

WCEGA PLAZA & TOWER MCST 3564 Management Office

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MINUTES OF THE 4th COUNCIL MEETING OF THE 14TH MANAGEMENT COUNCIL HELD ON WEDNESDAY, 22nd January 2025 AT #02-71 MANAGEMENT OFFICE

Present:	Ms Kweh Hui Cheng Catherine	-	Chairperson
	Mr Yoe Tong Hock Dave	-	Secretary
	Mr Lim Cheng Hung Jason	-	Treasurer
	Mr Soo Chee Sern	-	Member
	Mr Tan Yu Jie Antouny	-	Member
	Mr Chen XiaoDong	-	Member
	Mr Koh Sheng Wei Alphonsus	-	Member

Absent with
Apology:

Attendees:			Newman Property Consultants Pte Ltd
	Mr Eldric Tan	-	Managing Agent
	Mr Edwin Teo	-	Managing Agent
	Ms Lee Jia Xin	-	Managing Agent

There being a quorum, the meeting commenced at 2.14 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 minute: 3 rd Council Meeting of the 14 th Management Council held on 18 th December 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 14 th Management Council	
2.1	New Management Office	
	Mr. Soo Chee Sern updated all members that the URA has given provisional approval subjected to outstanding GFA submission by unit #02-83/84. Mr. Soo will draft a letter for MCST's lawyer to vet before submitting to URA. He also mentioned that his role will be done once the letter is sent. Council deliberated and decided to appoint Mr. Soo to do the preparation works for the next process to submit to the relevant authority.	MA

2.2	Lift Matters																			
	MA presented the 3 quotes for the lift consultancy project to council. Mr. Soo requested more time to go through the various quotes received especially on the terms and conditions. Building sub-committees will go through the terms and update Council at the next council meeting. MA will work with Building Sub-committees and come back to Council.	MA																		
2.3	Basement Carpark Water Seepage																			
	MA presented the works from M/s Summerfix for the basement carpark water seepage works. Works are being done at 3 locations SB1, SB2 and area beside lobby 2 and adjacent sub-station. Ms Catherine commented that the staircase area is dry now. However, water stains are still visible even after high pressure jet work is done. She instructed MA to check with the cleaners in charge to try and remove the stains. MA will supervise the work being carry out.	Info																		
2.4	Replacement of Defective Glass Panels at WCEGA Tower Lift Lobby (Level 2)																			
	MA presented the 3 quotes from M/s Tenon Construction Pte Ltd, M/s Brunswick Construction Pte Ltd and M/s Pro Glass Services Pte Ltd. All companies were given the updated requirements for the works. Council deliberated and has shortlisted 2 contractors namely M/s Tenon Construction Pte Ltd and M/s Brunswick Construction Pte Ltd. Building Sub-Committee will interview both contractors before recommending to Main Council. MA will follow up and update council accordingly.	MA																		
3.0	To adopt the Financial Statements for the month of December 2024																			
	MA presented the financial statements for the month of December 2024 to the Council. Point to account: <table><thead><tr><th></th><th>December 2024</th></tr></thead><tbody><tr><td>Income</td><td>\$263,854.92</td></tr><tr><td>Expenditure</td><td>\$210,361.84</td></tr><tr><td>Income tax</td><td>\$5,441.67</td></tr><tr><td>Surplus / (Deficit)</td><td>\$53,493.08</td></tr><tr><td>Year to date Surplus / (Deficit) After tax</td><td>\$162,418.03</td></tr></tbody></table> <table><tbody><tr><td>Accumulated Management Fund</td><td>\$1,189,647.26</td></tr><tr><td>Accumulated Sinking Fund</td><td>\$2,977,362.23</td></tr><tr><td>Total Funds</td><td>\$4,732,609.13</td></tr></tbody></table>		December 2024	Income	\$263,854.92	Expenditure	\$210,361.84	Income tax	\$5,441.67	Surplus / (Deficit)	\$53,493.08	Year to date Surplus / (Deficit) After tax	\$162,418.03	Accumulated Management Fund	\$1,189,647.26	Accumulated Sinking Fund	\$2,977,362.23	Total Funds	\$4,732,609.13	INFO
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	Arrears owing more than 180 days and above at \$63,431.32. 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. MA informed that lawyer's letter of demand will be send out. Financial statements for the month of December 2024 were unanimously adopted.	INFO
4.0	Management Report for the month of December 2024	
	MA presented the management reports for the month of December 2024 to the Council. It was unanimously adopted.	INFO
5.0	To Discuss and Award new security contract	
	MA presented 5 quotes in sealed bids to the council. Council deliberated and request for a short interview with all security provider. MA will arrange interview for all security providers at the next council meeting to be held on 26/02/25.	MA
6.0	Any other matters	
	MA updated that the Chinese New Year Lion Dance performance will be held at WCEGA Tower drop off point on 12/02/25 at 12noon. MA will prepare goodies bags and council welcome all occupants to join in this festive occasion.	MA

There being no other business, the meeting was called to end at 3.55pm with a vote of thanks to all present.

Minutes prepared by : Edwin Teo (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

26/2/25

Date