

WCEGA PLAZA & TOWER MCST 3564 Management Office

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MINUTES OF THE 1ST COUNCIL MEETING OF THE 11TH MANAGEMENT COUNCIL HELD ON THURSDAY, 11TH NOVEMBER 2021 AT #02-71 MANAGEMENT OFFICE.

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

<u>No</u>		<u>Action</u>
1.0	<p>The meeting was called to order at 2.20 pm, with quorum.</p> <p><u>DISCLOSURE OF INTEREST BY COUNCIL MEMBERS OF 11TH MANAGEMENT COUNCIL AS STIPULATED IN THE BMSMA UNDER SECTION 60(2).</u></p> <p>All members were informed that under Section 60(2) of the BMSMA, Council Members elected at an Annual General Meeting are required to declare if they have any pecuniary interest, direct or indirect, in any contract with the Management Corporation.</p> <p>All Members present indicated that they do not have any interest in contracts, property, and office of MCST 3564 and duly signed the Disclosure of Interest form.</p>	INFO
2.0	<p><u>TO ELECT OFFICE BEARERS & AUTHORIZED BANK SIGNTORIES OF 11TH MANAGEMENT COUNCIL.</u></p> <p>MA briefed the meeting on the duties and responsibilities of Chairman, Secretary and Treasurer of the Management Council in accordance to the Building Maintenance and Strata Management Act ("BMSMA").</p> <p>It was unanimously agreed that following members be elected as the Office Bearers of the 11th Management Council:-</p> <p style="margin-left: 40px;">1. Chairman – Mr Yoe Tong Hock Dave</p> <p style="margin-left: 80px;">Proposer: Catherine Kweh Seconder: Alphonsus Koh</p>	INFO

	Proposer: Dave Yoe Seconder: Antouny Tan	
5.0	<u>TO CONFIRM MINUTES OF THE 8TH COUNCIL MEETING OF THE 10TH MANAGEMENT COUNCIL HELD ON 17TH AUGUST 2021.</u>	
	The draft minutes of the 8 th Council Meeting of the 10 th Management Council held on 17 th August 2021 was unanimously confirmed at meeting.	INFO
	Proposer: Dave Yoe Seconder: Chen XiaoDong	
6.0	<u>TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.</u>	
6.1	<u>Repair and Redecoration Works</u>	
	MA informed that the contractor has completed replacing the lift lobby floor tiles at WCEGA Tower from level 29 to level 17.	M.A
6.2	<u>Inspection of Common Area Openable Windows</u>	
	MA presented the quotations for inspection of common area openable windows and council agreed to proceed with the lowest quote. MA to also obtain quotation for inspection of unit's openable window base on per window rate. The standard rate will be provided to unit that wishes to have their window inspected and they will liaise with the contractor directly.	M.A
6.3	<u>Inspection of Lightning Protection System</u>	
	MA presented the quotations for inspection of lightning protection system. Members informed MA to obtain more quotations for review.	MA
7.0	<u>TO ADOPT THE FINANCIAL STATEMENTS FOR OCTOBER 2021</u>	
	MA briefed the meeting on the number of units and the amount of arrears owned. The Management office will follow up to serve reminder letters to this units. The Statement of Account for the month of October 2021 was unanimously confirmed at the meeting.	INFO
	Proposer: Dave Yoe Seconder: Chen XiaoDong	
8.0	<u>ANY OTHER BUSINESS</u>	
8.1	<u>Cleaning Service Performance</u>	
	M/s World Clean Facility Services Pte Ltd (WCFS) management staff were present at the meeting. Council Members queried on the age group of the cleaners stationed in the estate. Contractor replied that the age group range from 25 years old to 78 years old. Members also highlighted the following points:	M.A
	<ul style="list-style-type: none"> a. The lift car is dirty with stain marks and sticky. b. The lift lobby and staircase are dirty with litters and urine smell. c. Lift internal surface is blur and need to be polished. d. WCEGA Plaza rooftop is full of litters. e. Safety of cleaners on site i.e. to provide luminous vest and wear proper shoes. 	
	WCFS noted the above and will submit weekly reports of the works done to the Management starting from 15 th November 2021.	

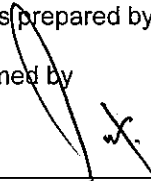
8.2	<p><u>Security Service Performance</u></p> <p>M/s KH Security Agency Pte Ltd (KH) management staff were present at the meeting. Council Members highlighted the following:</p> <ol style="list-style-type: none"> a. Security staff must respond timely to council members' feedbacks in the security chat group. b. To inspect, issue notices and follow up with MA on encroachment in the estate. c. To do night inspection of illegal parking and also collect data of vehicles parked at the common area. d. Follow Standard Operation Practice (SOP) and do not deviate from the procedure. e. To inspect Plaza rooftop nightly. <p>It was agreed by Council Members to purchase an additional fifteen (15) number of wheel clamps.</p>	M.A
8.3	<p><u>Vehicle Speeding In The Estate</u></p> <p>Council Members feedback that there are vehicles speeding and ramming the engine loudly at Plaza driveway. MA informed that the vehicle caught was blacklisted in the EPS parking system and cannot enter the estate.</p>	M.A
8.4	<p><u>Encroachment of Common Property</u></p> <p>MA informed council members that a unit located at Plaza Level 8 was served legal letter for encroachment at the common area. As they did not remove the items after the due date, the Management have written a final letter reminding them that MCST will go ahead with legal proceeding</p> <p>A Council Member has volunteered to speak to the occupier of the said unit concerning the encroachment. Council also agreed to purchase a digital camera with date stamp to facilitate photo evidence for legal case that may arise.</p>	M.A
8.5	<p><u>Purchase Monthly Season Parking at Plaza Rooftop</u></p> <p>There is an enquiry by Plaza occupant to purchase twenty additional monthly season parking at Plaza rooftop. Members concluded the following:</p> <ol style="list-style-type: none"> 1) For car, van & pickup - \$45.00 (excluding 7% GST) per vehicle per month. 2) For lorry (non-VPC) - \$90.00 (excluding 7% GST) per vehicle per month. 3) Not applicable for heavy vehicle (VPC) above 5,000 kg (unladen). 4) Additional season parking renewed on a monthly basis. 5) Minimum additional season parking to purchase is fifteen (15) nos. for small vehicle and eight (8) nos. for lorry. 	M.A
8.6	<p><u>Best Electricity Terminated Contract to Supply Electricity</u></p> <p>M/s Best Electricity (BE) written to inform MCST 3564 that they are terminating the contract to sell electricity to the estate and will transfer the account back to Singapore Power. The Management Corporation have engaged a lawyer to claim for compensation due to early termination of the contract.</p> <p>MA presented the calculation on how BE derive at the amount to compensate MCST 3564. Members agreed to attempt to claim back the full amount spent for DAS conversion. If it is not possible, will then fall back on the amount that was proposed by the lawyer. MA will inform the lawyer accordingly.</p>	M.A

8.7	<u>Leasing of Plaza Rooftop</u> Members discussed on the rental rate and noted that there is still no tenant to lease Plaza rooftop. MA was tasked to find out if it could be converted for food & beverage (F&B).	M.A
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The meeting ended at 5.10 pm with a note of thanks to all attendees.

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

Confirmed by



Secretary
11th Management Council
The Management Corporation Strata Title Plan No. 3564

22/12/2021
Date

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