



## NOTICE OF EXECUTIVE COMMITTEE MEETING OF THE PBC

**Name of Property:** Sanctuary Cove Principal Body Corporate  
**GTP:** 202  
**Location of Meeting:** Meeting Room 1, Sanctuary Cove Body Corporate Services,  
Shop 1A, Marine Village, Masthead Way, Sanctuary Cove QLD 4212  
**Date and Time of meeting** Thursday 10<sup>th</sup> October 2024  
9:00AM

This notice is forwarded to all committee members. If a committee member is unable to attend, they can assign their proxy to an alternate member by completing the attached proxy form or complete the enclosed Voting Paper, in accordance with Schedule 2, Part 2, Section 17 of the Building Units and Group Titles Act 1980.

The following agenda sets out the substance of the motions to be considered at the meeting. Sanctuary Cove Body Corporate Services Pty Ltd, for the Secretary.

### Agenda

1. Attendance record
2. Apologies and proxies
3. Quorum
4. Conflict of Interest Member Declaration
5. Recording of meeting
6. Motions
  1. Approval of PBC EC Minutes 12<sup>th</sup> September 2024
  2. Approval of PBC EC VOC Minutes 4<sup>th</sup> October 2024
  3. Body Corporate ARC Report 8<sup>th</sup> October 2024

### 7. Correspondence for Information

For noting of the PBC and the PBC EC

No	Date	From	To	Regarding
1.	19 Sept 2024	MN Roystonia	PBC EC	Subdivision on voting entitlements
2.	23 Sept 2024	SCCSL	Zieria Resident – Lot 20	Compliance letter regarding plant growing on Controlled Aspect Wall
3.	24 Sept 2024	MSCD	SC Residents	The Parkway Closure
4.	25 Sept 2024	SCCSL	SC Residents	WPGA Invitation
5.	5 October 2024	SCCSL	PBC EC	Emergency, Disasters & Outages Guide

## 8. Correspondence for Action

For noting of the PBC and the PBC EC

No	Date	From	To	Regarding
1.	18 Sept 2024	MN Plumeria	PBC EC	Residence 7100 parking inside village gates

## 9. Reports for Information

For noting of the PBC and the PBC EC

No	Date	From	To	Regarding
1.	Sep 2024	SCCSL	PBC EC	Ops Report
2.	20 September 2024	FSC	PBC EC	FSC Minutes & Agenda
3.	October 2024	SCCSL	PBC EC	Matters In Progress
4.	September 2024	Compliance	PBC EC	Compliance Report

## 10. General Business

10.1 PBC EGM Motions – October 2024

10.2 Update on SCCSL Board meeting held on 27<sup>th</sup> September 2024.

10.3 Village Gates motion for PBC EGM

10.4 Taymardan Contract renewal (Leaflet Deliveries)

10.5 Vardon Lane rezoning

## 11. Next Meeting – Thursday 14<sup>th</sup> November 2024 at 9:00am

## 12. Closure of Meeting

Reply To  
PO Box 15, SANCTUARY  
COVE  
QLD, 4212

## Proxy form for Body Corporate meetings

*Building Units and Group Titles Act 1980*

### Section 1 – Body corporate secretary details

**Name:** The Secretary

**Address of scheme:** C/- Sanctuary Cove Principal Body Corporate, PO Box 15,  
SANCTUARY COVE, 4212

### Section 2 – Authorisation

Notes: The Regulations set out a number of restrictions on the use of proxies, including an ability for the body

corporate to further restrict their use including prohibition. If there is insufficient space please attach separate sheets.

I/we

**Name of owner 1:** .....

**Signature:** ..... **Dated:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Name of owner 2:** .....

**Signature:** ..... **Dated:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

being the Proprietor/s of the following Lot/s

**Lot number/s:** ..... **Plan number:** .....

**Name of Body Corporate:**

.....

hereby appoint,

**Proxy (full name):** .....

as my/our proxy to vote on my/our behalf (*including adjournments*) at (please tick **one**)

☐ The body corporate meeting to be held on \_\_\_\_ / \_\_\_\_ / \_\_\_\_

☐ All body corporate meetings held before \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (*expiry date*)

☐ All body corporate meetings held during the rest of the body corporate's financial year unless I/we serve you with a prior written withdrawal of the appointment

unless I/we serve you with a prior written withdrawal of the appointment of Proxy.

**Signature of proxy holder:** ..... **Dated:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Residential address:** .....

**Suburb:** ..... **State:** ..... **Postcode:** .....

**Postal address:** .....

**Suburb:** ..... **State:** ..... **Postcode:** .....

## VOTING PAPER

### Executive Committee Meeting for Sanctuary Cove Principal Body Corporate GTP 202

**Location of meeting:** Meeting Room 1, Sanctuary Cove Body Corporate Services,  
Shop 1A, Marine Village, Masthead Way, Sanctuary Cove QLD 4212

**Date and time of meeting:** Thursday 10<sup>th</sup> October 2024 – 9:00AM

## MOTIONS

<b>1</b>	<b>Approval of PBC EC Minutes 12<sup>th</sup> September 2024 (Agenda Item 6.1)</b>	<b>ORDINARY RESOLUTION</b>
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Proposed by: Statutory Motion

**THAT** the Minutes of the PBC Executive Committee Meeting held on 12<sup>th</sup> September 2024 be accepted as a true and correct record of the proceedings of the meeting.

Yes	
No	
Abstain	

<b>2</b>	<b>Approval of PBC EC VOC Minutes 4<sup>th</sup> October 2024 (Agenda Item 6.2)</b>	<b>ORDINARY RESOLUTION</b>
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Proposed by: Statutory Motion

**THAT** the Minutes of the PBC Executive Committee VOC Meeting held on 4<sup>th</sup> October 2024 be accepted as a true and correct record of the proceedings of the meeting.

Yes	
No	
Abstain	

<b>3</b>	<b>Body Corporate ARC Report – 8<sup>th</sup> October 2024 (Agenda Item 6.3)</b>	<b>ORDINARY RESOLUTION</b>
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Proposed by: Statutory Motion

**THAT** the PBC EC approves the applications recommended for approval by the ARC at its meeting held 8<sup>th</sup> October 2024.

Further **THAT** the PBC EC approves the applications recommended for approval, subject to conditions, by the ARC at its meeting held 8<sup>th</sup> October 2024.

Further **THAT** the PBC EC does not approve the applications which have not been recommended for approval by the ARC at its meeting held 8<sup>th</sup> October 2024.

Further **THAT** the PBC EC approves the applications recommended for approval by the ARC, based upon the recommendations by the Executive Architect and the Snr Body Corporate Manager, at its meeting held 8<sup>th</sup> October 2024.

Yes	
No	
Abstain	

GTP:202

Name of voter: \_\_\_\_\_

Signature of voter: \_\_\_\_\_ Date: \_\_\_\_\_