

## The Owners of Baynton Apartments Strata Scheme 64552

### MINUTES OF THE ANNUAL GENERAL MEETING

HELD BY RICHARDSON STRATA MANAGEMENT SERVICES AT 138 BURSWOOD ROAD, BURSWOOD & ZOOM ON TUESDAY 10<sup>TH</sup> MARCH 2026 AT 11:00 AM

#### Present:

Ms L Stewart (Zoom)  
Ms N Hardie (Zoom)  
Mrs C Oldfield (Zoom)

#### Proxies:

Minderoo Pty Ltd	(Lots 3, 9, 11, 13, 14, 17, 19, 21, 30, 34, 35, 36, 41, 42, 43, 46, 48, 53, 58, 59, 60, 65, 69, 70, 71, 74, 82)	In favour of Ms N Hardie
Goh Pharmacy Pty Ltd, Speak No 2 Pty Ltd & Laura Stewart	(Lot 7)	In favour of Ms L Stewart
<i>Ms K Melton</i>	<i>(Lot 15)</i>	<i>In favour of the Chairperson</i>
Property Syndicate WA Pty Ltd	(Lot 29)	In favour of Ms L Stewart
Mr W & Mrs C Oldfield	(Lot 33)	In favour of Mrs C Oldfield
Mr C Goodhill & Ms M Elizabeth	(Lot 49)	In favour of the Chairperson
Millside Investments Pty Ltd	(Lot 62)	In favour of Ms L Stewart
Mr J Donovan & Ms B Filicetti	(Lot 63)	In favour of Ms L Stewart
Brotherson No 2 Pty Ltd & Goh Pharmacy Pty Ltd	(Lot 64)	In favour of Ms L Stewart
Luke Dillon & Laura Stewart & Teo Pharmacy P/L	(Lot 75)	In favour of Ms L Stewart
Property Syndicate WA Pty Ltd	(Lot 76, 79)	In favour of Ms L Stewart
Mihoko Toyokawa	(Lot 81)	In favour of the Chairperson

#### Apologies:

Nil

#### In Attendance:

Marianne Williamson - Representing Richardson Strata Management Services  
Emma Johnson - Representing Richardson Strata Management Services

#### PRELIMINARY MATTERS

##### 1. Appointment of Chairperson for the Meeting

It was moved by Ms N Hardie and seconded by Ms L Stewart that Marianne Williamson be authorised to act as Chairperson of the Strata Company for the purposes of the meeting.

Lots in favour: 3, 7, 9, 11, 13, 14, 17, 19, 21, 29, 30, 33, 34, 35, 36, 41, 42, 43, 46, 48, 49, 53, 58, 59, 60, 63, 64, 65, 69, 70, 71, 74, 75, 76, 79, 81, 82.

Lots Against: Nil

Lots Abstained: Nil

The motion was **CARRIED**.

The Chairperson welcomed those present and advised that a quorum was not present. In accordance with section 130(4) of the Strata Title Act, after 30 minutes had elapsed from the time appointed for the general meeting, the persons entitled to vote who were present at the meeting were taken to constitute a quorum for the purpose of the meeting. The Chairperson opened the meeting at 11:30am to the following business.

## 2. Confirmation of previous Minutes

- (a) It was moved by Ms L Stewart and seconded by Ms N Hardie that the previously circulated Minutes of the Annual General Meeting held 6<sup>th</sup> May 2025 be confirmed as a true record of those proceedings.

Lots in favour: 3, 7, 9, 11, 13, 14, 17, 19, 21, 29, 30, 33, 34, 35, 36, 41, 42, 43, 46, 48, 49, 53, 58, 59, 60, 63, 64, 65, 69, 70, 71, 74, 75, 76, 79, 81, 82.

Lots Against: Nil

Lots Abstained: Nil

The motion was **CARRIED**.

- (b) There were no further matters raised not otherwise provided for by this agenda.

## GENERAL BUSINESS

### 3. Consideration of Statement of Accounts

It was moved by Ms L Stewart and seconded by Ms N Hardie that the Statement of Accounts for the period 1<sup>st</sup> December 2024 to 30<sup>th</sup> November 2025, showing an amount of **\$984,321.59** net owner's funds be adopted as presented.

Lots in favour: 3, 7, 9, 11, 13, 14, 17, 19, 21, 29, 30, 33, 34, 35, 36, 41, 42, 43, 46, 48, 49, 53, 58, 59, 60, 63, 64, 65, 69, 70, 71, 74, 75, 76, 79, 81, 82.

Lots Against: Nil

Lots Abstained: Nil

The motion was **CARRIED**.

### 4. Insurance

It was moved by Ms N Hardie and seconded by Ms L Stewart that:

- (a) That copies of the current certificates and schedules for the insurance required under section 127 (3) (c) of the Act and managers disclosures, as tabled, be received and incorporated into records of the Strata Company.
- (b) That the Lync Insurance Brokers Financial Services Guide and CHU Underwriting Agencies Product Disclosure Statement as tabled be received and incorporated into records of the Strata Company.
- (c) That the Council be directed to renew the insurance prior to its expiry date in such sum by the insurer or as are recommended by qualified professional advisors.

Lots in favour: 3, 7, 9, 11, 13, 14, 17, 19, 21, 29, 30, 33, 34, 35, 36, 41, 42, 43, 46, 48, 49, 53, 58, 59, 60, 63, 64, 65, 69, 70, 71, 74, 75, 76, 79, 81, 82.

Lots Against: Nil

Lots Abstained: Nil

All the motions were **CARRIED**.

**5. Insurance – Valuation**

It was moved by Ms N Hardie and seconded by Ms L Stewart that the Council agreed not to proceed with a Building replacement valuation until next Financial Year.

Lots in favour: 3, 7, 9, 11, 13, 14, 17, 19, 21, 29, 30, 33, 34, 35, 36, 41, 42, 43, 46, 48, 49, 53, 58, 59, 60, 63, 64, 65, 69, 70, 71, 74, 75, 76, 79, 81, 82.

Lots Against: Nil

Lots Abstained: Nil

The motion was **CARRIED**.

**6. Constitution of the Council**

It was moved by Ms N Hardie and seconded by Ms L Stewart that the Council of the Strata Company consist of three (3) proprietors.

The Chairperson called for nominations of candidates for election to the Council and the following valid nominations were received:

Minderoo Pty Ltd	Property Syndicate WA Pty Ltd	Vacant
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There being no further nominees, the Chairperson declared the above proprietors elected unopposed.

Lots in favour: 3, 7, 9, 11, 13, 14, 17, 19, 21, 29, 30, 33, 34, 35, 36, 41, 42, 43, 46, 48, 49, 53, 58, 59, 60, 63, 64, 65, 69, 70, 71, 74, 75, 76, 79, 81, 82.

Lots Against: Nil

Lots Abstained: Nil

The motion was **CARRIED**.

***SPECIAL BUSINESS***

**7. 10 Year Plan – 5 year revision**

It was moved by Ms L Stewart and seconded by Ms N Hardie that the Council to arrange for the revision of the 10-year plan previously completed on 10<sup>th</sup> May 2021 as required by the Act, at a cost not to exceed the amount provided for in the budget adopted by this meeting.

Lots in favour: 3, 7, 9, 11, 13, 14, 17, 19, 21, 29, 30, 33, 34, 35, 36, 41, 42, 43, 46, 48, 49, 53, 58, 59, 60, 63, 64, 65, 69, 70, 71, 74, 75, 76, 79, 81, 82.

Lots Against: Nil

Lots Abstained: Nil

The motion was **CARRIED**.

**8. Budget of Estimated Expenditure – Administrative Fund**

It was moved by Ms N Hardie and seconded by Ms L Stewart that the Budget of Estimated Expenditure from the Administrative Fund for the period 1<sup>st</sup> December 2025 to 30<sup>th</sup> November 2026 amounting to **\$893,365.82.00** (Excl. of GST) be adopted as presented.

Lots in favour: 3, 7, 9, 11, 13, 14, 17, 19, 21, 29, 30, 33, 34, 35, 36, 41, 42, 43, 46, 48, 49, 53, 58, 59, 60, 63, 64, 65, 69, 70, 71, 74, 75, 76, 79, 81, 82.

Lots Against: Nil

Lots Abstained: Nil

The motion was **CARRIED**.

## 9. Budget of Estimated Expenditure – Reserve Fund

It was moved by Ms N Hardie and seconded by Ms L Stewart that the Budget of Estimated Expenditure from the Reserve Fund for the period 1st December 2025 to 30th November 2026 amounting to **\$401,000.00** (Excl. of GST) be adopted as presented.

Lots in favour: 3, 7, 9, 11, 13, 14, 17, 19, 21, 29, 30, 33, 34, 35, 36, 41, 42, 43, 46, 48, 49, 53, 58, 59, 60, 63, 64, 65, 69, 70, 71, 74, 75, 76, 79, 81, 82.

Lots Against: Nil

Lots Abstained: Nil

The motion was **CARRIED**.

## 10. Determination of Levies – Administrative Fund

It was moved by Ms N Hardie and seconded by Ms L Stewart that the Levy of contributions in the financial year to raise a total of **\$858,000.00** (Incl. of GST), on proprietors for the Administrative Fund be payable in advance, by installments due and payable in the amounts and on the dates as presented:

\$220.00	per unit of entitlement due	1 <sup>st</sup> December 2025
\$220.00	per unit of entitlement due	1 <sup>st</sup> March 2026
\$209.00	per unit of entitlement due	1 <sup>st</sup> June 2026
\$209.00	per unit of entitlement due	1 <sup>st</sup> September 2026

With the amount to remain at **\$209.00** per unit of entitlement per quarter until otherwise determined by a future General Meeting of the Strata Company.

Lots in favour: 3, 7, 9, 11, 13, 14, 17, 19, 21, 29, 30, 33, 34, 35, 36, 41, 42, 43, 46, 48, 49, 53, 58, 59, 60, 63, 64, 65, 69, 70, 71, 74, 75, 76, 79, 81, 82.

Lots Against: Nil

Lots Abstained: Nil

The motion was **CARRIED**.

## 11. Determination of Levies – Reserve Fund

It was moved by Ms N Hardie and seconded by Ms L Stewart that the Levy of contributions in the financial year to raise a total of **\$88,000.00** (Incl. of GST) for the Reserve Fund, be payable in advance, by installments due and payable in the amounts and on the dates as shown below:

\$16.50	per unit of entitlement due	1 <sup>st</sup> December 2025
\$16.50	per unit of entitlement due	1 <sup>st</sup> March 2026
\$27.50	per unit of entitlement due	1 <sup>st</sup> June 2026
\$27.50	per unit of entitlement due	1 <sup>st</sup> September 2026

With the amount to remain at **\$27.50** per unit of entitlement per quarter until otherwise determined by a future General Meeting of the Strata Company.

Lots in favour: 3, 7, 9, 11, 13, 14, 17, 19, 21, 29, 30, 33, 34, 35, 36, 41, 42, 43, 46, 48, 49, 53, 58, 59, 60, 63, 64, 65, 69, 70, 71, 74, 75, 76, 79, 81, 82.

Lots Against: Nil

Lots Abstained: Nil

The motion was **CARRIED**.

## 12 Matters without notice for discussion/referral to the Council

### Balcony Issues

There was a detailed discussion about the leaking balconies. Quotations to repair balconies at Indian Ocean Suites have been received which indicate a repair cost circa \$45k per balcony, this does not include reinstatement of the flooring.

Inspections of balconies at Baynton have been carried out, we are waiting for feedback before determining the next steps.

### Building Manager Replacement

The HFM Building Management Agreement comes to an end on 30 September 2026; two proposals have been received and are under consideration by the strata company; strata company representatives will interview each applicant before a decision is made.

### Building Maintenance/Painting

It was agreed that painting should go ahead in stages, starting with the areas in the worst condition. Scott from Décor8 is aiming to begin this work around May or June. Strata representatives to meet with Scott in order to scope & schedule accordingly.

### Window Cleaning

The meeting also briefly discussed the possibility of window cleaning, though this was deemed a low priority and can potentially be incorporated into the painters schedule as part of the painting preparation process

### Solar Panel Update

It was agreed to put off any decisions about solar panel installation until next year. In the meantime, Marianne will arrange for a competitor quote from CDI so the group can revisit with more information.

### Closure

There being no further business, The Chairperson declared the meeting closed at **12:33 PM**.



19/05/2026