

THE MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 3564

WCEGA Plaza & Tower Management Office
21 Bukit Batok Crescent, #02-71, Singapore 658065
Tel: 65617759/60 Email: enquiry@sgwcega.com



DRAFT

MINUTES OF THE 11th COUNCIL MEETING OF THE 14TH MANAGEMENT COUNCIL HELD ON TUESDAY, 21st AUGUST 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 Tan Yu Jie Antouny	-	Member
	Mr Koh Sheng Wei Alphonsus	-	Member
	Mr Chen XiaoDong	-	Member
	Mr Soo Chee Sern	-	Member
Absent with Apologies:			
Attendees:	Mr Eldric Tan	-	Newman SRE Pte Ltd
	Mr Alfi Theo	-	Managing Agent
	Mr Bron Saw	-	Managing Agent
	Mr Mickel Chua	-	Managing Agent

There being a quorum, the meeting commenced at 2:05pm, 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: 10th Council Meeting of the 14th Management Council held on 22nd July 2025.	
	The 10 th Council Meeting Minutes were adopted with no amendments. Proposed by Mr. Antouny and Seconded by Mr. Alphonsus.	INFO
2.0	To adopt the Financial Statements for the months of June and July 2025	
	The Financial Statements for the months of June and July 2025 had been adopted as proposed by Mr. Dave and Seconded by Mr. Antouny.	INFO
2.1	Arrears Listing	
	MA presented the arrears listing and is tasked to proceed for Writ of Summon for units #03-10/11 and to clarify with the lawyer on the following recovery method.	MA
3.0	Management Report for the month of July 2025	
	MA presented the management report for the month of July 2025 to the Council. Council highlighted that all Fixed Deposits are to be raised to Council prior to the expiry date.	MA
3.1	Expiring Contracts	
	Landscape: MA presented 3 quotes to Council with unanimous approval to award to M/s BSG Landscape & Construction Pte Ltd for a period of 1 year at \$1,800 per year (bef GST).	INFO
4.0	To discuss matters arising	
4.1	Basement Carpark Water Seepage	



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	MA updated that the rectification to the basement carpark water seepage is currently undergoing by M/s Summerfix Pte Ltd.	INFO
4.2	Periodic Structural Inspection (PSI)	
	MA updated that the PSI has been completed and am waiting for the BCA submission report done by the Professional Engineer.	MA
4.3	Review of Temporary Occupancy License (TOLs)	
	MA have received appeal from Sub Plot 2 with regards to the rental increment. After much deliberation, it was unanimously decided to maintain the new incremental amount which is in line to industry standard rates.	MA
4.4	Wheel clamp left behind	
	MA updated that The Green Panther, owner of the wheel clamp that was left behind, has made restitution amount of \$1400/-.	INFO
5.	Progress of ongoing projects	
5.1	Lift Matters	
	Following an Open Tender on Straits Times on 4 July 2025 and a site show round on 14 July 2025. MA has given the Tenderers a deadline on 22 August 2025 for submission. However, few tenderers have requested for extension whereby it was unanimously approved to extend the submission date to 29 August 2025 at 2pm.	MA
5.2	Replacement of Defective Glass Panels at WCEGA Tower Lift Lobby (Level 2)	
	MA is tasked to obtain several documentations from M/s Brunswick Construction Pte Ltd for Councils vetting before job commencement.	MA
5.3	Window Seepage	
	MA presented the background checks of the participated tenderers to Council. It was unanimously agreed to award the contract to M/s Aquality Building Contractor Pte Ltd according to the Schedule Of Rates given during the tendering process.	MA
6.0	Litigation case between Edmund Motor and MCST 3564 & WUCA	
	MA highlighted that the litigation case is currently being handled by M/s Lee and Lee.	INFO
7.0	Strata Title Board case with Edmund Motor	
	MA highlighted that the Strata Title Board case is currently being handled by M/s Lee and Lee.	INFO
8.0	AGM Matters	
	MA reminded Council that the date for the AGM has been scheduled for 2pm on Friday 5 September 2025.	INFO
9.0	Any Other Matters	
9.1	Replacement of Management Office telephony system	



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	MA presented a quote to replace the Management Office telephone system. MA is tasked to look into digital system before re-presenting to Council.	MA
9.2	Issues with Fire Protection System	
	MA highlighted to Council that M/s Unique Fire Protection Pte Ltd has conducted a health check in July 2025 to the entire Fire Protection System and have submitted several quotes for rectification. With unanimous approval, the quotes amounting to \$13,025.50 (bef GST) have been approved.	MA
9.3	Carpark Grace Period charges	
	MA had clarified with Council that there is no grace period should a vehicle park beyond the grace period timing.	INFO
9.4	Installation of road hump at Level 2 Plaza driveway	
	MA highlighted to Council that due to several feedbacks, MA propose to install a road hump along Level 2 Plaza driveway to prevent motorists from speeding. Council unanimously agreed to award to M/s Summerfix Pte Ltd at \$1400.	MA

There being no other business, the meeting was called to end at 3.25pm with a vote of thanks to all present.

Minutes prepared by : Alfi Theo (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

Date