

# TOWN OF BASSENDEAN

## MINUTES

HYDE RETIREMENT VILLAGE

ANNUAL GENERAL MEETING

HELD AT BASSENDEAN SENIORS AND DISABILITY SERVICES

2 COLSTOUN ROAD, ASHFIELD WA 6054

MONDAY 12 OCTOBER 2015 COMMENCING AT 1:45PM

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### 1.0 ATTENDANCES AND APOLOGIES

#### Present

His Worship the Mayor, Cr John Gangell

#### Residents

Babian & Myrtle D'Souza

Betty & Frank Morey

Olympe Ingate

Lorraine Philips

Doreen Woolley

Robyn Jefferson

Doreen Foot

Hazel Jess

Shirley Jeffries

Joe & Lorraine Colton

Jacqueline Sheen

Brendan Allen

Rosa Zonata

Dorothy Dawson

Loretta Lynes

Pat Strobel

John Rowland

Brenda Rogers

Officers

Graeme Haggart, Director Community Development  
Michael Costarella, Director Corporate Services  
Mona Soliman, Manager Seniors and Disability Services  
Shelley Coleman, Team Leader Seniors and Disability Services

Apologies

Sang & Pheng Tsang  
Ken & Margaret Dodd  
Barbara Slade  
Keith & Alice Downey  
Clifford Anderson  
Pat Jennings  
Betty Pratt  
Laura Dennis  
Tom & Sylvia Emberson  
Joy Clarke

The Mayor opened the meeting at 1.45pm and apologised for being late. The Mayor introduced himself, Graeme Haggart, Michael Costarella, Mona Soliman, and Shelley Coleman and proceeded with the order of business.

**1.1 PROXY VOTING FORMS TO BE COLLECTED**

The Mayor Cr Gangell asked if there were any Proxy voting forms. John Roland brought forward a proxy voting form for Joy Clarke.

COMMITTEE/OFFICER RECOMMENDATION – ITEM 1.1

**HRV – 1/10/15** MOVED Doreen Woolley, Seconded Lorraine Colton, that the submitted proxies be endorsed.

CARRIED

## **2.0 CONFIRMATION OF MINUTES**

### **2.1 Minutes of the Hyde Retirement Village Annual General Meeting held on 13 October 2014**

#### **COMMITTEE/OFFICER RECOMMENDATION – ITEM 2.1**

**HRV – 2/10/15** MOVED Brenda Rodgers, Seconded Pat Strobel, that the minutes of the Hyde Retirement Village Annual General Meeting held on 13 October 2014 be confirmed as a true record.

**CARRIED**

## **3.0 ANNUAL REPORT**

The Mayor John Gangell presented the Annual Report.

The following is a summary:

- Acknowledged the residents we farewelled since our last annual general meeting,
- Farewell to those who have left:
  - Thelma Gilbert - moved out
  - Margaret Taylor - passed away
  - Eric Boocock - passed away
- Warm welcome to the following new residents and hoped they find Hyde retirement Village a comfortable and pleasant environment in which to live.
  - Olympe Ingate
  - Rosa Zonata
- **The year in review**

During the past year the Town's Seniors and Disability Services Team in close collaboration with the Asset Services Team has been working hard in ensuring the effective management and upkeep of the complex. A schedule of ongoing routine maintenance, as well as a number of substantial projects, was undertaken during the year resulting in the complex looking better than it has in a number of years.

**The highlights were:**

- Three units were vacated, one has been refurbished and occupied and the other two are currently been completed;
- The communal garden beds have been retained with limestone blocks to stop the soil running and flooding the lower lying units during heavy rains. Not only has this reduced safety risks, it is also aesthetically much more appealing than the rotten sleepers that were replaced.
- Additional lighting was installed on the front of all the buildings facing the road and in particular the car parks to enhance security. A couple more were installed in the back near the gazebo for added safety at night.  
Considerable ongoing maintenance including installation of new hot water units, taps cisterns, toilets etc. and painting to various occupied units including doors, skirtings and door frames was undertaken.
- Regular garden maintenance has been provided on an ongoing basis and it's actually looking very nice.
- RCD testing to all units was undertaken
- External cockroach, termite and rodent inspection and treatments were undertaken
- Door locks and security screen repairs were undertaken to a number of units
- Gutter cleaning
- Residents were thanked for the effort many of them contribute to the improvement of the village. We are aware that many residents do a lot of gardening and really take pride in "your village" and it is greatly appreciated.
- It was acknowledged the Committee did an outstanding job for the village this year, and we are looking forward to another progressive year ahead.

**COMMITTEE/OFFICER RECOMMENDATION – ITEM 3.0**

**HRV – 3/10/15** MOVED Joe Colton, Seconded Loretta Lynes, that the Annual Report be received.

**CARRIED**

**4.0 FINANCIAL STATEMENT**

The Director Corporate Services, Michael Costarella, presented the Financial Statement for the Hyde Retirement Village to 30 June 2015.

Total Operating Revenue	\$257,916
Total Operating Expenditure	\$364,259
Total Aged Persons Reserve	\$520,000
Trust Account Closing Balance	\$329,100

**COMMITTEE/OFFICER RECOMMENDATION – ITEM 4.0**

**HRV – 4/10/15** MOVED Doreen Woolley, Seconded Lorraine Colton, that the Financial Statement for the Hyde Retirement Village for the year ended 30<sup>th</sup> June 2015 be received.

**CARRIED**

**5.0 ELECTION OF THE HYDE RETIREMENT VILLAGE RESIDENTS COMMITTEE**

Nominations for the Residents Committee were called. Seven Committee members were elected:

(Proxy voting forms were sent to residents of HRV)

The following people nominated:

1. Lorraine Colton
2. Lorraine Philips
3. Brenda Rogers
4. John Roland
5. Joy Clarke
6. Robyn Jefferson
7. Rosa Zonata

**COMMITTEE RECOMMENDATION – ITEM 5.0**

**HRV - 5/10/15** MOVED Joe Colton, Seconded Doreen Foot, that Lorraine Colton, Lorraine Philips, Brenda Rogers, John Roland, Joy Clarke, Robyn Jefferson, Rosa Zonata be appointed to the HRV Residents Committee.

**CARRIED**

## **6.0 DISPUTES COMMITTEE**

Following discussion, Joe Colton agreed to being nominated to the Committee

### **COMMITTEE RECOMMENDATION – ITEM 6.0**

**HRV - 6/10/15** MOVED Jacqui Sheen, Seconded Doreen Woolley, that Joe Colton be elected to the Committee

**CARRIED**

## **7.0 GENERAL BUSINESS**

### **REPAIRS AND MAINTENANCE**

Joe Colton reported that the new lighting installed in the front of the village has not improved security and wanted it replaced by sensor lights like the one outside unit 20. He stated that this would be better and requested the same ones installed throughout the village.

- Asset Services to be advised.

Loretta raised a concern that vehicles are driving too fast into the complex.

- A recommendation to place 5km speed signage was agreed upon

It was reported that mould was coming down the brick work outside units 3,4,5,6.

- It was recommended high pressure cleaning for this job.

Residents asked council to consider costing on Solar panels.

- Asset Services to investigate cost.

Loretta asked about resident requests and the process for raising new items.

- Residents were advised that they can bring up new items for discussion at any time.

General discussion:

The yearly maintenance fees were discussed and residents were informed they are based on annual CPI increases. The process is that Mona proposes the annual adjustment which is presented to the Resident Committee for consideration. The committee's decision is presented to Council as part of the annual fees and charges approvals process.

The reserve funds stay in the bank and are available there for the life of the retirement village - major works.

The monies in trust from the \$30,000.00 is \$29,500.00.

It was asked if individuals could purchase solar panels for their own units.

- They were told Individual solar panels for each unit are not an option. The whole complex would have to be converted; however, it could be paid for out of the reserve but would need to go to council for approval.

The residents reported that the rendering was peeling off some of the units again and needed to be assessed and remediated. Some of the residents expressed dissatisfaction that contractors used left a mess behind for residents to clean up after them.

- Mona advised that she had requested Asset Services withhold final payments until jobs were completed to satisfaction. She also requested we work together with the committee reporting any issues back to her promptly so she can resolve these or other issues.

The residents advised the notice board was locked.

- Mona agreed to remove the lock.

Joe Colton found a resident deceased outside his unit. He asked if they could be given an after-hours number to ring in emergency or similar situations.

- Mona agreed to give her mobile number to residents.

### GARDENS

The residents wanted to let everyone know that Aimee was doing a brilliant job on the gardens and thanked her very much.

### **8.0 CLOSURE**

There being no further business, the Mayor declared the meeting closed, the time being 2.25pm.