

MINUTE OF ASSOCIATION COMMITTEE MEETING

Community Land Management Act 1989



ACUMEN STRATA

Members of Prince Henry Community Association DP 270427

Anzac Parade, Little Bay NSW 2036

The Meeting was held on Monday, 1 December 2025

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

Commenced at 6:03pm

Present	Apologies	In Attendance
Susan Graham	Pavlos Totsis	Kerri Russo (SP 84782 – Lot 13)
John Pearson	Georgina Ryan	Ian Williams (SP 79613 – Lot 7)
Michael McIntosh		Erin & Andrew Dawson (DP 2786162 – Lot 19)
Ira Williams		Maria Strugarevic (SP 86078 – Lot 30)
Michelle Morgan		Linda Mearing General Manager Coast Centre (Lots 45 & 99)
		Len Ryan and Colin Flint (SP 86466 – Lots 52, 53, 57, 58 and 59)
		Helen Wells (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 13 October 2025 was confirmed as a true and accurate account of that meeting.
- 3. Financial**
 - (a) **Report:** **Resolved** that the financial accounts ending 31 October 2025 were tabled and received.
 - (b) **Aged Arrears:** That the Committee receive the aged arrears report and noted that the standard levy recovery process was to be followed up by the Community Manager.
- 4. Matters from Prior Meeting**

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

 - (a) **Lots 128 and 130 (14B and 20 Murra Murra Place)**

Following on from the PHCA GIPA application, the NSW Department of Housing and Infrastructure has issued a GIPA Report containing details, including status, of a significant number of Prince Henry lots that have been subjected to Aboriginal land claims. It was noted that the committee will continue to monitor the activity with these claims and enter into correspondence with the NSW State Government to increase their understanding of various aspects of the details contained in the report.

PHCA's work continues in relation to this issue, maintaining its commitment to:

 - ensure public access to Little Bay Beach and surrounding recreational areas,

- discourage secession by LPLALC, as title holders of lots 128 and 130, from the terms of the PHCA master plan intentions and by-laws,
- continue to liaise with the NSW State Government in relation to the status of current and potential land claims in the PHCA precinct.

(b) Bays and Beaches Precinct Meetings:

Association Committee member, Michelle Morgan, provided a brief overview of the 26 November 2025 Bays and Beaches Precinct Meeting, in relation to the plans for expanding the Museum to accommodate Aboriginal history and create an Aboriginal cultural precinct. Concern was expressed that the original concept included 'five pillars' (listed below), and in recent times at Council meetings, the 'five pillars' have been excluded from discussions.

1. Traditional Custodians and Aboriginal Community of La Perouse
2. European arrivals and influence
3. Environment
4. Science and Communications
5. Social History of La Perouse

PHCA will continue monitoring Bays and Beaches Precinct Meetings to ensure the PHCA community is aware of what is being considered that may affect PHCA.

It was noted that the roster for the Precinct meetings for the 2026 year would be prepared once the dates of those meetings had been published.

(c) Association Committee Casual Vacancies:

Following many months liaising with Crown Lands, PHCA is awaiting a decision relating to the nomination of a person from the Coast Centre for Seniors (Lots 45 and 99) to represent Crown Lands (the owner of the lots) on the Association Committee.

(d) Lot 75 NA DP 280617 | 9 Meyler Close extensive renovations

It was noted that the Community Association will continue to monitor the works at 9 Meyler Close to ensure compliance.

(e) Council Matters | Site Audits | Community Consultation

Following completion of site audits and community consultation, a comprehensive list of *Recommended Action Items for Randwick City Council Consideration* was sent to Council's GM on 28 October 2025. To rectify the error in omitting this document from the 1 December 2025 Association Committee Meeting Agenda, a copy is attached to these minutes.

It was noted that despite an undertaking on 27 November, 2025 by Mr Ray Brownlee, Council's General Manager, to arrange a meeting with Council department managers and PHCA before Christmas, no communication from Council has been received to date. The Community Association manager to follow-up with Council requesting an update.

***Note:** subsequent to the 1 December meeting, Council made contact to arrange a time to meet with committee members before Christmas. Association Committee members are either overseas or unable to attend a meeting at the only time slot available to Council before Christmas. The meeting will therefore be deferred until early 2026.*

5. Association Committee Casual Vacancy

Resolved that the Association Committee discuss the expression of interest received to fill the one casual vacancy:

- a. Expression of interest (EOI) received

Subsidiary Scheme (Lot #)	EOI Nominee	Date of AGM
SP 85837 (Lot 127)	Georgina Ryan	22 October 2025

- b. Minutes of an Annual General Meeting of SP 85837 (Lot 127), dated 22 October 2025, appointing Georgina Ryan 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 Georgina Ryan SP 85837 (Lot 127) to fill the one casual vacancy.
- d. There are no casual vacancies remaining.

6. Design Review Application Process

This motion was **deferred** to the next meeting due to the complexity of the process requiring ongoing reviews.

The Community Manager is to investigate and advise relevant definitions for minor and major renovations.

7. Sub-Committee Reports

That Association Committee Members provide the following updates:

a. Architect Liaison

The Design Review Process is currently being reviewed with the intention of clarifying and streamlining the process going forward (see item 6 above). The PHCA Consultant Architect is in agreement with limiting and/or clearly defining his exposure to applicants during the process.

b. Council Liaison

See item 4(e) above

c. Landscaping Liaison

New plantings have been completed in selected locations facing Anzac Parade, and in public walkways. Additional mulch for weed control and soil water preservation has been provided by Randwick City Council.

It was noted that new mulch and new plants have been delivered free of charge by Randwick Council for use at Prince Henry.

d. Website/Marketing

It was noted that the website is being regularly monitored and maintained and is up to date.

e. Site Monitoring

Site Monitoring is the responsibility of each Association Committee Member. The Committee regularly checks and reports on parking and other by-law breaches as they occur.

8. Correspondence & Application

The Association Committee receives the following correspondence and application and appropriate action be determined:

Correspondence		
Sender	Matter	AC Decision
Application		
<i>NIL</i>	<i>NIL</i>	<i>NIL</i>
Randwick City Council	Christmas 2025 Activation. Installation of a 4m Solar Tree at Little Bay from 29 November 2025 to early January 2026.	Noted below (a.)
Apple Studio	Request for filming activity at the Coast Centre and surrounding areas from 28 January 2026 to 31 January 2026.	Noted below (b.)
Golf Club Al Fresco project	Request for PHCA approval for a remedial upgrade to the eastern side of the club house, to accommodate an Al Fresco area.	Note below (c.)

- a. **Christmas tree installation:** It was noted that, as in previous years, Council has installed a Christmas tree on Manta Common Property (Lot 13, DP84782), in a prime visible location at the heart of the retail precinct. It was also agreed that Manta should have been consulted before PHCA provided permission for the installation. This will be noted for Council's request for Christmas tree installation in coming years.
- b. **Apple Studio:** The Association Committee agreed that the Community Manager would arrange a meeting with Apple Studio by Zoom before Christmas, notifying and inviting PHCA owners and owners' representatives to provide dot point questions/comments in advance of the meeting and register to attend.
- c. **Golf Club Proposed Works:** It was noted that, although the golf club falls within the Prince Henry site as a lot, it is not located in a specified design precinct within the Design Guidelines nor the Prince Henry DCP. However, as Randwick Council will be assessing DA against the Prince Henry DCP, the Committee agreed that subjecting the design to a formal review process by the Consulting Architect would introduce an unnecessary delay into the overall approval process. It was therefore agreed that PHCA would offer its support for the proposal. The Community Manager was instructed to respond to the Golf Club in accordance with the discussion.

Additional Note:

5 Gubbuteh Road (Lot 19, DP 286162):

The Association Committee discussed an application by the owners of 5 Gubbuteh Road to acquire ownership of a small portion of their neighbourhood association's common property. It was noted that no formal consideration can be given until the PHCA works approval process has been complied with. The Community Manager has requested that the neighbourhood association's manager consider the matter and that the owners of 5 Gubbuteh Road lodge a formal application with the Association Committee for review.

The application process in this instance is as follows:

- A neighbourhood association by-law to be created to enable the property transfer to take place.
- A neighbourhood association general meeting to be held to approve the by-law and the proposed development.
- A [Works Application Form](#) to be completed and submitted to Acumen, together with all relevant documentation, for PHCA review.

9. Next Meeting Date

Resolved that the Association Committee determined the date, time and location of the next three meetings as follows:

Date	Time	Location
ACM Monday, 16 February 2025	6:00pm	The Coast Centre for Seniors
AGM Monday, 23 March 2026		
ACM Monday 23 March 2026	Immediately after the AGM	

Closure There being no further business the meeting closed at 7:25pm.

Prince Henry Community Association DP 270427
 Recommended Action Items for Randwick City Council Consideration
 28 October 2025

Item no.	Previous item no.	Item description	Proposed Action	Desired outcome
ASSET MANAGEMENT				
1	3	Confirmation of process of land ownership transfer (road reserves)	<p>Could Council please provide a list of all private roads within the Prince Henry site?</p> <p>PHCA will then determine which roads are private, ie those roads used only by residents of a particular strata or neighbourhood scheme, and which roads are used regularly by the general public and are therefore not private roads.</p>	Council to take ownership of and responsibility for as many of Prince Henry's 'private' roads as is practical, ie those roads used regularly by the general public.
2	4	Little Bay Beach/Prince Henry proposed amenities block	<ul style="list-style-type: none"> (i) Could Council please provide to PHCA as soon as possible a timeline for the concept design and proposed location for the new amenities block? (ii) The PHCA committee will then determine whether the proposed design and location align with the intentions of the Master Plan and Design Guidelines. (iii) Following the PHCA committee review, Council to conduct community consultation to include all Prince Henry 	<p>Mindful that summer is almost upon us, together with the burgeoning volume of associated beach visits, the process to finalise design and location should ideally be completed as soon as possible, with a view to installing additional toilet facilities in the car park adjacent to the Prince Henry Centre.</p> <p>PHCA believes the car park is the most appropriate location for beachgoers and kids' playground users. With signage at the beach, kids' playground and possibly the retail village, the</p>

			stakeholders: residential owners, residential renters, business owners.	PHCA committee believes this would be the best solution.
3	6 & 13	6. Kerb, gutter, footpath and roads asset condition 13. Installation of speed limit, parking and traffic directional signage into the Prince Henry site	<p>The PHCA committee has conducted two audits recently, followed by a broad community consultation process.</p> <p>Attached are:</p> <p>(i) Audit for Street, road, footpath damage You'll see in the Audit that there are many areas the Audit team deemed in need of attention.</p> <p>(ii) Audit for signage / road markings You'll see in the Audit that the removal of many of the 40 kmph individual signs is recommended. However, in hindsight it would seem more consistent to remove all individual 40 kmph signs throughout the site, and retain only the signage and 40 kmph road markings at the three entry/exit points, being: the three T-junctions of Harvey Street/Jennifer Street, Jenner Street/Anzac Parade, and Gubbuteh Road/Anzac Parade.</p> <p>The recently installed multiple No Stopping signs have been a source of</p>	To determine the most effective way to proceed, the PHCA Committee requests a site meeting with Council officers, including a member or members of Council's Traffic Committee to cover both Audit reports. Two separate site meetings may be deemed more effective.

			<p>consternation for many Prince Henry stakeholders. The lack of community consultation before the installation of these signs has resulted in many complaints from residents. In addition the installation of so many additional unsightly and ineffective signs contravenes the Master Plan's minimal signage intentions. While the Audit recommends removing many of the No Stopping signs, community feedback suggests more should go.</p> <p>There are also a number of missing and damaged signs throughout the site (no entry, one way, street name, etc) that need attention.</p> <p>Community feedback comments</p> <p>All community feedback on the two audits can be seen in the attached spreadsheet.</p>	
4	7	Swale maintenance between Council and golf course land	<p>Lot 34 is the very overgrown and currently unmaintained northern buffer zone. The ongoing maintenance of Lot 34 is Council's responsibility, and integral to the landscaping and heritage requirements of both the Master Plan and Council's DCP for the site.</p>	Could Council please provide PHCA with a timeline for the creation and commencement of an ongoing regular maintenance plan for Lot 34, the northern buffer zone?
5	8	McCartney Oval missing plaque	<p>The commemorative plaque in McCartney Oval was stolen many months ago and needs to be replaced. As there appears to be no way to</p>	Council to arrange a new plaque with the following commemoration (in blue) and advise PHCA the likely installation date:

			<p>determine the actual words on the missing plaque, PHCA has provided a suggested replacement memorial.</p>	<p>Macartney Oval <i>Named in honour of Charles Macartney (27 June 1886 – 9 September 1958)</i></p> <p>Australian cricketing legend and former curator of the Prince Henry Hospital cricket oval, Charles Macartney was known as the 'Governor-General' for his audacious batting style. Macartney played for Australia from 1907 to 1927, scoring 2,131 runs in 35 Tests and more than 15,000 runs in first-class cricket.</p> <p>His outstanding contribution to cricket and enduring connection to the Prince Henry site are commemorated here.</p>
TRAFFIC MANAGEMENT				
6	9	Confirmation on Council's proposal regarding the roundabouts and pedestrian crossing on Anzac Parade	While this is not a PHCA responsibility, the PHCA requests to be kept in the loop via a thorough consultation process.	Council to provide regular updates on proposed changes and progress.
7	10	Traffic flow into Brodie Avenue	PHCA does not support the installation of a mini roundabout at the junction of Brodie Avenue, Pine Avenue and Jenner Street. However, it does agree a solution to prevent dangerous U-turns in that location is absolutely necessary. An alternative	Council to advise whether a narrow concrete divider/island would be a consideration and, if not, are they able to provide an alternative solution?

			solution, such as a narrow concrete divider/island in the middle of Brodie Avenue on the junction with Pine Avenue could be a consideration if the road width permits (examples provided below).	
8	11	Removal of bollards into Curie Street	Following extensive lobbying by a small number of residents, and minimal if any community consultation, Council had been considering removing the bollards from Pine Avenue into Curie Avenue. PHCA has confirmed that it would prefer the bollards to remain in situ.	Council agreed that the bollards will not be removed as there is no support from stakeholders. No further action required.
9	13	Installation of speed limit, parking and traffic directional signage into the Prince Henry site	Refer item 3.	Refer item 3.
10	14	The placement of traffic counters to measure traffic into Prince Henry	PHCA believes it's important to document traffic movement at Prince Henry throughout the extended summer months. PHCA therefore requests Council to continue the installation of traffic counters during the October to March period.	Council to install traffic counters during the October to March period and advise PHCA how to access the information captured.
11	16	Proposal for raised pedestrian crossing on Pine Avenue	PHCA does not support a raised pedestrian crossing on Pine Avenue. However, refreshed zig zag approach lines would be appreciated.	Council to arrange for zig-zag approach lines to the pedestrian crossing in Pine Avenue to be refreshed regularly.
WASTE CLEANING AND PUBLIC SAFETY				

12	21	Little Bay Beach top of stairs entrance (bike racks and path widening)	Council has undertaken to provide PHCA with details of the consultation that has already been undertaken. PHCA has requested plans when available.	Council to provide details of previous consultation with PHCA. In addition, Council to provide a progress report and a timeline for works to commence.
13	22	Emergency access driveway to Little Bay Beach	<p>This project is underway as at mid-October 2025. Despite several requests for plans, and construction timeline, the current PHCA committee received nothing until after construction had begun. There was no contact or consultation with PHCA or near neighbours leading up to commencement of the works. It's noted that Council and the former PHCA committee may have discussed this project in early 2024.</p> <p>PHCA concerns relate to the potential impact on heritage, visual amenity and through-views, which are key elements of the Prince Henry Master Plan.</p> <p>Following recent email correspondence during the construction phase, PHCA received the project plans and some details of Council's interactions with the previous PHCA committee.</p> <p>PHCA would like to reaffirm its commitment to working collaboratively with Council on all matters relating to Prince Henry and its surrounds. We remain fully supportive of ensuring emergency</p>	PHCA requests Council to liaise regularly with its committee on all issues relating to Prince Henry matters.

			responders have timely and efficient access to Little Bay Beach.	
14	25	Little Bay Beach dog signage	Council advised that new dog signage is proposed for all Randwick beaches and has undertaken to provide a copy of the proposed new signage for Little Bay Beach to PHCA prior to installation.	Council to provide a copy of the proposed new dog signage and a timeline for installation as soon as available.
OTHER				
15	28	Tree maintenance at Prince Henry	A regular inspection, replacement, maintenance, and pruning plan was discussed at the meeting earlier this year. Among other issues, PHCA raised concerns that branches overhanging footpaths were a common occurrence throughout the Prince Henry site, posing a significant risk to public safety. And, rather than wait for complaints from Prince Henry residents and visitors, it would be preferable to initiate a regular maintenance plan. It was agreed that Council would consider initiating a regular maintenance plan and advise PHCA.	Council to advise PHCA on the most effective plan to ensure that trees within the Prince Henry precinct are regularly maintained, pruned, and/or replaced, in accordance with the Prince Henry Masterplan. Council is also to provide a timeline for the commencement of the plan, including scheduled maintenance intervals.
16	29	Regular road line marking, painting, refreshing	At the meeting earlier this year, Council undertook to ensure that regular maintenance of road line markings would be arranged, rather than wait for complaints from Prince Henry residents and visitors.	Council to provide a timeline for introducing a regular road line markings maintenance plan to PHCA.

17	30	Native Title Grant / Lot 91 subdivision into lots 128, 129, 130	At the meeting earlier this year, Council advised that it has no record of further land title claims.	PHCA would strongly request to be included in any discussions on potential or existing land title claims on the Prince Henry site. It also requests to receive copies of any communications related to potential or existing land title claims.
18	31	Beach and events management	Concerns have been raised by a neighbourhood scheme relating to potentially unauthorised events taking place on Little Bay Beach. Such events could include filming, personal training, fitness classes, etc.	PHCA requests early notification and community consultation on all planned events at Little Bay Beach.

Examples of potential concrete road dividers for Brodie Avenue (refer item 7)

