

AGENDA

BODY CORPORATE S.87784

COMMITTEE MEETING

Monday, 9 March 2026 | 5:00 pm | Clubrooms, 41 Manchester Way, Tauranga

MEETING DETAILS

Meeting	Committee Meeting – Body Corporate S.87784
Date	Monday, 9 March 2026
Time	5:00 pm
Venue	Clubrooms, 41 Manchester Way, Tauranga
Chair	Mary Parker
Attendees	Mary Parker, Chris Costall, Tony Beale, Be Couper, Heather Castle, Robyn Preston-Smith
Apologies	
Guests	Nil

CONFLICTS OF INTEREST

In accordance with the Unit Titles Act 2010 (as amended 2022), committee members are required to declare any personal interest in matters before the committee.

Committee Member	Declared Interest
All other members	No conflicts of interest declared.

MEETING NOTES

#	Agenda Item	Discussion Summary	Moved / Seconded	Result	Action Ref
1	Quorum	A quorum was confirmed.			
3	Ground Supervisor Reports	December 2025 and January 2026 Ground Supervisor Reports tabled and accepted into record. See Appendix A for full financial details.	Boyes / Castle	Carried	—
5	Minutes of Previous Meeting	Minutes of the Committee Meeting held 9 th February 2026 accepted as a true and accurate record.			
6	Matters Arising				
7	Correspondence	Inward: Iain McGregor re Vehicle parking	—	Accepted / Recorded	—

		Outward: • Bevan Billington • Iain McGregor re Vehicle • Deb Livingston re daughter living in unit •			
8	Financial Report	Financial Report and payments for 1 st to 28 th February accepted			
9	Health & Safety				
10	Roof Gutters Programme				
11	Rubbish Bins				
12	The Pavilion				
13	Body Corporate Rules				
14	General Business		—	Various – see Action Register	13–19
15	Next Meetings	Monday 13 th April 206 at 5pm	—	Noted	—

ACTION REGISTER FROM FEBRUARY COMMITTEE MEETING

Ref	Owner	Action	Due	Status
1	Glenn	Restrict garden maintenance to 3-metre boundary. Reassess gully works after 3 months.	Immediate	Open
2	Be	Liaise with Glenn to arrange a suitable time to clean the rubbish bins.		Open
3	Glenn	Continue wasp spraying programme (6 nests located last week).	Ongoing	Open
4	Glenn	Repair truck-damaged pillar at front entrance.	TBC	Open
5	Be	Paint repaired front entrance pillar once Glenn's repair is complete.	After repair	Open
6	Be & Glenn	Meet each morning to plan daily tasks. Glenn to provide end-of-day report of tasks and hours.	Ongoing	Open
7	Glenn	Move bench seat to Pavilion and replace rotten timber.	TBC	Open
8	Glenn	Purchase and install replacement rat bait station (\$55.00 already spent).	Complete	Closed
9	RPS	Include request for owner feedback on Glenn's service in next newsletter.	Next newsletter	Open
10	Committee	Provide RPS with information/concerns re Bell Street subdivision for forwarding to TCC. Developer: Bell Street Project Limited.	TBC	Open
11	RPS	Separate gutter repair costs from general R&M in financial reporting. Note deposit/final payment details on payments.	Next report	Closed
12	RPS	Follow up contractor recommendation on Roof Gutters Programme.	TBC	Closed

13	RPS	Write to Ian McGregor requesting Lou's daughter's vehicle be removed from the complex. Attach copy of BC Rules.		Closed
14	RPS	Arrange for Marco (Bay of Plenty Asphaltting) to meet Chris Costall on site to quote for road repairs.		Open
14a	Chris	Meet Bay of Plenty Asphaltting (Marco) on site for road repair quote.		Open
15	Be	Purchase replacement possum trap online (\$150.00 + postage, approved).		Closed
16	RPS	Advise committee of new owner's name for Unit 19.		Closed
17	RPS	Arrange welcome meeting for Janie Bensenman once Unit 19 new owner has moved in.	TBC	Open
18	RPS	Confirm Janie Bensenman's conditional Pavilion booking – 7 March 2026 at 3:00 pm (wedding weather backup).	No Action required	Cclosed
19	Chris	Research suitable replacement plants for lavender at Pavilion entrance.	TBC	Open

APPENDIX A

Ground Supervisor Report – February 2026

February 2026

February 2026 – Description	Quantity	Unit Price	Amount NZD
Ground works as described in February Maintenance report	30.50	55	1677.50
Rodent bait station, fillers for front entrance wall scrapers, wasp sprays, snail bait, green waste bag, smoke alarm battery, herbicide gel, sandpaper fasteners	1	208	208
Subtotal			1885.50
GST (15%)			282.63
TOTAL NZD			\$2168.33