

# 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 5<sup>TH</sup> COUNCIL MEETING OF THE 10<sup>TH</sup> MANAGEMENT COUNCIL HELD ON TUESDAY, 23<sup>RD</sup> MARCH 2021 AT #02-71 MANAGEMENT OFFICE.

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

1.0	<p>The meeting was called to order at 2.30pm, with quorum.</p> <p><b><u>TO CONFIRM MINUTES OF THE 4<sup>TH</sup> COUNCIL MEETING OF THE 10<sup>TH</sup> MANAGEMENT COUNCIL HELD 24<sup>TH</sup> FEBRUARY 2021.</u></b></p> <p>The minutes of the 4<sup>th</sup> Council meeting of the 10<sup>th</sup> Management Council held on 24<sup>th</sup> February 2021 was unanimously confirmed at meeting.</p> <p>Proposer: Chen XiaoDong                      Seconder: Terry Goh</p>	INFO
2.0	<p><b><u>TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.</u></b></p> <p><b><u>Repair and Redecoration Works</u></b></p>	
2.1	<p><b><u>Water Seepage at Unit #04-58/59/60/61</u></b></p> <p>MA informed that the water proofing works at WCEGA Plaza level 4 external cement ledge have been completed.</p>	INFO
2.2	<p><b><u>Replace Wall Tiles at Tower Level 2 Lift Lobby and Deboned Floor Tiles at All Levels of Tower Lift Lobby</u></b></p> <p>MA informed members that R&amp;R contractor has submit the revised quotations for replacement of Tower lift lobby floor tiles and wall tiles at level 2 main lobby. Members deliberated and agreed to proceed with the wall tiles replacement works at Tower level 2 main lobby. As for the replacement of Tower lobby floor tiles at level 3 to level 29, members tasked MA to check with R&amp;R contractor if the floor tiles are available immediately, the duration of the replacement works and email to members for approval.</p>	CONTR

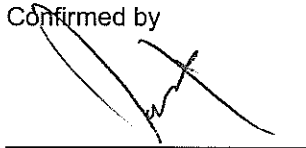
2.3	<p><b><u>Water Seepage at Plaza Lift Lobby 1</u></b></p> <p>R&amp;R contractor informed that they hacked a hole on level 1 wall at Plaza lift lobby 1 and discover that there are debris and uneven floor inside the concealed drainage line. Contractor proposed to construct a scupper drain along the lift lobby wall to drain off water to the existing open area scupper drain. Contractor will consult with building surveyor on the scupper drain and provide quotation for the works.</p>	CONTR
2.4	<p><b><u>Water Seepage at Tower Drop-Off Area</u></b></p> <p>R&amp;R contractor submitted quotation for waterproofing works for the concrete shelter at Tower drop-off point. Members deliberated and tasked contractor to revise the cost and the work scope. MA will then email the quotation to members for approval.</p>	CONTR
2.5	<p><b><u>Data Protection Officer</u></b></p> <p>MA presented three (3) quotations for Data Protection Officer (DPO). Members deliberated and agreed to appoint Privacy Ninja as the Data Protection Officer.</p>	MA
2.6	<p><b><u>11<sup>th</sup> AGM</u></b></p> <p>Members discussed and agreed to set the tentative date for the 11<sup>th</sup> AGM on 22 October 2021 (Friday) at 2.00 pm.</p>	INFO
2.7	<p><b><u>Covered Shelter for WCEGA Plaza Rooftop</u></b></p> <p>MA presented the quotations for appointment of a Qualified Professional Architect and highlighted to members that as such installation is considered an improvement to the building, it will require a special resolution to be tabled in a General Meeting. Members consider to defer the matter.</p>	MA
3.0	<p><b><u>TO ADOPT THE FINANCIAL STATEMENTS FOR FEBRUARY 2021</u></b></p> <p>The Statement of Account for the month of February 2021 was unanimously confirmed at the meeting.</p> <p>Proposer: Terry Goh                      Seconder: Dave Yoe</p>	INFO
4.0	<p><b><u>ANY OTHER BUSINESS</u></b></p>	
4.1	<p><b><u>Waiver of Wheel-Clamped Fees</u></b></p> <p>MA informed that three (3) occupiers wrote in to request for waiver of wheel-clamped fee as it was their first occurrence. After much deliberation, members agreed to a one- time waiver with no future waivers.</p>	MA
4.2	<p><b><u>Appeal to Purchase Exit Tickets</u></b></p> <p>An occupier at WCEGA Plaza wrote in to appeal for purchase of exit tickets. The Management stopped the sale of exit tickets to the occupier since 7 January 2021 due</p>	MA

	to misuse. Members deliberated and agreed to revoke the sale of exit tickets for three (3) months. For future infringements/misuse, it will be increased to six (6) months.	
4.3	<p><b><u>Purchase Electric Buggy Cart</u></b></p> <p>MA presented the quotations for purchase of a new electric buggy cart. Members deliberated and tasked MA to obtain quotations for insurance coverage.</p>	MA
4.4	<p><b><u>Small Claims Tribunals</u></b></p> <p>MA attended the Small Claims Tribunals on 16 March 2021 with regards to damage claim by the owner of a vehicle. As the water leakage originates from a Tower unit, the Subsidiary Proprietor (SP) of the said Tower unit has agreed to pay for the vehicle repair cost. Meanwhile, the Management Corporation will prepare cheque payment to the claimant and claim the cost back from the SP of the Tower unit.</p>	MA

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

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

Confirmed by



Secretary  
 10<sup>th</sup> Management Council  
 The Management Corporation Strata Title Plan No. 3564

16/4/21  
 Date