

**WCEGA PLAZA & TOWER
MCST 3564 Management Office**

21 Bukit Batok Crescent #02-71, Singapore 658065
Tel: 6561 7759/60 Fax: 6562 6252 Email: enquiry@sgwcega.com

**MINUTES OF THE 2ND COUNCIL MEETING OF THE 10TH MANAGEMENT COUNCIL HELD ON
TUESDAY, 22ND DECEMBER 2020 AT #02-71 MANAGEMENT OFFICE.**

<u>Present:</u>	Mr Yoe Tong Hock Dave	-	Chairman
	Ms Kweh Hui Cheng Catherine	-	Secretary
	Mr Chen XiaoDong	-	Treasurer
	Mr Tan Eng Hua Ben	-	Member
	Mr Tan Yu Jie Antouny	-	Member
<u>Absent with</u>	Mr Ong Kek Chong	-	Member
<u>Apology:</u>	Mr Goh Wei Qiang Terry	-	Member
	Mr Koh Sheng Wei Alphonsus	-	Member
<u>Attendees:</u>	Mr David Khoo	-	Newman & Goh
	Mr Rayan Lim	-	Managing Agent
	Mr Chow Chee Weng	-	Managing Agent

<u>No</u>		<u>Action</u>
1.0	<p>The meeting was called to order at 2.pm, with quorum.</p> <p><u>TO CONFIRM MINUTES OF THE 1ST COUNCIL MEETING OF THE 10TH MANAGEMENT COUNCIL HELD ON 3RD NOVEMBER 2020.</u></p> <p>The minutes of the 1st Council meeting of the 10th Management Council held on 3rd November 2020 was unanimously confirmed at meeting.</p> <p style="text-align: center;">Proposer: Catherine Kweh Seconder: Chen XiaoDong</p>	INFO
2.0	<p><u>TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.</u></p> <p><u>Repair and Redecoration Works</u></p>	
2.1	<p><u>Water Seepage at Unit #04-58/59/60/61</u></p> <p>R&R contractor informed members that there is water seepage at units #04-58/59/60/61. Inspection revealed that there is a concrete ledge at the external area. Contractor submitted quotation and proposed to do water proofing to the concrete ledge and insert polyfoam backer rod at the area between concrete surface and aluminium frame. Members tasked the contractor to carry out water spray test to confirm the number of units having water seepage.</p>	CONTR
2.2	<p><u>Water Seepage at Staircase SB-2</u></p> <p>Members informed that there is repeated water seepage at staircase SB-2 and SB-3. Contractor will inspect and provide repair method statement together with quotation.</p>	CONTR

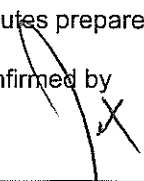
2.3	<p><u>Water Seepage at Plaza Level 1 Carpark Area</u></p> <p>There are water seepages at the retaining wall and flooring of Plaza level 1 carpark. The building surveyor proposed to install PVC pipes into the discharge holes on the retaining wall to allow water to drain into the scupper drain instead of flowing from the wall which is very unsightly. To core more holes on the retaining wall where there are signs of water seepage and to construct scupper drain on the carpark floor expansion joints where there is underground water coming out and direct the water into existing scupper drain.</p>	CONTR
3.0	<p><u>TO ADOPT THE FINANCIAL STATEMENTS FOR NOVEMBER 2020</u></p> <p>The Statement of Account for the month of November 2020 was unanimously confirmed at the meeting.</p> <p style="text-align: center;">Proposer: Chen XiaoDong Seconder: Ben Tan</p>	INFO
4.0	<p><u>ANY OTHER BUSINESS</u></p>	
4.1	<p><u>Leasing of Plaza Rooftop Car Park Area</u></p> <p>The Tenancy Agreement for leasing of Plaza rooftop car park area with Repoco Agency will expire on 31st January 2021. Repoco Agency proposed to lease sub-plot 2 including the driveway and two (2) heavy vehicle lots at WCEGA Tower at \$22,000.00 per month.</p> <p>They also presented the company's statement of accounts and email from IRAS to claim the rental and cash rebate given by the Government.</p> <p>Members deliberated and decided on the following:</p> <ol style="list-style-type: none"> 1. To lease WCEGA Plaza rooftop carpark sub-plot 2 with area of 74,270.98 sq ft (6,900 sq m) on a monthly basis (exclude driveway area). 2. Monthly rental of \$22,000.00 (excluding 7% GST). 3. Solely for parking of vehicles below 10,000 kg. 4. The lease will not include the two (2) heavy vehicle parking lots at WCEGA Tower. Tenant may park a maximum of two (2) heavy vehicles on condition that 3 days advance notice must be given to the Management Office. 5. Electrical charges will be paid to The Management Corporation monthly. <p>MA to write to Repoco on the above conditions for renewal of the Plaza rooftop lease.</p> <p>Members tasked MA to seek advice from our Solicitor (Lee & Lee) on the rental waiver & cash grant to Repoco. The Management Corporation will appeal to Ministry of Law to forgo the refund.</p> <p>Repoco Agency is to submit the Commission of Oaths for their company's Statement of Accounts.</p>	MA

4.2	<p><u>Appeal for Waiver of Wheel-Clamped Fees</u></p> <p>The following units write in to appeal for waiver of wheel-clamped fees:</p> <ol style="list-style-type: none"> 1. #02-42 – Members agreed to waive the wheel-clamped fee of \$107.00 and will not entertain any future appeal for car parking violations. 2. #26-74/75/76 – Members commented that the wheel-clamped fee of \$214.00 will only be waived if they have not fully utilized the four (4) season parking allocated to each unit. 	MA
4.3	<p><u>Web-Portal Phase 2 and Additional Season Parking</u></p> <p>MA informed that the web-portal contractor is still working on Phase 2 and target to complete by end of January 2021. The list for additional season parking was also presented for members' discussion. MA to include the company name in the list for Plaza additional season parking and email to members.</p>	MA
4.4	<p><u>Work Schedule</u></p> <p>The following contractors' work schedule were presented to members for their info.</p> <ol style="list-style-type: none"> 1. Cleaning 2. Security 3. Fire Safety Manager 4. Technician 5. Encroachment – Members tasked MA to seek advice from Lee & Lee on what other actions The Management Corporation can take i.e. court order to stop encroachment of common area. 	INFO
4.5	<p><u>Lift Lobby Directory Board</u></p> <p>MA informed that individual unit has to pay for the updating of the lift lobby directory boards. A circular with attached application form will be sent to all units encouraging them to update if there are any changes.</p>	MA
4.6	<p><u>11th AGM</u></p> <p>MA informed members that the financial year ended on 31 December 2020 and the 11th AGM should be held in April 2021 as the audited accounts is valid for four (4) months. Members noted and suggested that the AGM be tentatively held in July 2021. MA to obtain quotation for interim auditor report from 1 January 2021 to 30 June 2021.</p>	MA

The meeting ended at 4.40pm with a note of thanks to all attendees.

Minutes prepared by: Rayan Lim (Newman Goh Property Consultants P/L)

Confirmed by



Secretary
10th Management Council
The Management Corporation Strata Title Plan No. 3564

19/1/21

Date

