

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

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**MINUTES OF THE 2ND COUNCIL MEETING OF THE 12TH MANAGEMENT COUNCIL HELD ON
THURSDAY, 8TH DECEMBER 2022 AT #02-71 MANAGEMENT OFFICE**

<u>Present:</u>	Ms Kweh Hui Cheng Catherine	-	Chairperson
	Mr Yoe Tong Hock Dave	-	Treasurer
	Mr Lim Cheng Hung Jason	-	Member
	Mr Tan Yu Jie Antouny	-	Member
	Mr Koh Sheng Wei Alphonsus	-	Member
	Mr Ong Khok Chong	-	Member
<u>Absent with</u>	Mr Chen XiaoDong	-	Secretary
<u>Apology:</u>	Mr Soo Chee Sern	-	Member
<u>Attendees:</u>	Mr Michael Lee	-	Newman & Goh
	Mr Rayan Lim	-	Managing Agent
	Mr Chow Chee Weng	-	Managing Agent
	Ms Lee Jia Xin	-	Managing Agent

<u>No</u>		<u>Action</u>
1.0	<p>The meeting was called to order at 2.00 pm, with quorum.</p> <p><u>TO CONFIRM MINUTES OF THE 1ST COUNCIL MEETING OF THE 12TH MANAGEMENT COUNCIL HELD ON 3RD NOVEMBER 2022.</u></p> <p>The draft minutes of the 1st Council Meeting of the 12th Management Council held on 3 November 2022 was unanimously confirmed at meeting.</p> <p align="center">Proposer: Antouny Tan Seconder: Dave Yoe</p>	INFO
2.0	<u>TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.</u>	
2.1	<p><u>Encroachment Legal Proceedings</u></p> <p>MA informed members that on 20 October 2022, legal letters were served to two (2) units at WCEGA Plaza i.e. level 9 & 6 for encroachment of common property, giving them fourteen (14) days to comply. The unit at level 9 removed the encroachment but the unit at level 6 only removed 2 metal plates leaving a lot of metal piping on the common driveway.</p> <p>MA presented photos of encroachment taken on 8 December 2022 of the unit at level 6. Members deliberated and agreed that The Management Corporation will take legal proceeding against the unit.</p>	INFO M.A.

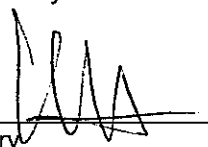
2.2	<p><u>Replacement of CCTV System</u></p>	
	<p>MA informed members that the contractor has completed installing the CCTV cameras at WCEGA Tower common areas. As such, the CCTV installation works are fully completed and members can access the system via mobile apps.</p>	INFO
2.3	<p><u>Install Humps at WCEGA Plaza Driveway</u></p>	
	<p>There were many feedbacks of vehicle speeding at WCEGA Plaza level 6 common driveway. The Management has written to the units concerned and also blacklisted the vehicle which was caught speeding. Council members informed MA to look into installing speed limit humps to curb the speeding activity.</p> <p>MA briefed members on the floor plan of WCEGA Plaza level 6 driveway, the type of speed limit humps and also presented the quotations received from four (4) contractors. After much deliberation, members agreed to install four (4) concrete humps at Plaza level 6 common driveway based on the lowest submitted quotation.</p>	M.A.
3.0	<p><u>TO ADOPT THE FINANCIAL STATEMENTS FOR NOVEMBER 2022</u></p>	
3.1	<p>MA referred to the financial statements for November 2022 and highlighted the salient points and the summary debtors' aging report as of 1 December 2022.</p> <p>There being no query, the Financial Statement for the months of November 2022 were unanimously adopted.</p> <p style="text-align: center;">Proposer: Catherine Kweh Seconder: Antouny Tan</p>	INFO
4.0	<p><u>MANAGEMENT REPORT FOR NOVEMBER 2022</u></p>	
	<p>MA presented the Management Report for November 2022.</p> <p>There being no query, the Management Report for the month of November 2022 was unanimously adopted.</p> <p style="text-align: center;">Proposer: Catherine Kweh Seconder: Antouny Tan</p>	INFO
5.0	<p><u>ANY OTHER BUSINESS</u></p>	
5.1	<p><u>New Management Office</u></p>	
	<p>MA presented the architect's quotation for feasibility study for the proposed new Management office in the estate. Members deliberated and agreed to engage 103 East Architects for the works.</p>	M.A.
5.2	<p><u>Lift Service Contract</u></p>	
	<p>MA informed members that the lift service contract will expire on 31 December 2022 and Sigma Elevator Singapore Pte Ltd has submitted the new contract quotation. A meeting was arranged on 5 December 2022 between MA and their top management staff to discuss the new contract and they have lowered the contract pricing. Members deliberated on the lift service contract with the following comments.</p> <p>1. The contract price for 1/1/2023 to 31/12/2023 (year 1) - to maintain at the</p>	M.A.

5.3	<p>current contract price.</p> <ol style="list-style-type: none"> 2. The contract price for 1/1/2024 to 31/12/2024 (year 2) - increase the cost as according to new 1st year price. 3. The contract price for 1/1/2025 to 31/12/2025 (year 3) - increase the cost as according to new 2nd year price. 4. To provide the history of the 12 lifts for the past 3 years. 5. Keep stock of all major components to cater for breakdown replacement instead of having to shut down the lift while waiting for parts to arrive. <p>MA will inform Sigma Elevator Singapore Pte Ltd of the above and will email to members once we receive reply from the lift contractor.</p> <p><u>Rental of WCEGA Plaza Rooftop Sub-Plot 3</u></p> <p>The new tenant, M/s Skylink Auto Pte Ltd attended the council meeting to discuss about the Management letter dated 24 November 2022 informing them to remove the following items placed at Plaza rooftop.</p> <ol style="list-style-type: none"> 1. Fuel storage tank. 2. Vehicle container body. 3. Vehicle shelter. 4. Container office. <p>They have removed the fuel storage tank and sought permission to retain items (2) to (4). Members commented that the Plaza rooftop is solely for vehicle (below 5,000kg) parking and not to be used for office, sale & leasing activities or storage purposes. The tenant will have to obtain approval from the authority, if any and reply to Management in writing by 16 December 2022 and/or remove items (2), (3) & (4) by 31 December 2022.</p>	M.A.
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The meeting ended at 4.40 pm with a note of thanks to all attendees.

Minutes prepared by: Rayan Lim (Newman & Goh Property Consultants Pte Ltd)

Confirmed by



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

Date 8/12/2022

