



GREENFIELDS BODY CORPORATE

SS 1027 / 1995

MINUTES OF THE TRUSTEES MEETING HELD AT THE CLUBHOUSE ON THE 17th OF OCTOBER 2023 AT 18H00

1. ATTENDING:

Lionel Parsley	(LP)	-	Trustee
Quintinn Ferreira	(QF)	-	Caretaker
Priyanka Lutchman	(PL)	-	Trustee
Bianca Tumber	(BT)	-	Trustee
Alan Gilman	(AG)	-	Ryse Managing Agents

2. APOLOGIES:

Tersia Cole	(TC)	-	Trustee
Melanie Diehl	(MD)	-	Trustee

3. DETERMINATION OF A QUORUM:

A quorum was achieved, and the meeting was able to proceed.

ITEM	ACTION
<p>4. <u>ADT SECURITY</u></p> <p>QF reported that a new relationship manager had been appointed to Greenfields.</p>	
<p>5. <u>MAINTENANCE ACTIVITIES</u></p> <p>Parking lines are still to be Painting. QF Will get a quote for bay number Cromadek sign boards.</p> <p>The benches will be galvanised by staff at LP's offices.</p> <p>The painting contractor will return to paint the clubhouse as agreed.</p> <p>With regards to balcony repairs, there were still about 15 units to be completed.</p> <p>A Certificate of compliance for the electric fence will be secured this month. QF to arrange for an invoice from the contractor so that we can process payment.</p> <p>A gate closer at the refuse area has been installed. Minor adjustments have still to be made to improve its operation.</p> <p>QF Advised that the gutters were attended to. LP asked QF to check that the pigeons were not using the gutters to breed.</p> <p>The basketball with hoop will be ready for use once the grass has had time to grow.</p> <p>The boundary walls have been repaired and an insurance claim has been submitted.</p> <p>QF had contacted the municipality to ask them to trim the trees outside the complex. The council said they could not assist but that we had permission to do the job ourselves.</p> <p>The industrial cleaner will be hired to wash the walls early in November, once the parking line job has been completed.</p>	<p>QF</p> <p>QF/LP</p> <p>QF</p> <p>QF</p> <p>QF</p> <p>QF</p> <p>QF</p>

6. GENERAL

LP had checked the website and he found that no minutes had been uploaded for two months.

A cat needs to be removed from the complex.

Residents need to be asked to keep their patios tidy and uncluttered. It was noted that on selling units, the general appearance of the surrounding units will impact on valuation.

QF reported that the pest control company had returned to apply treatment for the ants. QF suggested that a few days be allowed to see if there has been an improvement.

QF advised that MIRFIN, the property valuers had been paid and that the valuating exercise would commence within the next two weeks.

7. FINANCIALS/ARREARS

LP queried a Staff loan and he said there should be no loans to staff.

The clubhouse had not been rented out over the past few months.

Bank charges were high in relation to the budget. QF said we should charge Owners for bank charges relating to cash deposits. QF said that we should include this condition in the complex rules. LP agreed but suggested that we look at the entire set of rules to see what else needs to be changed.

LP noted that electricity charges were low for the month. QF, however, thought that it was a timing issue and that next month would be higher.

Workman's compensation shows a budget with no actuals. AG to follow up.

Pest control was high due to the ant treatment for which there was no budget.

Where Owners were under debt review, the review consultant needed to be contacted to add our claim to the list. It further needs to be established that such a debt review document exists.

We were awaiting an adjudication order for Mr. and Mrs. Perumal

The idea of installing prepaid water meters when three months' levies are overdue. Even though this idea needs to be included in the complex rules, defaulting Owners should be told that this procedure is going to be implemented.

The idea of taking automated access to the complex was an option that probably will not be deemed to be "spoliation". QF also considered increasing Electricity prepaid to cover common area usage.

8. CLOSE OF MEETING

The meeting closed at 19h22

QF

QF

AG/QF

AG

QF

LP

QF

Task Scheduled	Est Date
Club House painting	15 th Dec 2023
Painting of parking Lines and signage	15 th -23 rd Dec 2023
Playground Benches to LP	18 th Nov 2023
Benches Metal rods for additional support.	30 th Nov 2023
Basket ball hoop fixture	18 th Nov 2023
COC Electric Fence	30 th Nov 2023
Tree Cutting outside the complex.	15 th Dec 2023
Industrial Cleaner	23 rd Dec 2023
Secure rental lease agreements from Owners	Ongoing

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