

bright & duggan 

australia's strata leader

## Minutes of

# Strata Committee Meeting

To The Owners of – Plan No. 47991

41 ROCKLANDS ROAD, WOLLSTONECRAFT, NSW, 2065



Meeting Date:	9 December 2025
Time:	Immediately after AGM
Address:	Crows Nest Community Centre Meeting rooms, 2 Ernest Place, Crows Nest, NSW, 2065
Present:	Stephen W Lot 86 DP Lot 138 Patrick H Lot 139 Michael M Lot 132 Carl D Lot 41 TM Lot 87
In attendance:	James Azar Bright & Duggan Kris Pruszynski Krystal Tony Moon Lot 44 Robert V Lot 129
Chairperson:	James Azar Bright & Duggan
Apologies:	JP Lot 82



**Quorum:** Yes, Quorum was achieved.

## 1. Conflict of Interest

### **Motion Resolved.**

That the members of the Strata Committee make a Disclosure of Pecuniary Interest in relation to any agenda item, if relevant. No Conflict of interest was reported by any of the committee members.

## 2. Election of the Chairperson

### **Motion Resolved.**

That the Strata Committee, in accordance with Strata Schemes Management Act 2015 (NSW) elects James Azar Bright & Duggan as chairperson to preside at this meeting.

## 3. Minutes

### **Motion Resolved.**

That the minutes of the last Strata Committee meeting held on 7th of October 2025 be adopted as a true and accurate record of the proceedings of that meeting.

## 4. Election of Officers

### **Motion Resolved.**

That the Strata Committee, in accordance with Regulation 11, resolves to elect Stephen W Lot 86 as the Chairperson, Michael M Lot 132 as the Secretary and DP Lot 138 as the Treasurer of the Committee.

## 5. Compliance with Strata Hub Requirements

### **Motion Resolved.**

That the Strata Committee resolve to authorise the Strata Manager to comply with the owners corporation obligations under Part 7 Division 2 of the Strata Schemes Management Regulation 2016 by inputting the mandatory information into the NSW Strata Hub, this year and on an ongoing basis and to charge in accordance with the terms of its agency agreement including charging the disbursements of \$3 per lot specified under the relevant legislation.

## 6. Acknowledgement Motions - Plant Item Registration

### **Motion Resolved. Option B Chosen**

That, as the Owner of plant item(s), the Strata Committee resolves to delegate to the Managing Agent the signing of any renewal registration or application form on behalf of the Strata Committee and lodge with SafeWork NSW the Safe to Operate Statement, based on certification provided by one of the below: **Option B was chosen the Lift Maintenance contractor to perform the safe to operate.**

- a. Independent Consultant: A suitably qualified and independent consultant to provide a statement as to whether the plant item is adequately maintained;
- b. Maintenance Contractor: The engaged maintenance contractor to provide a statement confirming that the plant item has been inspected by a competent person and adequately maintained.

## 7. Consideration of Environmental Sustainability

### **Motion Resolved.**

That the Strata Committee resolves to instruct the Strata Managing Agent only when the committee has looked at sustainability projects and approved at future committee meeting and to be added to the agenda at an appropriate time the committee deems fit to put on the agenda to:

- g. Obtain quotations from suitably qualified consultants or experts to prepare and provide sustainability reporting on the common property energy, gas, water and/or other utility consumption and expenditure,
- h. Present those quotations to the Strata Committee for their consideration,
- i. Engage the chosen consultant or expert to carry out the above and assist the Strata Committee in implementing any recommendations made in such sustainability reporting.

## 8. Common Property Safety Audit

### **Motion Defeated.**

Defeated that the Strata Committee resolves to do the following:

5. Engage a suitably qualified consultant or contractor to carry out an inspection and submit a corrective actions report, in compliance with the Work Health & Safety Act 2011 (NSW);
6. Delegate to the Building Manager and/or Strata Committee to determine and resolve the corrective actions (if any) and engage suitably qualified contractor to complete any works; and
7. Delegate to the Managing Agent any functions pursuant to the Strata Management Agency Agreement (additional services schedule where applicable) to undertake any of the above.

## 9. Voting Methods

### **Motion Resolved.**

That the Strata Committee, in accordance with Regulation 14, resolves to adopt other voting methods by means of (teleconference, video-conference, email, pre-meeting voting, other means) while participating in a meeting from a remote location.

## 10. Other Business

### **Motion Resolved.**

Resolved that the Strata Committee discuss any further items of business that attendees wish to raise at the meeting and resolve how those will be dealt with at a later meeting (noting that depending on the nature of the item, it may not be able to be resolved at the meeting).

- The committee will discuss over email and circulate the Draft Compliance for Visitor Parking Strategy. Owners will be given enough notice of the new procedures and ratified and the next SC meeting in February 2026.
- Pet approvals and breaches will occur when reported with evidence to the strata manager or building manager.
- The tennis court will be open no earlier than 8am and the BM will prepare booking sheet and other signage (as required).
- Lot 10 approved pet dog temporary minding request for friends from 29 December 2025 to 8 January 2026.
- The committee have approved the bricks for Project C as per the engineer's recommendation on 23 November 2025 to buy the bricks similar in colour and size for the current project and the future projects as well. Around 5000 bricks which equates to 24 pallets at the total cost is \$16,859.04 was approved.
- The committee have instructed the Strata Manager to provide legal advice to the owners corporation in relation to Lot 119 NCAT proceedings which will be approved at another SC meeting. Lot 119 provided the SM with information before the AGM began about rental income on their property and this was shared with the committee.

## 11. Next Meeting

### **Motion Resolved.**

Resolved that the Strata Committee determined the date of the next meeting as Tuesday 17 February 2026 at 6pm at Bright & Duggan offices with Teams option.

**There being no further business the meeting closed at 7.45pm.**

**Bright & Duggan Pty Ltd**

**Managing Agents for Plan No. 47991**

