

**SUNRIDGE ESTATE BODY CORPORATE S62811**  
**674 Ranginui Rd, RD 5, Tauranga**  
**Committee Meeting Minutes**  
**held at Suite 5, 327 Matakokiri Dr, Tauriko, Tauranga 3107**  
**Date: Wednesday 8<sup>th</sup> May 2024, at 10.30am**



**Elected Committee:**

Derek Stembridge (18) (BC/Com Chairperson), Ken Scott (2), John Henderson (4), Owen Palmer (13), Kathy Cranch (14), NZBCL - Tony Brindle- Administration to the Body Corporate.

**AGENDA:**

**1.0 WELCOME & QUORUM REQUIREMENTS:** *No less than three (3) Committee Members.*

**2.0 ELECTION OF MEETING CHAIRPERSON:**

*That Tony Brindle (NZBCL) Shall Chair the Meeting."*

**Moved:** John Henderson (4)

**Seconded:** Kathy Cranch (14)

**Carried**

**3.0 CONFLICTS REGISTER & CODE OF CONDUCT:** (No Motion)

**3.1 Conflicts:** *Any conflicts of interest to be notified during the meeting.*

**3.2 Code of Conduct:** s114(A)- *The members of a Body Corporate Committee must comply with the Code of Conduct for Committee members prescribed in the regulations 28A – Schedule 1A.*

**4.0 APOLOGIES:** Kevin Carmichael (19),

*"That the apologies received be accepted."*

**Moved:** Owen Palmer (13)

**Seconded:** John Henderson (4)

**Carried**

**5.0 MINUTES OF COMMITTEE MEETING:** (Attached) – (No Motion)

*"That the minutes of the Committee Meeting (Nil)" AGM minutes attached as a reference.*

**5.1 Reference Points of the AGM meeting**

18.2 PU6 – Committee to be more active with communication to Owners. - **Completed**

18.3 PU1 – Council to be approached re boundary trees. - **Completed**

**6.0 CONFIRMATION OF THE FINANCIAL POSITION:** as of 6 May 2024 - (Attached)

00- BNZ Cheque Account \$36,994.92

97- BNZ Contingency Savings Account \$8,062.22

83- BNZ LTMF \$3,596.01

66- BNZ Sewerage LTMF \$7,378.13

**TOTAL** **\$56,031.78**

*"By Ordinary Resolution, that the financial position as presented to the meeting be accepted as a true and accurate record of the Body Corporate".*

**Moved:** Owen Palmer (13)

**Seconded:** John Henderson (4)

**Carried**

**7.0 GENERAL BUSINESS:**

**7.1 AGM Meeting Date** – Friday 24<sup>th</sup> November 2024 @2pm

**7.2 Unit 20 – Unit 19 Emails – Boundary positioning Disagreement.** As Kevin Carmichael is a Committee Member -NZBCL suggested that he distances himself from the Committee's litigation on this matter – Due to a possible Conflict of Interest. Kevin obliged.

**NZBCL** – Mr Carmichael has conducted a survey of the boundary between Unit 19 and 20 which was completed by 'Latitude Surveying' on the 24 April 2024 - (attached) - It shows the Survey lines marking the position.

Discussion concluded that the survey has shown the correct positioning of the boundary line between the properties. NZBCL will communicate this to both PU19 and PU20 owners.

**The UTA Act 2010 –**

**s79 - Rights of owners of principal units**

An owner of a principal unit—

- (a) has all the rights derived from being registered as the owner of the stratum estate in a unit under this Act:
- (b) holds a share in the common property in accordance with section 54(2):
- (d) is entitled to have quiet enjoyment of his or her unit without interruption by other unit owners or occupiers, or the body corporate or its agents, except as authorised by this Act or the regulations:

**s80 - Responsibilities of owners of principal units –**

(1) An owner of a principal unit—

- (d) must comply with all laws and legal requirements relating to the use, occupation, or enjoyment of the unit:
- (g) must repair and maintain the unit and keep it in good order to ensure that no damage or harm, whether physical, economic, or otherwise, is, or has the potential to be, caused to the common property, any building element, any infrastructure, or any other unit in the building:
- (h) must notify the body corporate of his or her intention to carry out any additions or structural alterations before the commencement of any work:
- (i) must not make any additions or structural alterations to the unit that materially affect the use, enjoyment, or ownership interest of any other unit or the common property without the written consent of the body corporate:
- (j) must comply with the body corporate operational rules:

7.3 **Insurance** – this is coming up for renewal – July 2024 – July 2025 – John Henderson will approach Mark O'Connor – Bay Insurance Brokers and discuss the contents of the renewal.

7.4 **BC Contractors** – Any contractor engaged to complete work on behalf of the BC – needs to be inducted by NZBCL to conform to the Health & Safety at Work Act 2015.

As there is no further business the meeting closed at **11.30am**. The members were thanked for their attendance.

**NZ Body Corporate Limited**

For, and on behalf of 'Sunridge Estate Body Corporate S62811'

**Derek Stenbridge (18)**

**Dated; 8 May 2024.**

'BC & Committee Chairperson'

**Tony Brindle**

**Dated; 8 May 2024.**

'Administration to the Body Corporate'