

WCEGA PLAZA & TOWER

MCST 3564 Management Office

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MINUTES OF THE 8th COUNCIL MEETING OF THE 5th MANAGEMENT COUNCIL HELD ON TUESDAY, 2ND FEBRUARY 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 Alex Lee Seow Min	-	Member
	Mr Terry Goh Wei Qiang	-	Member
	Mr Ng Lam Hwa	-	Member
<u>Absent with</u>	Mr Michael Tan	-	Member
<u>Apologies:</u>	Mr Tan Kim Hai	-	Member
	Mr Danny Teo Kian Guan	-	Member
<u>Attendees:</u>	Mr Glenn Lim	-	Managing Agent
	Mr Eric Lee		
	Mr Nicholas Leong		

<u>No</u>		<u>Action</u>	<u>Due</u>
1.0	The meeting was called to order at 2.30pm, with sufficient meeting quorum. <u>To confirm Minutes of the 7th Council Meeting of the 5th Management Council held on 8th January 2016.</u>		
1.1	The minutes of the 7th Council meeting of the 5th Management Council held on 8 January 2016 was unanimously adopted, subject to the removal of Notes indicated in the draft minutes.	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	For the proposed Tower CCTVs works, Council discussed and agreed to IMG Vision's quote, being the most competitive. MA to re-validate the quote and to proceed expeditiously, if the price remains unchanged. To update Council further.	MA	29/2/16
2.1.2	MA updated Council on the monthly ops meeting held with key site staff. Cleaning manager informed that some tenants may have dumped items at common areas prior to moving out of Wcega estate. He also highlighted the matter of car washing inside the basement carparks, whereby drainage pipes are choked due to residue accumulated by these activities. MA advised that it is the corresponding landlord's responsibility to dispose bulky items appropriately, while the cleaners can assist with smaller discarded items in lesser quantity. Mr Ben added that he would speak to the car washing party to maintain regular housekeeping for the areas used, so as to avoid choking drainage pipes unnecessarily.	Info	

2.1.3	Security supervisor highlighted verbal abuse directed at security officers while on duty, especially from aggressive and frustrated drivers. MA explained the complexities and challenges faced in the estate's carparks issues. MA added that security officers can report such incidents for investigations as the Management does not condone any abusive behavior exhibited towards our site staff and would take any necessary measures to protect them. Recording CCTVs are installed inside FCC and Management office, as precautionary measures to safeguard our working colleagues.	Info	
2.2	<u>Exit tickets' scheme/Carparking matters</u>		
2.2.1	MA reported that there was an incident on 16 January 2016 whereby an unregistered car was seen parking at Plaza for three weeks, by other building tenants. Further checks revealed that exit ticket was used to facilitate the exit of said vehicle previously. MA spoke to vehicle owner who claimed that car was sent to a motor work-shop in Plaza, but subsequent checks with work-shop did not show that car repairs were done at 3 days after entering Plaza. Vehicle owner was evasive when MA probed further. Enforcement actions were undertaken against this vehicle, to ensure collection of parking fees payable. MA to tighten the exit tickets' scheme for Plaza's motor work-shops, so as to prevent misuse of these tickets. Council agreed and noted.	MA	29/2/16
2.2.2	MA further added that the car owner reported this matter to the evening press newspaper (wan pao) which eventually published this story on 30 January 2016. Council agreed MA to display this newspaper article at noticeboards for building tenants' info.	Info	
2.2.3	Upon due consideration, Council asked MA to serve a warning notice to tenant of #03-32 so that their vehicles are parked properly without being deemed to have caused obstruction to any other vehicle. Further, the tenant would be advised to report any "suspicious" cars that may be stationary parked for a long period of time to security and Management for further actions that may be needed.	MA Info	29/2/16
2.2.4	Upon due deliberation, Council agreed that, pertaining to future issuance of exit tickets per month basis, the following conditions apply: For Hin Lee Battery #04-12, exit tickets per month are 20 free/unit and 50 maximum purchase (without invoice) and beyond, 50 maximum purchase (with corresponding invoices produced) each time. For others, exit tickets per month are 20 free/unit and the average number of tickets purchased previously, to be used as a guideline to determine the maximum tickets allowed to be purchased. Maximum exit tickets allowed to be purchased each time, does not exceed 200. Beyond 200 exit tickets purchased each month, motor work-shops are to show corresponding invoices for unregistered (outside) cars being repaired here at Wcega Plaza, before being allowed to purchase more tickets. These conditions for issuance of exit tickets are to be reviewed after the Management is fully satisfied that these tickets are not being misused for unauthorized parking of vehicles.	MA	29/2/16
2.3	<u>Request for inspection of strata roll – Delphin #02-84</u>		
2.3.1	After due discussion, MA to inform Delphin to requisite for a 90% resolution to be tabled at the upcoming 6 th Annual General Meeting for House vote, in regards to the unauthorized mezzanine floor currently inside the said unit.	MA	29/2/16
2.3.2	Delphin is required to present their case to the House, pertaining to Gloss Floor Area (GFA) issues which inadvertently involved additional development fees payable to government agencies.	Info	

2.3.3	MA to update Council if Delphin submits a requisition to be tabled at 6 th AGM.	Info	
2.4	<u>Proposed erection of horizontal steel canopy outside unit – GT Café #02-04 and Hui Hua Credit #02-25</u>		
2.4.1	MA updated Council on the queries that MA directed at BCA and URA in reference to the Subsidiary Proprietors' proposals to erect horizontal steel canopies at said areas.	Info	
2.4.2	BCA replied that a submission by PE to BCA, is necessary to determine the safety aspects of structural issues affecting the external facades of Wcega Plaza (attached reply from government agency).	Info	
2.4.3	URA replied that a 90% resolution passed by the MCST, is required prior to any consideration of submissions by PE to URA, as these proposed installations do involve GFA calculations (attached reply from government agency).	Info	
2.4.4	MA further informed Council that the Subsidiary proprietors, GT Café and Hui Hua Credit, have been duly notified of the BCA's and URA's positions on these matters.	MA	29/2/16
2.4.5	MA added that these owners may requisite a 90% resolution to be tabled at upcoming 6 th AGM for House vote, pertaining to their proposals to erect the canopies at units. GT Café and Hui Hua Credit to present their case to the House, should they decide to do so. MA to update Council further upon receipt of these owners' requisition for the 90% resolution.	MA	29/2/16
2.4.6	MA also informed Council that Hui Hua Credit requested to tear down a non-structural low wall at the void area behind the strata units #02-23 to #02-25 Plaza, pending URA's approval on the proposed steel canopies installations. After due consideration, Council agreed that the owner would take "own risks" by indemnifying the MCST from any liabilities and costs arising from the demolition of the low wall, prior to URA's reply. MA to inform Groutech Systems Pte Ltd, the party representing Hui Hua Credit in this matter. If no approval is given by URA in due course, then the owner has to re-instate the low wall.	Info	
2.5	<u>Security buggy repairs/trade-in</u>		
2.5.1	After further negotiations, MA sought extended warranty for 3 months, 80% tires and batteries from the vendor, Splendid Brothers P/L. The security buggy was delivered to FCC on 13 January 2016, in satisfactory conditions. Council noted.	Info	
2.6	<u>MediaCorp filming activities</u>		
2.6.1	Unfortunately, MediaCorp informed later, that there has been a change in filming plans and they would not be coming to Tower on 23 January 2016 as originally scheduled. They would inform Management again, should they request for permission to film at the estate grounds in near future.	Info	
3.0	<u>To adopt the Financial Statements for November and December 2015.</u>		
3.1.1	The financial statements for November and December 2015 were unanimously adopted by the meeting.	Info	
3.1.2	MA reported that the MCST's financial accounts are presently being audited by external auditor, Tan, Chan & Partners. To update Council further.	Info	

3.1.3	Treasurer Madam Goh suggested to place two tranches of \$500k each in OCBC fixed deposits account, for one year at interest rate of 1.5% per annum. MA to furnish deposits' proof once the transfer of funds is effected.	Info	
3.1.4	MA informed Council of late interest charges incurred by telcos, M1 and SingTel, with regards to the payments to MCST, for the base stations here. After due discussion, Council agreed to waive off the interest charges, following the collection of due payments from the telcos.	Info	
4.0	<u>Any Other Business</u>		
4.1	<u>6th Annual General Matters</u>		
4.1.1	After due consideration, Council decided that the upcoming 6 th Annual General Meeting to be scheduled on Friday 29 April 2016, 2pm at the Bukit Batok Civil Service Club. MA to see to the venue booking and food catering arrangements. To update Council further.	MA	29/2/16
4.1.2	MA presented the budgetary projections for the Maintenance and Sinking Funds for next financial, for further discussion. Upon careful deliberation, Council agreed that the quarterly maintenance and sinking funds' contributions to be maintained at \$1.10 and \$0.20 cents per share value per month respectively.	Info	
4.2	<u>Chinese Lunar New Year festive celebrations</u>		
4.2.1	MA presented three quotes for the Dragon and Lions Dance performance at the round-about, being the yearly festive celebrations.	MA	16/2/16
4.2.2	Upon due discussion, Council decided that the annual Cai Qing event to be scheduled on Tues 16 Feb 2016, 12noon. MA to liaise with the appointed troupe – Long Sheng troupe at the most competitive price of \$888/-, on the necessary arrangements.	Info	

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