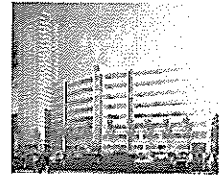


THE MANAGEMENT CORPORATION STRATA TITLE PLAN NO 3564

WCEGA Plaza & Tower Management Office
21 Bukit Batok Crescent #17-78 Singapore 658065
Tel : 65617759/60 Fax : 65626252 Email: enquiry@sgwcega.com



Date 21st March 2018

All Council Members
The Management Corporation Strata Title Plan No. 3564
Wcega Plaza & Tower
Singapore.

Dear Council Members,

1st COUNCIL MEETING OF THE 8th MANAGEMENT COUNCIL

NOTICE IS HEREBY GIVEN THAT the 1st Council meeting of the 8th Management Council of the Management Corporation Strata Title Plan No: 3564 will be held on:

Date : Friday, 23rd March 2018
Time : 2pm
Venue : #17-78 (Management Office)

AGENDA

- 1.0 To declare non-interest by Council Members of 8th Management Council, as stipulated in BMSMA.
- 2.0 To elect office bearers & authorized bank signatories of 8th Management Council.
- 3.0 To confirm Minutes of the 9th Council Meeting of the 7th Management Council held on 1st February 2018.
- 4.0 To discuss any matters arising from the above Minutes.
- 5.0 To adopt the financial statements for the month of January & February 2018.
- 6.0 Any Other Business
 - Renewal of estate insurance policies
 - Review of Repoco Agency leasing agreement for Plaza level 10 car parks
 - Lifts matters' update
 - Proposed replacement of main fire panel at FCC

Yours faithfully,

Glenn Lim
Complex Manager
For and on behalf of MCST3564

Managing Agent: Newman & Goh Property Consultants Pte Ltd

1 Sophia Road #06-13 Peace Centre Singapore 228149
Tel: 62569333 Fax: 62512028 Email: info@newman-goh.com



WCEGA PLAZA & TOWER

MCST 3564 Management Office

21 Bukit Batok Crescent #17-78, Singapore 658065

Tel: 6561 7759/60 Fax: 6562 6252 Email: enquiry@sgwcega.com

MINUTES OF THE 1st COUNCIL MEETING OF THE 8th MANAGEMENT COUNCIL HELD ON THURSDAY, 23rd MARCH 2018 AT #17-78, MANAGEMENT OFFICE, WCEGA TOWER.

Present:

Mr Ong Khok Chong	-	Member
Mr Koh Sheng Wei	-	Member
Mr Ben Tan Eng Hua	-	Member
Mr Danny Teo Kian Guan	-	Member
Ms Catherine Kweh Hui Cheng	-	Member
Mr Terry Goh Wei Qiang	-	Member
Mr Dave Yoe Tong Hock	-	Member
Ms Meryl Ng Gek Hui	-	Member
Mr Shane Tan Long Kiat	-	Member
Mr Mark Teo Kai Liang	-	Member
Ms May Tan Fee Yi	-	Member

Attendees:

Mr Dennis Cheng	-	Newman & Goh
Mr Nicholas Leong	-	Managing Agent

<u>No</u>		<u>Action</u>	<u>Due</u>																				
	The meeting was called to order at 2.pm, with quorum.																						
1.0	<u>TO DECLARE NON-INTEREST BY COUNCIL MEMBERS OF 8TH MANAGEMENT COUNCIL, AS STIPULATED IN BMSMA.</u>	Closed																					
1.1	All members present made declaration at this point of time.																						
2.0	<u>TO ELECT OFFICE BEARERS & AUTHORIZED BANK SIGNTORIES OF 8TH MANAGEMENT COUNCIL.</u>	Closed																					
2.1	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 5%; text-align: center;">1</td><td style="width: 55%;">Mr Ong Khok Chong</td><td style="width: 40%;">Chairman</td></tr> <tr><td style="text-align: center;">2</td><td>Ms Kweh Hui Cheng</td><td>Treasurer</td></tr> <tr><td style="text-align: center;">3</td><td>Mr Yoe Tong Hock</td><td>Secretary</td></tr> </table>	1	Mr Ong Khok Chong	Chairman	2	Ms Kweh Hui Cheng	Treasurer	3	Mr Yoe Tong Hock	Secretary													
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2.2	<p>All the office bearers are also elected to be the authorized bank signatories. The criteria remain at any two of the office bearers for amount lower than or up to \$30,000. Amount above \$30,000 will require all three signatures.</p> <p>Proposer: Ben Tan Seconder: Koh Sheng Wei</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th style="width: 40%;">Sub-committee</th><th></th></tr> </thead> <tbody> <tr><td>Parking and encroachment</td><td>Terry Goh Wei Qiang</td></tr> <tr><td></td><td>Meryl Ng Gek Hui</td></tr> <tr><td></td><td>Koh Sheng Wei</td></tr> <tr><td>Lift defect</td><td>Ben Tan Eng Hua</td></tr> <tr><td></td><td>Catherine Kweh Hui Cheng</td></tr> <tr><td></td><td>Koh Sheng Wei</td></tr> <tr><td>Facilities</td><td>Shane Tan Long Kiat</td></tr> <tr><td></td><td>Danny Teo Kian Guan</td></tr> <tr><td></td><td>Mark Teo Kai Liang</td></tr> </tbody> </table>	Sub-committee		Parking and encroachment	Terry Goh Wei Qiang		Meryl Ng Gek Hui		Koh Sheng Wei	Lift defect	Ben Tan Eng Hua		Catherine Kweh Hui Cheng		Koh Sheng Wei	Facilities	Shane Tan Long Kiat		Danny Teo Kian Guan		Mark Teo Kai Liang	Info	
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3.0	<p><u>TO CONFIRM MINUTES OF THE 9TH COUNCIL MEETING OF THE 7TH MANAGEMENT COUNCIL HELD ON 1ST FEBRUARY 2018.</u></p> <p>The minutes of the 9th Council meeting of the 7th Management Council held on 1st Feb 2018 was unanimously confirmed at meeting.</p> <p>Proposer: Ben Tan Seconder: Catherine Kweh</p>	Closed							
4.0	<p><u>TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.</u></p>								
4.1	<p><u>Carparking matters</u></p> <p>MA will follow up with PE, Johnny from WRX Engineering P/L, who has been appointed to study the feasibility of allowing heavy vehicles' parking at Plaza roof-top carparks. He has assessed the situation and will submit the PE report in due time. The costs of the report is \$2,500/-.</p> <p>Council had formed up a sub-committee to re-assure the whole estate parking system. They will start off with the visitor control of the basement carpark and criteria for issuing exit ticket.</p>	MA							
	<p><u>Carparks' EPS systems</u></p> <p>MA will be requesting the interface template of the system proposed by Sun-Singapore. The contractor was asked to quote for software and hardware upgrades of the current carpark gantries systems.</p> <p>Following, 2 costs quotes were submitted, being \$2,000/- for software upgrades and \$9,325/- for additional hardware equipment, eg CCTVs camera and DVR recorder.</p>	MA							
	<p><u>Petitions by Plaza tenants to regularize units' red lots</u></p> <p>MA had reported to Council that SCDF have been informed on the result from the 8th AGM in regards to the apportionment of the addition GFA. With the result of more than 90% attended, the method on "Equal distribution" was selected.</p> <p>SCDF had replied that they expect a QP (Qualified Person) to represent the unit in applying for regularization of strata red carpark lots with the assistance from URA.</p> <p>As the advice from SCDF was unclear on the party to engage QP, council has catered this matter as their top priority based on urgency of this situation which greatly affecting the many SPs.</p> <p>The 8th council have decided to formed up a team to hasten the process considering:</p> <table border="1" data-bbox="357 1697 1010 1805"> <tr> <td>1</td> <td>Mr. Ong Khok Chong (Chairman)</td> </tr> <tr> <td>2</td> <td>Ms Catherine Kweh Hui Cheng (Treasurer)</td> </tr> <tr> <td>3</td> <td>Mr. Dave Yoe Tong Hock (Secretary)</td> </tr> </table> <p>SCDF have been arranged to meet up the sub-com in the following week.</p>	1	Mr. Ong Khok Chong (Chairman)	2	Ms Catherine Kweh Hui Cheng (Treasurer)	3	Mr. Dave Yoe Tong Hock (Secretary)	MA	
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	<p><u>High Bay Lights Project</u></p> <p>After careful consideration, Council decided to relook into the high bay lights specifications due to concerns on whether these high bay lights are suitable</p>	MA							

5.0	<p>for Plaza's driveways.</p> <p>Council asked that the contractors, namely Arianetech and Summit, to consider cost saving lights instead of high bay lights.</p> <p><u>TO ADOPT THE FINANCIAL STATEMENTS FOR JANUARY & FEBRUARY 2018</u></p> <p>The financial statements for January & February 2018 were unanimously adopted by the meeting.</p> <p>After due discussion, Council agreed that interest that was imposed on non-payment of quarterly maintenance fees payable by Subsidiary Proprietors, cannot be waived under the circumstances when legal letters had to be sent to such owners to chase after the monies owed to the MCST.</p> <p>Proposer: Catherine Kweh Seconder: Ben Tan</p>	Closed	
6.0	<p>ANY OTHER BUSINESS:</p> <p><u>Renewal of estate insurance policies</u></p> <p>Council had unanimously decided to renew the estate insurance policies with the current company Great Eastern.</p> <p><u>Review of Repoco Agency leasing agreement for Plaza level 10 carparks</u></p> <p>In consideration of the new term, Council will be meeting up with Repoco to work out a new contract for the new term.</p> <p><u>Lifts matters' update</u></p> <p>MA had reported that there is improvement in the two lifts that BCA had assisted to inspect. Current AE had also been engaged to look into one of the frequent broke down lift. MA will be requesting a quote from the AE to assess the remaining lift. Council has also listed this as their top priority and they will be looking for alternative lift supplier.</p> <p><u>Proposed replacement of main fire panel at FCC</u></p> <p>Current vendor has proposed to change the fire panel due to aging; MA will be sourcing for comparative quotes to present in the next council meeting.</p> <p>Next council meeting date 5th April 2018.</p>	<p>Closed</p> <p>MA</p> <p>MA</p> <p>MA</p>	

The meeting ended at 5.00pm with a note of thanks to all attendees.

Minutes prepared by: Nicholas Leong (Newman Goh Property Consultants P/L)

Confirmed by



Secretary/Council Member
8th Management Council
The Management Corporation Strata Title Plan No. 3564

5/4/18
Date

2012