

Applewood Residents Committee

5, Grand Boulevard, Doncaster, Victoria, 3108

Minutes of Meeting No 3/2023

Wednesday 12TH April 2023

Held in Private Dining Room at 10.30 am

Present: Robyn Millership (Chair), Peter Sage (Deputy Chair), Geoff Dreher (Secretary),
Ellen Boyd, Jeff Hore, Bob Slater.

In attendance: Mike Reece (10.30am -10.50am) ; John Smrk (from 11.30 am).

Apologies: Brian Morris and Grahme Bond. **Quorum:** OK

1. Confirmation of Minutes of meeting 8th March 2023:

1.1 Minutes were confirmed. (Moved Peter, Seconded Ellen).

1.2 **Business Arising.** John Smrk and Angela Buckley met with ARC and ARC Finance Committee Members on 29th March 2023 to discuss the QS Report which John had circulated after the last ARC Meeting.

Subsequently the Finance Committee circulated a document on 5th April which details questions arising from the QS meeting and which has been sent to John Smrk for consideration.

2. Reports of Subcommittees :

2.1 Finance Subcommittee:

The Minutes of the Finance s/c for 24th March 2023 were noted and accepted.

The minutes highlight that ARD has been asked to involve ARC early in QS reporting.

2.2 Property & Infrastructure Subcommittee:

2.3.1 The Minutes of the Property & Infrastructure s/c for 13th March 2023 were noted and accepted.

2.3.2 The Relocation in Applewood Discussion paper prepared by the P&I S/c had been circulated and was discussed. It was noted that the paper highlighted significant benefits to Residents and would be attractive to younger Residents. Mike indicated that he had an update for the document which highlighted the benefit to younger residents and was of benefit to ARD as well as to Residents.

It was agreed . (Moved Peter, Seconded Ellen) to accept the Relocation Document with Mike's update and that it be sent out to John & Angela to arrange a meeting of ARC and ARC P&I S/c Members to discuss the document.

2.3 Grounds Subcommittee and Action Report:

2.3.1 Peter tabled reports for the Grounds Subcommittee and an Action report.

He awaits comments from John Smrk regarding timing of some projects, some of which extend into the next year.

He tabled a plan of pole lights which are not working throughout Applewood walkways, paths, and the pool. Rewiring has started.

It is uncertain who is following up cleaning projects such as gutter cleaning.

2.5 OHS

3.5.1 Jeff reported that the Trelawny Gum is still dropping branches and is still awaiting Council permission to remove it.

3.5.2 The IN- gate at Tram road now closes after about 15 seconds to prevent cars exiting via the In gate.

3.5.3 Speeding is a problem both after Entry and approaching the Exit at Tram Road. It is suggested that this be highlighted in Appleflash and residents be reminded to keep to 15KPH.

3.5.4 Tiles and Pavers repairs still await a new contractor.

2.6 Welcome :

Ellen reported that whilst there have been fewer new Residents over the last month the sales which are now occurring infer that there will be many new residents in coming months.

There has been difficulty in contacting new residents who are unaware that an answering system is needed to record messages on their landline.

The Friday Nighters Dinner has 83 booked for Friday 14th April and Erin has taken on the paper work tasks involved. It is also planned to have Mingle nights of drinks and savouries for new Residents to mix and meet with current Residents.

In reply to questions regarding what questions are asked of new Residents, Ellen emphasized that she asks what their interests are, not what they do or have or practice.

2.7 Gym:

Peter reported that the recently purchased equipment in the Gym cannot be returned so he is looking to alter it to make it useable. The Medicine Balls have still not arrived.

2.8 Action Report:

See above item 2.3

3.0 Correspondence:

3.1 Letter from John Sheedy regarding lack of access to Minutes of ARC was noted.

3.2 Letter from John Sheedy regarding delay in Insurance forum and answers to his questions sent to John Smrk was noted.

4.0 General Business:

4.1 ARC information for Residents.

It was agreed that Geoff proceed to discuss with Nancy Manders the placing on the Portal, and the provision of hard copies in the Library, of ARC and ARC Subcommittee Minutes as they are approved by the ARC meetings. These sites should also show the Rules of ARC, the Terms of reference of the Subcommittees, and have pictures of the Members of each committee.

It was also agreed to ask ARM if the digital copies on the portal could be used as the Archives for ARC.

5.0 Meeting with ARM - John Smrk (11.30 am)

5.1 QS Report Meeting – John reported that the QS Report questions circulated by the Finance S/c (see Item 1.2 above) have been sent to the Surveyor and he expects that a response should be back by next week. He will then call a meeting to review the matters raised.

5.2 Building Manager – In response to questions raised by Peter, John said that no Building Manager has been appointed. There is a Development team based in ARD which meets every two weeks with him and is responsible for approving projects' completion. On site staff check projects when the contractors concerned say they have completed them. Contractors are required to photograph works before and after completion.

5.3 Receptionist appointee - Jacinta – Jacinta has settled in well and is very happy with her work.

5.4 Resident liaison - Erin – Erin will take on a welfare role in Applewood, assisting Residents who are unwell or need Hospital, Respite, or other access. Also will help with activities such as street grouping if residents ask for that etc.

5.5 Insurance Forum - John indicated that he had answers to 90% of the questions raised by John Sheedy (See Item 3.2 above) and that he hoped that he and Angela could arrange a forum by the end of April.

5.6 Maintenance – Further advertisements will be made for a maintenance person . The role will be a mixture of Maintenance and Bus driving .

5.7 Vehicles exiting the In Gate at Tram Rd. – John now has the In-gate shutting 10 seconds after a car enters. It has been noted that a Resident exited the In-gate recently, and that some Residents exceed the speed limit in Applewood. It was agreed the Robyn write about this problem in Appleflash.

5.8 Trees for removal – the Manningham Council has still not confirmed approval for removal of these trees, such as the Trelawny tree, after more than 3 weeks of requesting by John. If an accident occurs the Council will now be liable.

5.9 FOGO – John will message Residents that these new bins will be delivered on Saturday 15th April and that some sites cannot store them.

6.0 Close of Meeting

Meeting closed at 12.10 PM

7.0 Next meeting : Wednesday, 10th May 2023, 10.30am.

Signed:



Robyn Millership
Chair



Geoff Dreher
Secretary

10/5/2023