BC 381458
2-4 Northpoint Street
COMMITTEE MEETING MINUTES

Date: *28/09/2023*

Time: *06:45 pm*

Location: **Unit 22 /2-4 Northpoint St , Plimmerton**

Present: **Mark Northcott, Allan Blithe, Robyn Hall, Bernard Barker**

Quorum: **Quorum was achieved, and the meeting proceeded**

1. This notice is to be handed to each committee member by the Chairperson of the Body Corporate as required under Section 22 of the Unit Titles Regulations 2011 and has therefore been included in the agenda at the first committee meeting by the Chairperson to ensure that the requirements have been met.

   Resolved that the Body Corporate delegate to the Committee:

   a. all of the Body Corporate's powers and duties which it is able to delegate under the authority of section 108 of the Act, other than:
      i. the power to adopt a long-term maintenance plan (s116);
      ii. the power to dispense with a long-term maintenance fund (s117);
      iii. the power to levy contributions (s121);
      iv. the power to approve financial statements (s132);
      v. the power to dispense with audit, review or verification of financial statements (s132(2));

   b. the following duties of the Chairperson:
      i. the duty to keep financial accounts and records;
      ii. the duty to submit financial statements to an independent auditor;

   Resolved that the delegation remains in effect until further notice.
   Resolved that this delegation given is evidence of the body corporate committee's authority to perform each duty and exercise each power that is being delegated.
   Resolved that the committee is to report to the Chairperson and or the unit owners at the next AGM.

2. **Resolved** that the committee agree to abide by the code of conduct in Schedule 1 below, Understand the legislation to the best of their ability and that conflicts of interest will be reported, and a conflicts of interest register be maintained.

   Schedule 1ACode of conduct for body corporate committee members

   a. **Commitment to acquiring understanding of Act, including this code**
      i. A member must have a commitment to acquiring an understanding of anything in this Act and the regulations, including this code of conduct, that is relevant to the member's role on the committee.

   b. **Honesty, fairness, and confidentiality**
      i. A member must act honestly and fairly in performing the member's duties as a committee member.
      ii. A member must not unfairly or unreasonably disclose information held by the body corporate, including information about an owner of a unit, unless authorised or required to do so by law.

   c. **Acting in body corporate's best interests**
      i. A member must act in the best interests of the body corporate in performing the member's duties as a committee member, unless it is unlawful to do so.

   d. **Complying with Act and this code**
      i. A member must comply with the Act, these regulations, including this code, and any other applicable legislation relating to matters for which the committee has responsibility in performing the member's duties as a committee member.

   e. **Conflict of interest**
      i. A committee member who is eligible to vote must disclose to the committee any conflict of interest the member may have in a matter before the committee.

3. Resolved that the Chairperson of the committee be **Mark Northcott**

4. Resolved that should the Chairperson wish to avoid calling a committee meeting; resolutions can be passed by email.

5. Resolved that the minutes of the previous committee meeting on 15 September 2022 be accepted.

6. Resolved that Royce Body Corporate attend to the following.

    a. Ensures a new valuation for insurance purposes is not obtained before the renewal

7. Resolved that Royce Body Corporate are to charge to owners any costs throughout the year as per sections 126 and 127 of the UTA, should it apply.

8. Resolve that the committee follow through on decisions made from their review of the H & S report in the last year.

9. Resolved that the Royce Body Corporate would provide a monthly Bank statement to the Chair together with the corresponding financials

10. Resolved that the Committee will looking into the gardening on the property

All the above resolution were passed unanimously.

Finished at 7:00 pm

BAYLEYS

DISCLOSURE STATEMENT

1. The following information has been supplied to Capital Commercial (2013) Limited ("Bayleys") to be made available for distribution on the vendor's behalf to potential purchasers to assist purchasers with their due diligence and to use at the purchaser's discretion.
2. Bayleys and the Vendor do not warrant the accuracy or completeness of the information and recommends that all recipients undertake their own due diligence, obtain their own reports to their satisfaction and seek independent advice prior to committing to purchaser.