

WCEGA PLAZA & TOWER MCST 3564 Management Office

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MINUTES OF THE 2nd COUNCIL MEETING OF THE 14TH MANAGEMENT COUNCIL HELD ON TUESDAY, 26th NOVEMBER 2024 AT #02-71 MANAGEMENT OFFICE

Present:	Ms Kweh Hui Cheng Catherine	-	Chairperson
	Mr Yoe Tong Hock Dave	-	Secretary
	Mr Chen XiaoDong	-	Member
	Mr Soo Chee Sern	-	Member
	Mr Koh Sheng Wei Alphonsus	-	Member
Absent with	Mr Tan Yu Jie Antouny	-	Member
Apology:	Mr Lim Cheng Hung Jason	-	Treasurer
Attendees:			Newman Property Consultants Pte Ltd
	Mr Eldric Tan	-	Managing Agent
	Ms Agnes Lai	-	Managing Agent
	Mr Edwin Teo	-	Managing Agent
	Ms Lee Jia Xin	-	Managing Agent

There being a quorum, the meeting commenced at 2.39 pm, in accordance with paragraph 2(1) of the Second Schedule of the Building Maintenance and Strata Management Act (BMSMA), with the Management Council (MC)

S/N	Description	Action
1.0	To confirm and adopt the minutes of the following Council Meeting minutes: 9 th Council Meeting the 13 th Management Council held on 22 nd August 2024 10 th Council Meeting of the 13 th Management Council held on 12 th September 2024 1 st Council Meeting of the 14 th Management Council held on 29 th October 2024	
	The above meeting minutes were unanimously adopted. Proposed by Mr. Dave Yoe and Seconded by Ms. Catherine Kweh.	Info
2.0	To discuss matters arising from the abovementioned Council Meeting of the 13 th Management Council and 14 th Management Council	
2.1	New Management Office	
	Mr Soo Chee Sern updated all members that the GFA for the estate has exceeded by less than 200 sq meters. It was further advised to proceed with the submission. The council unanimously agreed to proceed with the application, and the URA TOL submission cost is \$4,100. Management will issue the payment to Mr. Soo to proceed with the submission.	MA

2.2	Lift Matters																					
	MA informed Council that invite was sent to various lift consultants for the lift modernization. There will be 2 lift consultants coming down for site inspection on Wednesday, 27 November 2024. Council requested MA to invite more lift consultants to quote for the services and one of the condition to the lift consultant was to put up the tender in the newspaper to invite lift vendors to tender to for modernization project. MA will follow up and keep Council posted on the progression.	MA																				
2.3	Renew Tenancy Agreement for Plaza Rooftop Parking																					
	MA informed Council that the rooftop parking rental contract for ST Engineering Mobility Services Pte Ltd is expiring in December 2024. ST is proposing to maintained the rate at \$0.50. Council have discussed and agreed to rent out the parking space to ST Engineering for another term at the same rate. However, next year definitely the rate will be revise.	INFO																				
2.4	Basement Carpark Water Seepage																					
	MA presented the quotation from M/s Summerfix for the basement Carpark water seepage works. As Summerfix was the contractor appointed previously to result the pile cap seepages. Council unanimously agreed with proceed with Summerfix to continue with the repair works. This round the repair works to the 5 seepage locations cost \$9,500 MA will update Council on the progress of the works.	MA																				
2.5	Replacement of Defective Glass Panels at WCEGA Tower Lift Lobby (Level 2)																					
	MA informed Council that out of the 9 glass contractors invited only 2 submitted their quotations. Council requested MA to lookout for few more contractors to quote at the same time write to those contractors who have not quoted yet to submit their quotation by end of November 2024.	MA																				
3.0	To adopt the Financial Statements for the month of August, September and October 2024																					
	MA presented the financial statements for the month of August, September and October 2024 to the Council. Point to account: <table><tr><td>Income</td><td>August 2024</td><td>September 2024</td><td>October 2024</td></tr><tr><td>Expenditure</td><td>\$204,247.64</td><td>\$199,361.63</td><td>\$206,791.33</td></tr><tr><td>Income tax</td><td>\$5,441.67</td><td>\$5,441.67</td><td>\$5,441.67</td></tr><tr><td>Surplus / (Deficit)</td><td>\$27,860.87</td><td>\$10,465.51</td><td>(\$7,145.35)</td></tr><tr><td>Year to date Surplus / (Deficit) After tax</td><td colspan="3">\$52,734.35</td></tr></table>	Income	August 2024	September 2024	October 2024	Expenditure	\$204,247.64	\$199,361.63	\$206,791.33	Income tax	\$5,441.67	\$5,441.67	\$5,441.67	Surplus / (Deficit)	\$27,860.87	\$10,465.51	(\$7,145.35)	Year to date Surplus / (Deficit) After tax	\$52,734.35			INFO
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Accumulated Management Fund	\$1,079,963.58							
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Total Funds	\$4,003,783.81							
	Arrears owing more than 180 days and above at \$51,157.92. MA will issue out demand letter to the respective units who owed more than 3 quarters and lodge charge for units that owed more than 180 days and above.							
4.0	Management Report for the month of August, September and October 2024							
	MA presented the management reports for the month of August, September and October 2024 to the Council. It was unanimously adopted.	INFO						
5.0	Staffs Performance Bonus							
	MA proposed 01 month performance bonus for all the Management Office staffs. Council unanimously agreed. However, for those staffs that joined WCEGA less than a year performance bonus shall be pro-rated. MA will prepare the breakdown for Council for review.	INFO						
6.0	Any other matters							
6.1	Proposal for EV Charging Station Installation							
	Council tasked MA to source for vendors to provide proposal on the installation of EV charger to the estate. Council will carry out feasible study and put up in the next AGM for approval to proceed. MA will follow up and keep Council posted.	MA						
6.2	Proposal for Solar Panels Installation							
	Council mentioned that by installing solar panels on the rooftop will be able to save on monthly electrical bill. Therefore, tasked MA source for solar vendors to provide their proposal and present it to Council. This item will also be tabled in the next AGM for approval. MA will follow up and keep Council updated.	MA						
6.3	Forming of Building Sub-committees							
	Council mentioned that due to the excessive building works going on this year etc lift modernization. It was unanimously decided to form a building sub-committee to work on the building works. The sub-committee members is as follows: 1. Mr. Soo Chee Sern 2. Mr. Dave Yoe 3. Mr. Jason Lim 4. Mr. Chen Xiao Dong	INFO						
	Matters will be discuss and bring up to all members for review and adoption.							

There being no other business, the meeting was called to end at 4.20 pm with a vote of thanks to all present.

Minutes prepared by : Eldric Tan (Newman Property Consultants Pte Ltd)
Minutes vetted by : Eldric Tan (Newman Property Consultants Pte Ltd)

Confirmed by



Secretary
14th Management Council
The Management Corporation Strata Title Plan No. 3564

18/12/24

Date