architect's review.

	Association Committee to determine whether approval should be issued to the applicant's agent and to Council.	
	1 Murra Murra Place – Awaiting further architectural advice from Lahz/Nimmo Architects, as the plans are not yet finalised.	It is not known when formal approval was given by the architect and this matter is to be followed up by Acumen Strata with the architect.

#### 9. Site Monitoring Breaches

**Resolved** that the Association Committee reviews the site monitoring breaches and determines any necessary action.

- i. Unauthorised signage 43 Gubbuteh Road (Lot 5 DP 285909)  
Breach notice issued to managing agent on 26 May 2025 and also raised the issue with the real estate agent on 26 May 2025.  
The Association Committee **noted** that the auction for the property has taken place and that the sign will be removed during the week commencing 16 June 2025.

#### 10. Valuation

**Noted** that the Association Committee had received a quotation to undertake a valuation on Lot 1. The Community Manager was requested to obtain a second quotation.

#### 11. Lot 48 – change Of ownership

**Resolved** that the Association Committee noted that Lot 48, Norwent Pty Ltd, 1420 Anzac Parade (Mark Moran at Little Bay | Aged care facility) has recently been sold to Bain Capital, a private investment company based in Boston. The name has been changed to Estia Health. The Community Manager confirmed that an introductory letter was issued to the new owner which included the Community Management Statement.

#### 12. Randwick Council — amenities proposal for Prince Henry

**Resolved** that the Association Committee discuss the proposal from Council for installation of public amenities at the south-eastern section of Coast Hospital Memorial Park.

The Association Committee approved Council's proposal in principle. However, it was **noted** that the proposal must undergo the required process under the Design Guidelines for the Community Association, which will require review by Lahz/Nimmo Architects. In particular the proposed location of the toilets be considered with respect to the impact on other lots and consideration be given to the proposed design, composition and size of the amenities.

13. Next Meeting

**Resolved** that the Association Committee confirms the dates, times and location meetings for the ensuing year as follows:

Date	Time	Location
ACM Monday, 4 August 2025	6:00pm	Coast Centre for Seniors
ACM Monday, 13 October 2025		
ACM Monday, 1 December 2025		
ACM Monday, 16 February 2025		
AGM Monday, 23 March 2026		
ACM Monday, 23 March 2026	Immediately after the AGM	

**Closure** There being no further business the meeting closed at 7:30pm.



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## Community Association D.P. No. 270427

### BALANCE SHEET

AS AT 30 JUNE 2025

	ACTUAL 30/06/2025	ACTUAL 31/12/2024
<b><u>OWNERS FUNDS</u></b>		
Administrative Fund	29,032.17	19,446.07
Capital Works Fund	221,239.76	219,713.74
<b><u>TOTAL</u></b>	<b><u>\$ 250,271.93</u></b>	<b><u>\$ 239,159.81</u></b>
<b><u>THESE FUNDS ARE REPRESENTED BY</u></b>		
<b><u>CURRENT ASSETS</u></b>		
Cash At Bank	48,346.02	165,481.60
Investment A/C Capital Works	106,000.00	100,000.00
Investment A/C Capital Works 2	120,000.00	0.00
Levies In Arrears	157.12	1,436.36
Other Arrears	83.80	725.40
Interest On Overdue Levies	88.83	143.03
Prepaid Expenses	0.00	40.44
Secondary Debtors	0.00	338.00
<b><u>TOTAL ASSETS</u></b>	<b><u>274,675.77</u></b>	<b><u>268,164.83</u></b>
<b><u>LIABILITIES</u></b>		
Gst Clearing Account	947.99	(175.72)
Arrears Clearing Account	(27.50)	(27.50)
Creditors	223.55	0.00
Accruals	0.00	3,159.25
Levies In Advance	23,259.80	26,048.99
<b><u>TOTAL LIABILITIES</u></b>	<b><u>24,403.84</u></b>	<b><u>29,005.02</u></b>
<b><u>NET ASSETS</u></b>	<b><u>\$ 250,271.93</u></b>	<b><u>\$ 239,159.81</u></b>



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## Community Association D.P. No. 270427

### STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 JANUARY 2025 TO 30 JUNE 2025

	ACTUAL 01/01/25-30/06/25	BUDGET 01/01/25-31/12/25	VARIANCE	ACTUAL 01/01/24-31/12/24
<b><u>ADMINISTRATIVE FUND</u></b>				
<b><u>INCOME</u></b>				
Administrative Fund Levy	54,000.16	110,000.00	(55,999.84)	104,000.04
Administrative Fund Discount	(0.02)	0.00	(0.02)	0.00
Certificate Fees	218.00	0.00	218.00	109.00
Inspection Fees	31.00	0.00	31.00	0.00
Recovery - Rental	1,290.00	2,580.00	(1,290.00)	2,580.00
Sundry	2,462.73	0.00	2,462.73	0.00
Interest On Overdue Levies	157.19	0.00	157.19	180.25
<b><u>TOTAL INCOME</u></b>	<b>58,159.06</b>	<b>112,580.00</b>	<b>(54,420.94)</b>	<b>106,869.29</b>
<b><u>EXPENDITURE - ADMIN. FUND</u></b>				
Accounting - Bas Preparation	544.77	1,100.00	(555.23)	1,084.77
Auditors - Audit Services	500.00	500.00	0.00	490.00
Bank Charges	109.50	200.00	(90.50)	199.22
Consultancy	250.00	1,000.00	(750.00)	500.00
Electrical Repairs	537.50	1,500.00	(962.50)	2,183.60
Garden & Grounds	14,724.00	40,000.00	(25,276.00)	38,792.00
Insurance - Premium	4,499.72	4,929.84	(430.12)	4,286.82
Legal & Debt Collection Fee	25.00	0.00	25.00	0.00
Legal Fees	0.00	5,000.00	(5,000.00)	(3,042.93)
Management Fees	13,454.58	27,300.00	(13,845.42)	26,087.09
Management Fees - Additional	1,115.00	3,500.00	(2,385.00)	2,957.50
Management Fees - Disbursement	4,556.42	8,000.00	(3,443.58)	7,982.90
Meeting Room Hire	630.00	1,000.00	(370.00)	1,022.91
Certificates S184 & S26	0.00	0.00	0.00	109.00
Inspection Fees	31.00	0.00	31.00	0.00
Sundry Expenses	295.50	250.00	45.50	960.27
Utilities - Electricity	4,282.99	3,000.00	1,282.99	2,266.10
Utilities - Elect Street Light	2,068.23	15,000.00	(12,931.77)	14,042.24
Website	948.75	3,500.00	(2,551.25)	3,082.21
<b><u>TOTAL EXPENDITURE</u></b>	<b>48,572.96</b>	<b>115,779.84</b>	<b>(67,206.88)</b>	<b>103,003.70</b>
<b><u>SURPLUS (DEFICIT)</u></b>	<b>\$ 9,586.10</b>	<b>\$ (3,199.84)</b>	<b>\$ 12,785.94</b>	<b>\$ 3,865.59</b>
Opening Admin. Balance	19,446.07	19,446.07	0.00	15,580.48
<b><u>ADMINISTRATIVE FUND BALANCE</u></b>	<b>\$ 29,032.17</b>	<b>\$ 16,246.23</b>	<b>\$ 12,785.94</b>	<b>\$ 19,446.07</b>



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## Community Association D.P. No. 270427

### STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 JANUARY 2025 TO 30 JUNE 2025

	ACTUAL 01/01/25-30/06/25	BUDGET 01/01/25-31/12/25	VARIANCE	ACTUAL 01/01/24-31/12/24
<b><u>CAPITAL WORKS FUND</u></b>				
<b><u>INCOME</u></b>				
Capital Works Fund Levies	1,500.19	0.00	1,500.19	6,000.76
Interest On Investments	1,557.59	0.00	1,557.59	0.00
<b><u>TOTAL INCOME</u></b>	<b>3,057.78</b>	<b>0.00</b>	<b>3,057.78</b>	<b>6,000.76</b>
<b><u>EXPENDITURE - CAPITAL WORKS</u></b>				
Contingency	1,531.76	5,000.00	(3,468.24)	0.00
<b><u>TOTAL EXPENDITURE</u></b>	<b>1,531.76</b>	<b>5,000.00</b>	<b>(3,468.24)</b>	<b>0.00</b>
<b><u>SURPLUS (DEFICIT)</u></b>	<b>\$ 1,526.02</b>	<b>\$ (5,000.00)</b>	<b>\$ 6,526.02</b>	<b>\$ 6,000.76</b>
Opening Capital Works Balance	219,713.74	219,713.74	0.00	213,712.98
<b><u>CAPITAL WORKS FUND BALANCE</u></b>	<b>\$ 221,239.76</b>	<b>\$ 214,713.74</b>	<b>\$ 6,526.02</b>	<b>\$ 219,713.74</b>



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## Community Association D.P. No. 270427

### LOT BALANCE REPORT

30 June 2025

<u>Lot No</u>	<u>Unit No</u>	<u>Administrative Fund</u>	<u>Capital Works Fund</u>	<u>Other</u>	<u>Total</u>
2		-1,300.68	0.00	0.00	-1,300.68
5		-563.64	0.00	0.00	-563.64
7		-1,610.53	0.00	0.00	-1,610.53
8		-0.31	0.00	0.00	-0.31
9		-420.11	0.00	0.00	-420.11
10		-476.78	0.00	4.05	-472.73
11		-926.77	0.00	0.00	-926.77
13		-842.69	0.00	0.00	-842.69
16		-926.77	0.00	0.00	-926.77
18		0.00	0.00	4.52	4.52
19		-758.60	0.00	0.00	-758.60
20		-0.31	0.00	0.00	-0.31
24		-368.37	0.00	6.16	-362.21
30		-813.12	0.00	0.00	-813.12
31		-1,097.40	0.00	42.81	-1,054.59
32		-0.31	0.00	0.00	-0.31
34		-2.46	0.00	0.00	-2.46
36		-2,872.72	0.00	0.00	-2,872.72
37		-0.31	0.00	0.00	-0.31
39		-0.31	0.00	0.00	-0.31
40		0.00	0.00	1.29	1.29
41		-0.31	0.00	0.00	-0.31
43		-113.04	0.00	0.00	-113.04
52		-251.33	0.00	0.00	-251.33
53		-251.33	0.00	0.00	-251.33
57		-276.58	0.00	0.00	-276.58
58		-144.45	0.00	0.00	-144.45
59		-276.58	0.00	0.00	-276.58
61		-0.31	0.00	0.00	-0.31
63		-0.31	0.00	0.00	-0.31
68		-0.31	0.00	0.00	-0.31
73		-0.31	0.00	0.00	-0.31
74		-6.47	0.00	0.00	-6.47
75		-2,890.27	0.00	15.84	-2,874.43
76		-0.31	0.00	0.00	-0.31
77		-0.31	0.00	0.00	-0.31
78		-0.31	0.00	0.00	-0.31
79		-215.91	0.00	0.00	-215.91
81		-390.24	0.00	0.00	-390.24
82		-872.26	0.00	0.00	-872.26
83		-28.21	0.00	0.00	-28.21
85		-57.60	0.00	0.00	-57.60
86		-62.22	0.00	0.00	-62.22
87		-57.60	0.00	0.00	-57.60
88		-62.22	0.00	0.00	-62.22
92		-0.31	0.00	0.00	-0.31
93		-0.31	0.00	0.00	-0.31
96		-0.31	0.00	0.00	-0.31
97		-2.82	0.00	0.00	-2.82





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## Community Association D.P. No. 270427

### LOT BALANCE REPORT

30 June 2025

<u>Lot No</u>	<u>Unit No</u>	<u>Administrative Fund</u>	<u>Capital Works Fund</u>	<u>Other</u>	<u>Total</u>
101		-574.42	0.00	0.00	-574.42
102		-227.61	0.00	0.00	-227.61
103		-52.67	0.00	0.00	-52.67
105		0.00	0.00	0.39	0.39
106		-46.51	0.00	0.00	-46.51
107		-139.62	0.00	0.00	-139.62
108		-46.51	0.00	0.00	-46.51
109		46.51	0.00	28.31	74.82
112		-62.83	0.00	0.00	-62.83
113		-117.80	0.00	0.00	-117.80
115		-52.36	0.00	0.00	-52.36
116		-123.02	0.00	0.00	-123.02
117		-52.36	0.00	0.00	-52.36
118		-4.24	0.00	0.00	-4.24
119		-52.36	0.00	0.00	-52.36
120		52.36	0.00	2.49	54.85
122		-52.36	0.00	0.00	-52.36
123		55.44	2.81	66.77	125.02
127		-2,693.15	0.00	0.00	-2,693.15
128		-10.47	0.00	0.00	-10.47
130		-6.78	0.00	0.00	-6.78
<b>Total</b>		<b>(\$23,105.49)</b>	<b>\$2.81</b>	<b>\$172.63</b>	<b>(\$22,930.05)</b>



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## Community Association D.P. No. 270427

### ACCOUNTS SUMMARY

1 January 2025 to 30 June 2025

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
<b>12110</b>	<b>Administrative Fund</b>	<b>ACCOUNTING - BAS PREPARATION</b>	
01/01/25	Accrual BAS Preparat	Accrual Bas Preparation Dec 24	-180.00
17/02/25	BAS Preparation	Acumen Strata	198.00
17/02/25	GST		-18.00
25/03/25	BAS&Tax Return 24 pr	Thomas Davis & Co	165.00
25/03/25	GST		-15.00
15/05/25	BAS Preparation	Acumen Strata	198.00
15/05/25	GST		-18.00
16/06/25	Tax Preparation	Acumen Strata	236.25
16/06/25	GST		-21.48
	<b>Total:</b>		<b>544.77</b>
<b>12505</b>	<b>Administrative Fund</b>	<b>AUDITORS - AUDIT SERVICES</b>	
30/01/25	Audit 24	Thomas Davis & Co	550.00
30/01/25	GST		-50.00
	<b>Total:</b>		<b>500.00</b>
<b>12705</b>	<b>Administrative Fund</b>	<b>BANK CHARGES</b>	
31/01/25	StrataPay Trans/Svce		7.60
31/01/25	GST		-0.69
28/02/25	StrataPay Trans/Svce		7.60
28/02/25	GST		-0.69
05/03/25	StrataPay BPay Fees		10.00
05/03/25	GST		-0.91
31/03/25	StrataPay Trans/Svce		31.20
31/03/25	GST		-2.84
30/04/25	StrataPay Trans/Svce		19.95
30/04/25	GST		-1.81
30/05/25	StrataPay Trans/Svce		23.75
30/05/25	GST		-2.16
30/06/25	StrataPay Trans/Svce		20.35
30/06/25	GST		-1.85
	<b>Total:</b>		<b>109.50</b>
<b>13150</b>	<b>Administrative Fund</b>	<b>CONSULTANCY</b>	
16/01/25	Credit L88 Design Re	Credit L88 Design Review Pa	550.00
16/01/25	GST		-50.00
16/01/25	L88 Design Review	Igor & Inna Kazagrandi	-275.00
16/01/25	GST		25.00
	<b>Total:</b>		<b>250.00</b>
<b>13405</b>	<b>Administrative Fund</b>	<b>ELECTRICAL REPAIRS</b>	
07/02/25	Electrical repairs	Jolt Electrical Contractors	283.25
07/02/25	GST		-25.75
07/06/25	Repair the lights	Jolt Electrical Contractors	308.00



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## Community Association D.P. No. 270427

### ACCOUNTS SUMMARY

1 January 2025 to 30 June 2025

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
<b>13405</b>	<b>Administrative Fund</b>	<b>ELECTRICAL REPAIRS</b>	
07/06/25	GST		-28.00
	<b>Total:</b>		<b>537.50</b>
<b>13905</b>	<b>Administrative Fund</b>	<b>GARDEN &amp; GROUNDS</b>	
01/01/25	Gardening 19/12	Gardens In Mind	1,799.60
01/01/25	GST		-163.60
01/01/25	Accrual Gardening 19	Accrual Gardening 19/12	-1,636.00
07/01/25	Gardening 06/01	Gardens In Mind	1,799.60
07/01/25	GST		-163.60
27/01/25	Gardening 20/01	Gardens In Mind	1,799.60
27/01/25	GST		-163.60
16/02/25	Gardening 03/02	Gardens In Mind	1,799.60
16/02/25	GST		-163.60
22/02/25	Gardening 17/02	Gardens In Mind	1,799.60
22/02/25	GST		-163.60
09/03/25	Gardening 03/03	Gardens In Mind	1,799.60
09/03/25	GST		-163.60
29/03/25	Gardening 26/03	Gardens In Mind	1,799.60
29/03/25	GST		-163.60
20/04/25	Gardening 14/04	Gardens In Mind	1,799.60
20/04/25	GST		-163.60
18/05/25	Gardening 05/05	Gardens In Mind	1,799.60
18/05/25	GST		-163.60
01/06/25	Gardening 26/05	Gardens In Mind	1,799.60
01/06/25	GST		-163.60
	<b>Total:</b>		<b>14,724.00</b>
<b>14310</b>	<b>Administrative Fund</b>	<b>INSURANCE - PREMIUM</b>	
07/03/25	Insurance 25/26	Bac Insurance Brokers	3,596.68
07/03/25	GST		-326.97
07/03/25	F & E Service Levy	Bac Insurance Brokers	156.45
07/03/25	GST		-14.22
07/03/25	Underwriter Fee	Bac Insurance Brokers	110.00
07/03/25	GST		-10.00
07/03/25	Stamp Duty	Bac Insurance Brokers	337.78
07/03/25	Broker Fee	Bac Insurance Brokers	715.00
07/03/25	GST		-65.00
	<b>Total:</b>		<b>4,499.72</b>
<b>14605</b>	<b>Administrative Fund</b>	<b>LEGAL &amp; DEBT COLLECTION FEE</b>	
02/04/25	Credit Arrears Notic	Credit Arrears Notice Lot 117	27.50
02/04/25	GST		-2.50
	<b>Total:</b>		<b>25.00</b>



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## Community Association D.P. No. 270427

### ACCOUNTS SUMMARY

1 January 2025 to 30 June 2025

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
<b>15005</b>	<b>Administrative Fund</b>	<b>MANAGEMENT FEES</b>	
01/01/25	Overcharged Mgt Fee	Overcharged Mgt Fee Oct 24	33.43
15/01/25	Management Fees	Acumen Strata	2,466.67
15/01/25	GST		-224.24
15/02/25	Management Fees	Acumen Strata	2,466.67
15/02/25	GST		-224.24
17/02/25	Management Fees	Acumen Strata	-36.77
17/02/25	GST		3.34
15/03/25	Management Fees	Acumen Strata	2,466.67
15/03/25	GST		-224.24
15/04/25	Management Fees	Acumen Strata	2,466.67
15/04/25	GST		-224.24
15/05/25	Management Fees	Acumen Strata	2,466.67
15/05/25	GST		-224.24
15/06/25	Management Fees	Acumen Strata	2,466.67
15/06/25	GST		-224.24
	<b>Total:</b>		<b>13,454.58</b>
<b>15010</b>	<b>Administrative Fund</b>	<b>MANAGEMENT FEES - ADDITIONAL</b>	
17/02/25	Issue Work Order/Quo	Acumen Strata	49.50
17/02/25	GST		-4.50
17/02/25	Consultancy	Acumen Strata	770.00
17/02/25	GST		-70.00
17/03/25	Consultancy	Acumen Strata	55.00
17/03/25	GST		-5.00
16/04/25	Consultancy	Acumen Strata	247.50
16/04/25	GST		-22.50
15/05/25	Issue Work Order/Quo	Acumen Strata	24.75
15/05/25	GST		-2.25
16/06/25	Issue Work Order/Quo	Acumen Strata	24.75
16/06/25	GST		-2.25
16/06/25	Consultancy	Acumen Strata	55.00
16/06/25	GST		-5.00
	<b>Total:</b>		<b>1,115.00</b>
<b>15015</b>	<b>Administrative Fund</b>	<b>MANAGEMENT FEES - DISBURSEMENT</b>	
01/01/25	Overcharged Disburs	Overcharged Disburs Fee Oct 24	7.01
15/01/25	Disbursements-Fixed	Acumen Strata	637.50
15/01/25	GST		-57.95
16/01/25	Levy Notice Inc Post	Acumen Strata	21.00
16/01/25	GST		-1.91
15/02/25	Disbursements-Fixed	Acumen Strata	637.50
15/02/25	GST		-57.95
17/02/25	Disbursements-Fixed	Acumen Strata	-7.71
17/02/25	GST		0.70



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## Community Association D.P. No. 270427

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<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
<b>15015</b>	<b>Administrative Fund</b>	<b>MANAGEMENT FEES - DISBURSEMENT</b>	
17/02/25	Postage Small	Acumen Strata	26.01
17/02/25	GST		-2.36
17/02/25	Levy Notice Inc Post	Acumen Strata	8.40
17/02/25	GST		-0.76
17/02/25	Photocopying	Acumen Strata	24.75
17/02/25	GST		-2.25
15/03/25	Disbursements-Fixed	Acumen Strata	637.50
15/03/25	GST		-57.95
17/03/25	Postage Small	Acumen Strata	28.90
17/03/25	GST		-2.63
17/03/25	Postage Large	Acumen Strata	60.62
17/03/25	GST		-5.51
17/03/25	Levy Notice Inc Post	Acumen Strata	4.20
17/03/25	GST		-0.38
17/03/25	Term Deposit Mgnt	Acumen Strata	55.00
17/03/25	GST		-5.00
17/03/25	Photocopying	Acumen Strata	300.85
17/03/25	GST		-27.35
15/04/25	Disbursements-Fixed	Acumen Strata	637.50
15/04/25	GST		-57.95
16/04/25	Postage Small	Acumen Strata	28.90
16/04/25	GST		-2.63
16/04/25	Levy Notice Inc Post	Acumen Strata	42.00
16/04/25	GST		-3.82
16/04/25	Photocopying	Acumen Strata	335.50
16/04/25	GST		-30.50
15/05/25	Disbursements-Fixed	Acumen Strata	637.50
15/05/25	GST		-57.95
15/06/25	Disbursements-Fixed	Acumen Strata	637.50
15/06/25	GST		-57.95
16/06/25	Postage Small	Acumen Strata	28.90
16/06/25	GST		-2.63
16/06/25	Levy Notice Inc Post	Acumen Strata	50.40
16/06/25	GST		-4.58
16/06/25	Photocopying	Acumen Strata	171.60
16/06/25	GST		-15.60
	<b>Total:</b>		<b>4,556.42</b>
<b>15040</b>	<b>Administrative Fund</b>	<b>MEETING ROOM HIRE</b>	
24/02/25	Room Hire	Little Bay Coast Centre	198.00
24/02/25	GST		-18.00
17/03/25	Room Hire	Little Bay Coast Centre	198.00
17/03/25	GST		-18.00
23/04/25	Room Hire 28/04	Little Bay Coast Centre	132.00



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## Community Association D.P. No. 270427

### ACCOUNTS SUMMARY

1 January 2025 to 30 June 2025

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<b>15040</b>	<b>Administrative Fund</b>	<b>MEETING ROOM HIRE</b>	
23/04/25	GST		-12.00
11/06/25	Room Hire 16/06	Little Bay Coast Centre	165.00
11/06/25	GST		-15.00
	<b>Total:</b>		<b>630.00</b>
<b>16211</b>	<b>Administrative Fund</b>	<b>INSPECTION FEES</b>	
17/03/25	Inspection Fees	Acumen Strata	34.10
17/03/25	GST		-3.10
	<b>Total:</b>		<b>31.00</b>
<b>16295</b>	<b>Administrative Fund</b>	<b>SUNDRY EXPENSES</b>	
12/03/25	Reimb.coffee for mee	Fiona Yeum	20.50
05/05/25	Supply sided keys	Maroubra Locksmiths	302.50
05/05/25	GST		-27.50
	<b>Total:</b>		<b>295.50</b>
<b>17005</b>	<b>Administrative Fund</b>	<b>UTILITIES - ELECTRICITY</b>	
01/01/25	Electricity Sep-Dec	Agl 33837	127.62
01/01/25	GST		-11.60
01/01/25	Accrual Electricity	Accrual Electricity Sep-Dec 24	-116.02
01/01/25	Accrual Electricity	Accrual Electricity Nov-Dec 24	-83.46
01/01/25	Accrual Electricity	Accrual Electricity Nov-Dec 24	-73.98
03/01/25	Electricity Nov-Dec	Energy Australia - (97410)	81.38
03/01/25	GST		-7.40
03/01/25	Electricity Nov-Dec	Energy Australia - (97410)	91.81
03/01/25	GST		-8.35
04/02/25	Electricity Dec-Jan	Energy Australia - (97410)	0.13
04/02/25	GST		-0.01
04/02/25	Electricity Dec-Jan	Energy Australia - (97410)	91.81
04/02/25	GST		-8.35
04/02/25	Electricity Jan 25	Energy Australia - (97410)	1,055.36
04/02/25	GST		-95.94
04/02/25	Electricity Dec-Jan	Energy Australia - (97410)	1.00
04/02/25	GST		-0.09
12/02/25	Returned Payment-SPa		-0.13
12/02/25	GST		0.01
04/03/25	Electricity Jan-Feb	Energy Australia - (97410)	72.62
04/03/25	GST		-6.60
04/03/25	Electricity Jan-Feb	Energy Australia - (97410)	82.91
04/03/25	GST		-7.54
26/03/25	Electricity Dec-Mar	Agl 33837	74.25
26/03/25	GST		-6.75
03/04/25	Electricity Feb-Mar	Energy Australia - (97410)	91.81
03/04/25	GST		-8.35





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1 January 2025 to 30 June 2025

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
<b>17005</b>	<b>Administrative Fund</b>	<b>UTILITIES - ELECTRICITY</b>	
03/04/25	Electricity Feb-Mar	Energy Australia - (97410)	81.38
03/04/25	GST		-7.40
05/05/25	Electricity Mar-Apr	Energy Australia - (97410)	7.59
05/05/25	GST		-0.69
06/05/25	Electricity Apr 25	Energy Australia - (97410)	1,311.75
06/05/25	GST		-119.25
03/06/25	Electricity Apr-May	Energy Australia - (97410)	91.81
03/06/25	GST		-8.35
03/06/25	Electricity Apr-May	Energy Australia - (97410)	78.88
03/06/25	GST		-7.17
04/06/25	Electricity May 25	Energy Australia - (97410)	1,446.58
04/06/25	GST		-131.51
25/06/25	Electric Mar-Jun 25	Agl 33837	223.55
25/06/25	GST		-20.32
	<b>Total:</b>		<b>4,282.99</b>
<b>17007</b>	<b>Administrative Fund</b>	<b>UTILITIES - ELECT STREET LIGHT</b>	
01/01/25	Accrual Electricity	Accrual Electricity Dec 24	-934.79
03/01/25	Electricity Dec 24	Energy Australia - (97410)	1,028.27
03/01/25	GST		-93.48
05/03/25	Electricity Feb 25	Energy Australia - (97410)	1,029.18
05/03/25	GST		-93.56
04/04/25	Electricity Mar 25	Energy Australia - (97410)	1,245.87
04/04/25	GST		-113.26
	<b>Total:</b>		<b>2,068.23</b>
<b>17070</b>	<b>Administrative Fund</b>	<b>WEBSITE</b>	
01/01/25	Web Updates&Maintena	Highland Creative	148.50
01/01/25	GST		-13.50
01/01/25	Accrual Web Updates&	Accrual Web Updates&Maintena	-135.00
30/01/25	Web Updates&Maintena	Highland Creative	198.00
30/01/25	GST		-18.00
30/03/25	Web Updates&Maintena	Highland Creative	148.50
30/03/25	GST		-13.50
28/04/25	Web Updates&Maintena	Highland Creative	358.88
28/04/25	GST		-32.63
06/05/25	Website domain payme	Acumen Strata	99.00
06/05/25	GST		-9.00
27/05/25	Website updates	Highland Creative	239.25
27/05/25	GST		-21.75
	<b>Total:</b>		<b>948.75</b>
<b>23170</b>	<b>Capital Works Fund</b>	<b>CONTINGENCY</b>	
15/03/25	Replace broken light	Jolt Electrical Contractors	1,684.94



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Professional Standards Legislation

## Community Association D.P. No. 270427

### ACCOUNTS SUMMARY

1 January 2025 to 30 June 2025

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
<b>23170</b>	<b>Capital Works Fund</b>	<b>CONTINGENCY</b>	
15/03/25	GST		-153.18
	<b>Total:</b>		<b>1,531.76</b>



# Action Plan 15/07/25

## PHCA & RCC Meeting

DATE: 10 June 2025 START TIME: 4:00pm  
LOCATION: Prince Henry Centre TRIM REF F2004/07991  
Little Bay

### ATTENDEES:

Ray Brownlee (PCC General Manager)  
Ryan Zammit (Acting Director City Services)  
Tracey Hatcliff (Minute taker)  
John Pearson – Chair  
Pavlos Totsis – Treasurer  
Susan Graham – Secretary  
Michael McIntosh – Member

No	Item	COUNCIL MINUTES	RESPONSIBILITY AND ACTION PLAN
	<b>Asset Management</b>		
3	Confirmation of process of land ownership transfer (road reserves)	1. Council to advise which private roads are in Prince Henry	PHCA to write to Council to follow up.

		<p>2. PHCA to follow up and once received, advise Council if they would like Council to consider taking over ownership of all or some of the roads</p> <p>3. Council to consider taking ownership and advise PHCA – PHCA to follow up if</p>	<p>Once received, PHCA to investigate and respond.</p> <p>One PHCA response received, Council to consider and advise.</p>
4	Little Bay / Prince Henry Proposed Amenities Block	<p>Awaiting confirmation from PHCA</p> <p>Community consultation</p>	<p>Susan and John</p> <p>PHCA emailed Council on 11 July 2025 advising car park adjacent to the Prince Henry Centre is preferred location with appropriate signage at beach amenities, kids' playground, car park and also retail area if deemed necessary.</p> <p>PHCA requested Council to undertake community consultation. Following community consultation, once Council determines their preferred location and design, the PHCA architectural consultant, Lahz/Nimmo Architects, will conduct a review to confirm PHCA Design Guidelines and CMS conditions have been observed. The Lahz/Nimmo review will be shared with Council.</p>
6	(NEW ITEM) Kerb and Gutter Asset Condition	<p>Ongoing</p> <p>10.06.2025 update: Council has reviewed condition data recently received for the Prince Henry development precinct. The Kerb and gutter is in condition 2 and 3 which is good/satisfactory and does not require renewal.</p>	<p>Pavlos and Michael to do a walk around and photograph and list locations that need attending to.</p> <p>In addition, Pavlos and Michael to list and photograph all paved areas that have been patched, awaiting the Prince Henry special mix to be applied.</p>

		<p>There were no defects identified in this precinct.</p> <p>The condition is only for kerb and gutter along council's roads and not the private roads.</p> <p>If the Community Association has a specific location that they would like assessed, then they can send us the details and we will follow up.</p>	
7	(NEW ITEM) Swale Maintenance between Council and Golf Course Land	Council to consider the maintenance uses and advise PHCA	<p>This is Lot 34, the overgrown and unmaintained buffer zone. PHCA to follow up Council to obtain a timeline for creation of an ongoing maintenance strategy.</p> <p><b>Important note:</b> <i>The ongoing maintenance of Lot 34 is integral to the landscaping and heritage requirements of both the PH Masterplan and Council's DCP for the site</i></p>
8	(NEW ITEM) McCartney Oval Missing Plaque	This one was missing from Council's minutes.	<p>As there appears to be no way to determine the actual words on the missing memorial plaque, PHCA suggests the following:</p> <p><b>Macartney Oval</b> <i>Named in honour of Charles Macartney (B: 27 June 1886, D: 9 September 1958), Australian cricketing legend and former curator of the Prince Henry Hospital cricket oval.</i></p> <p><i>Known as the 'Governor General' for his audacious batting style, Macartney played for Australia from 1907 to 1927, scoring 2131 runs in 35 Tests and 15,050 runs in first-class matches. His contributions to cricket and his association with the Prince Henry site are commemorated here.</i></p>

			If these words are acceptable, Council to provide a timeline for works to be carried out.
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	Traffic Management		
9	Confirmation on Council's proposal regarding the Roundabouts and Pedestrian Crossing issue on Anzac Parade	PHCA to advise Council in writing their position on the roundabout and pedestrian crossing.	PHCA to write to Council advising that while this is not a PHCA responsibility, the Prince Henry community should be kept in the loop via a consultation process.  Council to provide regular updates on progress.
10	Traffic flow into Brodie Avenue	As outlined in 9.	PHCA to write to Council advising that a mini roundabout is not supported but an alternative solution, such as a narrow concrete divider/island in the middle of Brodie on the junction with Pine Avenue might be a consideration if the road's wide enough.  Council to advise whether a narrow concrete divider/island would be a consideration and, if not, can they provide an alternative solution.
11	Removal of Bollards into Curie Street	POHCA advised Council they now do not want the bollards removed.  Council agreed that the bollards will not be removed as there is no support from stakeholders.	No further action required.
13	Installation of Speed Limit, Parking and Traffic directional signage into the Prince Henry area	Council to investigate only have the 40km/hr signage at the entrance points to Prince Henry site.	John and Susan to do a walk about to determine which signs, if any, in addition to the signage at Prince Henry entry and exit points, should be retained. Community consultation to take place before Council is requested to take further action.

		PHCA requested Council to reduce signage pollution	<p>As raised by a lot owner, John and Susan will also check roads that may need one-way signs installed, such as Gull, Fleming, Darwin and Curie.</p> <p><b>Note:</b> the Masterplan encourages minimal signage.</p>
14	The placement of traffic counters to measure traffic into Prince Henry	Council to determine traffic counts in summer to determine visitations.	PHCA to write to Council confirming the installation of traffic counters during the summer months.
16	Confirmation of proposal for raised pedestrian crossing on Pine Avenue	DELETE as outlined in 9.	<p>Not to be deleted. Item 9 refers to a roundabout and pedestrian crossing in Anzac Parade, not Pine Avenue.</p> <p>This point refers to the proposal for a raised pedestrian crossing on Pine Avenue.</p> <p>PHCA does not support a raised pedestrian crossing on Pine Avenue. However, refreshed zig zag approach lines would be appreciated.</p> <p>PHCA to write to Council confirming the above.</p>
<b>Waste, Cleaning and Public Safety</b>			
21	Little Bay Beach Top of Stairs Entrance (Bike Racks and Path Widening)	Council to provide PHCA with the consultation that has been undertaken.	<p>PHCA has requested plans when available.</p> <p>PHCA to write to Council to follow up and obtain a timeline.</p>
22	Emergency Access Driveway to Little Bay Beach	Council to provide a copy of the proposed plan for these works	PHCA to write to Council to follow up.
25	(NEW ITEM) Little Bay Beach Dog Signage	Council to provide a copy of the signage	PHCA to write to Council to follow up.
<b>Other</b>			

27	Remove all stop signs and install addition or freshen up- yellow road markings	Council to review and consider	<p>This relates to the multiple ineffective no-stopping signs installed with no community consultation at the southern end of Prince Henry.</p> <p>John and Susan to do a walk around and, following community consultation, provide Council with a list of signs PHCA requests be removed and replaced with yellow road markings where there are none. They will also check existing yellow road markings and provide Council with details of those lines that need refreshing.</p> <p><b>Note:</b> <i>The Master Plan encourages minimal signage</i></p>
28	Tree maintenance. A regular inspection, replacement, maintenance, and pruning plan was discussed and agreed that Council would consider	This was not included in Council minutes	PHCA to write to Council to follow up.
29	Regular road line marking, painting, refreshing	This was not Included in Council minutes. However, at the meeting, Mr Brownlee undertook to ensure that regular maintenance of road line markings would be arranged,	PHCA to write to Council to confirm.
30	Native Title Grant / Lot 91 subdivision into lots 128, 129, 130	This was discussed at meeting but not included in Council minutes. At the meeting Mr Brownlee advised that Council has no record of further land title claims.	PHCA to write to Council requesting to be kept in the loop with land title matters.

## Lot 75 (DP 286017) submission of objections to location of proposed Public Toilets near Residential Dwellings

For your reference, Lot 75 owners do not support the installation of public amenities in Coast Hospital Memorial Park and have submitted objections to Randwick City Council with respect to the location of proposed Public Toilets near residential dwellings.

The objections noted several areas where the proposal does not meet the Community Management Statement, Design Guidelines and Heritage principles of the Prince Henry precinct. Two of the objections can be seen in Figure 1 and Figure 2 for reference

As the majority of visitors to the area visit the beach we propose that a more suitable location would be sited in the vicinity of Council's Centre as this will be more convenient and visible to visitors.

### Figure 1

Dear Mr Brownlee,

I write to lodge a formal objection to the proposed installation of public toilets at Coast Hospital Memorial Park which are near residential dwellings located within or adjacent to our community boundaries.

As a resident and owner within the Prince Henry Little Bay Community Association (DP270427) I assert that this proposal is inconsistent with the planning framework that governs this Community, specifically:

1. The **Community Management Statement (CMS)**
2. The **Design Principles for Prince Henry**, which form part of the registered development controls

Breaches and violations within the Community guideline documents include, but are not limited to:

#### **CSM - Non-compliant structures**

Clause 4.3(b) does not allow for any structure to be installed that does not reflect the character of the Community Scheme. The Little Bay masterplan was designed thoughtfully and with full consideration for the heritage of the site and intended residential and landscaping character of the site. Visible public toilet structures were not included in these extensively prepared and well researched documents.

#### **CMS - Interference with Quiet Enjoyment and Amenity**

Clause 4.3(d) outlines that a "Lot can not be used in a way that causes a nuisance or interferes with the use and enjoyment of another Lot or the Common Property."

Installing a public toilet near private dwellings would contravene this clause through increased noise and pedestrian traffic impacting residents' quiet enjoyment, lack of privacy for adjacent dwellings and odour issues, loitering and antisocial behaviour risks.

These consequences of public amenities near homes would interfere materially with owners' quiet enjoyment.

#### **Design Guidelines - Historic Precinct**

The Coast Hospital Memorial Park is located in the Historic Precinct and this area specifically states "view corridors to historic planting and southeast corner to be retained". Therefore, the park area must retain its current landscape to meet the guidelines requirements for the historic buildings in this and the surrounding areas of the precinct's adjacent to the park.

Furthermore, Precinct H in the Design Guidelines describes the development of a Community facilities building. This infers that the facilities within this building will be available for resident and visitor use.

#### **Design Principle - Amenity, Visual Harmony and Safety**

All Lot Owners are required to meet the Design Guidelines which describe what is permissible. The proposed toilet structure does not reflect the prescribed character for the park nor meet the requirements for visual amenity and retention of this public space as defined in the guidelines.

Additionally, the increased traffic, both pedestrian and vehicular, to this area of the park raises potential safety concerns for adjacent residents .

The Prince Henry community was master-planned with controlled density, strict design guidelines, and a clear separation between public infrastructure and residential amenity.

The majority of visitors to the area frequent Little Bay beach and if further public amenities are required then they should be located closer to the beach for ease of access. As Precinct H was designated as an area for community facilities and it should be within this area which Randwick Council already manages that an appropriate site is investigated.

As a concerned resident and Lot owner in the Prince Henry Community, as Randwick City Council is too, and with respect to the above mentioned breaches we request that the proposed current location be recognised as not consistent with the area's heritage and legacy and request Council to assess alternative locations.

Please confirm receipt of this object and advise next steps.

Figure 2

**RE: STRONG OBJECTION TO PROPOSED LOCATION (COAST HOSPITAL MEMORIAL PARK) OF PUBLIC TOILETS NEAR RESIDENTIAL DWELLINGS – PRINCE HENRY COMMUNITY (DP270427)**

Dear Ray Brownlee, General Manager

As a resident and owner within the Prince Henry at Little Bay Community Association (DP270427), I write to lodge a formal and strong objection to the proposed installation of public toilets (Coast Hospital Memorial Park) near residential dwellings located within or adjacent to our community boundaries.

This proposal is inconsistent with the planning framework that governs this community, namely:

1. The **Community Management Statement (CMS)**
2. The **Design Principles for Prince Henry**, which form part of the registered development controls

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**1. Breach of CMS – Interference with Quiet Enjoyment and Amenity**

Clause 4.3(d) of the CMS expressly states:

*"An Owner or Occupier must not use a Lot or permit a Lot to be used in a way that causes a nuisance or interferes with the use and enjoyment of another Lot or the Common Property."*

The proposal to install a public toilet near private dwellings **directly contravenes this clause**, as it introduces:

- Noise from visitors and foot traffic
- Odour issues
- Loitering and antisocial behaviour risks
- Reduction in privacy for adjacent dwellings

These are **not theoretical risks**—they are well-documented consequences of siting public amenities near homes and would interfere materially with owners' quiet enjoyment.

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**2. Breach of CMS – Unsightly and Non-Compliant Structures**

Clause 4.3(b) states:

*"An Owner or Occupier must not install or permit to be installed any structure on the Common Property or Lot that is unsightly or out of keeping with the character of the Community Scheme."*

A public toilet, by its nature, does not reflect the high-quality, architecturally integrated structures described in the Prince Henry Design Guidelines and is **clearly out of keeping with the intended residential and landscape character of the site**.

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**3. Design Principle Violations – Amenity, Visual Harmony, and Safety**

The Design Principles for Prince Henry at Little Bay provide a clear mandate:

*"The landscape should enhance residential amenity... and be in keeping with the desired coastal themes."*

*"There is a need for aesthetic control to achieve a high visual standard."*

The proposed toilet structure would:

- Interrupt the "open landscape character" intended for public space and edges
- Conflict with coastal and heritage views
- Fail to reflect the architectural style, palette, and setbacks defined in the guidelines

Furthermore, it introduces **safety concerns**, especially near homes, due to unsupervised usage and increased non-resident traffic.

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**4. Precedent and Community Expectation**

The Prince Henry community was master-planned with controlled density, strict design guidelines, and a **clear separation between public infrastructure and residential amenity**. Introducing a public toilet in a sensitive residential interface:

- Sets an alarming precedent that undermines trust in the planning framework
- May reduce property values
- Could expose Council to liability or appeal under Section 4.15(1)(b) of the Environmental Planning and Assessment Act (NSW), which considers **"the likely impacts of the development on the natural and built environment and the social impact in the locality."**

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**5. Conclusion**

The proposed location of the public toilet:

- Breaches key provisions in the CMS and Design Principles
- Jeopardizes the amenity, security, and visual character of our community
- Introduces nuisance, health, and safety concerns incompatible with the planned residential use

We respectfully request the Council **immediately halt progress on the current location proposal**, commence alternative site assessments.

Please confirm receipt of this objection and advise on the next steps.



For your information, in response to the objections Randwick City Council provided the below email response where they state “council will assess whether there is support, opposition and whether they are supported with further planning considerations.”

I refer to your correspondence objecting to the toilets proposed at The Coast Hospital Memorial Park, Little Bay.

Council is proposing the toilets in response to requests from the local community and the Precinct Committee. Council has reached out to the Prince Henry Community Association and has requested feedback in relation to the proposal. The community association is undertaking this consultation and will provide council feedback.

Your objection is noted and will be collated with other feedback on the proposal.

Upon receipt of feedback from the community association, council officers will assess whether there is support, opposition and whether they are supported with further planning considerations.

Council will continue to liaise with the community association on the next steps.

I thank you for your interest in your local community.

Yours sincerely

**Joe Ingegneri**  
**Manager Technical Services**  
**Randwick City Council**  
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We request that Lot 75’s objection to the proposed location be noted and the wider implications of this proposal be considered when liaising with Council.