

# WCEGA PLAZA & TOWER MCST 3564 Management Office

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## MINUTES OF THE 6<sup>TH</sup> COUNCIL MEETING OF THE 12<sup>TH</sup> MANAGEMENT COUNCIL HELD ON THURSDAY, 20<sup>TH</sup> APRIL 2023 AT #02-71 MANAGEMENT OFFICE

<u>Present:</u>	Ms Kweh Hui Cheng Catherine	-	Chairperson
	Mr Chen XiaoDong	-	Secretary
	Mr Yoe Tong Hock Dave	-	Treasurer
	Mr Lim Cheng Hung Jason	-	Member
	Mr Koh Sheng Wei Alphonsus	-	Member
<u>Absent with</u>	Mr Soo Chee Sern	-	Member
<u>Apology:</u>	Mr Ong Khek Chong	-	Member
	Mr Tan Yu Jie Antouny	-	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><b><u>TO CONFIRM MINUTES OF THE 5<sup>TH</sup> COUNCIL MEETING OF THE 12<sup>TH</sup> MANAGEMENT COUNCIL HELD ON 16<sup>TH</sup> MARCH 2023.</u></b></p> <p>The draft minutes of the 5<sup>th</sup> Council Meeting of the 12<sup>th</sup> Management Council held on 16 March 2023 was unanimously confirmed at the meeting.</p> <p style="text-align: center;">Proposer: Catherine Kweh                      Seconder: Chen XiaoDong</p>	INFO
2.0	<b><u>TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.</u></b>	
2.1	<b><u>New Management Office</u></b>	
	The architect from M/s 103 East Architects apply to purchase some drawings from URA and the authority has yet to provide the drawings to the architect.	INFO
2.2	<b><u>Lift Matters</u></b>	
	During the council meeting on 16 March 2023, Sigma management staff were present and they have agreed to carry out a thorough inspection and rectification of 6 nos of	M.A.

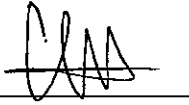
	<p>lifts at WCEGA Tower by 1st week of April 2023 follow by 6 nos of lifts at WCEGA Plaza.</p> <p>After the meeting till 20 April 2023, WCEGA Tower lifts performance did not improve but have gotten worse. There was a mantrap recently and the lady trapped inside call SCDF for assistance as she suffered shock while trapped.</p> <p>The lift contractor has failed in their obligation to maintain the lifts in good working condition according to the Comprehensive Maintenance Contract.</p> <p>Members agreed to engage MCST's appointed lawyer, M/s Lee &amp; Lee, to write a strong letter to Sigma elevator that MCST 3564 will hold them liable for any injury / claims for damages by lift users.</p>	
3.0	<b><u>TO ADOPT THE FINANCIAL STATEMENTS FOR MARCH 2023</u></b>	
3.1	<p>MA referred to the financial statements for March 2023 and highlighted the salient points and the summary debtors' aging report as of 31 March 2023.</p> <p>There being no query and the Financial Statement for the month of March 2023 was unanimously adopted.</p> <p style="text-align: center;">Proposer: Dave Yoe                      Seconder: Alphonsus Koh</p>	INFO
4.0	<p>Members agreed to place another \$500K into Fixed Deposit. MA will source for the bank that gives the most competitive interest rates.</p> <p><b><u>MANAGEMENT REPORT FOR MARCH 2023</u></b></p> <p>MA presented the Management Report for March 2023.</p> <p>There being no query and the Management Report for the month of March 2023 was unanimously adopted.</p> <p style="text-align: center;">Proposer: Dave Yoe                      Seconder: Alphonsus Koh</p>	M.A.
5.0	<b><u>ANY OTHER BUSINESS</u></b>	
5.1	<b><u>Leasing of Plaza Rooftop Carpark Sub-Plot 2</u></b>	
5.2	<p>The current tenant, M/s Repoco LLP for Plaza rooftop carpark sub-plot 2 will terminate the lease with effect from 1 May 2023. Members deliberated and agreed to engage an agent to lease out the area at \$0.50 per sq feet. MA will follow-up with the agent.</p> <p><b><u>Monthly Rental of Parking Lots at Plaza Rooftop</u></b></p> <p>Members deliberated and agreed on the following:</p> <ol style="list-style-type: none"> <li>1. <b><u>For month of May 2023</u></b> <p style="margin-left: 40px;">Parking charge for 1 car (below 5,000kg) is \$60.00 (subject to GST) per month. Parking charge for 1 heavy vehicle (above 5,000kg) is \$150.00 (subject to GST) per month.</p> </li> <li>2. <b><u>For June 2023 onwards</u></b> <p style="margin-left: 40px;">Parking charge for 1 car (below 5,000kg) is \$100.00 (subject to GST) per month.</p> </li> </ol>	M.A.

	<p>Parking charge for 1 heavy vehicle (above 5,000kg) is \$300.00 (subject to GST) per month.</p> <p>Purchase of rooftop parking is on a monthly basis and vehicles must park within the area allocated by the Management.</p>	
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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  
12<sup>th</sup> Management Council  
The Management Corporation Strata Title Plan No. 3564

25/5/2023  
Date

