

MINUTE OF ASSOCIATION COMMITTEE MEETING

Community Land Management Act 2021



ACUMEN STRATA

Members of Prince Henry Community Association

DP 270427

Anzac Parade, Little Bay NSW 2036

The Meeting was held on Monday, 28 April 2025

Located at the Frangipani Room in the Coast Centre for Seniors, Curie Ave, Little Bay NSW 2036

Commenced at 6:00pm

Present	Apologies	In Attendance
John Pearson Susan Graham Pavlos Totsis Michael McIntosh Ira Williams	Nil	Denise Rowles (Lot 127) Maria Stugarevic (Lot 30) Georgina Ryan (Lot 127) Tina Evans (Lot 127) Michelle Morgan-Callaghan (Lot 6) Rebecca Gore (Lot 127) Robyn Alexander (Lot 82) Colin Flint (Lots 52, 53, 57, 58, 59) Eric Ooms (Lot 51) Raymond Rez (Acumen Strata)
Chairperson: John Pearson		

- 1. Declaration of Interest**

Resolved that pursuant to Clause 16 of Schedule 2 of the Community Land Management Act 2021 the meeting noted no declaration by a member of the committee of any direct or indirect pecuniary interest and/or conflicts of interest in relation to a matter being considered at this meeting.
- 2. Minutes**
 - Resolved** that the minutes of the Association Committee Meeting held 17 March 2025 be confirmed as a true and accurate account of that meeting.
 - Resolved** that the amended minutes of the Annual General Meeting held 18 February 2025 be approved for issuing to all members.
- 3. Financial**
 - Report: Resolved** that the financial accounts ending 31 March 2025 were tabled and received.
 - Aged Arrears: Resolved** that the aged arrears report be noted and received, and debt collection to proceed as per the process approved at the Annual General Meeting.
- 4. Matters from Prior Meeting**

Resolved that an update relating to the matters raised in the prior meeting be provided:

 - Prince Henry Community Association discussion with the traffic engineer from Randwick City Council; Update from 10 February 2025

Noted that a meeting was held in November between the traffic engineer for Randwick Council and the Association Committee. The minutes from this meeting are dated 3 March 2025, and include issues relating to previous meetings spanning several years. These minutes cover 26 items, some of which are closed, others which require urgent attention, and some needing ongoing monitoring and follow-up.

Noted that the walkthrough that occurred in April 2024, identified spray painting on the road on Curie Avenue identifying concrete that had been raised.

It was recounted that the walkthrough in November 2024 included representatives from the Coast Centre for Seniors and Prince Henry Hospital Trained Nurses Association. The representatives proposed that there be road level signage only - eg yellow lines and markings for "No Stopping", and to review the need for the large number of "No Stopping" signs recently installed by the Council.

II. Brodie Avenue pedestrian walkway lights; Update since 10 February 2025

The light has been installed by contractor, Council has advised of unavailability of light beacon model. Suggest contacting Council to determine what replacement lights they have in mind in the eventuality that one or more on Council property need/s replacing. Then advise PHCA contractor to make a note for future replacements on property for which PHCA is responsible.

The Association Committee proposed to arrange a meeting with Council GM to raise the above two (2) issues, among others, and that a comprehensive update is to be provided after that meeting.

III. Native Title/Subdivision of Lots 90 and 91 (Owned by NSW Crown Lands); Update from 10 February 2025

The Native Title subdivision applies only to Lot 91 which has been subdivided into lots 128, 129, and 130. The registered title has not been updated to nominate LPALC as the current owner of Lots 128 and 130. Surf Life Saving Sydney as tenants of Crown Lands occupies Lot 129. A verbal update was provided noting nothing further has happened since the subdivision occurred.

There has been no formal application for works. LPALC had expressed the desire to fence the land to avoid thoroughfare. However, Acumen has not received a written request.

The Crown Lands contact had provided an undertaking to arrange a meeting with the former AC but it's understood that this did not eventuate. Crown Lands was recently reminded of their responsibility to maintain the appearance of the land and adjacent verges, which haven't been attended to for many months. However, while Crown Lands remains responsible for Lot 129 they advised that LPALC is responsible for maintaining the appearance of lots 128 and 130 and adjacent verges.

IV. Landscaping request adjacent to Gubbuteh Road and Murra Murra Place (Lot 34 – which is Randwick City Council's responsibility); Update from 10 February 2025

The former Chairperson was requested to contact Randwick City Council to seek a response and update on the landscaping. It was agreed that as owner of Lot 34, Council is responsible for ongoing maintenance.

The matter is to be raised at the meeting to be arranged with Council GM (refer item 12).

5. Sub-Committee Appointments

Resolved that the Association Committee form sub-committees as follows:

- Council liaison:
 - John Pearson
 - Michael McIntosh
- Website/marketing:
 - Ira Williams
 - Pavlos Totsis
 - Susan Graham

- Landscaping liaison:
 - John Pearson
 - Michael McIntosh
- Site monitoring:
 - John Pearson
 - Pavlos Totsis
 - Susan Graham
 - Ira Williams
 - Michael McIntosh

6. Correspondence & Applications

Resolved that the Association Committee receive the following correspondence and application and appropriate action be determined:

Correspondence		
Sender	Matter	AC Decision
John Pearson	PHCA Nomination for the Lurline Bay, Malabar, Matraville and Yarra Bay Flood Study Floodplain Management Committee.	Approved
Alice Gao – Owner	Planned development of 62 Gubbuteh Road, Little Bay (Lot No 2, DP285910).	The Committee was informed of an intention to develop 62 Gubbuteh Road, and that an application has not yet been submitted.
Denise Rowles – Owner	Boat and trailer parked on Brodie Avenue outside 26 Harvey Street	Strata Committee to place breach notice on the boat.
Strata Manager - Lots 52, 53, 57, 58, 59	Ability of individual lots to correspond with Council	Per motion 12
Application		
Sender	Matter	AC Decision
R. Singh	Application works for a new dwelling and landscaping works at Lot No 2, DP285910, 54 Gubbuteh Road, Little Bay. Pending ALS review by Lahz/Nimmo.	Application is pending approval by Lahz/Nimmo Architects. It was noted the application cannot be approved by the Committee without endorsement by Lahz/Nimmo. Acumen Strata to forward emails between the architect and the applicant to the Committee.

7. Association Committee Resignations

Resolved that the Association Committee acknowledged resignations from the Association Committee from Steve McDermott (Lot 18) and Lesley Wood (Lot 101).

8. Association Committee Vacancies

Resolved that the Association Committee acknowledged the processes and procedures required to fill a casual vacancy, in accordance with section 38 of the Community Land Management Act 2021, as attached to the meeting agenda. The Association Committee to finalise the process and Acumen to call for submissions from all lots. Responses will then be collated and provided to the Association Committee to determine who is to fill the two casual vacancies.

- 9. Issue of Notice to Comply** **Resolved** that the Association Committee authorised and instructed the Community Manager to issue a notice to comply to Lot 75 DP286017 8 McMaster Place for the continual breach of the Community Management Statement.
- 10. Site Monitoring Breaches** **Resolved** that the Association Committee reviewed the site monitoring breaches and determined action as follows:
- (a) **Balcony Entertainment System (SP 85837, Coastal Quarter)** – Acumen Strata to issue breach notice to the lot.
 - (b) **Registered Trailer located near 5 Meyler Close** – It was noted that the trailer has been removed.
 - (c) **Unregistered Jet ski/Trailer located near 8 Jenner Street** – The jet ski has been removed.
 - (d) **Washing on Balcony (SP 90272, Rockpool Apartments)** – Acumen Strata to issue breach notice to the lot.
- 11. Council Household Waste Collections** **Resolved** that the Association Committee considered incidents of premature depositing of waste for Council Household waste collections and determined not to instruct Acumen to send a general notification to all managing agents/owners reminding them of Council rules relating to [Household Collections](#).
- It was **noted** instead that individual schemes to be responsible for enforcement of illegal dumping adjacent to their lot.
- 12. Meeting With Randwick Council General Manager** **Resolved** that the Association Committee confirmed that a request for a meeting with Ray Brownlee, Randwick Council GM had been issued to:
- (a) Determine the most effective way to tackle the outstanding issues with Council and,
 - (b) Discuss permitting only Association Committee members to liaise with Council on issues affecting broader PHCA community issues.
- It was **noted** that while individual owners, schemes and representatives may communicate with Council on issues that affect their lot only, and do not impact the broader community, only correspondence and communications from the Association Committee are to be taken as having the support of PHCA. This is to avoid miscommunication or conflicting instructions to Council from individual owners, schemes or representatives.
- 13. Access to Lot 1 – Communal Property** **Resolved** that the Association Committee confirmed that John Pearson would arrange to meet with Gardens In Mind to obtain a copy of the current key. Concurrently, the Association Committee agreed to install a new lock on the communal property structure, if deemed necessary, and issue keys to the Association Committee Landscaping Subcommittee members, Gardens in Mind and Acumen Strata.
- 14. Code of Conduct** **Resolved** that the Association Committee discussed the implementation of a PHCA Code of Conduct for Association Committee members. Committee members were asked to review the model Code and send commentary to Acumen for consolidation and approval by the AC.
- 15. Project Continuity and handover processes** **Resolved** that succession planning strategy is important to ensure continuity and a smooth transition process as well as to encourage members of the community to volunteer time and effort to the AC.
- 16. Little Bay Marine Beach Reserve** **Noted** at a previous Association Committee meeting, the Lot 6 representative raised the issue of creating a marine reserve for Little Bay Beach. This is on the Bays and Beaches Precinct agenda for their meeting on 23 April 2025. As Little Bay Beach is Prince Henry Lot 97, it is important that a PHCA representative is involved in all discussions/negotiations.

17. Bays and Beaches Precinct Committee

Resolved that the Association Committee determine a roster for each AC member to attend meetings to ensure that B&B Precinct includes PHCA on all matters relating to Prince Henry DP 270427 Lots.

18 June 2025 – Susan Graham
20 August 2025 – Ira Williams
15 October 2025 – Michael McIntosh
26 November 2025 – Pavlos Totsis

It was **noted** that attendance may change closer to the dates.

18. General Meeting for Development Approval, 1 Murra Murra Place, Little Bay (Lot 16, DP285944)

The Association Committee, noted the advice from Lahz/Nimmo architects confirming compliance of the development application for 1 Murra Murra Place, Little Bay with the Architectural and Landscaping Standards for Prince Henry Community Association.

The discussion revealed that the matter was before the courts, that the DA had been amended to comply with some Council requirements, and that until the current DA was available for final review by Lahz/Nimmo, PHCA consent could not be provided.

It was agreed that the owner be advised that a general meeting wasn't necessary as a decision could be made at an AC meeting, and that if the owner insisted on a general meeting it should be deferred until the Lahz/Nimmo revised review had been received.

Michael McIntosh undertook to investigate alternative architects, familiar with PHCA design guidelines should a second opinion be deemed necessary for this or future DAs.

19. Next Meeting Date

Resolved that the Association Committee confirms the dates, times and location meetings for the ensuing year as follows:

Date	Time	Location
Monday, 16 June 2025	6:00pm	Coast Centre for Seniors
Monday, 4 August 2025		
Monday, 13 October 2025		
Monday, 1 December 2025		
Monday, 16 February 2025		
Add AGM date		

Closure

There being no further business the meeting closed at 7:39pm.

Note to Association Members:

Any member that wishes to add a matter for consideration at an Association Committee Meeting is required to inform the Managing Agent at least three weeks prior to the scheduled date of the meeting. For subsidiary schemes (Strata Plans, Neighbourhood Associations), items for inclusion are to be provided by your managing agent.