

The Owners of Strata Scheme 55
Sorrento Terrace
1-25 Myrtle Avenue
SORRENTO WA 6020

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given pursuant to Section 127 of the Strata Titles Act 1985 and the Strata Titles General Regulations 2019 that the Annual General Meeting for The Owners of Strata Scheme 55 will be held as follows:

DATE: Wednesday the 20/11/2024
VENUE: The Office of All Strata Management Services
121 Walcott Street
Mount Lawley WA 6050
ZOOM LINK: <https://zoom.us/join>
Meeting ID: 576 850 7935
Passcode: 11111
TIME: 04:00 PM

IMPORTANT INFORMATION STRATA TITLES ACT 1985

QUORUM

Quorum is the minimum number of persons that must be present, either in person or via Zoom or by duly nominated proxy, at the general meeting in order to proceed to business. A quorum for the purposes of Section 130(3) is constituted if there are persons present who are entitled to cast a vote attached to 50% of the lots in the scheme.

In accordance with Section 130(4) if a quorum has not been achieved and 30 minutes has elapsed from the time appointed, those present are taken to constitute a quorum.

PROXY

Please complete (all co-owners and/or company must sign) and return a proxy form in accordance with Section 124, prior to the meeting commencing. A proxy need not be a proprietor therefore you may nominate your strata company manager or the chairperson to represent you at the general meeting.

IF YOU HAVE ANY FINANCIAL QUERIES YOU MUST GIVE NOTICE

Please submit all financial queries to our office to the email address of your strata manager listed below no later than 3 business days prior to the meeting.

METHOD OF VOTING

In accordance with Section 129(2)(d) the acceptable method of voting is at the general meeting, or, in writing either by post or email and accompanied by a duly executed proxy form.

HOLDING MEETINGS REMOTELY

In accordance with Section 131(1) & (2) a person may attend a meeting by remote communication and is taken to be present at the meeting, if you wish to attend via Zoom.

Please refer to Agenda Sundry notes for further information.

Kim Bunting
stratawhite@allstrata.com.au
For and on behalf of The Owners of Strata Scheme 55

DATE OF NOTICE

23 October 2024

AGENDA

RECORD OF ATTENDANCE/APOLOGIES/PROXIES AND VERIFICATION OF SAME

1 TIME MEETING COMMENCED

2 APPOINTMENT OF MEETING CHAIRPERSON

3 MINUTES (ANNUAL GENERAL MEETING)

That the minutes of the previous annual general meeting held on **21/11/2023** of The Owners of Strata Scheme 55 be confirmed as an accurate record of the proceedings of that meeting.

4 FINANCIAL STATEMENTS

That pursuant to Section 127(3)(b) of the Strata Titles Act 1985 that the accounts for the period ending **30/09/2024** as included within the notice of meeting be accepted.

5 INSURANCE POLICY DETAILS

That pursuant to section 127(3)(c) of the Strata Titles Act 1985 the following insurance details were confirmed:

Policy No.872042
CHU
Type : Residential Strata

Premium : \$22,641.89 Paid on : 09/01/2024 Start : 26/01/2024 Next due : 25/01/2025

Cover	Sum Insured	Excess	Notes
Building	\$9,233,950.00	\$1,000.00	\$2,500 Water Damage/Burst Pipes/Storm
Common Contents	\$113,574.00	\$1,000.00	
Loss of Rent/Temp Accommodation	\$1,385,092.00	\$1,000.00	
Liability	\$20,000,000.00	\$0.00	
Voluntary Workers	Selected	\$0.00	
Fidelity Guarantee	\$100,000.00	\$0.00	
Office Bearers Liability	\$1,000,000.00	\$0.00	
Government Audit Expenses	\$25,000.00	\$0.00	
Appeal Expenses - C.P. H & S	\$100,000.00	\$0.00	
Legal Defence Expenses	\$50,000.00	\$0.00	
Lot Owners Fixtures&Improvements	\$250,000.00	\$0.00	
Flood Cover	Included	\$0.00	

Policy No.PE1009225GWC
QBE Insurance
Type : Workers Compensation

Premium : \$319.00 Paid on : 12/01/2024 Start : 25/01/2024 Next due : 25/01/2025

Cover	Sum Insured	Excess	Notes
Workers Compensation	Selected	\$0.00	

Commission paid on this policy was **\$3,723.37** and the last valuation was completed on **25/11/2022** and noted a replacement value of **\$8,965,000.00**.

6 INSURANCE COVERAGE

- a. That Catastrophe Cover be added to the policy mid-term.
- b. That Catastrophe Cover be added to the policy at renewal.
- c. That All Strata Management Services to empowered to obtain a quote to add Catastrophe Cover to the

policy and forward to the Council of Owners for consideration and instruction.

Catastrophe

Covers escalation of rebuilding costs that occur due to catastrophic events e.g. Storm, Cyclone, Flood.

7 BUILDING INSURER

That pursuant to Section 97 of the Strata Titles Act 1985 the Strata Company agrees to the following for the 2025-2026 policy;

- a. That All Strata Management Services be empowered to renew the insurance policy with the current insurer; or
- b. That All Strata Management Services be empowered to obtain a quote from Strata Community Insurance prior to renewal; and/or
- c. That All Strata Management Services be empowered to engage an Insurance Broker who will be empowered to obtain quotes from strata insurers prior to renewal; and
- d. That the Council be empowered to choose a preferred quote from either the current insurer, Strata Community Insurance or sourced by the Brokers.
- e. That the Council of Owners be authorised to raise a special levy for any shortfall between premium amount and budget allocation to be due and payable within 14 days

Note:

Resolve that **the Strata Manager** be authorised to instruct and assist the Strata Company's nominated insurer to deal with the next insurance renewal matter, obtain insurance quotations, and adjust/amend/add/delete cover for the forthcoming policy year for submission to the Council of Owners.

FURTHER, resolve that **the Strata Manager** forward the valuation (if applicable) and insurance quotations, including the written advice and disclosure summary to the Council of Owners for consideration. In the event that **the Strata Manager** receives no response from the Council of Owners within 5 business days prior to the expiry of the insurance policy, to ensure that the Strata Company continues to hold insurance that meets the requirements of Section 97(1)(a) of the Act, **the Strata Manager** is to be given authorisation to place the insurance for the forthcoming policy year.

Note: In the event the Council of Owners fails to provide instruction then the insurance will be placed in accordance with the Brokers recommendation.

All Strata Management Services is an Authorised Representative of Corporate Home Underwriting Agencies Pty Ltd (CHU) and Body Corporate Brokers Pty Ltd. (BCB) and have a Distribution Agreement with Strata Community Insurance (SCI), and PSC Property Lync Insurance Brokers and a Referral Agreement with McLardy McShane Partners Pty Ltd (Licensee), Adapt Risk Solutions Pty Ltd (Corporate Authorised Representative).

8 BUILDING SUM INSURED

That pursuant to Section 97 of the Strata Titles Act 1985 to the following for the 2025-2026 policy;

- a. That the insurance policy be renewed at the current building sum insured; or
- b. That the insurance policy be renewed at the suggested building sum insured provided by the current insurer.

Note:

Your Strata Company is required to comply with various insurance provisions of the Strata Titles Act, 1985 (WA) (" Act") and Section 97 sets out the full insurance requirements. These requirements are insured under the current policy.

The Sum Insured for 'Buildings' must be for the replacement value as defined by the Act. We recommend that an independent valuation be carried out at a minimum of three yearly intervals to ensure that this cover is kept in line with current and projected building replacement costs and other increases in expenditure.

In the case of public liability risks the minimum amount under the Act is \$10 million. Many Strata Companies now insure for a minimum of \$20 million in residential schemes and as much as \$50 million where there is any commercial use of lots or common property.

We also suggest that every Strata Company effect's insurance in respect to possible liability under the Workers Compensation and Injury Management Act 1981 and your Strata Company has insured against such a risk.

In addition to the compulsory insurances required under the Act, a Strata Company also has other risks it should consider covering because of its financial or legal responsibilities for which it may become liable. The strata company has the discretionary power to insure for other risks such as personal accident for voluntary workers, fidelity guarantee, office bearer's liability, machinery breakdown, catastrophe cover, government audit costs, and proprietors fixtures and improvements.

GENERAL ADVICE WARNING

The above information is not personal advice. This advice is general only.

9 ELECTION OF THE COUNCIL OF THE STRATA COMPANY

- a. That the number of members of the Council of the Strata Company be determined; and
- b. That the members of the Council of the Strata Company be elected in accordance with Section 127(3)(a) of the Strata Titles Act 1985; or
- c. That, where there is no Council of the Strata Company, All Strata Management Services be empowered to prepare and issue ordinary resolution circulars, as and when required, to members of strata company to conduct a vote by ordinary resolution outside of a general meeting; and
- d. That a member of the Council be appointed to receive the monthly financial statement; and
- e. That a member of the Council be appointed as the Strata Company Representative.

Note:

Strata Management Agreement and Disclosure clause 12 "Strata Company Representative"

12.1 The Strata Company acknowledges and warrants that:

- (1) The Strata Company will validly nominate a Strata Company Representative to communicate with the Strata Company Manager on behalf of the Strata Company;
- (2) The Strata Company Representative is a member the Council, or in the case of a corporate member of the Council, the person nominated by that member of the Council to act for it; and
- (3) If the Strata Company appoints another member of Council to be the New Strata Company Representative, that appointment will not take effect until the Council has given notice of that new appointment to the Strata Manager.

10 10 YEAR PLAN

That the Strata Company agrees to consider maintenance that is either outstanding or due to be completed in the financial year as noted in the 10 year plan to comply with Section 91(1)(c); and

- a. That the contributions to the reserve fund be determined for the purpose of accumulating funds to meet this expense; and
- b. That the Strata Company be empowered to undertake expenditure as authorised by the approved budget in accordance with Section 102; and
- c. That the Council be empowered to choose a preferred contractor/quote; and
- d. That All Strata Management be instructed to obtain quotations as directed by the Council of Owners; and
- e. The Reserve Funds Plan be regularly reviewed and updated by the Council of Owners; and
- f. Acknowledge that the Council of Owners will annually review and update the 10 Year Plan of forecasted works and levies.

Note:

If you wish to obtain another copy of the 10 year building maintenance plan please contact your strata manager via email on stratawhite@allstrata.com.au to obtain another copy.

11 PEST CONTROL

That the Strata Company which previously approved the recommendation of pest control to be carried out annually as preventative maintenance and pursuant to Section 102 of the Strata Titles Act 1985, agrees that this is be carried out again for the following year.

12 GUTTER CLEANING

That the Strata Company which previously approved the recommendation of Gutter Cleaning to be carried out annually as preventative maintenance and pursuant to Section 102 of the Strata Titles Act 1985, agrees that this is be carried out again for the following year.

13 ADDITIONAL EXPENDITURE LANEWAY CRACKS

That pursuant to Section 102 of the Strata Titles Act 1985 the Strata Company agrees to undertake repairs to the laneway cracks; and

- a. That Claremont Asphalt quote QU-221268 dated 03/09/2024 for the amount of \$4,180.00 be considered; and
- b. That the Strata Company be empowered to undertake expenditure as authorised by the approved budget in accordance with Section 102.

14 ADDITIONAL EXPENDITURE ROOF RESTORATION

That pursuant to Section 102 of the Strata Titles Act 1985 the Strata Company agrees to undertake roof restoration; and

- a. That Sunrise Roofing quote QU-0003 dated 22/08/2024 for the amount of \$84,150.00 be considered; or
- b. That Versatile Roofing quote 223 dated 01/03/2018 for the amount of \$187,000.00 be considered; or
- c. That Permacoat quote dated 04/10/2024 for the amount of \$66,500.00 be considered; and

- d. That the Strata Company be empowered to undertake expenditure as authorised by the approved budget in accordance with Section 102.

15 ADDITIONAL EXPENDITURE REIMBURSEMENT OF UNIT 17A

That pursuant to Section 102 of the Strata Titles Act 1985 the Strata Company agrees to reimburse the owner of 17A for works completed due to water ingress from the soakwells; and

- a. That the invoice from Anti Damp for the amount of \$3,960.00 be considered; and
- b. That the invoice from Bunnings for Downpipe plumbing supplies for the amount of \$318.11 be considered; and
- c. That the invoice for the skip bin for the amount of \$196.95 be considered; and
- d. That the invoice for the flooring and skirting for the amount of \$859.25 (Receipt to be provided) be considered;
- e. That the Strata Company be empowered to undertake expenditure as authorised by the approved budget in accordance with Section 102.

16 CONSTRUCTION TRAINING LEVY

That pursuant to the Building and Construction Industry Training Fund and Levy Collection Act 1990 (the Act), The Strata Company acknowledges that the BCITF levy must be paid by every project owner (Strata Company) when an application for a building permit is made. Where a building permit is not required for works to which the levy is applied (e.g. Electrical, Plumbing, Gas or Water maintenance work, Painting works, Brick and Concrete services, Plaster Ceiling and Wall repairs, Roof and Gutter repairs etc) that exceeds \$25,000.00 the organisation (Strata Company) responsible for executing the project is required to notify the CTF of the project and its estimated value and at that time, pay the full value of the levy (being 0.2% of the total value) to the CTF prior to the commencement of construction work.

17 BUDGET

That the statement of estimated receipts and payments (budget) be adopted pursuant to Section 102 of the Strata Titles Act 1985 included within the notice of meeting.

18 ADMINISTRATIVE FUND CONTRIBUTIONS

That contributions to the administrative fund are estimated in accordance with Section 100(1)(a) of the Strata Titles Act 1985 and determined in accordance with Section 100(1)(c) of the Strata Titles Act 1985 at **\$52,000.00**; and

That contributions be due and payable as follows;

\$1.25 per unit entitlement due in advance on the 01/10/2024; and
\$1.25 per unit entitlement due in advance on the 01/11/2024, and
\$2.88 per unit entitlement due in advance on the 01/12/2024, and
\$1.81 per unit entitlement due in advance on the 01/01/2025, and
\$1.81 per unit entitlement due in advance on the 01/02/2025, and
\$1.81 per unit entitlement due in advance on the 01/03/2025, and
\$1.81 per unit entitlement due in advance on the 01/04/2025, and
\$1.81 per unit entitlement due in advance on the 01/05/2025, and
\$1.81 per unit entitlement due in advance on the 01/06/2025, and
\$1.81 per unit entitlement due in advance on the 01/07/2025, and
\$1.81 per unit entitlement due in advance on the 01/08/2025, and
\$1.81 per unit entitlement due in advance on the 01/09/2025; and

New financial year

\$1.81 per unit entitlement due in advance on the 01/10/2025.

and every month thereafter until the next Annual General Meeting.

19 RESERVE FUND CONTRIBUTIONS

That contributions to the reserve fund are estimated in accordance with Section 100(2)(a) of the Strata Titles Act 1985 and determined in accordance with Section 100(2)(c) of the Strata Titles Act 1985 at **\$9,000.00**; and

That contributions be due and payable as follows;

\$0.3125 per unit entitlement due in advance on the 01/10/2024; and
\$0.3125 per unit entitlement due in advance on the 01/11/2024, and
\$0.3125 per unit entitlement due in advance on the 01/12/2024, and
\$0.3125 per unit entitlement due in advance on the 01/01/2025, and

\$0.3125 per unit entitlement due in advance on the 01/02/2025, and
\$0.3125 per unit entitlement due in advance on the 01/03/2025, and
\$0.3125 per unit entitlement due in advance on the 01/04/2025, and
\$0.3125 per unit entitlement due in advance on the 01/05/2025, and
\$0.3125 per unit entitlement due in advance on the 01/06/2025, and
\$0.3125 per unit entitlement due in advance on the 01/07/2025, and
\$0.3125 per unit entitlement due in advance on the 01/08/2025, and
\$0.3125 per unit entitlement due in advance on the 01/09/2025; and

New financial year

\$0.3125 per unit entitlement due in advance on the 01/10/2025.

and every month thereafter until the next Annual General Meeting.

20 OTHER BUSINESS WITH NOTICE

SUBJECT

Description of the business to be discussed and what lot proprietor requested the motion to be added to the agenda.

TREES

Meeting to discuss the overgrown trees/bushes within the owners front and rear gardens and that it is an owners responsibility to ensure the roof and gutters are kept clear.

MOWING OF FRONT VERGE

Meeting to discuss the merits of continuing to mow the front verge (paid by the strata company).

EXCLUSIVE USE BYLAW FOR CARPORTS

The meeting to discuss if an exclusive use bylaw be considered.

LANEWAY UPGRADE

Meeting to discuss installation of signage for private laneway at both ends, speed limit signs and repairs to northern end for drainage issues.

21 OTHER BUSINESS

That an invitation be extended to those present who have any informal item of business that were not notified as agenda items prior to this agenda being issued for referral to the Council of the Strata Company.

22 CLOSURE

**NOMINATION FOR ELECTION TO COUNCIL
THE OWNERS OF SURVEY/STRATA SCHEME 55**

I wish to nominate myself (where a lot is owned by an individual or company and not jointly) for election to the Council of the Strata Company at the forthcoming Annual General Meeting on 20/11/2024 of **The Owners of Strata Scheme 55**.

NAME: _____

UNIT NUMBER: _____

BUILDING NAME OR ADDRESS: Sorrento Terrace, 1-25 Myrtle Avenue, SORRENTO WA 6020

SIGNATURE: _____

Where a company is the nominee, the person authorised by the company to act on its behalf on council is:

I wish to nominate the following co-owner of our lot for election to the Council of Owners at the forthcoming Annual General Meeting of **The Owners of Strata Scheme 55**.

NAME OF NOMINEE

SIGNATURE OF NOMINEE ACCEPTING NOMINATION:

SIGNATURE OF NOMINATOR

NOTE: Where a corporation is the lot owner than in accordance with Section 136 of the Strata Titles Act 1985 (as amended), the corporation is eligible to be a member of council. The corporation may then authorise an individual to act on its behalf on council and may later revoke that authority. Nomination by the corporation for its election to council together with advice of details of the authorised individual should be completed by the signing/sealing procedures of the corporation as may be appropriate.

PROXY FORM

THE OWNERS OF SURVEY/STRATA SCHEME 55

Important notes: please read these carefully before completing this form.

1. A proxy holder does not have to be an owner but must be an adult of full age and capacity.
2. A corporate owner (e.g. a corporate super fund trustee) can only vote by a proxy holder.
3. Co-owners of a lot can only vote by a proxy holder, appointed by all the co-owners (the proxy holder can be one of the co-owners).
4. If a sole adult owner (not a co-owner) and his or her proxy holder both attend/participate, only the owner can vote.
5. If the options in this form do not meet your requirements, seek advice.

I/We _____ being the
owner/s of lot number/s _____ (unit number/s _____), Sorrento Terrace, 1-25 Myrtle Avenue, SORRENTO WA 6020
appoint:

_____ [name of proxy holder] and failing their attendance/participation, the Strata Company
Manager.

to speak and act and to vote for me/us as my/our proxy holder:

Select and complete only one of options A to C, as appropriate;

- Option A:** at all general meetings, and for all votes taken outside general meetings, except for voting on any proposed resolution relating to the provision of goods, an amenity or a service to the strata company if my/our proxy holder has a direct or indirect pecuniary or other interest in the provision of the goods, amenity or service; **or**
- Option B:** at all general meetings and for all votes taken outside general meetings; **or**
- Option C:** at the general meeting to be held on **20/11/2024** and any adjournment of that meeting.

Date of execution: _____ 20____

Signature of owner

Signature of owner

Signature of owner

Signature of owner

.....

In the case of an incorporated proprietor (corporate owner) this form requires the signature of a duly authorised person authorised to sign by its constitution

Sole Director/Secretary

Director/Secretary/Attorney



Online Meeting Etiquettes

& Best Practices

With the greater need to work remotely, we need to stay connected now more than ever. Two of the best tools to help us stay connected are video and audio conference call technologies. Some of you may be using these tools for the first time, while others are quite accustomed to them.

To ensure efficiency, and that all participants are as aware as others, here are some best practices to help you successfully participate in conference /video calls:

1. **Prepare for your calls beforehand:** For any meeting involving technology - whether you're joining from a laptop or mobile phone, it's important to test the equipment setup. Typically, there is a test process you can run to ensure your app or browser interface are connecting properly to your camera, and any other attached equipment like speakers and microphones. Running these tests will ensure that you can see and hear other users and they can see and hear you.
2. **Choose a quiet spot and a good phone/audio device:** Background noise and poor sound quality is disturbing to everyone on the call and makes the call less productive.
3. **Be on time:** Be sure to dial in to your meeting at least a minute or two ahead of time. Don't keep others waiting.
4. **Consider using audio via the phone versus the computer:** This method reduces feedback noise. We have found that using the 'Call Me' option for audio seems to provide a much more consistent experience.
5. **Use muting:** If you are primarily listening, mute yourself except when talking. Nothing ruins a conference call faster than a hungry dog, fussy baby, or blaring television of the person who forgot to mute themselves. One person's bad connection or background noise can ruin the call for everyone. You don't always know exactly what the folks on the other end of the call are hearing. So, if you aren't talking, keep yourself on mute. That's the "mute" button-not the "hold" button.
6. **Disable other noisemakers:** Turn off PC speakers, radios, mobile phones - anything that might produce noise that will distract from the conference. When working from home, turn off the TV and close the door, leaving the dog outside.
7. **No side conversations and multitasking:** To ensure all participants are made aware of the content and discussions. We'll point out the obvious here: while we're all guilty of occasionally multitasking during audio and web conferences, in a video conference, everyone can see you. Responding to another email? We can see you. Checking your cell phone? We can see you doing that too. Eliminate distractions and focus on the meeting. Turning off notifications, closing or minimizing running applications and muting cell phones, streaming radio, etc., are all basic etiquette rules.
8. **Be cognisant that audio may be delayed at times:** Conference calling may cause potential interruptions with video and audio. Remember to be respectful of others on the call during these situations.
9. **Identify yourself and speak up:** If you are not using the video feature and if you haven't talked for a while, listeners will probably have a hard time recognising your voice. State your name as you start, and speak clearly, distinctly and directly into the handset or microphone. "Zoom" will identify you on the user's screen (this doesn't work well on phones as they are smaller)



AGENDA SUNDRY NOTES

Please contact All Strata Management Services on 08 9227 8966 or admin@allstrata.com.au if you have any questions about this notice.

HOLDING MEETINGS REMOTELY

For the purposes of Section 131 a person (including a proxy of a member of the Strata Company) may in accordance with any requirements of the scheme by-laws attend, and vote at a meeting of a strata company by telephone, video link, internet connection or similar means of remote communication such as on line voting.

A person attending a meeting by remote communication is taken to be present at the meeting.

BUDGET

102. Budget

- (1) A strata company must prepare a budget for each financial year and submit it for approval to its annual general meeting.
- (2) The budget must be prepared -
 - (a) taking into account, if applicable, the 10 year plan for the reserve fund; and
 - (b) in accordance with any requirements set out in the regulations and the scheme by-laws.
- (3) The strata company may, by ordinary resolution at its annual general meeting or at a subsequent general meeting, approve a budget with or without modification.
- (4) The strata company may, by ordinary resolution, vary its approved budget.
- (5) If a budget or a variation of a budget provides for expenditure on common property under section 91(2) (improvement or alteration of the common property, other than expenditure on sustainability infrastructure) exceeding \$500.00 for each lot in the strata title scheme -
 - (a) information regarding that expenditure must be provided to the members of the strata company as required by the regulations; and
 - (b) the budget or variation must be approved by special resolution.
- (6) A strata company must not make any expenditure that is not authorised by an approved budget except for expenditure as follows -
 - (a) expenditure of an amount not exceeding, in a financial year, for each lot in the strata titles scheme -
 - (i) the amount fixed by the strata company by special resolution; or
 - (ii) if the strata company has not fixed the amount by special resolution, the amount fixed by the regulations;
 - (b) expenditure (not being of the kind referred to in subsection (5)) made on the following conditions being met -
 - (i) notice in the approved form of the purpose and amount of a proposed expenditure is given to the owners and first mortgagees of all lots in the strata titles scheme; and
 - (ii) if the regulations so require, quotations or tenders for the expenditure are submitted to those owners and first mortgagees; and
 - (iii) within 14 days after the requirements in the preceding subparagraphs are met, objection to the proposed expenditure has not been notified in writing to the strata company by the owners or first mortgagees of
 - (I) 25% or more of the lots in the scheme; or
 - (II) lots of which the total unit entitlement is 25% or more of the sum of the unit entitlements of all the lots in the scheme;
 - (c) expenditure required by a court or tribunal or by a notice or order given under a written law to the strata company.
- (7) For subsection (6) (b), if an objection is notified under subsection (6) (b) (iii) by a first mortgagee of a lot, an

objection notified by the owner of that lot must be disregarded.

(8) This section has effect subject to any regulations or scheme by-laws that require a special resolution, resolution without dissent or unanimous resolution or other steps to be taken for expenditure of a particular class.

FINANCIAL REPORTS

Should you have any account queries or questions relating to particular items of the accounts of the strata company, would you please submit your queries in writing either by faxing them to your manager on (9227 5519), emailing to (admin@allstrata.com.au) or by posting to PO Box 511 Mount Lawley WA 6929 at least 3 working days prior to the date of the meeting so that the provision of answers can be supplied prior to the meeting.

ELECTION OF STRATA COUNCIL MEMBERS

A member of the council vacates office as a member of the council at the conclusion of an annual general meeting of the strata company at which an election of members of the council takes place and at which the member is not elected or re-elected.

In accordance with Section 136 a corporation is eligible to be an officer of a strata company or a member of the council of a strata company. A corporation may authorise an individual to perform on its behalf a function conferred under this Act on the corporation as an officer of the strata company or as a member of the council and may revoke the authority of an individual so authorised.

If there are co-owners of a lot, 1 only of the co-owners is eligible to be, or to be elected to be, a member of the council and the co-owner who is so eligible must be nominated by the co-owners, but, if the co-owners fail to agree on a nominee, the co-owner who owns the largest share of the lot is the nominee or, if there is no co-owner who owns the largest share of the lot, the co-owner whose name appears first in the certificate of title for the lot is the nominee.

If there are not more than 3 lots in the scheme, the council consists of all of the owners of the lots and, if there are more than 3 lots in the scheme, the council consists of not less than 3 nor more than 7 of the owners of the lots, as is determined by the strata company.

Please refer to your schemes registered by-laws for any variations to the above.

PROXY FORMS

Please return the forms at least 3 business days prior to the date of the meeting to allow an attendance register to be prepared prior to the meeting.

Please ensure that if you are unable to attend the meeting that you are represented by a proxy holder or you may nominate your strata manager to vote on your behalf. If you choose to appoint the strata manager, please ensure that you advise of your voting preferences on how you wish to vote on the issues raised.

A proxy form must be filled in if there are co-owners of a lot, even if all co-owners are present at the meeting.

To fill in the proxy form simply name which one of you is going to be the person who is entitled to vote and move motions then both or where there are more than 2 owners of a unit, all sign the proxy form confirming your acceptance of the arrangement.

If none of the co-owners of a unit are able to attend the meeting you may nominate some other person to act as your proxy. A proxy holder need not be an owner. If you are not sure who to elect you may like to consider electing the strata manager as your nominated proxy.

VISITORS

The strata company is not a public company and the meeting is open for owners or their proxy holders only. Owners are reminded that the strata company prefers that visitors not attend the meeting. In the event that you do invite a non-owner please note that the meeting may object to their presence and in that instance they will be asked to leave.

VOTING AND RESOLUTIONS

VOTING

Please note that only financial proprietors may move a motion or cast a vote excepting in the case of a Resolution without Dissent or Unanimous Resolution, which allows non-financial Proprietors to vote. Financial proprietors will be issued with a voting slip to enable the Strata Company to clearly identify those proprietors with voting rights.

Furthermore if there are co-owners of the lot, the co-owners may only cast the vote through jointly appointing a single proxy (who may be 1 of the co-owners).

VOTING AND RESOLUTIONS AS PER STRATA TITLE ACT 1985 (AS AMENDED)

121. VOTING PERIOD

- (1) If a resolution is required to be a unanimous resolution, resolution without dissent or special resolution, the period allowed for voting must be 28 days or, if the regulations specify some other period, that period.
- (2) If a vote on a resolution that is required to be a unanimous resolution, resolution without dissent or special resolution is taken at a general meeting -
 - (a) the voting period opens at the meeting and closes 28 days (or if the regulations specify some other period, that period) after the meeting; and
 - (b) if, for 1 or more lots, there was no-one present at the meeting in person or by proxy who could cast the vote attached to the lot - written notice of the outcome of the vote at the meeting is given to the owner of each such lot; and
 - (c) if the vote for a lot was not cast at a meeting, the vote may be cast by written notice to the strata company before the voting period closes.

122. COUNTING OF VOTES

- (1) Votes are to be counted (and recorded) as follows -
 - (a) for a unanimous resolution or a resolution without dissent, the votes must be counted by the number of votes cast;
 - (b) for a special resolution, the votes must be counted both by the number of votes cast and by the number of unit entitlements of the lots for which votes are cast;
 - (c) for an ordinary resolution, the votes must be counted by the number of votes cast unless any person entitled to cast a vote demands that they be counted by the number of unit entitlements of the lots for which votes are cast, in which case, they must be counted in that manner.
- (2) A demand that a vote be counted by the number of unit entitlements of the lots for which votes are cast can be made -
 - (a) if the vote is being taken at a general meeting, orally or in writing before the resolution is put to the vote; and
 - (b) if the vote is being taken outside of a general meeting, when the vote is cast.
- (3) Such a demand may only be withdrawn by the person who made the demand.

123. RESOLUTIONS

- (1) A resolution of a strata company is a *unanimous resolution* if -
 - (a) 14 days' notice of the terms of the proposed resolution is given to each member of the strata company before voting on the resolution opens; and
 - (b) the vote attached to each lot in the scheme is cast in favour of the resolution.
- (2) Subject to subsection (3), a resolution of a strata company is a *resolution without dissent* if -
 - (a) 14 days' notice of the terms of the proposed resolution is given to each member of the strata company before voting on the resolution opens; and
 - (b) no vote attached to a lot in the scheme is cast against the resolution.
- (3) For a 2-lot scheme, a resolution is only to be regarded as a *Resolution without dissent* if it is a unanimous resolution.
- (4) Subject to subsections (5) and (6), a resolution of a strata company is a *special resolution* if -
 - (a) 14 days' notice of the terms of the proposed resolution is given to each member of the strata company before voting on the resolution opens; and
 - (b) the votes in favour of the resolution equal -
 - (i) when counted by number - not less than 50% of the number of lots in the scheme; and
 - (ii) when counted by unit entitlements - not less than 50% of the unit entitlements of the lots in the scheme; and
 - (c) the votes against the resolution equal -
 - (i) when counted by number - less than 25% of the number of lots in the scheme; and
 - (ii) when counted by unit entitlements - less than 25% of the unit entitlements of the lots in the scheme.
- (5) For a 2-lot scheme, a resolution is only to be regarded as a *special resolution* if it is a unanimous resolution.
- (6) For a 3, 4 or 5-lot scheme, a resolution of the strata company is a *special resolution* if -
 - (a) 14 days' notice of the terms of the proposed resolution is given to each member of the strata company before voting on the resolution opens; and
 - (b) the votes in favour of the resolution equal-
 - (i) when counted by number -
 - (I) for a 3-lot scheme - not less than 2; and
 - (II) for a 4-lot scheme - not less than 3; and
 - (III) for a 5-lot scheme - not less than 4; and
 - (ii) when counted by unit entitlements - not less than 50% of the unit entitlements of the lots in the scheme.

- (7) A resolution of a strata company is an *ordinary resolution* if -
- (a) for a resolution passed other than at a general meeting, 14 days' notice of the terms of the proposed resolution is given to each member of the strata company before voting on the resolution opens; and
 - (b) it is passed when counted as required under section 122 (1) (c) -
 - (i) by number - by more than 50% of the number of lots for which votes are cast; or
 - (ii) by unit entitlements - by more than 50% of the sum of the unit entitlements of the lots in the scheme for which votes are cast.

Note for this subsection:

For an ordinary resolution, the question is determined against the resolution on an equal number of votes whether counted by number or by unit entitlements.

124. Voting by proxy

- (1) An instrument appointing a proxy to cast a vote must be in writing and executed by the appointer or the appointer's attorney.
- (2) Subject to any limitations expressed in the instrument of appointment, the appointment of a proxy is for all general meetings and for all purposes.
- (3) The instrument of appointment of a proxy may limit the appointment -
 - (a) to a specified general meeting or to voting on a specified resolution; or
 - (b) to general meetings held, or votes taken, within a specified period; or
 - (c) to a specified purpose; or
 - (d) in any other specified way.
- (4) A proxy may be, but is not required to be, a member of the strata company.
- (5) The regulations may impose limitations on a strata manager being appointed as a proxy, including limitations as to the number of lot owners or unit entitlements of lots for which a strata manager may be appointed as a proxy.

125. DISQUALIFICATION FROM VOTING AS PROXY

- (1) If a member of a strata company who is an individual and sole owner of a lot is present at a general meeting of the strata company, the member must cast the vote for the lot personally rather than by proxy.
- (2) A person must not vote as a proxy of another person on a resolution relating to the provision of goods, amenity or service to the strata company if the person so voting (the *proxy*) has a direct or indirect pecuniary or other interest in the provision of the goods, amenity or service.
- (3) Subsection (2) does not apply if -
 - (a) notice of the proposed resolution included, if applicable, the particulars described in subsection (4); and
 - (b) the instrument appointing the proxy expressly authorises the proxy to vote on the resolution and specifies whether the proxy is to vote for or against it.
- (4) If the resolution relates to the strata company making, varying or extending a strata management contract, the notice of the resolution must specify -
 - (a) the name of the strata manager; and
 - (b) when the proposed contract, or the contract as proposed to be varied or extended (as the case may require) is to start and end; and
 - (c) each proposed variation, if applicable; and
 - (d) the remuneration that is payable under the contract or the way in which the remuneration that is payable under the contract is to be calculated.

126. EXERCISE OF VOTING POWER IN CERTAIN CASES

The entitlement of the owner of a lot to vote on a proposed resolution is subject to the following -

- (a) if the lot is subject to a registered mortgage -
 - (i) the first mortgagee of the lot may, in person or by proxy, cast the vote on behalf of the owner of the lot; and
 - (ii) the owner may cast the vote if the first mortgagee does not do so;
- and
- (b) in any event -
 - (i) if the owner of the lot has not attained 18 years of age, the owner may not cast the vote but the owner's guardian may do so on behalf of the owner; and
 - (ii) if the owner of the lot is, for any reason, unable to control the owner's property, the person who is, for the time being, authorised by law to control the owner's property may cast the vote on behalf of the owner; and
 - (iii) if there are co-owners of the lot, the co-owners may only cast the vote through jointly appointing a single proxy (who may be 1 of the co-owners).

STRATA COMPANY INSURANCE

The Strata Manager is an authorised representative of CHU Underwriting Agencies Pty Ltd (CHU) and Body Corporate Brokers Pty Ltd (BCB) and an authorised distributor of Insurance Australia Limited (WFI) and Strata Community

Insurance Agencies Pty Ltd (Strata Community Insurance).

The Strata Manager is authorised to provide general advice only. General advice about an insurance product does not take into account your personal objectives, financial situation or needs. If you need personal advice about your insurance requirements the Strata Manager will refer you onto Body Corporate Brokers Pty Ltd (BCB).

We recommend that you read the Product Disclosure Statement, Policy Wording and Financial Services Guide to make an informed decision about the insurance policy.



The Owners of Strata Scheme 55
Sorrento Terrace, 1-25 Myrtle Avenue,
SORRENTO WA 6020

Amended Minutes of the Annual General Meeting of The Owners of Strata Scheme 55 held on the 21/11/2023 via Zoom at 04:00 PM.

RECORD OF ATTENDANCE/APOLOGIES/PROXIES AND VERIFICATION OF SAME

Lot #	Unit #	Attendance	Owner Name Representative
2	23A	Yes	Michelle Watson
4	21A	Yes	J A & W M Macintyre Represented by Michael Macintyre
5	21	Yes	Nicola and Richard Elkin Represented by Nicola Elkin
7	19	Yes	Beryl Grace Schairer
9	17	Yes	Peter and Kim-Leng Andrews Represented by ASMS
16	9A	Yes	Cara A Fanning
18	7A	Yes	Monique Kopec
19	7	Yes	Jaime M Streeter
21	5	Yes	Lauren Gianoli
22	3A	Yes	Glyn Davies & Sonia Davies Represented by Sonia Davies
24	1A	Yes	Blair Hardman

AGENT MANAGER

Kim Bunting - Strata Community Manager - All Strata Management Services

Kim Bunting confirmed that all proxy forms received had been signed in accordance with the requirements of the Strata Titles Act 1985.

1 TIME MEETING COMMENCED

Kim Bunting confirmed that in accordance with Section 130(3) the meeting could not commence at the appointed time of 04:00 PM due to there not being persons present in person or by proxy who were entitled to cast the votes attached to 50% of the lots in the scheme.

Therefore the meeting commenced 30 minutes later, being 04:30PM and proceeded to business.

2 APPOINTMENT OF MEETING CHAIRPERSON

Resolved that Kim Bunting be elected as chairperson of the general meeting.

Proxies held by the Chair and/or All Strata Management Services will vote with the majority of the meeting where specific instructions have not been received.

3 MINUTES (ANNUAL GENERAL MEETING)

Resolved that the minutes of the previous annual general meeting held on **22/11/2022** of The Owners of Strata Scheme 55 be confirmed as an accurate record of the proceedings of that meeting.

4 FINANCIAL STATEMENTS

Resolved that pursuant to Section 127(3)(b) of the Strata Titles Act 1985 that the accounts for the period ending **30/09/2023** as included within the notice of meeting be accepted.

5 INSURANCE POLICY DETAILS

Resolved that pursuant to section 127(3)(c) of the Strata Titles Act 1985 to confirm the following insurance details:

Policy No.872042
CHU
Type : Strata

Premium : \$20,039.66 Paid on : 13/01/2023 Start : 26/01/2023 Next due : 25/01/2024

Cover	Sum Insured	Excess	Notes
Building	\$8,965,000.00	\$1,000.00	\$5000 Water damage & exploratory Storm \$3500.00
Public Liability	\$20,000,000.00	\$0.00	
Workers Comp	Selected	\$0.00	
Office Bearers	\$1,000,000.00	\$0.00	
Fixtures & Improvements	\$250,000.00	\$0.00	Per Lot
Common Contents	\$110,266.00	\$0.00	
Legal Defence Expenses	\$50,000.00	\$0.00	
Flood Cover	Included	\$500.00	
Fidelity Guarantee	\$100,000.00	\$0.00	
Govt. Audit & Legal Expenses	\$25,000.00	\$0.00	
Legal Defence Expenses	\$50,000.00	\$1,000.00	
Loss of Rent	\$1,344,750.00	\$0.00	

Commission paid on the policy was \$3,622.58 and the last valuation was completed on **25/11/2022** and noted a replacement value of **\$8,965,000.00**.

6 BUILDING INSURER

Resolved that pursuant to Section 97 of the Strata Titles Act 1985 the Strata Company agrees;

- a. That All Strata Management Services be empowered to obtain a quote from Strata Community Insurance prior to renewal; and
- b. That All Strata Management Services be empowered to engage an Insurance Broker who will obtain quotes from strata insurers prior to renewal; and
- c. That the Council be empowered to approve a quote from either the current insurer (CHU Underwriting Services), Strata Community Insurance or from an insurer recommended by the insurance broker.

7 BUILDING SUM INSURED

Resolved that pursuant to Section 97 of the Strata Titles Act 1985 the insurance policy be renewed at the current or suggested building sum insured as instructed by the strata council on review of quotes..

8 ELECTION OF THE COUNCIL OF THE STRATA COMPANY

Resolved that the Council of the Strata Company shall consist of **7** members; and

The following candidates were declared the elected Council until the next Annual General Meeting:

Lot 2 Michelle Watson
Lot 4 Michael Macintyre
Lot 5 Nicola Elkin
Lot 7 Beryl Grace
Lot 19 Jaime Streeter
Lot 22 Sonia Davies
Lot 24 Blair Hardman

and

That **ALL** the members of the Council appointed to receive the financial reports; and

That **Michael Macintyre** would be the member of the Council appointed as the Strata Company Representative.

9 10 YEAR PLAN

Resolved that the Strata Company agrees to undertake all maintenance that is either outstanding or due to be completed in the financial year as noted in the 10 year plan to comply with Section 91(1)(c); and

- a. That the contributions to the reserve fund be determined for the purpose of accumulating funds to meet this expense; and
- b. That the Strata Company be empowered to undertake expenditure as authorised by the approved budget in accordance with Section 102; and

- c. That the Council be empowered to choose a preferred contractor/quote; and
- d. That All Strata Management be instructed to obtain quotations as directed by the Council of Owners; and
- e. The Reserve Funds Plan be regularly reviewed and updated by the Council of Owners; and
- f. Acknowledge that the Council of Owners will annually review and update the 10 Year Plan of forecasted works and levies.

NOTE:

If you wish to obtain another copy of the 10 year building maintenance plan please contact your strata manager via email on stratawhite@allstrata.com.au to obtain another copy.

10 BUDGET

Resolved that the statement of estimated receipts and payments (budget) be adopted.

11 ADMINISTRATIVE FUND CONTRIBUTIONS

Resolved that contributions to the administrative fund are estimated in accordance with Section 100(1)(a) of the Strata Titles Act 1985 and determined in accordance with Section 100(1)(c) of the Strata Titles Act 1985 at **\$36,000.00**; and

That contributions be due and payable as follows;

\$1.146 per unit entitlement due in advance on the 01/10/2023; and
 \$1.146 per unit entitlement due in advance on the 01/11/2023; and
 \$1.146 per unit entitlement due in advance on the 01/12/2023; and
 \$1.562 per unit entitlement due in advance on the 01/01/2024; and *
 \$1.25 per unit entitlement due in advance on the 01/02/2024; and
 \$1.25 per unit entitlement due in advance on the 01/03/2024; and
 \$1.25 per unit entitlement due in advance on the 01/04/2024; and
 \$1.25 per unit entitlement due in advance on the 01/05/2024; and
 \$1.25 per unit entitlement due in advance on the 01/06/2024; and
 \$1.25 per unit entitlement due in advance on the 01/07/2024; and
 \$1.25 per unit entitlement due in advance on the 01/08/2024; and
 \$1.25 per unit entitlement due in advance on the 01/09/2024; and

* January levy adjusted to correct shortfall in budget from the previous 3 levies

New financial year

\$1.25 per unit entitlement due in advance on the 01/10/2024.

and every quarter thereafter until the next Annual General Meeting.

12 RESERVE FUND CONTRIBUTIONS

Resolved that contributions to the reserve fund are estimated in accordance with Section 100(2)(a) of the Strata Titles Act 1985 and determined in accordance with Section 100(2)(c) of the Strata Titles Act 1985 at **\$9,000.00**; and

That contributions be due and payable as follows;

\$0.3125 per unit entitlement due in advance on the 01/10/2023; and
 \$0.3125 per unit entitlement due in advance on the 01/11/2023; and
 \$0.3125 per unit entitlement due in advance on the 01/12/2023; and
 \$0.3125 per unit entitlement due in advance on the 01/01/2024; and
 \$0.3125 per unit entitlement due in advance on the 01/02/2024; and
 \$0.3125 per unit entitlement due in advance on the 01/03/2024; and
 \$0.3125 per unit entitlement due in advance on the 01/04/2024; and
 \$0.3125 per unit entitlement due in advance on the 01/05/2024; and
 \$0.3125 per unit entitlement due in advance on the 01/06/2024; and
 \$0.3125 per unit entitlement due in advance on the 01/07/2024; and
 \$0.3125 per unit entitlement due in advance on the 01/08/2024; and
 \$0.3125 per unit entitlement due in advance on the 01/09/2024; and

New financial year

\$0.3125 per unit entitlement due in advance on the 01/10/2024.

and every quarter thereafter until the next Annual General Meeting.

**13 OTHER BUSINESS WITH NOTICE
WINDOW FRAMES**

The meeting acknowledged that window frames to the front and rear of units are permitted to be white aluminium framed windows along with Federation Green frames as approved by the majority of owners on the 15 June 2023, however Owners still need to make application prior to proceeding, and as long as the application meets these conditions, approval will be granted.

14 OTHER BUSINESS

Resolved that there being no further business that could legally be brought forward in accordance with the Strata Titles Act 1985 and the registered bylaws, an invitation was extended to those present to raise any items of business without notice.

ITEMS OF DISCUSSION

10 YEAR PLAN

The meeting agreed that the strata council will review the following items, Exterior Painting, Roof and report of Unit 3 - rising damp.

FRONT LAWN

The meeting agreed that the strata council will review the frequency of the mowing of the front lawn area.

ADDITIONAL COLOUR FOR WOOD TRIMS/WINDOW FRAMES

The meeting agreed that the strata council will discuss/consider an additional colour choice.

UNIT 5 - REMOVAL OF STEPS ON COMMON PROPERTY

The meeting agreed that the strata council will review this matter.

15 CLOSURE

Resolved that with no further business, Kim Bunting thanked those that attended the meeting, or submitted a proxy, and declared the meeting closed at 5:20PM.

ANNUAL REPORTS

for the financial year to 30/09/2024

Strata Scheme 55

Sorrento Terrace, 1-25 Myrtle Avenue, SORRENTO WA 6020

Manager: Kim Bunting

	Page
Balance Sheet	1
Income & Expenditure Statement	2
Levy Positions	4
Outstanding Creditors	9
Detailed Expenses	10
Budget commencing 01/10/2024	13
Levy Schedule commencing 01/10/2024 General	15

Balance Sheet

As at 30/09/2024

The Owners of Strata Scheme 55

Sorrento Terrace, 1-25 Myrtle Avenue, SORRENTO
 WA 6020

	Current period
Owners' funds	
Administrative Fund	
Operating Surplus/Deficit--Admin	(10,996.78)
Owners Equity--Admin	14,433.93
	3,437.15
Sinking Fund	
Operating Surplus/Deficit--Sinking	9,000.00
Owners Equity--Sinking	55,977.61
	64,977.61
Net owners' funds	\$68,414.76
Represented by:	
Assets	
Administrative Fund	
Cash at Bank--Admin	6,163.36
	6,163.36
Sinking Fund	
Cash at Bank--Sinking	65,634.16
	65,634.16
Unallocated Money	
Cash at Bank--Unallocated	449.54
	449.54
<i>Total assets</i>	72,247.06
Less liabilities	
Administrative Fund	
Creditors--Other--Admin	100.00
Prepaid Levies--Admin	2,626.21
	2,726.21
Sinking Fund	
Prepaid Levies--Sinking	656.55
	656.55
Unallocated Money	
Prepaid Levies--Unallocated	449.54
	449.54
<i>Total liabilities</i>	3,832.30
Net assets	\$68,414.76

Income & Expenditure Statement for the financial year to 30/09/2024

The Owners of Strata Scheme 55

Sorrento Terrace, 1-25 Myrtle Avenue, SORRENTO
 WA 6020

Administrative Fund

	Current period 01/10/2023-30/09/2024	Annual budget 01/10/2023-30/09/2024	Variance (\$)
Revenue			
Levies Due--Admin	36,000.00	36,000.00	0.00
Recovery--Owner	1,151.20	0.00	1,151.20
<i>Total revenue</i>	37,151.20	36,000.00	1,151.20
Less expenses			
Admin--Additional Duties - ASMS	66.91	200.00	(133.09)
Admin--Agent Disburst-- Contract	1,820.52	1,820.52	0.00
Admin--Company Tax Return - Accountant	100.00	100.00	0.00
Admin--Management Fees--Standard	6,249.96	6,249.96	0.00
Insurance--Premiums	22,960.89	21,000.00	1,960.89
Maint Bldg--General Repairs	10,451.20	10,000.00	451.20
Maint Bldg--Gutters & Downpipes	1,375.00	1,500.00	(125.00)
Maint Bldg--Insurance Repairs	0.00	1,000.00	(1,000.00)
Maint Bldg--Owner Recovery Invoices	242.00	0.00	242.00
Maint Grounds--Lawns & Gardening	4,881.50	6,000.00	(1,118.50)
<i>Total expenses</i>	48,147.98	47,870.48	277.50
Surplus/Deficit	(10,996.78)	(11,870.48)	873.70
Opening balance	14,433.93	14,433.93	0.00
Closing balance	\$3,437.15	\$2,563.45	\$873.70

Sinking Fund

	Current period 01/10/2023-30/09/2024	Annual budget 01/10/2023-30/09/2024	Variance (\$)
Revenue			
Levies Due--Reserve Fund	9,000.00	9,000.00	0.00
<i>Total revenue</i>	9,000.00	9,000.00	0.00
Less expenses			
<i>Total expenses</i>	0.00	0.00	0.00
Surplus/Deficit			
Opening balance	55,977.61	55,977.61	0.00
Closing balance	\$64,977.61	\$64,977.61	\$0.00

Levy Positions - Complete for the financial year to 30/09/2024

The Owners of Strata Scheme 55

Sorrento Terrace, 1-25 Myrtle Avenue, SORRENTO WA 6020

Administrative Fund

Lot	Unit	Paid to	Standard levies				Special levies				Interest		GST due	
			Due	Paid	Arrears	Advance	Due	Paid	Arrears	Advance	Due	Paid		
1	25	30/11/2024	1,440.00	1,680.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2	23A	31/10/2024	1,440.00	1,448.00	0.00	8.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3	23	30/11/2024	1,440.00	1,560.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	21A	31/10/2024	1,440.00	1,560.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	21	31/10/2024	1,440.00	1,440.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	19A	30/11/2024	1,440.00	1,680.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	19	30/11/2024	1,440.00	1,680.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8	17A	31/10/2024	1,440.00	1,560.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9	17	31/10/2024	1,440.00	1,440.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10	15A	30/11/2024	1,440.00	1,560.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11	15	31/10/2024	1,440.00	1,440.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12	13A	30/11/2024	1,440.00	1,560.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13	13	31/10/2024	1,440.00	1,528.00	0.00	88.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14	11A	30/11/2024	1,440.00	1,680.00	0.00	240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15	11	30/11/2024	1,440.00	1,560.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
16	9A	31/10/2024	1,440.00	1,440.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
17	9	30/11/2024	1,440.00	1,560.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
18	7A	31/10/2024	1,440.00	1,560.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
19	7	31/10/2024	1,440.00	1,560.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20	5A	31/10/2024	1,440.00	1,560.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21	5	31/10/2024	1,440.00	1,562.21	0.00	122.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Administrative Fund

Lot	Unit	Paid to	Standard levies				Special levies				Interest		GST due	
			Due	Paid	Arrears	Advance	Due	Paid	Arrears	Advance	Due	Paid		
22	3A	31/10/2024	1,440.00	1,440.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23	3	31/10/2024	1,440.00	1,568.00	0.00	128.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
24	1A	30/11/2024	1,440.00	1,560.00	0.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
25	1	31/10/2024	1,440.00	1,440.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			36,000.00	38,626.21	0.00	2,626.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Due Excl. GST			36,000.00				0.00							

Sinking Fund

Lot	Unit	Paid to	Standard levies				Special levies				Interest		GST due
			Due	Paid	Arrears	Advance	Due	Paid	Arrears	Advance	Due	Paid	
1	25	30/11/2024	360.00	420.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2	23A	31/10/2024	360.00	362.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3	23	30/11/2024	360.00	390.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	21A	31/10/2024	360.00	390.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	21	31/10/2024	360.00	360.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	19A	30/11/2024	360.00	420.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	19	30/11/2024	360.00	420.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8	17A	31/10/2024	360.00	390.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9	17	31/10/2024	360.00	360.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10	15A	30/11/2024	360.00	390.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11	15	31/10/2024	360.00	360.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12	13A	30/11/2024	360.00	390.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13	13	31/10/2024	360.00	382.00	0.00	22.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14	11A	30/11/2024	360.00	420.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15	11	30/11/2024	360.00	390.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
16	9A	31/10/2024	360.00	360.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
17	9	30/11/2024	360.00	390.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
18	7A	31/10/2024	360.00	390.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
19	7	31/10/2024	360.00	390.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20	5A	31/10/2024	360.00	390.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21	5	31/10/2024	360.00	390.55	0.00	30.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00
22	3A	31/10/2024	360.00	360.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23	3	31/10/2024	360.00	392.00	0.00	32.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
24	1A	30/11/2024	360.00	390.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
25	1	31/10/2024	360.00	360.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Sinking Fund

Lot	Unit	Paid to	Standard levies				Special levies				Interest		GST due
			Due	Paid	Arrears	Advance	Due	Paid	Arrears	Advance	Due	Paid	
			9,000.00	9,656.55	0.00	656.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Due Excl. GST	9,000.00				0.00						

Unallocated Money Fund

Lot	Unit	Overpayment	Lot	Unit	Overpayment	Lot	Unit	Overpayment
1	25	150.00	6	19A	122.00	7	19	90.00
14	11A	87.54						

Total unallocated money 449.54

Outstanding Creditors

As at 30/09/2024

The Owners of Strata Scheme 55

Sorrento Terrace, 1-25 Myrtle Avenue, SORRENTO
 WA 6020

Due date	Invoice	Description	Amount	GST
C. Pope & Associates				
27/09/2024	55	Lodgment of 2023/2024 Company Tax Return	100.00	0.00
			100.00	0.00
		Total outstanding invoices	\$100.00	\$0.00

Detailed Expenses for the financial year from 01/10/2023 to 30/09/2024

The Owners of Strata Scheme 55

**Sorrento Terrace, 1-25 Myrtle Avenue,
 SORRENTO WA 6020**

Date	Details	Payee	Amount	Status	Type	Ref.No.	Payment No.
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Administrative Fund

Admin--Additional Duties - ASMS 151600

23/11/2023	AGM additional time 21/11/23	All Strata Management	58.66	Paid	DE	55	045950
01/08/2024	Registered mail to 100 Parnell Avenue	All Strata Management	8.25	Paid	DE	55	049885
			\$66.91				

Admin--Agent Disburst-- Contract 153801

02/10/2023	Disbursements - Contract October 2023	All Strata Management	151.71	Paid	DE		045034
01/11/2023	Disbursements - Contract November 2023	All Strata Management	151.71	Paid	DE		045545
01/12/2023	Disbursements - Contract December 2023	All Strata Management	151.71	Paid	DE		046026
01/01/2024	Disbursements - Contract January 2024	All Strata Management	151.71	Paid	DE		046415
01/02/2024	Disbursements - Contract February 2024	All Strata Management	151.71	Paid	DE		046877
01/03/2024	Disbursements - Contract March 2024	All Strata Management	151.71	Paid	DE		047343
01/04/2024	Disbursements - Contract April 2024	All Strata Management	151.71	Paid	DE		047840
01/05/2024	Disbursements - Contract May 2024	All Strata Management	151.71	Paid	DE		048352
02/06/2024	Disbursements - Contract June 2024	All Strata Management	151.71	Paid	DE		048910
01/07/2024	Disbursements - Contract July 2024	All Strata Management	151.71	Paid	DE		049376
01/08/2024	Disbursements - Contract August 2024	All Strata Management	151.71	Paid	DE		049875
01/09/2024	Disbursements - Contract September 2024	All Strata Management	151.71	Paid	DE		050379
			\$1,820.52				

Admin--Company Tax Return - Accountant 150900

27/09/2024	Lodgment of 2023/2024 Company Tax Return		100.00	Paid	Inv	55	
			\$100.00				

Admin--Management Fees--Standard 154000

02/10/2023	Standard Management Fee October 2023	All Strata Management	520.83	Paid	DE		045034
01/11/2023	Standard Management Fee November 2023	All Strata Management	520.83	Paid	DE		045545
01/12/2023	Standard Management Fee December 2023	All Strata Management	520.83	Paid	DE		046026
01/01/2024	Standard Management Fee January 2024	All Strata Management	520.83	Paid	DE		046415
01/02/2024	Standard Management Fee February 2024	All Strata Management	520.83	Paid	DE		046877
01/03/2024	Standard Management Fee March 2024	All Strata Management	520.83	Paid	DE		047343
01/04/2024	Standard Management Fee April 2024	All Strata Management	520.83	Paid	DE		047840
01/05/2024	Standard Management Fee May 2024	All Strata Management	520.83	Paid	DE		048352
02/06/2024	Standard Management Fee June 2024	All Strata Management	520.83	Paid	DE		048910
01/07/2024	Standard Management Fee July 2024	All Strata Management	520.83	Paid	DE		049376
01/08/2024	Standard Management Fee August 2024	All Strata Management	520.83	Paid	DE		049875

The Owners of Strata Scheme 55

Sorrento Terrace, 1-25 Myrtle Avenue,
SORRENTO WA 6020

Date	Details	Payee	Amount	Status	Type	Ref.No.	Payment No.
01/09/2024	Standard Management Fee September 2024	All Strata Management	520.83	Paid	DE		050379
			\$6,249.96				
Insurance--Premiums 159100							
02/11/2023	Strata insurance for period 25/1/24 to 25/1/25	CHU	22,641.89	Paid	DE	872042	046539
11/01/2024	Workers comp for period 25/1/24 to 25/1/25	QBE Insurance	319.00	Paid	DE	3370610	046611
			\$22,960.89				
Maint Bldg--General Repairs 167200							
20/10/2023	Removal of sand from verge	JHJ Services	75.00	Paid	DE	180	045351
20/10/2023	Removal of sand from verge	JHJ Services	75.00	Paid	DE	179	045351
20/10/2023	Removal of sand from verge	JHJ Services	55.00	Paid	DE	181	045351
21/11/2023	Lot 19 Cut, remove concrete slab, steps(50% OINV)	Kleen Kut Concrete Cutting	880.00	Paid	DE	564	045896
05/12/2023	Asphalt repair works (50% OINV lot 19)	Potholes Perth	708.40	Paid	DE	5270	046129
07/12/2023	Lot 19 Removal of steps, concrete slab (50% OINV)	West Tip Waste Control Pty	230.00	Paid	DE	75689	046199
18/01/2024	Lot 18 Inspect, repair cracked roof tiles	Blue Shield Maintenance &	342.00	Paid	DE	228	046690
01/02/2024	Purchase and deliver 30 roof tiles	Blue Shield Maintenance &	587.00	Paid	DE	235	046889
15/02/2024	Purchase of gift card #2	Beryl Schairer	30.00	Paid	DE	55	047124
15/02/2024	Purchase of gift card	Beryl Schairer	30.00	Paid	DE	55	047124
15/02/2024	Water reimbursement - Native Plants	Beryl Schairer	39.30	Paid	DE	55	047124
15/02/2024	Purchase of garden hose	Beryl Schairer	99.00	Paid	DE	55	047124
19/04/2024	Termite inspection, general pest spray	Metro Pest Control	1,980.00	Paid	DE	26590	048185
23/04/2024	Water reimbursement - Native Plants	Beryl Schairer	22.00	Paid	DE	55	048221
06/05/2024	Trades monitoring 1/5/24 to 30/4/25	Trades Monitor	99.00	Paid	DE	55	048487
04/06/2024	Water reimbursement - Native Plants	Beryl Schairer	9.00	Paid	DE	55	048920
01/07/2024	Install new vent caps to various units	Blue Shield Maintenance &	352.00	Paid	DE	396	049384
18/07/2024	Material off load at suppliers	Five Star Fencing	125.00	Paid	DE	2203	049658
06/08/2024	Lots 8/9 Investigate, report on drainage	Emerald Plumbing & Gas	385.00	Paid	DE	27723	049973
16/08/2024	Lot 25 Fencing reimbursement	Susie Dean	880.00	Paid	DE	25/55	050168
27/08/2024	Replace 3 downpipes, inspect gutters	Sunrise Roofing	1,815.00	Paid	DE	1115	050308
29/08/2024	Lot 9 Install new soakwell	Emerald Plumbing & Gas	1,633.50	Paid	DE	27829	050333
			\$10,451.20				
Maint Bldg--Gutters & Downpipes 167800							
05/04/2024	Gutter and downpipe cleaning maintenance	Gutta Gulpa	1,375.00	Paid	DE	1706	047986
			\$1,375.00				
Maint Bldg--Owner Recovery Invoices 171500							
24/06/2024	Lot 6 Roof leak repairs	Blue Shield Maintenance &	242.00	Paid	DE	381	049254
			\$242.00				
Maint Grounds--Lawns & Gardening 178400							
02/10/2023	Lawn maintenance to 19/9/23	Rod Black	150.00	Paid	DE	73	045093
20/10/2023	Lawn maintenance to 16/10/23	Rod Black	150.00	Paid	DE	71	045371
02/11/2023	Garden maintenance to 26/10/23	Duncraig Gardening Service	204.00	Paid	DE	18	045547

The Owners of Strata Scheme 55

**Sorrento Terrace, 1-25 Myrtle Avenue,
SORRENTO WA 6020**

Date	Details	Payee	Amount	Status	Type	Ref.No.	Payment No.
13/11/2023	Garden maintenance to 25/9/23	Duncaig Gardening Service	204.00	Paid	DE	87	045739
20/11/2023	Lawn maintenance to 14/11/23	Rod Black	150.00	Paid	DE	71	045923
28/11/2023	Garden maintenance to 20/11/23	Duncaig Gardening Service	204.00	Paid	DE	36	045942
14/12/2023	Garden maintenance to 25/9/23	Duncaig Gardening Service	204.00	Paid	DE	87	046263
06/01/2024	Garden maintenance to 18/12/23	Duncaig Gardening Service	204.00	Paid	DE	59	046418
06/01/2024	Lawn maintenance to 12/12/23	Rod Black	150.00	Paid	DE	80	046507
16/01/2024	Supply of mulch	Asset Tree Care	82.50	Paid	DE	335	046688
19/01/2024	Lawn maintenance to 12/1/24	Rod Black	150.00	Paid	DE	84	046730
25/01/2024	Garden maintenance to 19/1/24	Duncaig Gardening Service	204.00	Paid	DE	79	046789
15/02/2024	Reimb for purchase of mulch	Beryl Schairer	50.00	Paid	DE	10847	047124
20/02/2024	Lawn maintenance to 5/2/24	Rod Black	150.00	Paid	DE	89	047212
22/02/2024	Garden maintenance to 20/2/24	Duncaig Gardening Service	230.00	Paid	DE	90	047223
21/03/2024	Lawn maintenance to 6/3/24	Rod Black	150.00	Paid	DE	8	047729
05/04/2024	Garden maintenance to 25/3/24	Duncaig Gardening Service	176.00	Paid	DE	21	047965
09/04/2024	Lawn maintenance to 2/4/24	Rod Black	150.00	Paid	DE	6	048011
23/04/2024	Garden maintenance to 17/4/24	Duncaig Gardening Service	208.00	Paid	DE	30	048212
02/05/2024	Lawn maintenance to 29/4/24	Rod Black	150.00	Paid	DE	83	048418
14/05/2024	Garden maintenance to 9/5/24	Duncaig Gardening Service	236.00	Paid	DE	42	048532
20/06/2024	Lawn maintenance to 13/6/24	Rod Black	150.00	Paid	DE	11	049230
27/06/2024	Garden maintenance to 24/6/24	Duncaig Gardening Service	309.00	Paid	DE	73	049305
18/07/2024	Lawn maintenance to 9/7/24	Rod Black	150.00	Paid	DE	84	049691
01/08/2024	Garden maintenance to 30/7/24	Duncaig Gardening Service	208.00	Paid	DE	99	049877
16/08/2024	Lawn maintenance to 6/8/24	Rod Black	150.00	Paid	DE	48	050161
29/08/2024	Garden maintenance to 26/8/24	Duncaig Gardening Service	208.00	Paid	DE	9	050314
13/09/2024	Lawn maintenance to 5/9/24	Rod Black	150.00	Paid	DE	28	050599
			\$4,881.50				
Total expenses			\$48,147.98				

Where an invoice status is Paid and no payment number is displayed the payment has been made outside of the reporting period.

Proposed Budget to apply from 01/10/2024

The Owners of Strata Scheme 55

Sorrento Terrace, 1-25 Myrtle Avenue, SORRENTO
WA 6020

Administrative Fund

	Proposed budget	Actual 01/10/2023-30/09/2024	Previous budget
Revenue			
Levies Due--Admin	52,000.00	36,000.00	36,000.00
Recovery--Owner	0.00	1,151.20	0.00
<i>Total revenue</i>	52,000.00	37,151.20	36,000.00
Less expenses			
Admin--Additional Duties - ASMS	200.00	66.91	200.00
Admin--Agent Disburst-- Contract	1,856.88	1,820.52	1,820.52
Admin--Company Tax Return - Accountant	100.00	100.00	100.00
Admin--Management Fees--Standard	6,249.96	6,249.96	6,249.96
Insurance--Premiums	26,500.00	22,960.89	21,000.00
Maint Bldg--General Repairs	10,000.00	10,451.20	10,000.00
Maint Bldg--Gutters & Downpipes	1,500.00	1,375.00	1,500.00
Maint Bldg--Insurance Repairs	1,000.00	0.00	1,000.00
Maint Bldg--Owner Recovery Invoices	0.00	242.00	0.00
Maint Grounds--Lawns & Gardening	6,000.00	4,881.50	6,000.00
<i>Total expenses</i>	53,406.84	48,147.98	47,870.48
Surplus/Deficit	(1,406.84)	(10,996.78)	(11,870.48)
Opening balance	3,437.15	14,433.93	14,433.93
Closing balance	\$2,030.31	\$3,437.15	\$2,563.45
Total units of entitlement	2400		2400
Levy contribution per unit entitlement	\$21.67		\$15.00

Sinking Fund

	Proposed budget	Actual 01/10/2023-30/09/2024	Previous budget
Revenue			
Levies Due--Reserve Fund	9,000.00	9,000.00	9,000.00
<i>Total revenue</i>	9,000.00	9,000.00	9,000.00
Less expenses			
Maint Bldg--Ten Year Building Plan--Works	50,000.00	0.00	0.00
<i>Total expenses</i>	50,000.00	0.00	0.00
Surplus/Deficit	(41,000.00)	9,000.00	9,000.00
Opening balance	64,977.61	55,977.61	55,977.61
Closing balance	\$23,977.61	\$64,977.61	\$64,977.61
Total units of entitlement	2400		2400
Levy contribution per unit entitlement	\$3.75		\$3.75

Proposed Levy Schedule to apply from 01/10/2024

The Owners of Strata Scheme 55

Sorrento Terrace, 1-25 Myrtle Avenue, SORRENTO
WA 6020

Monthly levy instalments that would apply to each lot if proposed budgets are accepted by the general meeting:

Lot	Unit	Unit Entitlement	Admin Fund	Sinking Fund	Monthly Total	Annual Total
1	25	96.00	173.35	30.00	203.35	2,440.20
2	23A	96.00	173.35	30.00	203.35	2,440.20
3	23	96.00	173.35	30.00	203.35	2,440.20
4	21A	96.00	173.35	30.00	203.35	2,440.20
5	21	96.00	173.35	30.00	203.35	2,440.20
6	19A	96.00	173.35	30.00	203.35	2,440.20
7	19	96.00	173.35	30.00	203.35	2,440.20
8	17A	96.00	173.35	30.00	203.35	2,440.20
9	17	96.00	173.35	30.00	203.35	2,440.20
10	15A	96.00	173.35	30.00	203.35	2,440.20
11	15	96.00	173.35	30.00	203.35	2,440.20
12	13A	96.00	173.35	30.00	203.35	2,440.20
13	13	96.00	173.35	30.00	203.35	2,440.20
14	11A	96.00	173.35	30.00	203.35	2,440.20
15	11	96.00	173.35	30.00	203.35	2,440.20
16	9A	96.00	173.35	30.00	203.35	2,440.20
17	9	96.00	173.35	30.00	203.35	2,440.20
18	7A	96.00	173.35	30.00	203.35	2,440.20
19	7	96.00	173.35	30.00	203.35	2,440.20
20	5A	96.00	173.35	30.00	203.35	2,440.20
21	5	96.00	173.35	30.00	203.35	2,440.20
22	3A	96.00	173.35	30.00	203.35	2,440.20
23	3	96.00	173.35	30.00	203.35	2,440.20
24	1A	96.00	173.35	30.00	203.35	2,440.20
25	1	96.00	173.35	30.00	203.35	2,440.20
		2,400.00	\$4,333.75	\$750.00	\$5,083.75	\$61,005.00



Level 4, 55 St Georges Terrace
Perth WA 6000

PO BOX 5721, Perth 6831

Certificate of Currency

CHU Residential Strata Insurance Plan

Policy No	872042
Policy Wording	CHU RESIDENTIAL STRATA INSURANCE PLAN
Period of Insurance	25/01/2024 to 25/01/2025 at 4:00pm
The Insured	THE OWNERS OF SORRENTO TERRACE SP 55
Situation	1 MYRTLE AVENUE SORRENTO WA 6020

Policies Selected

Policy 1 – Insured Property

Building: \$9,233,950

Common Area Contents: \$113,574

Loss of Rent & Temporary Accommodation (total payable): \$1,385,092

Policy 2 – Liability to Others

Sum Insured: \$20,000,000

Policy 3 – Voluntary Workers

Death: \$200,000

Total Disablement: \$2,000 per week

Policy 4 – Fidelity Guarantee

Sum Insured: \$100,000

Policy 5 – Office Bearers' Legal Liability

Sum Insured: \$1,000,000

Policy 6 – Machinery Breakdown

Not Selected

Policy 7 – Catastrophe Insurance

Not Selected

Policy 8 – Government Audit Costs and Legal Expenses

Government Audit Costs: \$25,000

Appeal expenses – common property health & safety breaches: \$100,000

Legal Defence Expenses: \$50,000

The contract of insurance is arranged by CHU Underwriting Agencies Pty Ltd (ABN 18 001 580 070, AFSL 243261) on behalf of the insurer: QBE Insurance (Australia) Limited (ABN 78 003 191 035, AFSL 239545).



Policy 9 – Lot owners’ fixtures and improvements (per lot)

Sum Insured: \$250,000

Flood Cover is included.

Date Printed

10/01/2024

This certificate confirms this policy is in force for the Period of Insurance shown, subject to the policy terms, conditions and exclusions. It is a summary of cover only (for full details refer to the current policy wording and schedule). It does not alter, amend or extend the policy. This information is current only at the date of printing.



QBE Insurance (Australia) Ltd

ABN 78 003 191 035

200 ST GEORGES TERRACE
PERTH WA 6000

GPO BOX N1116
PERTH WA 6843

Telephone: (08) 9213 6100

Email: workerscompunderwriting@qbe.com

CERTIFICATE OF CURRENCY

OWNERS OF STRATA PLAN 55
121 WALCOTT STREET
MOUNT LAWLEY
WA 6003

The following insurance policy covers the employers liability under the Workers Compensation & Injury Management Act 1981.

(1) Coverage

The Certificate is Valid from: to

The Information provided in this certificate is correct at:

(2) Employers Information

Policy Number: Workcover Number:

Legal Name:

Trading Name:

ABN:

Premium (Industry) Classification:

Full Business Description:

(3) IMPORTANT INFORMATION

This policy commences and finishes at 4.00pm on the dates specified above

Common law limited to \$50 million any one person and \$50 million in the aggregate any one event.

QBE Insurance (Australia) Limited
Workers Compensation

Employers are required to ensure a valid certificate of currency is available for inspection at their principal office or place of business.



QUOTE

The Owners of 1-25 Myrtle Ave Sorrento

Date
3 Sep 2024

Expiry
3 Oct 2024

Quote Number
QU-221268

ABN
69 078 947 627

PRW Contracting Pty Ltd
T/As Claremont Asphalt
PO BOX 34
COTTESLOE WA 6911
AUSTRALIA
email:
info@claremontasphalt.co
m

1-25 Myrtle ave Sorrento- Rear lane way crack sealing

Description	Quantity	Unit Price	GST	Amount AUD
Preparation and application of crack sealing in laneway behind units not including individual car ports	1.00	3,800.00	10%	3,800.00
			Subtotal	3,800.00
			TOTAL GST 10%	380.00
			TOTAL AUD	4,180.00

Permacoat

7 Carson Road, MALAGA, WA 6090
 PO Box 2380, MALAGA, WA 6944
 Painters Registration No. 7433

ROOF RESTORATION CONTRACT

Ph: (08) 9249 5955
 permacoat@permacoat.com.au
 www.permacoat.com.au

MR/MRS/MS (Purchaser): All Strata Management Services SURNAME
Kristen Slattery GIVEN NAME

ADDRESS: 1-25 Myrtle Avenue, Sorrento POST CODE: 6020

H: _____ W: _____ M: 9227 8966 E: Assist4@allstrata.com.au

Request Everett WA Pty Ltd ABN 89 646 777 157 trading as Permacoat to carry out work as specified below on the terms and conditions following:

1	Type of Tile	Monier 100	
2	Coating Colour – Dulux Acratex - TBC	Two Coats	
3	Dulux Sealer - WB	One Coat	
4	Replace Broken Tiles	Yes	
	Number of Tiles Required	~300	
	Each Additional Tile > 300 @	\$ 10.00	
5	Tiles Supplied by Client	No	
6	Check/Relip Valleys	Yes	
7	Leaks	-	
8	High Pressure Water Clean	Yes	
9	Replace Ridge Capping	If Req	
10	Repoint Ridges and Hips (Permaflex) Rebeds (Extra @ \$ 20.00)	526 (All) If Req	
11	Weep Holes	No	
12	Clean Out Gutters	Yes	
13	Coat Vents/Valleys/Flashings	Yes	
14	Pool/Spa/Rainwater Tank/Pond	No	
15	Cathedral Ceilings/Skillion	-	
16	Height= 6 m Multi Storey	Pitch 16	
17	Dispose of Waste	Yes	
SPECIAL INSTRUCTIONS			REF:22 2356 ROADWAY SOLAR AC

All vents, valleys & flashings are to be re-lipped and resealed accordingly.
 Very high double storey – Safety Rail will be needed around the perimeter for all safety precautions – Price \$11,500.00 (inc. GST)
 Will need full cooperation from tenants/owners during the cleaning & coatings process.
 2+ people onsite at ALL times.

Permacoat only employ skilled tradesmen to do the above-mentioned work and warrants that such work shall be done in a tradesman-like manner.

PURCHASER AGREES

- (a) That the balance of the purchase price shall be paid forthwith upon completion of the work. Non-compliance with the payment arrangements may void all warranty claims against the Company, at the Company's discretion.
- (b) An accounting fee is chargeable on overdue accounts.
- (c) This contract can only be cancelled on payment of a 30% cancellation fee.
- (d) To expressly waive any communication by Permacoat of acceptance of this Offer. There shall be no contract until this Offer has been accepted by a person authorised in writing by Permacoat.
- (e) That the home may be used as a display home including photographs.
- (f) To allow display sign for duration of work andweeks thereafter.
- (g) Full roof restoration contract is covered by the (15) year Permacoat Warranty* (as detailed on reverse).

I/WE acknowledge that I/WE have read this agreement and fully understand the contents and Terms and Conditions, including the Permacoat Warranty* (as detailed on reverse).

Initial

Full Roof Restoration Price	\$ 50,000.00
GST	\$ 5,000.00
Total Contract Price (Inc. GST)	\$ 55,000.00
Safety Rail	\$ 11,500.00
BALANCE DUE ON COMPLETION	\$ 66,500.00

Payment Options: Cash, Cheque, Direct Debit
 EFT (BSB: 086 – 006, Account Number: 809 004 612, Name: PERMACOAT)
 This document will be a tax invoice for GST purposes when full payment is received

Signature of Purchaser/Agent _____ Witness _____ Date: _____

OFFICE USE ONLY:

Agenda Page 40 of 49 Accepted: _____ Estimator: Dale Everett Date: 4/10/2024



QUOTE

All Strata Management
PO BOX 511
MOUNT LAWLEY WA 6929
AUSTRALIA

Date
22 Aug 2024

Expiry
21 Sep 2024

Quote Number
QU-0003

ABN
88 416 523 615

Sunrise Roofing
24 Peckham Cres
KINGSLEY WA 6026
AUSTRALIA

Description	Quantity	Unit Price	GST	Amount AUD
Roof quote for 1-25 Myrtle Avenue Sorrento-Full roof renovation and flashings	1.00	84,150.00		84,150.00
			Subtotal	84,150.00
			TOTAL AUD	84,150.00

Terms

Erect scaffold tower, change all broken tiles, pressure clean all roof slopes, install new waka flex flashings to all wall abutments, flexi-point all ridge caps, apply one coat of Nu-Tech primer paint to all roof slopes and apply two coats of Nu-Tech top coat finish paint to all roof slopes.

VERSATILE ROOFING

Quote No: 223
 Date: 01/03/2018
 For: 1-25 myrtle ave sorrento
 stratablue@allstrata.com.au

Quote

BSB 116-879 AC 494 484 041
 ABN: 17613009840
 Matthew 0488792360
 info@versatileroofing.com.au
 www.versatileroofing.com.au

Description	Quantity	Rate	Amount
To remove all roof tiles and timber battens and dispose of rubbish.	1	\$170,000.00	\$170,000.00
To supply and fix sarking insulation to all roofs1-25units			
To supply and fit all new timber battens to all roofs1-25units			
To supply and fix new concrete or terracotta roof tiles to 1-25units			
All work is guaranteed and comes with a 10-year warranty on all workmanship			
		Subtotal	\$170,000.00
		GST 10%	\$17,000.00
		Total	\$187,000.00
	Total		\$187,000.00



25 September 2024

QUOTATION: 30343 (Revised on 3 October 2024)

Ms Kristen Slattery
All Strata Management Services

PROPERTY ADDRESS: 1-25 Myrtle Avenue, Sorrento.

REFERENCE: Quote Request 019624, Email request - 30 September 2024.

PROPOSED REPAIRS & SERVICES:

Modifications to the rear gate access to Unit 5.

Price is based on the scope and photos provided to us.

Note 1 - Price allows to re-use the existing gate. Allow an additional \$950.00 plus GST to replace the gate if required.

Note 2 - All items except for the bitumen repair appear to be internal within Unit 5.
The allowed cost for removal of the blocks and make good to the asphalt is \$418.00 (Inc GST). This is included in the below quote however is subject to assessment once the blocks have been removed.

Scope of Works

- Remove existing gate and set aside for re-use.
- Cut out concrete slab behind the gate, up to the timber sleepers.
- Remove soil and excavate ready for new concrete.
- Supply and install new small concrete retaining walls each side of the cutout.
- Supply and lay a new limestone concrete slab at the height of one step.
- Supply and install limestone stairs to the new concrete slab leading up to the existing timber sleeper and next level ground.
- Re-instate the existing gate.
- Fill and repair bitumen to laneway where the limestone stairs were removed.
- Remove work related old materials and debris from site.

QUOTATION: \$5,225.00 (INCL. \$475.00 GST)

Page 1 of 3

The pricing is valid for a period of 30 days from the date of the quotation.
(Subject to costs remaining unchanged from external suppliers)

This quote is Confidential and only to be viewed by the addressed party and associated owner(s).

Refer also to the General Conditions on the last page of this quotation.
(These Conditions apply unless otherwise stipulated in the Proposed Repairs & Services)



GENERAL CONDITIONS

1. JTK Property Services ("JTK") is a repair and maintenance company providing trade services only.

(a) JTK is not a registered builder or qualified engineering company. All Trades working with JTK are qualified (as required) and experienced in their field of work.

(b) Any required Permits (Council and Building) are to be arranged by the Client/Owners. Quotes do not include costs for Plans or Permits or services by a registered builder or engineer.

(c) This quote only allows for repairs and works as detailed in the Proposed Repairs & Services. No allowance made for other repairs that might be required, but not identified/detailed in the description.

(d) JTK performs works on behalf of the Client/Owners. All work requests to JTK to be in writing to service@jtk.com.au.

2. Client & Site Fees - Any incurred client and site fees will be additional to the quoted price. These include management, administration, site induction and platform fees and charges.

3. Payment Terms - (a) All invoice payments are due 7 days from the invoice date, (b) All quotes over \$5,000.00 (Inc GST) will require a 30% deposit paid prior to scheduling works, (c) All jobs for new and private (non-Real Estate) clients will require payment in full prior to scheduling works.

4. Asbestos - Asbestos materials are disposed of in accordance with Worksafe WA and Department of Health requirements. Licenced operators are engaged when required.

5. Ceilings Repairs & Replacements / Plastering Works - (a) Client to arrange for all furniture and belongings to be removed from repair areas prior to works commencing to ensure nothing is damaged - while all care will be taken, JTK accept no responsibility for damage to items left in the repair areas, (b) All care is taken however damage to walls might occur when the old ceiling is taken down (additional costs will apply if the walls need to be repaired), (c) On completion only a "builders clean" is allowed for (no allowance for commercial cleaning), (d) When lights need to be moved, a provisional amount is included to disconnect and re-instate the existing electrical fittings (additional charges will apply if the fittings need replacing or fault finding is required).

6. Digging - Additional charges might apply for unforeseen problems which could arise when digging (eg. digging around water mains, electrical, reticulation, tree roots and stumps, concrete, paving, etc). While all care will be taken, JTK accept no responsibility for damage caused to unidentified underground services.

7. Disposal - All work related rubbish, debris and redundant materials will be removed from site.

8. Fences - (a) Replacement fences will be installed in the same location as the existing unless otherwise advised, (b) JTK are not responsible to know the location of fence lines, (c) JTK do not provide split billing for multiple properties - client/party ordering the work is responsible for payment in full.

9. Gutter Cleaning - (a) Pricing allows to clean the accessible gutters and downpipes only, (b) No allowance made for areas requiring an EWP (elevated work platform) unless it is specifically noted on the quotation, (c) All debris to be removed from site unless otherwise instructed, (d) All workers are safety trained for working at heights.

10. Gutters - When replacing gutters, we do not allow to modify the roof line. If there is an existing problem with the way the gutters drain, additional work might be required to correct this. This has not been allowed for in our quote.

11. Painting - When re-painting previously painted surfaces, we will prep the area and endeavour to colour match as best as possible. While all care is taken, no guarantee is provided that the surface will be brought back to its original condition. JTK accept no responsibility for the condition of the surface underneath previously painted areas and if they had been correctly prepared and sealed prior to when originally painted.

12. Paving - Whilst all care will be taken when re-laying existing pavers, some pavers might crack or chip. Additional costs will apply if any pavers need to be replaced.

13. Replacement Bricks / Tiles / Pavers / Roof Tiles - When the quote allows for replacement bricks, tiles, pavers and roof tiles, it is likely an exact match of style and colour will not be able to be sourced. Closest match product will be sourced.

14. Scaffold - The owners of the property are responsible for any scaffold while it is onsite and not attended to by JTK workers. Any scaffold damaged/or lost will be charged to the property owners at replacement cost. Additional hire costs will apply for scaffold that remains onsite for longer than the budgeted timeframe for reasons outside our control (eg. scope changes, access restrictions, inclement weather).

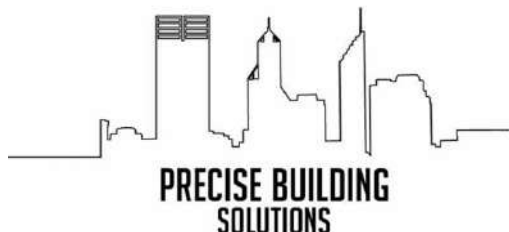
15. Site Services - Client to provide onsite parking, power and water. Additional costs might apply for parking, generator hire and water supply if found to be needed.

16. Site Unseen Quotes - Quotes are based on information and photos provided to us and subject to site inspection.

17. Water Ingress / Roof Leaks - Due to the nature of water ingress issues, we cannot always guarantee that the proposed repairs will resolve the existing problem(s). The proposed repairs are the most obvious solution based on a visual inspection. Water ingress repairs are often a process of elimination and sometimes require further investigation that might incur additional costs. We do not provide any guarantees for leak repairs with asbestos roofs and roofs affected by tile fret.

18. Windows / Sliding Doors - All care will be taken however some damage might occur to the walls with the removal of the existing and installation of the new window frame(s). Additional costs will apply if make good repairs are required.

19. Working Hours - All works quoted to be carried out during normal work hours. Additional costs might apply for after-hours and weekend work.



Precise Building Solutions WA Pty Ltd
 5 Robertson Street, Perth WA 6000
 0457 567 328
 admin@precisewa.com
 www.precisebuildingsolutions.com.au
 Builders Registration No. 103196

QUOTE
ABN: 55 349 574 558

Quote # 20165

The Owners of Strata Scheme 55
 Sorrento Terrace
 1-25 Myrtle Avenue
 SORRENTO WA 6020

WORK TO BE CARRIED OUT AT: 5/1-25 Myrtle Avenue, Sorrento WA 6020

DATE: 2nd September 2024	CLIENT REFERENCE: 017657
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DESCRIPTION	PRICE
<ul style="list-style-type: none"> - Attend site with 2 x persons to remove the limestone stairs to the lane way outside of unit 5. - Allow for lifting and transportation equipment for disposal of stairs. - Fill and repair bitumen to laneway where the limestone stairs were removed. - remove all rubbish and leave site clean. 	\$749.00
<ul style="list-style-type: none"> - Remove exiting gate and dispose of - Cut out concrete slab behind the gate, up to the timber sleepers. - Remove soil and excavate ready for new concrete. - Supply and install new small concrete retaining walls each side of the cutout. - Supply and lay a new limestone concrete slab at the height of one step. - Supply and install limestone stairs to the new concrete slab leading up to the existing timber sleeper and next level ground. - Supply and install a new colorbond gate to match existing colour. - Allow for a skip bin. - Remove rubbish and leave site clean. 	\$4,558.00

SUBTOTAL	\$5,307.00
GST	\$530.70
TOTAL	\$5,837.70

Payment Details

Account Name: Precise Building Solutions WA Pty Ltd BSB: 016 370 Account Number: 419687323

This Quote is valid for 30 days only, after this date we will need to review the quote which may require another site visit and result in a change of cost. Written authorisation is required prior to works commencing, please email this to admin@precisewa.com. Due to unforeseen circumstances which were not visible at the time of the inspection, additional costs may be incurred once the affected areas have been exposed, additional costs will be quoted, and no works will proceed without authorisation. We are unable to provide a warranty for painting works, when painting over an existing painted surface, due to unknown previous coatings. Please note, for water ingress repairs, these can often be a process of elimination requiring multiple attendances. All care will be taken during works; however, we do not take responsibility for accidental damages.



WANGARA WH
BUNNINGS GROUP LIMITED
ABN 26 008 612 179
Ph: 0844088000

Sat 27/07/2024 09:14:30 AM
TOOL SHOP R13

Sale
** TAX INVOICE **

020724040543 POLYURETHANE SEALANT SIKH 600ML SIKAFLEX PRO PLUS SANDST 3 @ \$28.65	\$85.95
9318713100528 MEMBRANE FITTING 1L BLACKSEAL HD CRUMBLEIN	\$16.55
0705104530521 LAULKING GUN PAINT PARTNER ALUMINIUM 45001*	\$12.50
9312703000715 DOWNPIPE PVC ACC SQ ICON ELBOW REVERSE 45DEG MC146	\$11.97
9312703000722 DOWNPIPE PVC ACC SQ ICON ELBOW REVERSE 45DEG MC147	\$11.97
934375001744 CEMENT SOLVENT M/SPRESS PROFIT 125ML TYPE N BLUE 86002	\$6.75
8 @ SubTotal:	\$145.70

Total \$145.70
GST INCLUDED IN THE TOTAL \$13.24
EFT \$145.70
CARD NO: 443469 551
CREDIT

Roundup \$0.00
Change \$0.00

* Indicates non taxable items
Flybys card: 279*****7110

S2443 R13 P280 C107512 4013-92803-2443-2024-07-27



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www.bunnings.com.au/haveyoursay

COMMONWEALTH BANK EFTPOS
BUNNINGS WANGARA
2443 REG 13 WA
TERMINAL 13482313
REFERENCE 667505

CUSTOMER COPY
CARD NO: 4434-0551(c)
EXPIRY DATE: 80000000031010
RUC: 247 POC: 0000000000
PSN: 00 99508347502045E0
27 JUL 2024 09:14

Visa Debit
CREDIT PURCHASE \$145.70
TOTAL AUD \$145.70

APPROVED 00
AUTH NO: 148708
POS REF NO: 01392893
THANK YOU



WANGARA WH
BUNNINGS GROUP LIMITED
ABN 26 008 612 179
Ph: 0844088000

Thu 25/07/2024 05:13:18 PM
TOOL SHOP R13

Sale
** TAX INVOICE **

9312703000566 DOWNPIPE PVC ICON 100X50MMX3M RECTANGLE INCL140 2 @ \$30.39	\$60.78
9319410411410 PIPE STORMWATER UPVC HOLMAN 75MM IN SVP251	\$15.28
93127030003092 DOWNPIPE-PVC ACC SQ ICON ELBOW 45DEG MC145 2 @ \$11.66	\$23.72
9312703000739 DOWNPIPE PVC ACC SQ ICON SOCKET COUPLING D/END MC149 2 @ \$9.85	\$19.70
9319410411587 STORM PVC ADAPTOR DOWNPIPE 100-50-75MM SWF0040	\$9.01
9319410411686 STORM PVC ELBOW FAT HOLMAN 75MM 90DEG SVP0430 2 @ \$7.30	\$14.60
9312703000319 DOWNPIPE PVC ACC ICON POP FOR METAL BUTLER MC141	\$5.29
9312703000685 DOWNPIPE PVC ACC SQ ICON BRACKET OPEN WALL MC144 3 @ \$5.01	\$15.03
9335206009600 POPS DOWNPIPE SQUARE ZINC 100X50MM DPPT0050ZL	\$3.40
9314154046781 CLIP DOWNPIPE ROUND ABEY 75MM Z/A 1314Z EA 2 @ \$3.00	\$6.00
17 @ SubTotal:	\$172.41

Total \$172.41
GST INCLUDED IN THE TOTAL \$15.67
EFT \$172.41
CARD NO: 443469 551
CREDIT

Roundup \$0.00
Change \$0.00

* Indicates non taxable items
Flybys card: 279*****7110

S2443 R13 P287 C229609 4013-91350-2443-2024-07-25



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T&Cs, exclusions apply

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Cancel anytime

www.onepass.com.au

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COMMONWEALTH BANK EFTPOS
BUNNINGS WANGARA
2443 REG 13 WA
TERMINAL 13482313
REFERENCE 667830

CUSTOMER COPY
CARD NO: 4434-0551(c)
EXPIRY DATE: 80000000031010
RUC: 245 POC: 0000000000
PSN: 00 99508347502045E0
25 JUL 2024 17:13

Visa Debit
CREDIT PURCHASE \$172.41
TOTAL AUD \$172.41

APPROVED 00
AUTH NO: 695870
POS REF NO: 01391330
THANK YOU



TAX INVOICE

Nicola Drummy
17A Myrtle Ave
SORRENTO WA
AUSTRALIA

Invoice Date
2 Aug 2024

Woodward Enterprises Pty
Ltd t/as Antidamp WA

Invoice Number
INV-0023

ABN
72 069 946 041

Description	Quantity	Unit Price	GST	Amount AUD
Waterproofing repairs to internal wall sections as quoted on 23/7/24.	1.00	3,960.00	10%	3,960.00
		INCLUDES GST 10%		360.00
		TOTAL AUD		3,960.00
		Less Amount Paid		3,960.00
		AMOUNT DUE AUD		0.00

Due Date: 5 Aug 2024

Payment details:

Account Name - Woodward Enterprises Pty Ltd t/as Antidamp WA
BSB - 016-338
Account Number - 167228656
Reference - your invoice number

05 Aug 2024

Woodward Enterprise Pty Ltd INV-023-D..|

-\$3,960.00

Osko Payment to 016338 167228656 - Receipt 824575

INV-023-Drummy

Date ▾

Description

Money in

Money out

27 Jul 2024

NORTHSIDE BINS

-\$196.95

[Visa Purchase - Receipt 145110](#)

In NEERABUP Date 26 Jul 2024 Card 462263xxxxxx0703