



ACUMEN STRATA

Acumen Strata
Management Pty Ltd
PO Box 455
Newtown NSW 2042
02 7253 5820
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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 2025 to 31 December 2025

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
15015	Administrative Fund	MANAGEMENT FEES - DISBURSEMENT	
15/08/25	Postage Small	Acumen Strata	23.12
15/08/25	GST		-2.10
15/08/25	Archive Storage	Acumen Strata	49.50
15/08/25	GST		-4.50
15/08/25	Levy Notice Inc Post	Acumen Strata	33.60
15/08/25	GST		-3.05
15/08/25	Photocopying	Acumen Strata	22.00
15/08/25	GST		-2.00
15/09/25	Disbursements-Fixed	Acumen Strata	637.50
15/09/25	GST		-57.95
16/09/25	Archive Storage	Acumen Strata	49.50
16/09/25	GST		-4.50
16/09/25	Levy Notice Inc Post	Acumen Strata	63.00
16/09/25	GST		-5.73
16/09/25	Term Deposit Mgnt	Acumen Strata	41.25
16/09/25	GST		-3.75
15/10/25	Disbursements-Fixed	Acumen Strata	674.48
15/10/25	GST		-61.32
15/10/25	Postage Small	Acumen Strata	23.12
15/10/25	GST		-2.10
15/10/25	Archive Storage	Acumen Strata	49.50
15/10/25	GST		-4.50
15/10/25	Levy Notice Inc Post	Acumen Strata	4.20
15/10/25	GST		-0.38
15/10/25	Term Deposit Mgnt	Acumen Strata	41.25
15/10/25	GST		-3.75
15/10/25	Photocopying	Acumen Strata	26.40
15/10/25	GST		-2.40
15/11/25	Disbursements-Fixed	Acumen Strata	674.48
15/11/25	GST		-61.32
17/11/25	Archive Storage	Acumen Strata	49.50
17/11/25	GST		-4.50
15/12/25	Disbursements-Fixed	Acumen Strata	674.48
15/12/25	GST		-61.32
16/12/25	Postage Large	Acumen Strata	34.93
16/12/25	GST		-3.18
16/12/25	Archive Storage	Acumen Strata	49.50
16/12/25	GST		-4.50
16/12/25	Levy Notice Inc Post	Acumen Strata	46.20
16/12/25	GST		-4.20
16/12/25	Photocopying	Acumen Strata	146.30
16/12/25	GST		-13.30
	Total:		8,909.50





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15040	Administrative Fund	MEETING ROOM HIRE	
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
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
01/08/25	Room Hire 04/08	Little Bay Coast Centre	132.00
01/08/25	GST		-12.00
07/10/25	Room Hire 13/10	Little Bay Coast Centre	165.00
07/10/25	GST		-15.00
02/12/25	Room Hire 01/12	Little Bay Coast Centre	165.00
02/12/25	GST		-15.00
	Total:		1,050.00
16210	Administrative Fund	CERTIFICATES S184 - S26	
14/07/25	Certificate fee	Acumen Strata	119.90
14/07/25	GST		-10.90
17/11/25	Certificate fee	Acumen Strata	239.80
17/11/25	GST		-21.80
31/12/25	Backdate charged S17	Backdate Charged S174 Lot 48	109.00
	Total:		436.00
16211	Administrative Fund	INSPECTION FEES	
17/03/25	Inspection Fees	Acumen Strata	34.10
17/03/25	GST		-3.10
	Total:		31.00
16295	Administrative Fund	SUNDRY EXPENSES	
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
03/07/25	Trade monitor 25/26	Trades Monitor Ebix Australia	97.90
03/07/25	GST		-8.90
31/12/25	Accrual Expense clai	Accrual Expense Claim	22.60
31/12/25	Accrual GIPA Request	Accrual Gipa Request	30.00
	Total:		437.10
17005	Administrative Fund	UTILITIES - ELECTRICITY	
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



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<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
17005	Administrative Fund	UTILITIES - ELECTRICITY	
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 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
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
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
25/06/25	Electric Mar-Jun 25	Agl 33837	223.55
25/06/25	GST		-20.32
03/07/25	Electric May-Jun 25	Energy Australia - (97410)	88.84
03/07/25	GST		-8.08
03/07/25	Electric May-Jun 25	Energy Australia - (97410)	78.75
03/07/25	GST		-7.16
04/08/25	Electric Jun-Jul25	Energy Australia - (97410)	97.93
04/08/25	GST		-8.90
04/08/25	Electric Jun-Jul25	Energy Australia - (97410)	86.68
04/08/25	GST		-7.88
03/09/25	Electric Jul-Aug25	Energy Australia - (97410)	11.85
03/09/25	GST		-1.08
03/09/25	Electric Jul-Aug25	Energy Australia - (97410)	98.14
03/09/25	GST		-8.92
25/09/25	Electric Jun-Sep 25	Agl 33837	156.56



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17005	Administrative Fund	UTILITIES - ELECTRICITY	
25/09/25	GST		-14.23
03/10/25	Electric Aug-Sep 25	Energy Australia - (97410)	84.05
03/10/25	GST		-7.64
03/10/25	Electric Aug-Sep 25	Energy Australia - (97410)	94.97
03/10/25	GST		-8.63
04/11/25	Electric Sep-Oct 25	Energy Australia - (97410)	98.14
04/11/25	GST		-8.92
05/11/25	Electric Sep-Oct 25	Energy Australia - (97410)	11.85
05/11/25	GST		-1.08
03/12/25	Electric Oct-Nov 25	Energy Australia - (97410)	84.05
03/12/25	GST		-7.64
03/12/25	Electric Oct-Nov 25	Energy Australia - (97410)	94.97
03/12/25	GST		-8.63
31/12/25	Accrual Electric Sep	Accrual Electric Sep-Dec 25	122.07
31/12/25	Accrual Electric Nov	Accrual Electric Nov-Dec 25	78.95
31/12/25	Accrual Electric Nov	Accrual Electric Nov-Dec 25	89.22
	Total:		2,094.23
17007	Administrative Fund	UTILITIES - ELECT STREET LIGHT	
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
04/02/25	Electricity Jan 25	Energy Australia - (97410)	1,055.36
04/02/25	GST		-95.94
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
06/05/25	Electricity Apr 25	Energy Australia - (97410)	1,311.75
06/05/25	GST		-119.25
04/06/25	Electricity May 25	Energy Australia - (97410)	1,446.58
04/06/25	GST		-131.51
04/07/25	Electricity Jun 25	Energy Australia - (97410)	1,443.79
04/07/25	GST		-131.25
05/08/25	Electricity Jul 25	Energy Australia - (97410)	1,590.07
05/08/25	GST		-144.55
04/09/25	Electricity Aug 25	Energy Australia - (97410)	1,429.94
04/09/25	GST		-129.99
06/10/25	Electricity Sep 25	Energy Australia - (97410)	1,347.58
06/10/25	GST		-122.51
04/11/25	Electricity Oct 25	Energy Australia - (97410)	1,273.31
04/11/25	GST		-115.76
04/12/25	Electricity Nov 25	Energy Australia - (97410)	1,129.77
04/12/25	GST		-102.71



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<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
17007	Administrative Fund	UTILITIES - ELECT STREET LIGHT	
31/12/25	Accrual Electricity	Accrual Electricity Dec 25	1,010.93
	Total:		14,013.84
17070	Administrative Fund	WEBSITE	
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
29/06/25	Website Updates and	Highland Creative	1,989.90
29/06/25	GST		-180.90
01/07/25	Website maint 12mont	Highland Creative	396.00
01/07/25	GST		-36.00
24/08/25	Basic cPanel Hosting	Webcentral	153.69
24/08/25	GST		-13.97
31/08/25	Website Updates&Main	Highland Creative	696.49
31/08/25	GST		-63.32
31/10/25	Website Updates&Main	Highland Creative	292.41
31/10/25	GST		-26.58
30/11/25	Website Updates&Main	Highland Creative	233.75
30/11/25	GST		-21.25
	Total:		4,368.97



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PROPOSED ANNUAL BUDGET

	ACTUAL 01/01/25-31/12/25	BUDGET 01/01/25-31/12/25	BUDGET 01/01/26-31/12/26
<u>ADMINISTRATIVE FUND</u>			
<u>INCOME</u>			
Administrative Fund Levy	110,000.28	110,000.00	110,000.00
Certificate Fees	436.00	0.00	0.00
Inspection Fees	31.00	0.00	0.00
Recovery - Rental	2,580.00	2,580.00	2,580.00
Sundry	2,462.73	0.00	0.00
Website Sponsorship	0.00	0.00	2,500.00
Interest On Overdue Levies	274.15	0.00	0.00
<u>TOTAL INCOME</u>	115,784.16	112,580.00	115,080.00
<u>EXPENDITURE - ADMIN. FUND</u>			
Accounting - Bas Preparation	1,084.77	1,100.00	1,100.00
Auditors - Audit Services	500.00	500.00	500.00
Bank Charges	205.24	200.00	210.00
Consultancy	568.18	1,000.00	1,000.00
Electrical Repairs	8,563.04	1,500.00	3,000.00
Garden & Grounds	36,407.60	40,000.00	40,000.00
Insurance - Premium	4,529.67	4,929.84	5,000.00
Legal & Debt Collection Fee	25.00	0.00	0.00
Legal Fees	0.00	5,000.00	5,000.00
Management Fees	27,169.28	27,300.00	28,800.00
Management Fees - Additional	4,550.00	3,500.00	4,500.00
Management Fees - Disbursement	8,909.50	8,000.00	9,200.00
Meeting Room Hire	1,050.00	1,000.00	900.00
Certificates S184 - S26	436.00	0.00	0.00
Inspection Fees	31.00	0.00	0.00
Sundry Expenses	437.10	250.00	500.00
Utilities - Electricity	2,094.23	3,000.00	3,000.00
Utilities - Elect Street Light	14,013.84	15,000.00	15,000.00
Website	4,368.97	3,500.00	4,500.00
<u>TOTAL EXPENDITURE</u>	114,943.42	115,779.84	122,210.00
<u>SURPLUS (DEFICIT)</u>	\$ 840.74	\$ (3,199.84)	\$ (7,130.00)
Opening Admin. Balance	19,446.07	19,446.07	20,286.81
<u>ADMINISTRATIVE FUND BALANCE</u>	\$ 20,286.81	\$ 16,246.23	\$ 13,156.81



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PROPOSED ANNUAL BUDGET

	ACTUAL 01/01/25-31/12/25	BUDGET 01/01/25-31/12/25	BUDGET 01/01/26-31/12/26
<u>CAPITAL WORKS FUND</u>			
<u>INCOME</u>			
Capital Works Fund Levies	1,500.19	1,500.00	0.00
Interest On Investments	7,946.74	0.00	8,000.00
<u>TOTAL INCOME</u>	9,446.93	1,500.00	8,000.00
<u>EXPENDITURE - CAPITAL WORKS</u>			
Contingency	0.00	5,000.00	5,000.00
<u>TOTAL EXPENDITURE</u>	0.00	5,000.00	5,000.00
<u>SURPLUS (DEFICIT)</u>	\$ 9,446.93	\$ (3,500.00)	\$ 3,000.00
Opening Capital Works Balance	219,713.74	219,713.74	229,160.67
<u>CAPITAL WORKS FUND BALANCE</u>	\$ 229,160.67	\$ 216,213.74	\$ 232,160.67

Administrative Fund								
Code	Description	2023 Actuals	2024 Budget	2024 Actuals	2025 Budget	2025 Actuals	2026 Draft Budget	2026 Commentary
Revenue								
101	ADMINISTRATIVE FUND LEVY	\$98,700.00	\$104,000.00	\$104,000.04	\$110,000.00	\$110,000.28	\$110,000.00	
1040	CERTIFICATE FEES	\$218.00	\$0.00	\$109.00	\$0.00	\$436.00	\$0.00	
1041	INSPECTION FEES	\$62.00	\$0.00	\$0.00	\$0.00	\$31.00	\$0.00	
108	SUNDRY	\$4,100.00	\$7,090.00	\$0.00	\$0.00	\$2,462.73		
	WEBSITE SPONSORSHIP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	
	RECOVERY - RENTAL	\$0.00	\$0.00	\$2,580.00	\$2,580.00	\$2,580.00	\$2,580.00	
	INSURANCE CLAIM	\$0.00	\$11,591.97	\$0.00	\$0.00	\$0.00	\$0.00	
1095	INTEREST ON OVERDUE LEVIES	\$821.57	\$0.00	\$180.25	\$0.00	\$274.15	\$0.00	
	TOTAL ADMIN. REVNU	\$103,901.57	\$122,681.97	\$106,869.29	\$112,580.00	\$115,784.16	\$115,080.00	



Administrative Fund								
Code	Description	2023 Actuals	2024 Budget	2024 Actuals	2025 Budget	2025 Actuals	2026 Draft Budget	2026 Commentary
Expenditure								
12110	ACCOUNTING - BAS PREPARATION	\$1,059.77	\$1,060.00	\$1,084.77	\$1,100.00	\$1,084.77	\$1,100.00	4 x BAS @ \$180 per statement + \$150 for 1 x Income Statement lodgement + \$240.11 for 1x Tax Preparation. Total = \$1,084.77 rounded up to \$1,100.00
12505	AUDITORS - AUDIT SERVICES	\$480.00	\$480.00	\$490.00	\$500.00	\$500.00	\$500.00	Provision for Auditor costs
12705	BANK CHARGES	\$191.46	\$200.00	\$199.22	\$200.00	\$205.24	\$210.00	provision for bank charges for levy payments received, based on prior year.
13150	CONSULTANCY	\$0.00	\$1,000.00	\$500.00	\$1,000.00	\$568.18	\$1,000.00	Provision amount for consultancy costs
13405	ELECTRICAL REPAIRS	\$675.33	\$800.00	\$2,183.60	\$1,500.00	\$8,563.04	\$3,000.00	Provisional amount for electrical repairs
13905	GARDEN & GROUNDS	\$33,398.80	\$35,000.00	\$38,792.00	\$40,000.00	\$36,407.60	\$40,000.00	Provision for garden & grounds based on last year expenditure with a 3% increase = \$37,499.83 carrying over prior year budgeted figure, provisional amount included for planting of new plants.
14310	INSURANCE - PREMIUM	\$3,304.66	\$3,800.36	\$4,286.82	\$4,929.84	\$4,529.67	\$5,000.00	Provision for a 10% increase on prior year premium = \$4,982.64 rounded up to \$5,000.00
14605	LEGAL & DEBT COLLECTION FEE	\$0.00	\$0.00	-\$25.00	\$0.00	\$25.00	\$0.00	NIL Budget.
14610	LEGAL FEES	\$35,461.37	\$10,000.00	-\$3,042.93	\$5,000.00	\$0.00	\$5,000.00	Provision amount for legal fees.
14612	LEGAL FEES - EXPERTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
14613	LEGAL FEES - TELECOMMUNICATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
14860	LOCKS, KEYS & ACCESS FOBS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
15005	MANAGEMENT FEES	\$24,838.65	\$26,100.00	\$26,087.09	\$27,300.00	\$27,169.28	\$28,800.00	Per agreement (\$2,372.49 x 10 months) + (\$2,491.11 x 2 months) = \$28,707.12, Rounded up to \$28,800.00
15010	MANAGEMENT FEES - ADDITIONAL	\$3,385.00	\$5,000.00	\$2,957.50	\$3,500.00	\$4,550.00	\$4,500.00	Additional Fees based on last financial year
15015	MANAGEMENT FEES - DISBURSEMENT	\$9,312.46	\$10,000.00	\$7,982.90	\$8,000.00	\$8,909.50	\$9,200.00	Provisional amount for: (\$613.16 x 10 months) + (\$643.82 x 2 months) = \$7,419.24 - \$37.50 per/q for Term Deposit Management = \$150.00 - \$45 per/mnth for Archive stoage = \$540.00 - \$1,000.00 printing and postage. Total = \$9,109.24 Rounded up to \$9,200.00
15040	MEETING ROOM HIRE	\$650.00	\$660.00	\$1,022.91	\$1,000.00	\$1,050.00	\$900.00	Provision amount for meeting room hire at bi-monthly meeting. \$150.00 x 6 meetings = \$900.00
16210	CERTIFICATES \$184 - S26	\$218.00	\$0.00	\$109.00	\$0.00	\$436.00	\$0.00	Recovered from income
16211	INSPECTION FEES	\$62.00	\$0.00	\$0.00	\$0.00	\$31.00	\$0.00	Recovered from income
16295	SUNDRY EXPENSES	\$116.40	\$250.00	\$960.27	\$250.00	\$437.10	\$500.00	Provision for Sundry expenses
17005	UTILITIES - ELECTRICITY	\$2,586.21	\$3,500.00	\$2,266.10	\$3,000.00	\$2,094.23	\$3,000.00	Carrying over provisional amount from prior year.
17007	UTILITIES - ELECT STREET LIGHT	\$13,500.47	\$12,500.00	\$14,042.24	\$15,000.00	\$14,013.84	\$15,000.00	Carrying over provisional amount from prior year.
17070	WEBSITE	\$5,099.67	\$6,000.00	\$3,082.21	\$3,500.00	\$4,368.97	\$4,500.00	Provisional amount for website based on last financial year.
189		\$137,250.24	\$119,350.36	\$102,978.70	\$115,779.84	\$114,943.42	\$122,210.00	



Capital Works Fund									
Code	Description	2023 Budget	2023 Actuals	2024 Budget	2024 Actuals	2025 Budget	2025 Actual	2026 Draft Budget	2026 Commentary
Revenue									
201	CAPITAL WORKS FUND LEVIES	\$6,000.00	\$6,000.70	\$6,000.00	\$6,000.76	\$0.00	\$0.00	\$0.00	
2011	CAPITAL WORKS FUND DISCOUNT								
2070	INTEREST ON INVESTMENTS								
Total Revenue		\$6,000.00	\$6,000.70	\$6,000.00	\$6,000.76	\$0.00			
Expenditure									
23170	CONTINGENCY	\$5,000.00		\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	Provisional amount for adhoc replacements
24205	INCOME TAX INSTALMENTS	\$0.00	\$277.00						
27060	WEBSITE SOFTWARE	\$0.00							
289	TOTAL CAP. WORKS EXPENDITURE	\$5,000.00	\$277.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00		

NOTICE OF ASSOCIATION COMMITTEE MEETING

COMMUNITY LAND MANAGEMENT ACT 2021 ("The Act")



ACUMEN STRATA

Community Association DP No. 270427 Prince Henry Community Association at Little Bay Anzac Parade, Little Bay

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

Meeting Date: Monday, 23 March 2026

Meeting Time: Immediately following the Annual General Meeting

- 1. Minutes**

That the minutes of the Association Committee Meeting held 16 February 2026 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: s45(1) of the Act requires that office bearers are appointed at the first meeting of the committee after election.
- 3. Point of Contact**

a) That a member of the Association Committee be nominated to liaise with the Community Managing Agent and be contact point for the scheme.

b) That an alternate member of the Association Committee be nominated to liaise with the Community Managing Agent as the substitute contact point for the scheme.

Explanatory Note: The management agreement with Acumen Strata requires that the manager receive instructions from a nominated person of the Association Committee to expedite decisions and provide clear direction. Generally, the nominated persons are the Secretary or the Chairperson – one of the two being a substitute contact.
- 4. Sub-committees**

That the Association Committee consider and resolve instructions to form sub-committees and write to all members to call for nominations.

Explanatory Note: The Association Committee to consider the formation of sub-committees to assist with the running of the Community Association and for projects to be reported back to the Association Committee for instructions.
- 5. Lot 36 Works Application**

That the Association Committee approves the Lot 36 works application dated 10 March 2026.

Explanatory Note: This is a motion regarding approval of proposed landscaping works at 6 Murra Murra Place, Little Bay NSW 2036, a subsidiary lot of Lot 36 / DP 285944. The proposed works do not involve any changes to Association property.

6. Bays & Beaches Precinct Meetings

That the Association Committee notes the schedule for the 2026 calendar year Bays & Beaches Precinct Meetings, and determines a member to attend each meeting.

Meeting Date	Committee Member to attend
Wednesday, 15 April 2026	
Wednesday, 17 June 2026	
Wednesday, 19 August 2026	
Wednesday, 21 October 2026	
Wednesday, 25 November 2026	

Explanatory Note: This is a motion to determine attendance for the upcoming 2026 Bays & Beaches Precinct meetings.

7. Next Meeting Date

That the date, time and place of the forthcoming Association Committee meetings be determined and a schedule be set for the calendar year.

Explanatory Note: The Association Committee to consider the schedule for all Association Committee Meetings for the calendar year.

Closure

Date of this Notice: 11 March 2026

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.

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, 16 February 2026

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

Commenced at 6:00pm

Present	Apologies	In Attendance
John Pearson Michelle Morgan Susan Graham Michael McIntosh Pavlos Totis	Georgina Ryan	Ira Williams (arrived 6:27pm) & Ian Williams (arrived at 6:48pm)(DP 285909 – Lot 5) Kerry Russo & Rena McGowan (SP 84782 – Lot 13) Maria Strugarevic (SP 86078 – Lot 30) Linda Mearing, GM Coast Centre (Lots 45 & 99) Len Ryan (SP 86466 – Lots 52, 53, 57, 58 & 59) Fiona Yeum (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 the following declaration by a member of the committee of any direct or indirect pecuniary interest and/or conflicts of interest:

 - John Pearson in relation to Motion 8, noting the pecuniary interest as an owner within Lot 51 (SP 86015).
- 2. Minutes**

Resolved that the minutes of the Association Committee Meeting held 1 December 2025 were confirmed as a true and accurate account of that meeting.
- 3. Financials**
 - Report: Resolved** that the financial accounts ending 31 January 2026 were tabled and received.
 - Aged Arrears:** The Association Committee received the aged arrears report and noted that Lot 16 was 90 days in arrears. The Community Manager confirmed that the standard levy recovery process was being followed.
 - Draft Budget:** The Committee received and considered the draft budget for AGM and resolved for the budget to be presented to the AGM as discussed.
- 4. Matters from Prior Meeting**

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

 - Bays and Beaches Precinct Meetings:**

The Bays and Beaches Precinct Meetings for the 2026 year will be held on the following dates:

 - i. Wednesday, 18 February 2026 – *Michelle Morgan to attend.*
 - ii. Wednesday, 15 April 2026
 - iii. Wednesday, 17 June 2026
 - iv. Wednesday, 19 August 2026
 - v. Wednesday, 21 October 2026
 - vi. Wednesday, 25 November 2026

Attendees for all remaining dates will be determined at the AC meeting following the AGM.

(b) **Association Committee Casual Vacancies:**

- i. Ira Williams, the Association Committee member representing Lot 7, Cardita, offered her resignation, creating a casual vacancy. The Association Committee issued a vote of thanks to Ira for her time and contribution to the Association Committee.

The Association Committee members determined not to fill the casual vacancy as the Annual General Meeting is scheduled for next month (23 March 2026).

- ii. Following many months liaising with Crown Lands, PHCA is close to receiving 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.

The Association Committee confirmed that Crown Lands had confirmed it would be contacting the Coast Centre for Seniors General Manager, Ms Linda Mearing, by the end of February 2026 to arrange for her to be interviewed prior to a potential appointment as Crown Lands representative for PHCA Lots 45 and 99.

(c) **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. The Neighbourhood Association Manager has been contacted requesting an update of the works as well as documentation from Randwick Council indicating that it is aware of both the applicant's pre-existing and proposed colour schemes and confirms the proposed colour scheme does not nullify the exemption previously granted.

(d) **Council Matters | Site Audits | Community Consultation**

A meeting with General Manager, Ray Brownlee, and Director City Services, Todd Clarke has been confirmed for 25 February at the Prince Henry Centre. The Association Committee has requested all relevant senior managers to be available to attend the meeting to ensure all issues are addressed and progressed.

The Association Committee advised that meeting notes would be shared with the community following that meeting.

(e) **GIPA Application for information on Land Claims within PHCA.**

The Department of Planning, Housing and Infrastructure acknowledged that the PHCA had not been identified as a stakeholder during the assessment of the former Lot 91 (subsequently subdivided into lots 128, 129 and 130). The Department of Planning, Housing and Infrastructure has noted in their database that the PHCA is to be included as an interested party in future active assessments within DP 270427.

The Community Manager was instructed to update the PHCA Community Roll in relation to Lot 128 and Lot 130 to reflect the ownership change from Crown Lands to La Perouse Local Aboriginal Land Council.

5. Sub-Committee Reports

The Association Committee Members provided the following updates:

a. **Prince Henry Telecoms – Formation of New Sub-Committee**

Association Committee Members, Michelle Morgan, John Pearson and Susan Graham have volunteered to form a new sub-committee as a result of the recent extended internet outage.

Subcommittee member Michelle Morgan provided an overview of the online meeting held on 4 February 2026 with AC members and Andy Tybell – Chief Revenue & Product Officer, Wholesale and Growth, Uniti/Opticomm. In accordance with the meeting agenda, Mr Tybell agreed to address in writing by 18 February 2026 all issues in the PHCA letter of complaint dated 22 January 2026, together with additional issues included in that meeting's agenda.

b. **Architect Liaison**

62 Gubbuteh – single dwelling, side boundary – back and forth. Application has been forwarded for the CA's architect for review, despite concerns that the side set-backs are not in accordance with Master Plan requirements. It was noted that Council is reviewing the DCP, with one of the many considerations being to maintain the view corridors throughout Prince Henry, in accordance with the Master Plan.

c. **Council Liaison**

Refer 4 (d) above. It was noted that a meeting with Randwick Council has been scheduled for Wednesday, 25 February 2026 at which all outstanding issues will be discussed with a view to expediting progress.

d. **Landscaping Liaison**

During February, Gardens in Mind cleared two small lots in Gubbuteh Road, at corner of Millard Place adjacent to 27 Gubbuteh Road. They have been replanted and will be mulched as the mulch becomes available from Randwick Council. Further works are planned for Anzac Parade and McCartney Oval in March.

e. **Website/Marketing**

The Association Committee confirms receipt of the expressions of interest received from AnchorSafe and Eastern Suburbs Funerals, to enter into sponsorships with the Prince Henry Community Association website. It was noted that neither AnchorSafe nor Eastern Suburbs Funerals had provided confirmation.

Susan Graham advised that the website had been updated with further information relating to the community wide extended internet outage experienced in January, and updates would be posted as and when new information becomes available.

f. **Site Monitoring**

All by-law breaches raised in the agenda had been resolved at the date of the meeting.

6. **Lot 17 – PHLB Reserve Trust / Geological Reserve**

Resolved that the Association Committee received notification from a resident that the signage at Lot 17, 46R Gubbuteh Road (between 44 and 48 Gubbuteh Road) was faded and illegible. The PHCA managing agent has made enquiries and determined that Crown Lands is responsible for replacing the sign and is happy to do so. However, Crown Lands requested help to source the original wording. (Subsequent to this meeting a photograph of the original sign was sourced from a nearby resident. The PHCA greatly appreciates the information received, which will enable Council to arrange for a replacement sign to be installed.)

7. **Community Association Signage**

Resolved that the Association Committee determines the need for establishing design guidelines for consistent subsidiary scheme no parking signage throughout the Prince Henry site. This will again be discussed with Council at the meeting scheduled for 25 February 2026 raising former requests some years ago for Council guidance.

8. Correspondence & Application

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

Correspondence		
Sender	Matter	AC Decision
Application		
Sender	Matter	AC Decision
(Lot 51 – SP 86015) Bay Terraces	Remedial Works to the Owners Corporation Common Property. <i>Remedial Courtyard Waterproofing works.</i>	Approval granted as these works were necessary to repair the building, and no visible change to the external facades would occur.
(Lot 2 - DP 285910) 62 Gubbuteh Road	New Development Application	As discussed in Motion 5 (b).
(Lots 52, 53, 57,58,59) East Village	Request for like for like no parking signage and line marking replacement.	Approval for this request deferred until recommendations received from Randwick Council.
(Lot 19 – DP 286162) Cowrie, 5-23A Gubbuteh Road	Exclusive use of Common Property and inclusion of installation of pool in the back courtyard of No 5 Gubbuteh Road.	It was noted that no progress had occurred and that this should be removed from the agenda until further documentation had been provided.

9. Next Meeting Date

Resolved that the Association Committee determined that the date, time and location of the next meeting be Monday, 23 March 2026, being the Annual General Meeting, followed by an Association Committee meeting.

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

The Community Manager was instructed to circulate an email to all subsidiary bodies regarding association committee nominations and ensuring updated proxy forms were submitted ahead of the Annual General Meeting. It would be useful for nominations in writing, together with associated documentation, to be emailed to the Community Manager by 16 March 2026, a week before the AGM.

Closure There being no further business the meeting closed at 6:59pm.

PRINCE HENRY AT LITTLE BAY COMMUNITY ASSOCIATION DP270427
Works Application Form

Owner's Name(s): MICHAEL MCINTOSH

Address: 6 MURRA MURRA PLACE

Lot Number: LOT 9, DP 285944

Phone Number:

Email Address: _

Location of Proposed Works:

Streetside landscaped areas at above address

Description of Proposed Works:

Consolidation, re-positioning and where necessary replacement of existing plantings for more cohesive visual affect and enhancement of view corridors. Some remedial work to soil bed to address ongoing subsidence issues.

Document Checklist

Please confirm the following items are included with your application:

Item	Included (Yes/No)
1. Drawings (site plan, elevations, roof plan, visual impact, etc.)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2. Specifications	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. Subsidiary Scheme approval minutes (if applicable)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. Design Guidelines precinct location (please insert location reference):	Precinct: <u>D</u> (Historic, A, B, C, D, E, F, G, H)
5. Compliance with Design Guidelines	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6. Relevant CMS/Design Guidelines clauses (referred to in points 4 & 5):	_____
7. Council approval required?	<input type="checkbox"/> Yes - DA form attached <input checked="" type="checkbox"/> No - Council advice <u>NON-STRUCTURAL GARDEN WORKS</u> <u>attached</u>
8. Estimated duration of works:	<u>3</u> weeks
9. Proposed commencement date:	<u>Q2 2026</u> (Subject to all required approvals)
10. Other (please specify):	_____
	<u>More detailed background document attached.</u>

Submitted by:

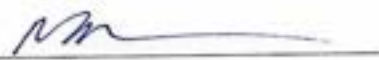
Name: MICHAEL MCINTOSH

Date: 10/3/26

Certification

I/We certify that:

- We have read and understood the conditions of the approval process as outlined in Section 1 of the CMS, the By-laws, and the Design Guidelines.
- The proposed works will proceed in full compliance with any approval granted.
- We agree to pay all costs associated with the assessment of this application. Costs may include, but are not limited to, professional assessments, inspections, or reports by engineers, architects, or other specialists as required by the PHCA AC, before, during, or after the completion of works.

Signature of Applicant(s): 

Date: 10/3/26

Proposed Landscaping Remediation and Alterations – 6 Murra Murra Place

Background

The lot is located on the last portion of the initial downhill stretch of Murra Murra Place.

The front landscaping consists of two main areas:

- The main area adjacent to the front patio, bounded by sandstone fence (actually cladding over the Landcom-built concrete crash barrier), a vertical slat painted metal fence and a rectangular water feature
- A smaller landscaped area between the driveway and side boundary

The soil of the main landscaped area sits within the confines of the roadway retaining wall, the below-ground portion of the front wall of the house, and the wall separating this area from the driveway (upon which the metal slat fence resides).

The proposed changes to landscaping are motivated by several considerations, as follows:

Subsidence

It became apparent not long after moving in that the soil of this main landscaped area subsides over time, possibly due to groundwater movement originating from drainage points in the roadway retaining wall. Over the course of 16 years since moving in, there have been several occasions where plantings have had to be completely removed, new soil added, and plants reinstated (with varying success). In addition, steel reinforcing of – and replacement of - the steppers between the front gate and pond was necessary, as these too would sink over time.

A significant motivation for this landscaping project is to attempt to address the subsidence issue in this area, even if only by mitigating the extent to which plants are required to be removed/replaced over time. It is intended during works to conduct soil testing to establish the source of the subsidence and determine whether there is a longer-term solution possible.

View corridors

The 6-metre view corridors between the buildings on the ocean side of Murra Murra Place are arguably some of the most important in the Prince Henry site, as they present the heritage views of the coastline and ocean to both the residences behind and pedestrians alike. The design proposes a low coreten steel planter in the area at the front of this side corridor, consisting of a frangipani with layered and textured under-plantings. The planter would be level with the driveway at its top edge, but by remaining level would increase in effective height as the driveway drops away alongside. The combination of regular pruning and seasonal foliage loss should help preserve and enhance the view corridor afforded by the building's design.

Cohesive design

The subsidence issue and plant loss/replacement issue over the years has necessitated experimentation with various plant types and positioning, which has led to a garden popular with passers-by but lacking in focus. The proposed design reduces the overall number of plant varieties

while retaining and, where necessary, repositioning for best effect. Where new plantings are proposed, consideration has been given to the ability to maintain view corridors going forward whilst better complementing the architecture of the house.



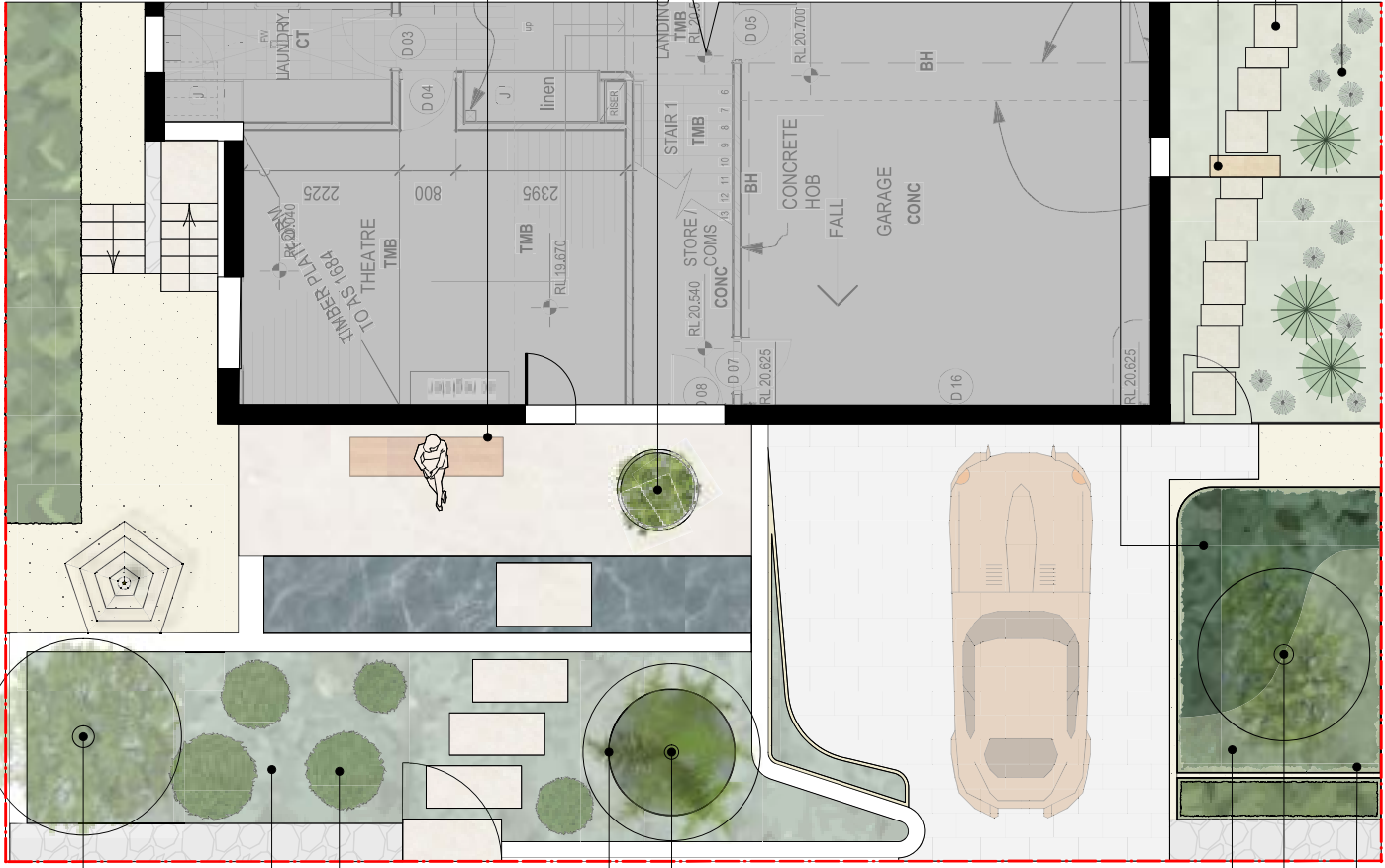
House at time of construction.



Current main garden plantings – “popular” but lacking focus. Note that the area of garden behind the sandstone wall is largely obscured from street view by both the wall itself and the compounding effect of vertical slats when viewed on the diagonal.



Original view corridor at driveway.



- Hibiscus tiliaceus 'Rubra'
- Dichondra GROUNDCOVER
- TRANSPLANT BUXUS BALLS & INCREASE IN SIZE RANDOM DIAMETERS OVER TIME
- 1800 Ø - 800mm HIGH BOTTOMLESS PLANTER WITH ENGINEERING SUPPORTS
- TRANSPLANT *Dracaena draco* WITH *Zoyzia* UNDERPLANTING
- Hibbertia scandens*
- Plumeria Frangipani*
- LEVEL METAL PLANTER

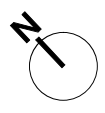
WAREHOUSE TIMBER RECYCLED WITH METAL FEET

QUATRO DESIGNER BOWL 1100mm DIAMETER PLANTED WITH *Zamia*

Beschorneria yuccoides

SANDSTONE BLOCK AS STEP SIDE PATH USING EXISTING PAVERS

GRASS TREES WITH *Lomandra 'Tanika'*



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We acknowledge the Traditional Custodians of country throughout Australia and their connections to land, sea and community. We pay our respects to their Elders past, present and emerging and extend that respect to all Aboriginal and Torres Strait Islander peoples today.

Note: Do not scale from drawings all dimensions in millimeters all RL's in metres, verify all dimensions on site contractors responsible for protection of services all works must comply with local government requirements all works to comply with relevant Australian building codes refer to engineers specifications for all structural works

ISSUE	DATE	REVISION
C	30/10/2025	Landscape Plans Updated Concept
B	24/09/2025	Updated Concept
A	11/08/2025	Concept Presentation

CLIENT	Michael McIntosh
PROJECT	6 Murra Murra Place, Little Bay
DWG	Front Garden Plan
PROJECT #	N/A
DWG #	002
SCALE	1:75
DRAWN	LH
CHECKED	MB





Dracaena draco



Buxus microphylla



Hibiscus tiliaceus rubra



Plumeria 'Frangipani'



Zoysia



Viburnum suspensum



Beschorneria yuccoides



Hibbertia scanens



Gazania spp.



Zamia furfuracea



Xanthorrhoea 'Grass Tree'



Lomandra 'Tanika'



RECYCLED WAREHOUSE TIMBER BENCH



QUATRO DESIGNER BOWL