

WCEGA PLAZA & TOWER

MCST 3564 Management Office

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MINUTES OF THE 7th COUNCIL MEETING OF THE 5th MANAGEMENT COUNCIL HELD ON MONDAY, 8th JANUARY 2016 AT #17-78, MANAGEMENT OFFICE, WCEGA TOWER.

<u>Present:</u>	Mr Ben Tan Eng Hua	-	Chairman
	Mdm Goh Beng Lay	-	Treasurer
	Mr Koh Sheng Wei	-	Secretary
	Mr Danny Teo Kian Guan	-	Member
	Mr Terry Goh Wei Qiang	-	Member
<u>Absent with Apologies:</u>	Mr Michael Tan	-	Member
	Mr Tan Kim Hai	-	Member
	Mr Alex Lee Seow Min	-	Member
	Mr Ng Lam Hwa	-	Member
<u>Attendees:</u>	Mr Glenn Lim	-	Managing Agent
	Mr Eric Lee		
	Mr Nicholas Leong		

<u>No</u>		<u>Action</u>	<u>Due</u>
	The meeting was called to order at 2.30pm, with sufficient meeting quorum.		
1.0	<u>To confirm Minutes of the 6th Council Meeting of the 5th Management Council held on 27th November 2015.</u>		
1.1	The minutes of the 6th Council meeting of the 5th Management Council held on 27 th November 2015 was unanimously adopted.	Info	
2.0	<u>To discuss any matters arising from the above Minutes.</u>		
2.1	<u>Estate/Term service contracts/Maintenance & Operations matters</u>		
2.1.1	MA updated Council on the queries raised in regards to the proposed CCTV systems' rectification works. Upon due deliberations, Council ask to appoint an independent contractor to verify the quantity of existing cables in working conditions. To KIV IMG's quote till further notice.	MA	15/1/16
2.1.2	MA updated Council on the monthly ops meeting held with key site staff.	Info	
2.2	<u>Temporary leasing of parking lots</u>		
2.2.1	MA conducted regular checks with security officers at basement carparks, for "suspected errant" vehicles which violate carparking house-rules governing the estate's premises. Enforcement actions to be undertaken if necessary.	Info	

2.3	<u>Review of carparks' house-rules</u>		
2.3.1	MA pass a copy of carparks' house-rules and general guidelines on vehicle IUs registrations and carparks' matters to Wcega Used Car Association for purpose of circulation to Plaza's car-dealers for info.	Info	
2.4	<u>Annual fire-drill exercise</u>		
2.4.1	MA briefed Council on the annual fire-drill that took place on 30 th December 2015.	Info	
3.0	<u>To adopt the Financial Statements for November 2015.</u>		
3.1.1	The financial statements for November 2015 were unanimously adopted by the meeting.	Info	
3.1.2	MA presented OCBC bank account opening forms for bank signatories (office bearers) to sign. The purpose is to transfer some MCST funds, up to S\$1 mil, into the fixed deposits account with this local bank.	Info	
3.1.3	Treasurer Madam Goh to update Council on this matter, once she finalize the rates and terms of the monies deposits.	MA	30/1/16
3.1.4	HQ MA Accounts, to update term contracts and accruals' listings in the monthly statement of accounts.	MA	30/1/16
4.0	<u>Any Other Business</u>		
4.1	<u>Request for inspection of strata roll – Delphin #02-84</u>		
4.1.1	MA briefed Council on Delphin's request to inspect the MCST's strata roll, for their purpose of intending to convene an ExtraOrdinary General Meeting (EOGM).	Info	
4.1.2	The Subsidiary Proprietor intends to requisite for a 90% resolution approval from the MCST, to allow for the erection of their mezzanine floor already erected inside the individual strata unit, following BCA's directive for the owner to demolish the unauthorized structure. Delphin currently complies to BCA's orders for cessation of use of the said mezzanine floor.	Info	
4.1.3	In accordance to section 47 of BMSMA, Delphin paid \$525.37 (inclusive GST) to the MCST for a copy of the latest strata roll.	Info	
4.1.4	MA reported that the Management has not received Delphin's requisition for EOGM yet. To update Council further.	MA	15/1/16
4.2	<u>Proposed erection of horizontal steel canopy outside unit – GT Café #02-04 and Hui Hua Credit #02-25</u>		
4.2.1	MA informed Council that Subsidiary Proprietors GT Café and Hui Hua Credit submit proposals to erect horizontal steel canopies outside #02-04 to #02-06 and #02-22 to #02-25 Plaza.	Info	
4.2.2	Upon due discussion, Council asked that MA to check with relevant agencies, eg BCA and URA, whether such erection of permanent steel canopies is permissible. To update Council further.	MA	

4.3	<u>TOL agreement renewal for Tower canteen</u>		
4.3.1	MA highlighted that the Tower canteen premises has been vacated by the previous tenant since July 2015. The owner Star-ray P/L is not successful in leasing out the units since then.	Info	
4.3.2	In light of circumstances, MA proposed to renew the existing TOL agreement at the same price of \$1,350 per month, for another year. Other terms and conditions remain unchanged. Council agreed and noted.	Info	
4.4	<u>Security buggy repairs/trade-in</u>		
4.4.1	MA presented some costs quotes pertaining to proposed purchase of a used security buggy as the current one has broken down and it is deemed no longer economically viable to repair it.	Info	
4.4.2	After due discussion, Council asked that MA checked with the vendor Splendid Brothers P/L for extended warranty, better conditioned tires and batteries equipped with the used buggy. Council decided on a 4-seater buggy as it is newer in terms of age, eg 18 months old and better conditions.	MA	15/1/16
4.5	<u>MediaCorp filming activities</u>		
4.5.1	MA reported that MediaCorp has requested to film at Tower Level 17 staircase landing for part of their upcoming Chinese drama serial show on 23 rd January 2016. Council agreed and noted.	MA	15/1/16

The meeting ended at 5.15pm with a note of thanks to all attendees.
Minutes prepared by: Glenn Lim (Newman Goh Property Consultants P/L)
Confirmed by

Treasurer/Council Member
5th Management Council
The Management Corporation Strata Title Plan No. 3564

Date