

NOTICE OF ANNUAL GENERAL MEETING

COMMUNITY LAND MANAGEMENT ACT 2021 ("The Act")



ACUMEN STRATA

**The Members of Lots in Community Association DP No. 270427
Prince Henry 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: 6:00PM

Meeting Registration from 5:45 PM

Date of this Notice: 11 March 2026

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1. **Minutes of previous General Meeting** That the minutes of the last General Meeting of the Community Association held on 17 March 2025 be confirmed as a true record and account of the proceedings at that meeting.

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

2. **Financial Statements** That in accordance with clause 8(b) of Schedule 1 of the Act, the audited financial statements for the period ending 31 December 2025 be adopted.

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

3. **Auditor** That Thomas Davis & Co, be appointed to audit the financial statements for the financial year ending on 31 December 2026

Explanatory Note: The association for a scheme for which the annual budget exceeds \$250,000 (as determined by section 20 of the Community Land Management Regulation 2021), must ensure that the accounts and financial statements of the association are audited before presentation to the Annual General Meeting.

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

- (a) To the General Administrative Fund in the amount of \$110,000.00 plus GST in instalments as set out in the table below:

Instalment	Levy Due	Admin (excl GST)	GST	Total (incl GST)
1 (Invoiced)	1/01/2026	\$27,500.00	\$2,750.00	\$30,250.00
2 (Invoiced)	1/04/2026	\$27,500.00	\$2,750.00	\$30,250.00
3	1/07/2026	\$27,500.00	\$2,750.00	\$30,250.00
4	1/10/2026	\$27,500.00	\$2,750.00	\$30,250.00
TOTAL		\$110,000.00	\$11,000.00	\$121,000.00

- (b) To the Capital Works Fund in the amount of \$0.00 plus GST in instalments as set out in the table below

Instalment	Levy Due	Capital Works (excl GST)	GST	Total (incl GST)
1 (Invoiced)	1/01/2026	\$-	\$-	\$-
2 (Invoiced)	1/04/2026	\$-	\$-	\$-
3	1/07/2026	\$-	\$-	\$-
4	1/10/2026	\$-	\$-	\$-
TOTAL		\$0.00	\$0.00	\$0.00

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

Type	Levy Due	Amount (excl GST)	GST	Total (incl GST)
Admin Fund	1/01/2027	\$27,500.00	\$2,750.00	\$30,250.00
Capital Fund	1/01/2027	\$0	\$0	\$0

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

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

Policy Type	Sum Insured	Company	Policy Number	Premium	Excess Details
CATASTROPHE	\$38,178	CHU Underwriting Agency Pty Ltd	NT204526	\$4,915.91	\$500.00
PUBLIC LIABILITY	\$30,000,000				
FIDELITY GUARANTEE	\$250,000				
OFFICE BEARERS	\$20,000,000				
VOLUNTARY WORKERS	\$200,000/\$2,000				
GOVT AUDIT COSTS	\$25,000				
LEGAL EXPENSES	\$50,000				
APPEAL EXPENSES	\$100,000				
COMMON CONTENTS	\$2,545				
STORAGE/EVACUATION	5,726				
COMMUNITY PROPERTY	\$254,520				
COMMUNITY INCOME	\$38,178				

Date on which the insurance was last paid: 29 March 2025

Date on which the insurance renewal will occur: 31 March 2026

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

6. **Additional Insurances** That the Community Association determines to extend the insurance to include any other optional insurances.

Explanatory Note: Insurances that are not compulsory (eg Office Bearers, Fidelity Guarantee) must be considered by the Community Association pursuant under section 153 of the Act to decide whether to take this type of insurance out at each Annual General Meeting.

7. **Report on Commissions** That the Community Association considers the report attached to the notice of meeting from the community manager below as to whether, and what commissions or training services have been provided to or paid for the agent (other than the owners corporation) in connection with the exercise by the agent of functions for the community during the preceding 12 months as well as whether a supplier of goods and services for the community scheme has become connected with the community managing agent, or the original owner of the community scheme has become connected with the community managing agent and particulars of any such commission or training services and estimates of any such commissions or training services that the agent believes are likely to be provided to or paid for the agent in the following 12 months.

Type of Commission	Commissions/Declaration past 12 Months	Anticipated Commissions/Declaration
Commissions	Nil	Nil
Insurance	Nil	Nil
Training	Nil	Nil
Connection with Suppliers	Nil	Nil
Connection with Original Owner	Nil	Nil
Other Commissions	Nil	Nil

Explanatory Note: The strata managing agent may receive commissions and/or training services in connection with the exercise of the agents function for the scheme. It is a requirement under Clause 8G of Schedule 1 of the Act that the agent provide a report on the details and amounts of the commissions received for the preceding 12 months and anticipated details and amount of commissions and training services for the following 12 months.

8. Valuation

That, in accordance with section 150 of the Act, the Association property be revalued for insurance purposes noting the last valuation being undertaken on 6 August 2025.

***Explanatory Note:** Please note that a valuation is required to be obtained at least once every five years. The Association can consider undertaking valuation more frequently. Last insurance valuation dated 6 August 2025.*

9. Association Committee

That the Community Association conducts the following:

- (a) Receive any written and oral nominations for candidates for election to the Association Committee;
- (b) The candidates for election to the Association Committee disclose any connections with the original owner or managing agent for the scheme;
- (c) Determine the number of members of the Association Committee; and
- (d) Elect the Association Committee

***Explanatory Note:** The chairperson will call for nominations and the meeting will then decide the number of members to be on the Association Committee. If there are more nominations than positions, an election will be held. There cannot be any "vacant positions".*

10. Restricted Matters

That the Community Association resolves to not place any further restrictions on the Association Committee.

***Explanatory Note** - The Association can place restrictions on the Association Committee and determine that certain matters or types of matters cannot be decided by the Association Committee but must be decided by the Association at a general meeting. This motion is required to be on the agenda for each annual general meeting.*

11. Overdue Levy Contributions (Debt Collection)

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

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

Explanatory Notes:

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

12. Payment Plans for Overdue Levy Contributions

That, pursuant to section 90 of the Act, the Community Association delegates authority to the Association Committee to enter into payment plans generally with owners involving the recovery of unpaid levies, interest and recovery costs.

Explanatory Note: This is a motion to delegate authority to the Association Committee, to consider and enter into payment plans regarding contributions arrears. If this motion is defeated, any payment plans will require consideration via general meeting resolution. It should be noted that this motion regards only the procedure for consideration of payment plans, and should not be interpreted as regarding any particular payment plan application.

13. Next Annual General Meeting

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

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

Closure

MINUTES OF ANNUAL GENERAL MEETING

COMMUNITY LAND MANAGEMENT ACT 2021 ("The Act")



ACUMEN STRATA

The Members of Lots in Community Association DP No. 270427
Prince Henry Community Association at Little Bay
Anzac Parade, LITTLE BAY
The Meeting was held on Monday, 17 March 2025
In the Hibiscus Room in the Coast Centre for Seniors, Curie Avenue
Commenced at 6:03pm

Present	In Attendance
Susan Graham (Lot 5)	Michelle Morgan-Callaghan (Lot 6)
Jenny Elliot (Lot 6)	Ian Williams (Lot 7)
Ira Williams (Lot 7)	Bruce Jennings (Lot 7)
Steve McDermott (Lot 18)	Elizabeth Russell (Lot 28)
Fiona Barron (Lot 24)	Maria Strugarevic (Lot 30)
Kerry Hussner (Lot 30)	Linda Mearing (Lot 45 & 99)
Michael McIntosh (Lot 36)	Eric Ooms (Lot 51)
Leonard Ryan (Lot 52, 53, 57, 58)	Steve Jackson (Lot 75)
John Pearson (Lot 51)	Robyn Alexander (Lot 82)
Pavlos Totsis (Lot 75)	Georgina Ryan (Lot 127)
Helga Nilsen (Lot 82)	Tina Evans (Lot 127)
Lesley Wood (Lot 101)	June Sheriff (Lot 127)
	Raymond Rez (Acumen Strata)
	Fiona Yeum (Acumen Strata)
	Apologies
Chairperson: Raymond Rez – by invitation	

A Vote of Thanks was extended to Chris Hanson and Lesley Wood for their ongoing assistance and support during their tenure whilst on the Association Committee.

A Vote of Thanks was extended to the Association Committee for their continued attendance and involvement over the last 12 months.

A Vote of Thanks was issued to Michael McIntosh for filling the casual vacancy in the Association Committee since 12 March 2025.

- Minutes of previous General Meeting** **Resolved** that the minutes of the last General Meeting of the Community Association held 18 March 2024 was confirmed as a true record and account of the proceedings at that meeting.
- Financial Statements** **Resolved** that, in accordance with clause 11 of Schedule 1, the audited financial statements for the period 31 December 2024 were accepted.
- Auditor** **Resolved** that Thomas Davis & Co. be appointed to audit the financial statements for the financial year ending on 31 December 2025.

4. Administrative and Capital Works Fund

Resolved that, in accordance with sections 83 and 84(1) of the Act, the estimated receipts and payments (Budget) for the Administrative Fund and the Capital Works Fund be adopted and contributions determined as follows:

(a) To the General Administrative Fund in the amount of \$110,000.00 plus GST in instalments as set out in the table below:

Instalment	Levy Due	Admin (excl GST)	GST	Total (incl GST)
1 (Invoiced)	1/01/2025	\$26,000.00	\$2,600.00	\$28,600.00
2	1/04/2025	\$28,000.00	\$2,800.00	\$30,800.00
3	1/07/2025	\$28,000.00	\$2,800.00	\$30,800.00
4	1/10/2025	\$28,000.00	\$2,800.00	\$30,800.00
TOTAL		\$110,000.00	\$11,000.00	\$121,000.00

(b) To the Capital Works Fund in the amount of \$1,500.00 plus GST in instalments as set out in the table below:

Instalment	Levy Due	Capital (excl GST)	GST	Total (incl GST)
1 (Invoiced)	1/01/2025	\$1,500.00	\$150.00	\$1,650.00
2	1/04/2025	\$0.00	\$0.00	\$0.00
3	1/07/2025	\$0.00	\$0.00	\$0.00
4	1/10/2025	\$0.00	\$0.00	\$0.00
TOTAL		\$1,500.00	\$150.00	\$1,650.00

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

Type	Levy Due	Amount (excl GST)	GST	Total (incl GST)
Admin Fund	1/01/2026	\$27,500.00	\$2,750.00	\$30,250.00
Capital Works Fund	1/01/2026	\$0.00	\$0.00	\$0.00

5. Insurances

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

Policy Type	Sum Insured	Company	Policy Number	Premium	Excess Details	Broker/Agent
CATASTROPHE	\$36,360	CHU Underwriting Agency Pty Ltd	NT204526	\$4,677.70	\$500	BAC Insurance Brokers
PUBLIC LIABILITY	\$30,000,000					
FIDELITY GUARANTEE	\$250,000					
OFFICE BEARERS	\$20,000,000					
VOLUNTARY WORKERS	\$200,000/\$2,000					
GOVT AUDIT COSTS	\$25,000					
LEGAL EXPENSES	\$50,000					
APPEAL EXPENSES	\$100,000					
COMMON CONTENTS	\$2,242					
COMMUNITY PROPERTY	\$242,400					
COMMUNITY INCOME	\$36,360					

Date on which the insurance was last paid: 13 March 2024
 Date on which the insurance renewal will occur: 31 March 2025

6. Additional Insurances

Resolved that the Community Association determined to extend the insurance to include any other optional insurances.

Noted that this be referred to the brokers.

7. Report on Commissions

Resolved that the Community Association considered the report from the Managing Agent as to whether, and what commissions or training services have been provided to or paid for the agent (other than the Community Association) in connection with the exercise by the agent of functions for the scheme during the preceding 12 months and particulars of any such commission or training services and estimates of any such commissions or training services that the agent believes are likely to be provided to or paid for the agent in the following 12 months.

Note:

As at the date of the meeting the Agent had received \$0.00 in insurance commission and \$0.00 in training services.

In the forthcoming 12 months \$0.00 in insurance commissions and \$0.00 in training services is anticipated.

8. Valuation

Resolved that, in accordance with section 150 of the Act, the Association property be revalued for insurance purposes noting the last valuation being undertaken on 25 October 2018 and the next valuation being due prior to this year’s renewal.

9. Association Committee

Resolved that, the Community Association elect a new Association Committee as follows:

- (a) Calling for written and oral nominations for members of the Association Committee;

Nominee	Nominee's Lot	Nominated By Lot	Method of Nomination	Method of Acceptance
Susan Graham	5	5	Written	Written
Ira Williams	7	7	Written	Written
Steve McDermott	18	18	Written	Written
Michael McIntosh	36	36	Written	Written
John Pearson	51	51	Written	Written
Pavlos Totsis	75	75	Written	Written
Lesley Wood	101	101	Written	Written

- (b) The candidates for election to the Association Committee disclosed no connections with the original owner or estate manager for the scheme;
- (c) Determine the number of members of the Association Committee be set at seven (7); and
- (d) As the number of nominations matched the number of members, elect the Association Committee as follows:

Nominee	Nominee's Lot
Susan Graham	5
Ira Williams	7
Steve McDermott	18
Michael McIntosh	36
John Pearson	51
Pavlos Totsis	75
Lesley Wood	101

A proposal of three (3) or five (5) positions was put to the meeting. A proposal was then received from the floor for seven (7) positions. On being put to a vote, the five (5) positions option was resolved. A poll vote was called from the floor after which the seven (7) position option was resolved.

Total Entitlements Present and voted: 51,614

Total Entitlements voting for seven (7) members: 30,905

Total Entitlements voting for five (5) members: 20,709

10. Restricted Matters

Resolved that the Community Association place no additional restrictions on the Association Committee other than those currently imposed by the Act and Community Land Management Regulation 2021 (NSW).

11. Overdue Levy Contributions (Debt Collection)

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

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

12. Payment Plans for Overdue Levy Contributions

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

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

13. Next Annual General Meeting

Resolved that the Community Association Committee determine a date for the next Annual General Meeting.

Closure There being no further business the meeting closed at 7:14PM.

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF COMMUNITY ASSOCIATION D.P. 270427

Opinion

We have audited the financial report of Community Association D.P. 270427, which comprises the balance sheet as at 31 December 2025, and the Income and Expenditure Statements for the Administrative and Capital Works Funds for the year then ended, and a summary of significant accounting policies.

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

Basis for Opinion

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

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

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

Responsibilities of the Community Association Executive for the Financial Report

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

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

Auditor's Responsibilities for the Audit of the Financial Report

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

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

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

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



THOMAS DAVIS & CO



PARTNER

Chartered Accountants

SYDNEY,

30 January 2026

THE MEMBERS OF COMMUNITY ASSOCIATION D.P. 270427

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 31ST DECEMBER, 2025

NOTE 1 - STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

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

The Levies raised have been accounted for on an accrual basis. All other income and expenses have been accounted for on an accrual basis.



ACUMEN STRATA

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Community Association D.P. No. 270427

BALANCE SHEET

AS AT 31 DECEMBER 2025

	ACTUAL 31/12/2025	ACTUAL 31/12/2024
<u>OWNERS FUNDS</u>		
Administrative Fund	20,286.81	19,446.07
Capital Works Fund	229,160.67	219,713.74
<u>TOTAL</u>	<u>\$ 249,447.48</u>	<u>\$ 239,159.81</u>
<u>THESE FUNDS ARE REPRESENTED BY</u>		
<u>CURRENT ASSETS</u>		
Cash At Bank	46,569.82	165,481.60
Investment A/C Capital Works	109,965.53	100,000.00
Investment A/C Capital Works 2	122,423.62	0.00
Levies In Arrears	1,287.52	1,436.36
Other Arrears	159.50	725.40
Interest On Overdue Levies	67.95	143.03
Prepaid Expenses	0.00	40.44
Secondary Debtors	236.50	338.00
<u>TOTAL ASSETS</u>	<u>280,710.44</u>	<u>268,164.83</u>
<u>LIABILITIES</u>		
Gst Clearing Account	295.52	(175.72)
Arrears Clearing Account	(27.50)	(27.50)
Accruals	3,282.77	3,159.25
Levies In Advance	27,712.17	26,048.99
<u>TOTAL LIABILITIES</u>	<u>31,262.96</u>	<u>29,005.02</u>
<u>NET ASSETS</u>	<u>\$ 249,447.48</u>	<u>\$ 239,159.81</u>





ACUMEN STRATA

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Community Association D.P. No. 270427

STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 JANUARY 2025 TO 31 DECEMBER 2025

	ACTUAL 01/01/25-31/12/25	BUDGET 01/01/25-31/12/25	VARIANCE	ACTUAL 01/01/24-31/12/24
<u>ADMINISTRATIVE FUND</u>				
<u>INCOME</u>				
Administrative Fund Levy	110,000.28	110,000.00	0.28	104,000.04
Certificate Fees	436.00	0.00	436.00	109.00
Inspection Fees	31.00	0.00	31.00	0.00
Recovery - Rental	2,580.00	2,580.00	0.00	2,580.00
Sundry	2,462.73	0.00	2,462.73	0.00
Interest On Overdue Levies	274.15	0.00	274.15	180.25
<u>TOTAL INCOME</u>	115,784.16	112,580.00	3,204.16	106,869.29
<u>EXPENDITURE - ADMIN. FUND</u>				
Accounting - Bas Preparation	1,084.77	1,100.00	(15.23)	1,084.77
Auditors - Audit Services	500.00	500.00	0.00	490.00
Bank Charges	205.24	200.00	5.24	199.22
Consultancy	568.18	1,000.00	(431.82)	500.00
Electrical Repairs	8,563.04	1,500.00	7,063.04	2,183.60
Garden & Grounds	36,407.60	40,000.00	(3,592.40)	38,792.00
Insurance - Premium	4,529.67	4,929.84	(400.17)	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	27,169.28	27,300.00	(130.72)	26,087.09
Management Fees - Additional	4,550.00	3,500.00	1,050.00	2,957.50
Management Fees - Disbursement	8,909.50	8,000.00	909.50	7,982.90
Meeting Room Hire	1,050.00	1,000.00	50.00	1,022.91
Certificates S184 - S26	436.00	0.00	436.00	109.00
Inspection Fees	31.00	0.00	31.00	0.00
Sundry Expenses	437.10	250.00	187.10	960.27
Utilities - Electricity	2,094.23	3,000.00	(905.77)	2,266.10
Utilities - Elect Street Light	14,013.84	15,000.00	(986.16)	14,042.24
Website	4,368.97	3,500.00	868.97	3,082.21
<u>TOTAL EXPENDITURE</u>	114,943.42	115,779.84	(836.42)	103,003.70
<u>SURPLUS (DEFICIT)</u>	\$ 840.74	\$ (3,199.84)	\$ 4,040.58	\$ 3,865.59
Opening Admin. Balance	19,446.07	19,446.07	0.00	15,580.48
<u>ADMINISTRATIVE FUND BALANCE</u>	\$ 20,286.81	\$ 16,246.23	\$ 4,040.58	\$ 19,446.07



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Community Association D.P. No. 270427

STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 JANUARY 2025 TO 31 DECEMBER 2025

	ACTUAL 01/01/25-31/12/25	BUDGET 01/01/25-31/12/25	VARIANCE	ACTUAL 01/01/24-31/12/24
<u>CAPITAL WORKS FUND</u>				
<u>INCOME</u>				
Capital Works Fund Levies	1,500.19	1,500.00	0.19	6,000.76
Interest On Investments	7,946.74	0.00	7,946.74	0.00
<u>TOTAL INCOME</u>	<u>9,446.93</u>	<u>1,500.00</u>	<u>7,946.93</u>	<u>6,000.76</u>
<u>EXPENDITURE - CAPITAL WORKS</u>				
Contingency	0.00	5,000.00	(5,000.00)	0.00
<u>TOTAL EXPENDITURE</u>	<u>0.00</u>	<u>5,000.00</u>	<u>(5,000.00)</u>	<u>0.00</u>
<u>SURPLUS (DEFICIT)</u>	<u>\$ 9,446.93</u>	<u>\$ (3,500.00)</u>	<u>\$ 12,946.93</u>	<u>\$ 6,000.76</u>
Opening Capital Works Balance	219,713.74	219,713.74	0.00	213,712.98
<u>CAPITAL WORKS FUND BALANCE</u>	<u>\$ 229,160.67</u>	<u>\$ 216,213.74</u>	<u>\$ 12,946.93</u>	<u>\$ 219,713.74</u>





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Community Association D.P. No. 270427

LOT BALANCE REPORT

31 December 2025

<u>Lot No</u>	<u>Unit No</u>	<u>Administrative Fund</u>	<u>Capital Works Fund</u>	<u>Other</u>	<u>Total</u>
1		0.00	0.00	0.00	0.00
2		-2,346.60	0.00	0.00	-2,346.60
3		0.00	0.00	0.00	0.00
4		0.00	0.00	0.00	0.00
5		-553.57	0.00	0.00	-553.57
6		-1,296.51	0.00	0.00	-1,296.51
7		-1,581.77	0.00	0.00	-1,581.77
8		-0.62	0.00	0.00	-0.62
9		-412.61	0.00	0.00	-412.61
10		-468.27	0.00	0.00	-468.27
11		-910.22	0.00	0.00	-910.22
12		0.00	0.00	0.00	0.00
13		-827.64	0.00	0.00	-827.64
14		0.00	0.00	0.00	0.00
15		0.00	0.00	0.00	0.00
16		926.77	0.00	50.86	977.63
17		0.00	0.00	0.00	0.00
18		-539.66	0.00	0.00	-539.66
19		-745.06	0.00	0.00	-745.06
20		-0.62	0.00	0.00	-0.62
21		0.00	0.00	0.00	0.00
22		0.00	0.00	0.00	0.00
23		0.00	0.00	0.00	0.00
24		-361.79	0.00	0.00	-361.79
25		0.00	0.00	0.00	0.00
26		0.00	0.00	0.00	0.00
27		0.00	0.00	0.00	0.00
28		0.00	0.00	0.00	0.00
29		0.00	0.00	0.00	0.00
30		-798.60	0.00	0.00	-798.60
31		-2,222.23	0.00	0.00	-2,222.23
32		-0.62	0.00	0.00	-0.62
33		0.00	0.00	0.00	0.00
34		-4.92	0.00	0.00	-4.92
35		0.00	0.00	0.00	0.00
36		-2,821.42	0.00	0.00	-2,821.42
37		-0.62	0.00	0.00	-0.62
38		0.00	0.00	0.00	0.00
39		-0.62	0.00	0.00	-0.62
40		5.37	0.00	65.89	71.26
41		-0.62	0.00	0.00	-0.62
42		0.00	0.00	0.00	0.00
43		0.00	0.00	0.00	0.00
44		0.00	0.00	0.00	0.00
45		42.67	0.00	3.73	46.40
46		42.67	0.00	3.73	46.40
47		0.00	0.00	0.00	0.00
48		-716.02	0.00	0.00	-716.02
49		0.00	0.00	0.00	0.00



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LOT BALANCE REPORT

31 December 2025

<u>Lot No</u>	<u>Unit No</u>	<u>Administrative Fund</u>	<u>Capital Works Fund</u>	<u>Other</u>	<u>Total</u>
50		0.00	0.00	0.00	0.00
51		-2,221.56	0.00	0.00	-2,221.56
52		0.00	0.00	0.00	0.00
53		0.00	0.00	0.00	0.00
54		0.00	0.00	0.00	0.00
55		0.00	0.00	0.00	0.00
56		0.00	0.00	0.00	0.00
57		0.00	0.00	0.00	0.00
58		0.00	0.00	0.00	0.00
59		0.00	0.00	0.00	0.00
60		0.00	0.00	0.00	0.00
61		-0.62	0.00	0.00	-0.62
62		0.00	0.00	0.00	0.00
63		-0.62	0.00	0.00	-0.62
64		0.00	0.00	0.00	0.00
65		0.00	0.00	15.98	15.98
66		0.00	0.00	0.00	0.00
67		0.00	0.00	0.00	0.00
68		-0.62	0.00	0.00	-0.62
69		0.00	0.00	0.00	0.00
70		0.00	0.00	0.00	0.00
71		0.00	0.00	0.00	0.00
72		0.00	0.00	0.00	0.00
73		-0.62	0.00	0.00	-0.62
74		-12.94	0.00	0.00	-12.94
75		-2,838.66	0.00	0.00	-2,838.66
76		-0.62	0.00	0.00	-0.62
77		-0.62	0.00	0.00	-0.62
78		-0.62	0.00	0.00	-0.62
79		-212.05	0.00	0.00	-212.05
80		0.00	0.00	0.00	0.00
81		-383.27	0.00	0.00	-383.27
82		-856.68	0.00	0.00	-856.68
83		0.00	0.00	0.00	0.00
84		59.44	0.00	1.51	60.95
85		-56.57	0.00	0.00	-56.57
86		0.00	0.00	0.00	0.00
87		0.00	0.00	0.00	0.00
88		0.00	0.00	0.00	0.00
89		0.00	0.00	0.00	0.00
90		0.00	0.00	0.00	0.00
91		0.00	0.00	0.00	0.00
92		-0.62	0.00	0.00	-0.62
93		-0.62	0.00	0.00	-0.62
94		0.00	0.00	0.00	0.00
95		0.00	0.00	0.00	0.00
96		-0.62	0.00	0.00	-0.62
97		-2.20	0.00	0.00	-2.20
98		0.00	0.00	0.00	0.00



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Community Association D.P. No. 270427

LOT BALANCE REPORT

31 December 2025

<u>Lot No</u>	<u>Unit No</u>	<u>Administrative Fund</u>	<u>Capital Works Fund</u>	<u>Other</u>	<u>Total</u>
99		0.00	0.00	0.00	0.00
100		0.00	0.00	0.00	0.00
101		-564.16	0.00	0.00	-564.16
102		-223.55	0.00	0.00	-223.55
103		0.00	0.00	0.00	0.00
104		-45.68	0.00	0.00	-45.68
105		46.41	0.00	1.16	47.57
106		-45.68	0.00	0.00	-45.68
107		-45.98	0.00	0.00	-45.98
108		-45.68	0.00	0.00	-45.68
109		-46.49	0.00	0.00	-46.49
110		-45.68	0.00	0.38	-45.30
111		-45.68	0.00	0.00	-45.68
112		-61.71	0.00	0.00	-61.71
113		-470.54	0.00	0.00	-470.54
114		0.00	0.00	0.00	0.00
115		52.36	0.00	1.31	53.67
116		-18.30	0.00	0.00	-18.30
117		-51.43	0.00	0.00	-51.43
118		-1.52	0.00	0.00	-1.52
119		-51.43	0.00	0.43	-51.00
120		52.36	0.00	1.31	53.67
121		0.00	0.00	0.00	0.00
122		-51.43	0.00	0.00	-51.43
123		59.47	0.00	81.16	140.63
124		-51.43	0.00	0.00	-51.43
125		0.00	0.00	0.00	0.00
126		0.00	0.00	0.00	0.00
127		-2,645.06	0.00	0.00	-2,645.06
128		0.00	0.00	0.00	0.00
129		0.00	0.00	0.00	0.00
130		0.00	0.00	0.00	0.00
Total		(\$26,424.65)	\$0.00	\$227.45	(\$26,197.20)



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>
12110	Administrative Fund	ACCOUNTING - BAS PREPARATION	
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
15/08/25	BAS Preparation	Acumen Strata	198.00
15/08/25	GST		-18.00
17/11/25	BAS Preparation	Acumen Strata	198.00
17/11/25	GST		-18.00
31/12/25	Accrual BAS Dec 25	Accrual Bas Dec 25	180.00
	Total:		1,084.77
12505	Administrative Fund	AUDITORS - AUDIT SERVICES	
30/01/25	Audit 24	Thomas Davis & Co	550.00
30/01/25	GST		-50.00
	Total:		500.00
12705	Administrative Fund	BANK CHARGES	
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
31/07/25	StrataPay Trans/Svce		12.35
31/07/25	GST		-1.12
29/08/25	StrataPay Trans/Svce		17.10
29/08/25	GST		-1.55
30/09/25	StrataPay Trans/Svce		27.95
30/09/25	GST		-2.54
31/10/25	StrataPay Trans/Svce		10.45
31/10/25	GST		-0.95



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>
12705	Administrative Fund	BANK CHARGES	
28/11/25	StrataPay Trans/Svce		18.05
28/11/25	GST		-1.64
31/12/25	StrataPay Trans/Svce		19.40
31/12/25	GST		-1.76
	Total:		205.24
13150	Administrative Fund	CONSULTANCY	
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
31/07/25	L2 Design Review Pan	Lahznimmo Architects Pty Ltd	1,100.00
31/07/25	GST		-100.00
06/08/25	Insurance Valuation	Qia Group	350.00
06/08/25	GST		-31.82
11/08/25	Design Review Lot 2	Deposited Plan No. 285910	-1,100.00
11/08/25	GST		100.00
	Total:		568.18
13405	Administrative Fund	ELECTRICAL REPAIRS	
07/02/25	Electrical repairs	Jolt Electrical Contractors	283.25
07/02/25	GST		-25.75
15/03/25	Replace broken light	Jolt Electrical Contractors	1,684.94
15/03/25	GST		-153.18
07/06/25	Repair the lights	Jolt Electrical Contractors	308.00
07/06/25	GST		-28.00
25/07/25	Street Light Breaker	Jolt Electrical Contractors	5,142.50
25/07/25	GST		-467.50
28/07/25	Darwin ave light pol	Jolt Electrical Contractors	880.42
28/07/25	GST		-80.04
11/08/25	L11 AC isolate&disp	Jolt Electrical Contractors	478.50
11/08/25	GST		-43.50
11/08/25	1st Light from brodi	Jolt Electrical Contractors	641.74
11/08/25	GST		-58.34
	Total:		8,563.04
13905	Administrative Fund	GARDEN & GROUNDS	
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



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>
13905	Administrative Fund	GARDEN & GROUNDS	
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
29/06/25	Gardening 16-30/06	Gardens In Mind	3,599.20
29/06/25	GST		-327.20
13/07/25	Gardening14/07-04/08	Gardens In Mind	3,599.20
13/07/25	GST		-327.20
31/08/25	Gardening 25/08	Gardens In Mind	1,799.60
31/08/25	GST		-163.60
21/09/25	Gardening 17/09	Gardens In Mind	1,799.60
21/09/25	GST		-163.60
06/10/25	Gardening 02/10	Gardens In Mind	1,799.60
06/10/25	GST		-163.60
13/10/25	Gardening 13/10	Gardens In Mind	1,799.60
13/10/25	GST		-163.60
15/11/25	Gardening 27/10	Gardens In Mind	1,804.00
15/11/25	GST		-164.00
15/11/25	Gardening 10/11	Gardens In Mind	1,804.00
15/11/25	GST		-164.00
30/11/25	Gardening 26/11	Gardens In Mind	2,239.16
30/11/25	GST		-203.56
16/12/25	Gardening 09/12	Gardens In Mind	1,804.00
16/12/25	GST		-164.00
31/12/25	Accrual Gardening 23	Accrual Gardening 23/12	1,640.00
	Total:		36,407.60
14310	Administrative Fund	INSURANCE - PREMIUM	
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



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>
14310	Administrative Fund	INSURANCE - PREMIUM	
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
18/09/25	Insurance 25/26	Bac Insurance Brokers	26.25
18/09/25	GST		-2.39
18/09/25	F & E Service Levy	Bac Insurance Brokers	3.72
18/09/25	GST		-0.34
18/09/25	Stamp Duty	Bac Insurance Brokers	2.71
	Total:		4,529.67
14605	Administrative Fund	LEGAL & DEBT COLLECTION FEE	
02/04/25	Credit Arrears Notic	Credit Arrears Notice Lot 117	27.50
02/04/25	GST		-2.50
	Total:		25.00
15005	Administrative Fund	MANAGEMENT FEES	
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
15/07/25	Management Fees	Acumen Strata	2,466.67
15/07/25	GST		-224.24
15/08/25	Management Fees	Acumen Strata	2,466.67
15/08/25	GST		-224.24
15/09/25	Management Fees	Acumen Strata	2,466.67
15/09/25	GST		-224.24
15/10/25	Management Fees	Acumen Strata	2,466.67
15/10/25	GST		-224.24
15/11/25	Management Fees	Acumen Strata	2,609.74
15/11/25	GST		-237.25
15/12/25	Management Fees	Acumen Strata	2,609.74
15/12/25	GST		-237.25
	Total:		27,169.28





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>
15010	Administrative Fund	MANAGEMENT FEES - ADDITIONAL	
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
14/07/25	Issue Work Order/Quo	Acumen Strata	74.25
14/07/25	GST		-6.75
15/08/25	Issue Work Order/Quo	Acumen Strata	49.50
15/08/25	GST		-4.50
15/08/25	Consultancy	Acumen Strata	2,035.00
15/08/25	GST		-185.00
16/09/25	Consultancy	Acumen Strata	110.00
16/09/25	GST		-10.00
15/10/25	Issue Work Order/Quo	Acumen Strata	24.75
15/10/25	GST		-2.25
15/10/25	Consultancy	Acumen Strata	165.00
15/10/25	GST		-15.00
17/11/25	Consultancy	Acumen Strata	495.00
17/11/25	GST		-45.00
16/12/25	Consultancy	Acumen Strata	825.00
16/12/25	GST		-75.00
	Total:		4,550.00
15015	Administrative Fund	MANAGEMENT FEES - DISBURSEMENT	
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
17/02/25	Postage Small	Acumen Strata	26.01
17/02/25	GST		-2.36



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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	
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
14/07/25	Postage Small	Acumen Strata	23.12
14/07/25	GST		-2.10
14/07/25	Term Deposit Mgnt	Acumen Strata	41.25
14/07/25	GST		-3.75
14/07/25	Photocopying	Acumen Strata	35.20
14/07/25	GST		-3.20
15/07/25	Disbursements-Fixed	Acumen Strata	637.50
15/07/25	GST		-57.95
15/08/25	Disbursements-Fixed	Acumen Strata	637.50
15/08/25	GST		-57.95



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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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ACCOUNTS SUMMARY 1 January 2025 to 31 December 2025

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
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



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>
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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1 January 2025 to 31 December 2025

<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 NON-STRUCTURAL GARDEN WORKS attached
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.



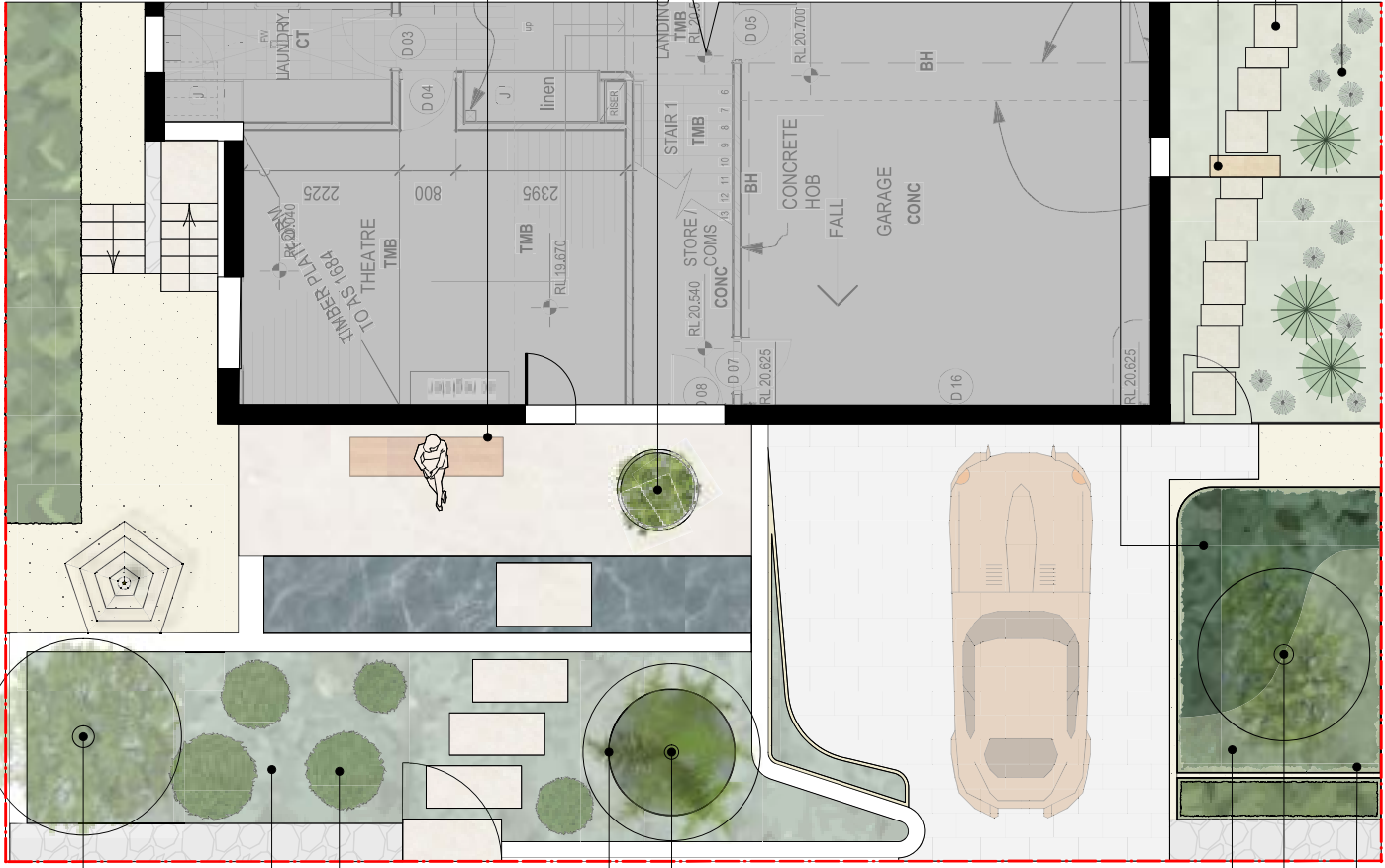
House at time of construction.



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 *Zoysia* UNDERPLANTING
- Hibbertia scandens*
- Plumeria* Frangipani
- LEVEL METAL PLANTER

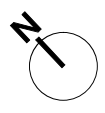
WAREHOUSE TIMBER RECYCLED WITH METAL FEET

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