



**STRATA DATA**

**Date:** December 2, 2025  
**To:** Commercial & Legal  
**Email:** annap@commercialandlegal.com.au

**Property Address:** 2/746 GOODWOOD RD PASADENA, SA 5042

Please find enclosed your **\$105.60 Section Search** for the above mentioned property.

The section search is the initial search documentation that is required to be issued as a part of the sale contract and includes the following;

- 2 years of Minutes
- The previously accepted financial report
- Current policies of insurance
- Particulars of any contribution payable including any arrears
- Particulars of any expenditure that the corporation has incurred, or has resolved to incur, and to which the unit holder of the unit must contribute, or is likely to be required to contribute
- The articles in force

**Payment of updated financial search is recommended prior to settlement to confirm outstanding amounts, Financial Update searches are at a cost of \$44.00 inclusive of GST.**

Please note all searches are emailed to guarantee fast, efficient delivery.

**Important Information:** This property is part of a Strata plan, additional approval for pets may be required. This process involves seeking consent from the corporation, which may include a notice period and additional fees. Approval is not guaranteed and is subject to the rules and regulations of the Strata plan. Please consult the attached articles and resolutions for approvals currently in place.

Kind Regards,

**Strata Data**

For and on behalf of STRATA CORPORATION 3092 INC.

E: [reception@stratadata.com.au](mailto:reception@stratadata.com.au)

P: 08 8372 2777



# *Tax Invoice*

ABN: 20 080 960 112

## STRATA DATA

Date: 2-Dec-25

Invoice #: SS00001

Commercial & Legal

Due Date: 2/12/2025

Make all cheques payable to Strata Data or use invoice number as reference when paying by EFT.

647 Portrush Rd, Glen Osmond SA 5064. Tel: Office 8372 2777 Fax 8379 0703

# STATEMENT PURUSANT TO SECTION 41 (Strata Titles Act 1988 (as amended))

**REQUESTED BY:**

**Name:** Commercial & Legal

**Address:** annap@commercialandlegal.com.au

**REGARDING:** **Corporation:** STRATA CORPORATION 3092 INC.

**Unit No. & Address:** 2/746 GOODWOOD RD PASADENA

**Owners:** Scott James Price

Shelley West

## PART 1 : FINANCIAL DETAILS

### 1.1 Lot Entitlement

Lot Entitlement = 20 Total of all Entitlements = 90

### 1.2 Maintenance Contributions

Last Levy Paid	Amount	Paid To
Admin Fund Levy	\$579.84	31/12/2025
Current Levy	Amount	Frequency
Admin Fund Levy	\$579.84	Quarterly
Sinking Fund Levy	\$0.00	Quarterly

### 1.3 Arrears

Levies	Due as at 02/12/2025	Charged but due after 02/12/2025
Admin Fund Levy	\$0.00	\$579.84
<b>Amount Due</b>	<b>\$0.00</b>	<b>\$579.84</b>

\*\* (NB: Interest accrues daily at 10 % per annum)



Biller Code: 96503

Ref: 23201195700000309222

### 1.4 Lot Expenditure by the Strata Corporation

(a) Incurred by the Corporation to which the unit holder must or is likely to be required to contribute :  
Refer minutes of meetings

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(b) Resolved by the Corporation to incur, to which the unit holder must or is likely to be required to contribute :  
Refer minutes of meetings

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### 1.5 Assets and Liabilities of the Corporation

(a) Fund Name : STRATA DATA CLIENTS TRUST ACCOUNT

(b) Held at : Macquarie Trust Account (BCSA)

(c) Sum standing to the credit of fund: \$7,603.74 comprising Admin: \$7,224.43 and Sinking: \$379.31

(d) Amount committed to expenses : Refer to minutes of meetings is incurred for : Refer to minutes of meetings

(e) Amount earmarked for future expenses : Refer to minutes of meetings for the purpose of : Refer to minutes of meetings

(f) Particulars of other assets. All those defined as common property upon the land :

Refer to minutes of meetings

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- (g) Amount held in external account : \$0.00
- (h) Liabilities (excluding those above as described in 1.2 herein)

Refer to minutes of meetings

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**Water Payment Method:** Individual Owners pay

## PART 2 : INSURANCE

**Insurer : CHU**

Type of Cover	Sum Insured	Policy Number	Expiry Date
Office Bearers	\$250,000.00	HU0006143166	01/03/2026
Common contents	\$15,306.00	HU0006143166	01/03/2026
Voluntary workers	\$200,000.00	HU0006143166	01/03/2026
Fidelity Guarantee	\$100,000.00	HU0006143166	01/03/2026
Government Audit Costs	\$25,000.00	HU0006143166	01/03/2026
Building	\$1,530,648.00	HU0006143166	01/03/2026
Lot Owners fixtures and improvements	\$250,000.00	HU0006143166	01/03/2026
Public Liability	\$30,000,000.00	HU0006143166	01/03/2026
Catastrophe Cover	\$459,194.00	HU0006143166	01/03/2026

**Notes**

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## PART 3 : DOCUMENTS SUPPLIED

- (a) Minutes of General & Committee Meetings of the Corporation for the last two years
- (b) Details of any special or unanimous resolutions affecting the unit or common property passed in the last five (5) years (excluding those contained in (a) above)
- (c) Statement of Accounts of the Corporation last prepared
- (d) The Articles now in force
- (e) All current policies of insurance taken out by the Corporation

## PART 4 : DOCUMENT INSPECTION

The Corporation's records are available for inspection at STRATA DATA, 647 PORTRUSH ROAD GLEN OSMOND SA 5064 on any working day between 10:00am and 4:00pm. Phone 8372 2777 to make an appointment.

**Statement Dated 02/12/2025**

**Signed for and on behalf of STRATA CORPORATION 3092 INC.**



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**Lauren Dean**

**Body Corporate Manager**

**Please Note : Conveyancer's attention is drawn to the following :**

The Strata Titles Act requires that :

- 1.1 (schedule 3 pt 12) "A unit holder must immediately notify the Strata Corporation of :  
(a) any change in the ownership of the unit, or change in the address of the owner  
(b) any change in the occupancy of the unit" (eg. Tenants)  
i.e. Let us know ASAP the new owners name and address on the attached form.
- 1.2 (section 27(5)) "The Corporation may recover an unpaid contribution (and any interest on any such contribution) such as debt from the unit holder of the unit in respect of which the contribution is payable (whether or not that person was the unit holder when the liability arose)" i.e. : The new owner will have to pay any outstandings if you do not adjust them at settlement.
- 1.3 This statement is issued on the basis that any payment by the unit holder by cheque or other instrument will be honoured at the first presentation. i.e. : if the cheque bounces, the owner's financial details in 1.2/1.3 on page 1 will be wrong.

**The information provided in this certificate confirms any levies raised on our system at the time of issue. Please check with Strata Data to see if any recent meetings have taken place and/or special levies have been agreed to but not yet raised/generated on our system.**



## Minutes of the Annual General Meeting

Corporation **STRATA CORPORATION 3092 INC.**  
Address **746 GOODWOOD ROAD PASADENA**  
Meeting Date **16th of January, 2024 commencing at 4:30 PM**  
Location **Via Teleconference**

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### **Present in Person**

Unit: 1 Christopher James Plummer, Christine Varga via Teleconference  
Unit: 3 Miss Helen Leanne Ashworth via Teleconference  
Unit: 4 Mr & Mrs Peter Micholos via Teleconference

### **Apologies**

Nil

### **Present by Proxy**

Unit: 2 Scott James Price, Shelley West by Proxy to Unit: 1 Christopher James Plummer

### **In attendance**

Lauren Dean representing Strata Data

### **Quorum**

The Body Corporate Manager declared that a quorum was in attendance and the meeting opened at 4:30 pm.

### **Chairperson**

It was resolved "that Lauren Dean of Strata Data assist the Presiding Officer by chairing the meeting".  
*Carried Unanimously*

### **Confirmation of Minutes**

It was resolved "that the minutes of the previous General Meeting(s), held on 19<sup>th</sup> of January 2023 be accepted as a true and correct record of that meeting." *Carried Unanimously*"

### **Financial Report**

It was resolved "that the statement of income and expenditure for the period Friday 02 December 2022 to Friday 01 December 2023 was reviewed, received and accepted as an accurate record of the corporation's current financial standing." *Carried Unanimously*"

It was further resolved that Mr Paul Smith of the Strata Data Group be empowered to act as the Public Officer as defined under the Income Tax Assessment Act 1936 on behalf of the corporation.

### **Review of Sums Insured**

#### **General Advice Warning**

Terandi Pty Ltd (ABN 20 080 960 112) acts as an Authorised Representative (AR Number: 1285659) of Honan Insurance Group (ABN 67 005 372 396, AFSL 246749). Any financial product advice that we give to you (including about a particular insurance policy) is factual and/or general advice only. This document does not take into account your objectives, needs or financial situation. You should consider whether our advice is appropriate for you and review any relevant PDS and policy wordings, Honan Important Notices and Terandi Pty Ltd's Financial Services Guide before you make any decision about an insurance product.

For a copy of the FSG, policy wordings and Honan important notices you can refer to our website:  
<https://www.stratadata.com.au/insurance/product-disclosure-statements/>

Strata Data cannot provide advice as to the appropriate level of building insurance. It is suggested that the Corporation arrange for an insurance valuation of the common buildings and areas to avoid a claim not being fully met due to the building being underinsured. Owners must notify Strata Data immediately of any possible claims that may be made against the policy.

The Body Corporate declined to have an insurance valuation and resolved to maintain the current level of insurance cover as detailed below.

It was resolved "that the sums insured be:

Building Insurance	\$1,365,071.00
Common Area Contents Insurance	\$13,651.00
Public Liability Insurance	\$30,000,000.00
Office Bearers Liability	\$250,000.00
Catastrophe Insurance	\$409,521.00
Fidelity Guarantee	\$100,000.00
Machinery Breakdown	Not Selected
Excess	Refer to current Certificate of Currency
Renewal Date for these sums is	01/03/2024
Last Valuation Date	13/03/2022
Last Valuation Sum	\$1,240,974.00

### **Flood Cover**

The policy currently includes flood cover.

Strata Data was requested to arrange quotations for the insurance, at renewal and is appointed to place this with a company as advised by the Owners. Where instruction is not provided prior to expiry of the existing policy, the policy will be renewed with the current insurer" *Carried Unanimously*

### **Contents and Landlords Insurance**

The corporation's insurance policy does not cover an owner's contents (such as carpets, curtains and light fittings) or legal liability within their unit. Owners must take out their own insurance to cover these risks.

If you are in a Strata or Community Strata property and require a contents or landlord insurance policy you can obtain a quote or take cover with CHU by visiting our website  
<https://www.stratadata.com.au/insurance/> or call the Strata Data insurance team on (08) 8372 2777 for guidance.

### **Use of Contractors**

The Body Corporate has complete choice over which contractors they engage to perform maintenance to the common property. The options that the Body Corporate have include:

### *Preferred Contractors*

A Preferred Contractor is a contractor that has been proven to carry up to date & relevant insurance policies, business registration & licensing and their track record of work with Strata Data has shown that they operate at a high level of quality and competence.

### *Non-Preferred Contractors (Approved)*

A Non-Preferred (Approved) contractor is one that has passed the vetting process relating to Licencing, Insurance and up to date business registrations. Whilst these contractors may carry the correct credentials that legally allow them to conduct business, their quality of work is unknown to Strata Data.

### *Non Approved Contractors*

A Non Approved Contractor is one that is unable to provide appropriate licences and/or insurances. Should the Body Corporate choose to engage these contractors there are many risks involved. Strata Data does not become involved in any aspect of dealing with these contractors, however, upon written instruction from an Office Bearer, Strata Data will make payment of an invoice.

## **Maintenance Requirements**

### **Scheduled Cleaning of Gutters and Down Pipes**

It was agreed that the gutters do not require cleaning this year and that the motion will be addressed at the 2025 Annual General Meeting.

### **Grounds Maintenance – Review of Current Schedule**

The members present requested to terminate the services of Complete Garden Solutions and agreed that Mr Christopher will maintain the grounds maintenance on behalf of the corporation along with Mr Peter (Tenant of unit 3).

It was further agreed that Mr Christopher will receive an honorarium of \$100 per quarter (\$400 annually).

### **Stormwater Preventative Maintenance (Hydrojet Clean)**

It was noted that a storm water clean is not required this year.

### **Sewer Preventative Maintenance (Hydrojet Clean)**

It was requested that Strata Data arrange for a contractor to attend to clean the common sewer pipe this year.

### **White Ant Inspection**

It was noted that an inspection is not required this year.

### **Carport Roof**

Mr Christopher advised the owners present that the carport roof screws are halfway out, Strata Data is to arrange a contractor to re screw them back on the carport roof.

### **Front Side Gate**

It was noted that there have been people wandering through the rear of the corporation, to install a side gate to add more privacy for the corporation. It was requested that Strata Data arrange a contractor to quote installation of a side gate/fence to be installed from the building wall to the half fence in front of the rainwater tank. It was agreed that Mr Christopher will be the on site contact for scope of works

### **Unit 3 potential water leak**

It was noted that unit 3 has a potential water leak that appears to be coming from the unit above ( unit 4). Unit 4 has agreed to investigate further and report back to Strata Data.

## **Roof report**

Strata Data was requested to arrange a quotation to undertake a roof report. Once received, it is to be sent to all owners for approval.

## **Other Relevant Business**

### **Maintenance Condition and Safety Report**

The Body Corporate has a duty of care to ensure that the Common Property is free from hazards. The Strata Titles Act places an obligation upon the Body Corporate to maintain the Common Property, in doing so many hazards can be identified and reduced.

Strata Data recommends that the Body Corporate obtain a Maintenance Condition and Safety Report to assist in identifying all areas requiring repair and maintenance, as well as any areas that may pose a risk to any person's health and safety.

It was resolved "that completion of a Maintenance Condition and Safety Report is not required at this time." *Carried Unanimously*

Strata Data aims to have maintenance works completed quickly and within reasonable costs. When owners/agents send maintenance requests to Strata Data, we ask that wherever possible photos, location, and a description of the works be provided. This is to ensure that when an appropriate contractor is sent to site works can be completed quickly, resulting in lower costs to the Corporation.

### **Unit 1- Install Solar Panels**

It was resolved "That permission be granted to unit 1 to install Solar panels for their lot provided the owner obtain a report confirming their roof can hold such a structure, they are as unobtrusive as possible, are installed on the roof directly above the lot installing the solar panels, they are installed in a professional manner by a qualified and insured contractor, they satisfy all local legislative requirements and all future repair/replacement/ Maintenance is the responsibility of the individual Lot owner". *Carried Unanimously*

### **Unit 1- Installing a Double Glazed Window**

It was resolved "That permission be granted to unit 1 to install double glazed windows for their lot provided they are installed in a professional manner by a qualified and insured contractor and all future repair/replacement/ Maintenance is the responsibility of the individual Lot owner". *Carried Unanimously*

## **Resident Engagement**

Strata Data believes that a sense of engagement amongst residents is important in building community. Therefore should you wish to organise a working bee, sausage sizzle or order pizzas etc. for a "Get to Know Your Neighbours" event, the costs can be re-imbursed by the Corporation. Simply forward to your Body Corporate Manager receipts approved by the Committee or an Office Bearer as applicable. The cost of the event can be funded from existing funds or by adding a specific line item in the budget.

## **Approvals, Alterations & Additions**

Strata Data advised that should an owner at any time other than an Annual General Meeting choose to apply to the corporation for an approval of any kind which is for the exclusive benefit of that owner the prescribed meeting fee will apply and shall be charged to that owner.

## **Level of Maintenance Fund Contributions**

- a) Administration Fund – Recurrent Expenditure

Strata Data advised that owners must make provision for day-to-day, re-current expenses through an Administration Fund and presented an estimate of budget requirements for the coming year.

- b) Sinking Fund – Non-Recurrent Expenditure

Strata Data advised that owners must make provision for long term, non-recurrent maintenance expenditure through a sinking fund and presented an estimate of budget requirements for the coming year.

The Body Corporate Manager tabled a budget with a total annual contribution of \$10,437. This Budget was approved:

After discussion it was resolved "that the Annual Contributions be as follows:

Administration Fund	\$10,437.00
Sinking Fund	\$0.00
Total Contribution	\$10,437.00

This contribution is payable quarterly and divided by entitlement on 1<sup>st</sup> of April 2024.

Any major works unable to be paid from accumulated funds or any fund shortages are to be paid by way of a special levy." *Carried Unanimously*

***All owners are reminded that levies are due 1<sup>st</sup> January, 1<sup>st</sup> April, 1<sup>st</sup> July & 1<sup>st</sup> October.***

#### **Election of Officers**

It was resolved "that Miss Helen Leanne Ashworth be appointed to the positions of Presiding Officer, Secretary and Treasurer for the forthcoming year and be the main contact point between Strata Data and the corporation. That a Committee comprising of the Office Bearers is appointed." *Carried Unanimously*

#### **Appointment of Body Corporate Manager**

It was resolved "That Strata Data be re-appointed as body corporate manager at the fee specified in the budget. That the Presiding Officer be authorised to sign the agreement on behalf of the Body Corporate. As it is mandatory under the Act to have a signed agreement, if the agreement has not been returned to Strata Data within 14 days, that the Body Corporate Manager sign the agreement on behalf of the Body Corporate. At the completion of the term, the appointment continues (with a 28 day notice period), unless decided otherwise at a general meeting of the Corporation." *Carried Unanimously*

The agreed management fee for the coming year is \$1,973.00 including GST.

#### **Next Annual General Meeting**

The next Annual General Meeting will be held on 16<sup>th</sup> January 2025 at 4:30 pm via Teleconference.

#### **Closure**

There being no further business, owners and visitors were thanked for their attendance and the meeting closed at 5:48 pm.



**STRATA DATA PORTAL** | ACCESS YOUR INFORMATION 24/7

For access to your Corporations information 24/7 visit the Client Portal where you can:

- Download meeting minutes;
- Access financial statements and live account balances;
- Update your contact details;
- View insurance information, both past and present;
- And much more....

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## Minutes of the Annual General Meeting

Corporation **STRATA CORPORATION 3092 INC.**  
Address **746 GOODWOOD ROAD PASADENA**  
Meeting Date **16th of January, 2025 commencing at 4:30 PM**  
Location **Via Teleconference**

---

### **Present in Person**

Unit: 1 Christopher James Plummer, Christine Varga  
Unit: 2 Scott James Price, Shelley West  
Unit: 3 Miss Helen Leanne Ashworth  
Unit: 4 Mr & Mrs Peter Micholos

### **Apologies**

Nil

### **Present by Proxy**

Nil

### **In attendance**

Lauren Dean representing Strata Data  
Jim Micholos representing Unit 4

### **Quorum**

The Body Corporate Manager declared that a quorum was in attendance and the meeting opened at 4:30 pm.

### **Chairperson**

It was resolved "that Lauren Dean of Strata Data assist the Presiding Officer by chairing the meeting".  
*Carried Unanimously*

### **Confirmation of Minutes**

It was resolved "that the minutes of the previous General Meeting(s), held on 16<sup>th</sup> of January 2024 be accepted as a true and correct record of that meeting." *Carried Unanimously*"

### **Financial Report**

It was resolved "that the statement of income and expenditure for the period Friday 02 December 2023 to Friday 01 December 2024 was reviewed, received and accepted as an accurate record of the corporation's current financial standing." *Carried Unanimously*

It was further resolved that Mr Paul Smith of the Strata Data Group be empowered to act as the Public Officer as defined under the Income Tax Assessment Act 1936 on behalf of the corporation.

### **Review of Sums Insured**

#### **General Advice Warning**

Terandi Pty Ltd (ABN 20 080 960 112) acts as an Authorised Representative (AR Number: 1285659) of Honan Insurance Group (ABN 67 005 372 396, AFSL 246749). Any financial product advice that we give to you (including about a particular insurance policy) is factual and/or general advice only. This document does not take into account your objectives, needs or financial situation. You should consider whether our advice is appropriate for you and review any relevant PDS and policy wordings,

Honan Important Notices and Terandi Pty Ltd's Financial Services Guide before you make any decision about an insurance product.

For a copy of the FSG, policy wordings and Honan important notices you can refer to our website: <https://www.stratadata.com.au/insurance/product-disclosure-statements/>

Strata Data cannot provide advice as to the appropriate level of building insurance. It is suggested that the Corporation arrange for an insurance valuation of the common buildings and areas to avoid a claim not being fully met due to the building being underinsured. Owners must notify Strata Data immediately of any possible claims that may be made against the policy.

The Body Corporate resolved to have an insurance valuation and instructed Strata Data to send the valuation once received to all owners for further instruction to increase the building sum insured.

It was resolved "that the sums insured be:

Building Insurance	By Valuation
Common Area Contents Insurance	\$13,651.00
Public Liability Insurance	\$30,000,000.00
Office Bearers Liability	\$250,000.00
Catastrophe Insurance	\$409,521.00
Fidelity Guarantee	\$100,000.00
Machinery Breakdown	Not Selected
Excess	Refer to current Certificate of Currency
Renewal Date for these sums is	01/03/2025
Last Valuation Date	13/03/2022
Last Valuation Sum	\$1,240,974.00

#### **Flood Cover**

The policy currently includes flood cover.

Strata Data was requested to arrange quotations for the insurance, at renewal and is appointed to place this with a company as advised by the Owners. Where instruction is not provided prior to expiry of the existing policy, the policy will be renewed with the current insurer" *Carried Unanimously*

#### **Contents and Landlords Insurance**

The corporation's insurance policy does not cover an owner's contents (such as carpets, curtains and light fittings) or legal liability within their unit. Owners must take out their own insurance to cover these risks.

If you are in a Strata or Community Strata property and require a contents or landlord insurance policy you can obtain a quote or take cover with CHU by visiting our website <https://www.stratadata.com.au/insurance/> or call the Strata Data insurance team on (08) 8372 2777 for guidance.

#### **Use of Contractors**

The Body Corporate has complete choice over which contractors they engage to perform maintenance to the common property. The options that the Body Corporate have include:

### *Preferred Contractors*

A Preferred Contractor is a contractor that has been proven to carry up to date & relevant insurance policies, business registration & licensing and their track record of work with Strata Data has shown that they operate at a high level of quality and competence.

### *Non-Preferred Contractors (Approved)*

A Non-Preferred (Approved) contractor is one that has passed the vetting process relating to Licencing, Insurance and up to date business registrations. Whilst these contractors may carry the correct credentials that legally allow them to conduct business, their quality of work is unknown to Strata Data.

### *Non Approved Contractors*

A Non Approved Contractor is one that is unable to provide appropriate licences and/or insurances. Should the Body Corporate choose to engage these contractors there are many risks involved. Strata Data does not become involved in any aspect of dealing with these contractors, however, upon written instruction from an Office Bearer, Strata Data will make payment of an invoice.

## **Maintenance Requirements**

### **Scheduled Cleaning of Gutters and Down Pipes**

It was agreed that the gutters do not require cleaning this year and will be discussed at the 2026 Annual General Meeting.

### **Grounds Maintenance – Review of Current Schedule**

The members agreed that Mr Christopher will maintain the grounds maintenance on behalf of the corporation along with Mr Peter (Tenant of unit 3).

It was further agreed that Mr Christopher will receive an honorarium of \$100 per quarter (\$400 annually).

### **Stormwater Preventative Maintenance (Hydrojet Clean)**

It was noted that a storm water clean is not required this year unless it is necessary.

### **Sewer Preventative Maintenance (Hydrojet Clean)**

It was noted that a sewer clean is not required this year unless it is necessary.

### **White Ant Inspection**

It was noted that an inspection is not required this year.

### **Roof Repairs**

It was agreed to accept the quotation to repair the roof as per the roof report by from Maintenance Matters (\$10,694.82). It was further agreed that a special levy per lot will be applied to cover the cost of the quotation. It was noted that Unit 2 opted to be placed on a payment arrangement for the special levy, in which the owners agreed to.

### **Water Tank**

It was noted that the water tank is rusted through and continuously leaks when water has built up inside. It was agreed that Strata Data is to arrange a contractor to quote on complete removal of the tank and recommendations to redirect the downpipe run off. Once the quote is received, it is to be sent to all owners for approval.

## **Other Relevant Business**

### **Maintenance Condition and Safety Report**

The Body Corporate has a duty of care to ensure that the Common Property is free from hazards. The Strata Titles Act places an obligation upon the Body Corporate to maintain the Common Property, in doing so many hazards can be identified and reduced.

Strata Data recommends that the Body Corporate obtain a Maintenance Condition and Safety Report to assist in identifying all areas requiring repair and maintenance, as well as any areas that may pose a risk to any person's health and safety.

It was resolved "that completion of a Maintenance Condition and Safety Report is not required at this time." *Carried Unanimously*

Strata Data aims to have maintenance works completed quickly and within reasonable costs. When owners/agents send maintenance requests to Strata Data, we ask that wherever possible photos, location, and a description of the works be provided. This is to ensure that when an appropriate contractor is sent to site works can be completed quickly, resulting in lower costs to the Corporation.

### **Level of Maintenance Fund Contributions**

- a) Administration Fund – Recurrent Expenditure

Strata Data advised that owners must make provision for day-to-day, re-current expenses through an Administration Fund and presented an estimate of budget requirements for the coming year.

- b) Sinking Fund – Non-Recurrent Expenditure

Strata Data advised that owners must make provision for long term, non-recurrent maintenance expenditure through a sinking fund and presented an estimate of budget requirements for the coming year.

The Body Corporate Manager tabled a budget with a total annual contribution of \$10,480. This Budget was not approved:

After discussion it was resolved "that the Annual Contributions be as follows:

Administration Fund	\$10,437.00
Sinking Fund	\$0.00
Total Contribution	\$10,437.00

This contribution is payable quarterly and divided by entitlement on 1<sup>st</sup> of April 2024.

Any major works unable to be paid from accumulated funds or any fund shortages are to be paid by way of a special levy." *Carried Unanimously*

***All owners are reminded that levies are due 1<sup>st</sup> January, 1<sup>st</sup> April, 1<sup>st</sup> July & 1<sup>st</sup> October.***

### **Election of Officers**

It was resolved "that Miss Helen Leanne Ashworth be appointed to the positions of Presiding Officer, Secretary and Treasurer for the forthcoming year and be the main contact point between Strata Data and the corporation. That a Committee comprising of the Office Bearers is appointed." *Carried Unanimously*

### **Appointment of Body Corporate Manager**

It was resolved "That Strata Data be re-appointed as body corporate manager at the fee specified in the budget. That the Presiding Officer be authorised to sign the agreement on behalf of the Body Corporate. As it is mandatory under the Act to have a signed agreement, if the agreement has not been returned to Strata Data within 14 days, that the Body Corporate Manager sign the agreement on behalf of the Body Corporate. At the completion of the term, the appointment continues (with a 28 day notice period), unless decided otherwise at a general meeting of the Corporation." *Carried Unanimously*

The agreed management fee for the coming year is \$2,101.00 including GST.

### **Next Annual General Meeting**

The next Annual General Meeting will be held on 15<sup>th</sup> January 2026 at 4:30 pm via Teleconference.

### **Closure**

There being no further business, owners and visitors were thanked for their attendance and the meeting closed at 5:39 pm.



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- Access financial statements and live account balances;
- Update your contact details;
- View insurance information, both past and present;
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# Summary Financial Statement

STRATA CORPORATION 3092 INC.  
Address: 746 GOODWOOD ROAD PASADENA, South Australia 5042  
ABN: 25135935601

Version: 03.10.01

Date Printed 05/12/2023

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## STRATA DATA

### INCOME & EXPENDITURE STATEMENT BETWEEN 02/12/2022 AND 01/12/2023

	ADMIN	SINKING	TOTAL
<b>INCOME</b>			
Admin Fund Levy	\$10,564.00	-	\$10,564.00
Interest Received	\$123.28	-	\$123.28
<b>TOTAL INCOME</b>	<b>\$10,687.28</b>		<b>\$10,687.28</b>
<b>OUTGOINGS</b>			
Audit	\$172.00	-	\$172.00
Bank Charges	\$2.23	-	\$2.23
Body Corporate Management	\$1,680.80	-	\$1,680.80
Building Repairs & Maintenance	\$1,579.78	-	\$1,579.78
Disbursements	\$243.37	-	\$243.37
Grounds Maintenance	\$990.00	-	\$990.00
Gutter Cleaning	\$440.00	-	\$440.00
Insurance Premium	\$4,166.70	-	\$4,166.70
Meeting Fees	\$246.00	-	\$246.00
Public Officer	\$125.00	-	\$125.00
Tax Return	\$206.00	-	\$206.00
<b>TOTAL OUTGOINGS</b>	<b>\$9,851.88</b>		<b>\$9,851.88</b>

### SUMMARY

OPENING BALANCE AS AT 02/12/2022	\$4,465.85	\$716.48	\$5,182.33
TOTAL INCOME	\$10,687.28	\$0.00	\$10,687.28
TOTAL OUTGOINGS	\$9,851.88	\$0.00	\$9,851.88
<b>CLOSING BALANCE AS AT 01/12/2023</b>	<b>\$5,301.25</b>	<b>\$716.48</b>	<b>\$6,017.73</b>
NET SURPLUS	\$835.40	\$0.00	\$835.40



# Summary Financial Statement

STRATA CORPORATION3092 INC.  
Address: 746 GOODWOOD ROAD PASADENA, South Australia 5042  
ABN: 25135935601

Version: 03.10.01

Date Printed 13/12/2024

Page 1

## STRATA DATA

### INCOME & EXPENDITURE STATEMENT BETWEEN 02/12/2023 AND 01/12/2024

	ADMIN	SINKING	TOTAL
<b>INCOME</b>			
Admin Fund Levy	\$9,773.84	-	\$9,773.84
Interest Received	\$186.93	-	\$186.93
Special Levy (Sinking Fund)	-	\$4,482.63	\$4,482.63
<b>TOTAL INCOME</b>	<b>\$9,960.77</b>	<b>\$4,482.63</b>	<b>\$14,443.40</b>
<b>OUTGOINGS</b>			
Audit	\$179.00	-	\$179.00
Body Corporate Management	\$1,968.84	-	\$1,968.84
Building / Engineer Reports	\$655.68	-	\$655.68
Building Repairs & Maintenance	\$157.08	-	\$157.08
Disbursements	\$289.79	-	\$289.79
Fencing Repairs & Maintenance	-	\$1,882.00	\$1,882.00
Grounds Maintenance	\$148.50	-	\$148.50
Gutter Repairs & Maintenance	\$172.79	-	\$172.79
Honorarium	\$400.00	-	\$400.00
Insurance Premium	\$4,456.70	-	\$4,456.70
Meeting Fees	\$405.00	-	\$405.00
Plumbing Repairs & Maintenance	\$756.23	-	\$756.23
Public Officer	\$130.00	-	\$130.00
Tax Return	\$215.00	-	\$215.00
WHS Compliance	\$129.00	-	\$129.00
<b>TOTAL OUTGOINGS</b>	<b>\$10,063.61</b>	<b>\$1,882.00</b>	<b>\$11,945.61</b>

### SUMMARY

OPENING BALANCE AS AT 02/12/2023	\$5,301.25	\$716.48	\$6,017.73
TOTAL INCOME	\$9,960.77	\$4,482.63	\$14,443.40
TOTAL OUTGOINGS	\$10,063.61	\$1,882.00	\$11,945.61
<b>CLOSING BALANCE AS AT 01/12/2024</b>	<b>\$5,198.41</b>	<b>\$3,317.11</b>	<b>\$8,515.52</b>
NET SURPLUS	(\$102.84)	\$2,600.63	\$2,497.79

STRATA PLAN NUMBER  
**P 3092**

ACCEPTED FOR DEPOSIT  
*John Francis*  
Pro Registration Agent  
24/3/1977

Reference Map No.  
COUNCIL  
City of Mitcham  
THIS IS SHEET 1 OF 3 SHEETS

**HP OF ADELAIDE**  
**PT SEC. 8**  
**PT LOT 6 D.P.3295**  
in the area named  
**PASADENA**  
C.T. 1392/44

**D.P. 3295**

**GOODWOOD ROAD**

**JAMESTOWN AVENUE**

**SITE PLAN**

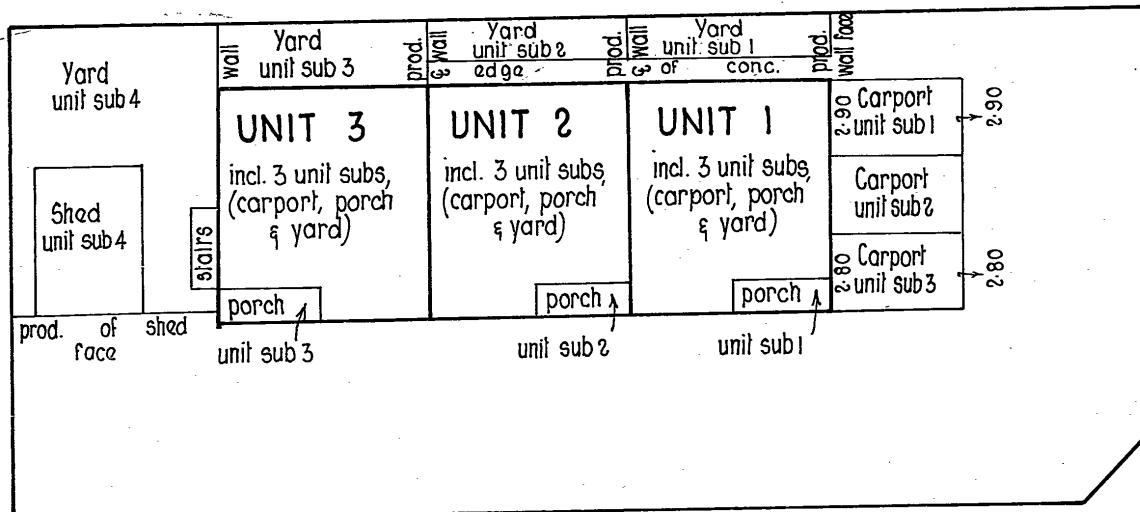
Scale 0 5 10 15 metres  
Area: 793 m<sup>2</sup>

**JOHN C. BESTED**  
LICENSED SURVEYOR  
23 KAPOOLA AVE, FELIXSTOW 5070  
PHONE 337 4679

I, John Charles Bested,  
a licensed surveyor within the meaning of the Surveyors Act 1975,  
do hereby certify:  
 1. THAT ALL THE UNITS AND UNIT SUBSIDIARIES AND ALL BUILDINGS AND OTHER  
STRUCTURES DEPICTED HEREON ARE WHOLLY COMPRISED WITHIN THE BOUNDARIES  
OF THE PARCEL DELINEATED ON THIS STRATA PLAN;  
 2. THAT THIS STRATA PLAN REPRESENTS AN ACCURATE DILINEATION OF THE UNITS  
AND UNIT SUBSIDIARIES (IF ANY) AS CONSTRUCTED OR LAID OUT IN THE PARCEL;

Dated: the 28<sup>th</sup> day of SEPT 1976  
John Charles Bested  
Licensed Surveyor R800

## GROUND FLOOR PLAN



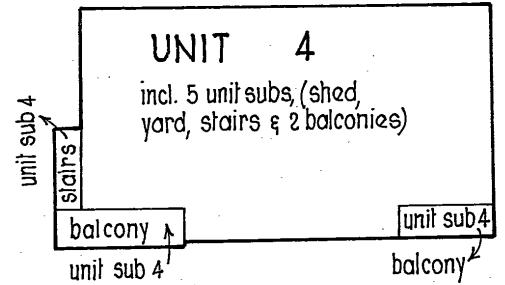
JAMESTOWN

AVENUE

GOODWOOD ROAD

The lower and upper boundaries of the unit subsidiaries shown as yard are existing ground level and 0.15metres below the eaves respectively.

## FIRST FLOOR PLAN

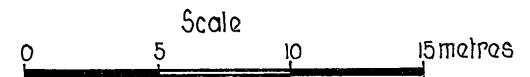


JAMESTOWN

AVENUE

GOODWOOD ROAD

The upper limits of the unit subsidiaries shown as balcony are 0.15metres below the eaves.



JOHN C. BESTED  
LICENSED SURVEYOR  
23 KAPOOLA AVE, FELIXSTOW 5070  
PHONE 337 4679

R800

GRD/ATA PLAN NUMBER

**3092**

ACCEPTED FOR DEPOSIT

*R. Mandair*

Pro Registrar-General  
24/3/1977

Reference Map No.

COUNCIL  
City of Mitcham

This IS SHEET 2 OF 3 SHEETS

### SCHEDULE OF UNIT ENTITLEMENT

UNIT NO.	UNIT ENTITLEMENT	CURRENT C's of T.		UNIT NO.	UNIT ENTITLEMENT	CURRENT C's of T.	
		VOLUME	FOLIO			VOLUME	FOLIO
1	20						
2	20						
3	20						
4	30						
AGGREGATE							
COMMON PROPERTY							
ROAD or RESERVE ALLOTMENTS							
AGGREGATE	90						

STRATA PLAN NUMBER  
**SP 3092**

Authenticated vide  
Application No. 4021014  
and Accepted for Deposit



PRINCIPAL DRAFTING OFFICER  
pro Registrar-General  
24/3/1977

THIS IS SHEET 3 OF 3 SHEETS

## **Schedule 3—Articles of strata corporation**

- 1 (1) A unit holder must—
  - (a) maintain the unit in good repair;
  - (b) carry out any work ordered by a council or other public authority in respect of the unit.
  - (2) The occupier of a unit must keep it in a clean and tidy condition.
- 2 A person bound by these articles—
  - (a) must not obstruct the lawful use of the common property by any person; and
  - (b) must not use the common property in a manner that unreasonably interferes with the use and enjoyment of the common property by the other members of the strata community, their customers, clients or visitors; and
  - (c) must not make, or allow his or her customers, clients or visitors to make, undue noise in or about any unit or the common property; and
  - (d) must not interfere, or allow his or her customers, clients or visitors to interfere, with others in the enjoyment of their rights in relation to units or common property.
- 3 A person bound by these articles must not use the unit, or permit the unit to be used, for any unlawful purpose.
- 4 Subject to the *Strata Titles Act 1988*, a person bound by these articles must not, without the strata corporation's consent, keep any animal in, or in the vicinity of, a unit.
- 5 A person bound by these articles—
  - (a) must not park a motor vehicle in a parking space allocated for others or on a part of the common property on which parking is not authorised by the strata corporation; and
  - (b) must take reasonable steps to ensure that his or her customers, clients or visitors do not park in parking spaces allocated for others or on parts of the common property on which parking is not authorised by the strata corporation.
- 6 A person bound by these articles must not, without the consent of the strata corporation—
  - (a) damage or interfere with any lawn, garden, tree, shrub, plant or flower on the common property; or
  - (b) use any portion of the common property for his or her own purposes as a garden.
- 7 A person bound by these articles must not—
  - (a) bring objects or materials onto the site of a kind that are likely to cause justified offence to the other members of the strata community; or
  - (b) allow refuse to accumulate so as to cause justified offence to others.
- 8 A person bound by these articles must not, without the consent of the strata corporation, display any sign, advertisement, placard, banner or any other conspicuous material of a similar nature—
  - (a) on part of his or her unit so as to be visible from outside the building; or
  - (b) on any part of the common property.

- 9 The occupier of a unit may, without the consent of the strata corporation, paint, cover or in any other way decorate the inside of any building forming part of the unit and may, provided that unreasonable damage is not caused to any common property, fix locks, catches, screens, hooks and other similar items to that building.
- 10 The occupier of a unit used for residential purposes must not, without the consent of the strata corporation, use or store on the unit or on the common property any explosive or other dangerous substance.
- 11 A person bound by these articles—
  - (a) must maintain within the unit, or on a part of the common property set apart for the purpose by the strata corporation, a receptacle for garbage adequately covered; and
  - (b) must comply with all council by-laws relating to the disposal of garbage.
- 12 A unit holder must immediately notify the strata corporation of—
  - (a) any change in the ownership of the unit, or any change in the address of an owner;
  - (b) any change in the occupancy of the unit.

# ***RESOLUTIONS AFFECTING STRATA CORPORATION 3092 INC***

**DISCLAIMER** - Strata Data will not be held liable for any missing, incomplete or incorrect information provided prior to the commencement of our management: 25/2/91

**THE RELEVANT MINUTES** should be consulted for the precise wording of resolutions.

<b>DATE</b>	<b>RESOLUTION</b>
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<b>09.02.78</b>	<b><u>Articles of the Corporation</u></b>
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Twenty-Sixth Schedule adopted.

**Pets**

No animals of any kind including birds should be kept at the complex.

<b>28.04.80</b>	<b><u>Animals</u></b>
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Re-affirmed that NO PETS OF ANY KIND are permitted in or around the units.

<b>21.01.90</b>	<b><u>Animals</u></b>
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Tenants of Unit 4 are keeping animals against rules. Permission is given under a certain degree of sufferance **only if** the tenants agree to keep a closer watch on their cats and the cats ginger/tabby in colour and black and white are NOT TO BE REPLACED.

<b>25.02.91</b>	<b><u>Airconditioner</u></b>
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Approval was granted to the owner of Unit 3 to install a small airconditioner in the main bedroom window.

**External Doors, Windows and Flyscreens**

Section 27(6) invoked

**Advertising Signs**

'For Sale' or 'Auction' Boards permitted but must be removed within two weeks of a successful contract being signed.

**Alterations/Additions**

Cost of disbursements for approvals obtained between general meetings to be borne by the relevant unit owner.

<b>08.03.93</b>	<b><u>Security Doors</u></b>
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All members already have security doors.

**Security Window Screens**

Members are not in favour of security window screens at this stage.

<b>07.03.94</b>	<b><u>Legal Recoveries</u></b>
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Legal action to be taken to recover unpaid levies - costs to be borne by the relevant unit owner.

**Legal Action for Breach of the Articles (Schedule 3) of the Strata Titles Act 1988**

Legal action to be taken for a consistent Breach of the Articles - costs to be borne by the relevant unit owner.

**07.03.94 Basis of Payment for Major Works**

Each time a levy is required for major works that the purpose of the levy be looked at separately and a decision made as to whether it should be paid for equally or on a unit entitlement basis.

**06.03.95 E & W S Excess Water**

Accounts for water charges to be sent directly to the Strata Manager for payment from Corporation funds.

**04.03.96 Pay TV Installation**

Approval is given to owners to install pay television and one antenna may be placed on the relevant roof in a position as unobtrusive as possible, at the rear of the units to assist with the reception of this at no cost to the Corporation.

**Water Charging System**

The cost of all water used at the complex is to be divided as per unit entitlements between the owners' individual accounts by SA Water.

**Pergola - Unit 3**

The owner of Unit 3 is allowed to erect a free standing pergola in the unit subsidiary yard in accordance with any Council approvals. All future maintenance will be the responsibility of the owner of Unit 3.

**01.03.99 Smoke Alarm**

Corporation advised of legal requirement to have a battery operated smoke alarm fitted in a unit by 1.1.2000 and from 1.2.98 a purchaser of a property within six months of the date of settlement must hard wire the property or face the possibility of a payment of a penalty of \$750.

**28.2.2000 Fly screens**

Corporation will be responsible for fly screen repair and replacement.

**02.02.05 Roller Door – Unit 1**

Permission was granted for Unit 1 to install a roller door on their carport. The colour is to be in keeping with the surrounding colouring. All maintenance is to be at the owners cost.

**07.02.06 Pets**

The Pet By-Laws that were listed for discussion were deferred as the owner present did not want to change the existing policy.

**21.01.09 Legal Recoveries**

Strata Data be granted approval to seek legal assistance for the recovery of unpaid maintenance contributions or levies which remain unpaid after a period of six weeks from the due date, having first notified the owner of such action. All costs for the recovery to be borne by the relevant unit owner and become a debt against the unit.

## **Legal Action for Breach of the Articles (Schedule 3) of the Strata Titles Act 1988**

Strata Data be granted approval to seek legal assistance to write to the owner of a unit whereby the occupier has clearly breached the Strata Titles Act and caused distress to other residents of the complex. Provided that at least two letters one of which a warning of legal recourse, have been forwarded to the unit owner and or agent concerning the occupants. The cost of all associated legal fees to be borne by the relevant owner and to become a debt against the unit.

### **Hot Water Unit Installations**

Individual unit owners may install gas or electric hot water heaters externally on the condition they don't block access around the building and install solar collectors on the roof on the condition they are not placed on the street front elevation and a qualified person signs off on the roof structure being adequate to support the additional load. All repairs to the building and ongoing maintenance will be that individual unit owners responsibility.

### **Digital Television Reception**

Individual unit owners may install external mounted digital TV antennas to receive a digital service on the condition they are not located on the front of the building.

**21/01/10**

### **Hot Water Unit Installations**

That individual unit owners may install gas or electric hot water heaters externally on the condition they don't block access around the building and install solar collectors on the roof on the condition they are not placed on the street front elevation and a qualified person signs off on the roof structure being adequate to support the additional load. All repairs to the building and ongoing maintenance will be that individual unit owners responsibility

**27/04/10**

### **Garden Shed Unit 1**

Unit 1 be granted approval to erect a garden shed in the rear yard of unit 1 with all costs associated to be borne by the unit owner.

**18/01/11**

### **Fence**

Approval be granted to the Corporation by special resolution to change the current front brush fence to a post/rail colourbond fence and to raise the lower area at the front of Goodwood Road to the same height as the remainder of the fence, subject to that there are no traffic restrictions. The colour is to be dark green in line with the shed at unit 4

**13/07/15**

### **Hand Rail Unit 3**

That the owner of unit 3 be permitted to install the following additions to their unit by a qualified trade's person to ensure the safety and independence of the resident:

- 1 x grabrail at front entrance of the unit
- 1 x magnetic door catch at front entrance of the unit
- 2 x grabrails at rear entrance
- Alterations to concrete step

All alteration costs will be borne by the unit owner.

**30/01/2019 Insurance Excess**

That the cost of the insurance excess be borne by the Unit from which the claim originated. That where a claim has originated from Common Property, the Body Corporate be responsible for the cost of the excess. That where a claim against a unit owner's alteration and/or addition is made, the responsibility of the insurance excess relating to that claim be borne by that unit owner

**20/01/2022 Related costs for recovery of outstanding money – Unanimous Resolution**

That the Body Corporate seek to recover overdue levies which remain unpaid after a period of four weeks from the due date, having first notified the owner of proposed action. Related costs associated with the recovery of outstanding money shall be levied as a debt against the unit.

**19/01/2023 Unit 1 - Request to install cameras in the carport and porch**

That approval be granted to the owner of unit 1 to install security cameras on their unit subsidiary which includes the carport and porch. That they are installed in a professional manner by a qualified and insured contractor and all future repair/replacement/ Maintenance is the responsibility of the individual Lot owner.

**16/01/2024 Unit 1- Install Solar Panels**

That permission be granted to unit 1 to install Solar panels for their lot provided the owner obtain a report confirming their roof can hold such a structure, they are as unobtrusive as possible, are installed on the roof directly above the lot installing the solar panels, they are installed in a professional manner by a qualified and insured contractor, they satisfy all local legislative requirements and all future repair/replacement/ Maintenance is the responsibility of the individual Lot owner.

**Unit 1- Installing a Double Glazed Window**

That permission be granted to unit 1 to install double glazed windows for their lot provided they are installed in a professional manner by a qualified and insured contractor and all future repair/replacement/ Maintenance is the responsibility of the individual Lot owner.



**STRATA DATA**

2<sup>nd</sup> December 2025

**IMPORTANT NOTICE TO NEW OWNER | LANDLORD & CONTENTS INSURANCE**

The property you are considering purchasing is part of a Strata / Community group managed by Strata Data. As such the common/shared areas are already covered by the mandatory Body Corporates insurance policy.

However, your personal property & public liability within your own unit is not covered by your Body Corporates insurance, so resident owners and investor owners must take out their own insurance to cover these risks. If you are a resident owner you need separate contents insurance, and if you are an investor owner you need separate landlords insurance.

Please find in the following pages further information on both of these insurance products.

To access great rates on these insurances please go to [www.stratadata.com.au/insurance](http://www.stratadata.com.au/insurance)

Best,



MARC STEEN

Chief Operating Officer

**DISCLAIMER:** Please note this is not financial advice and does not take into account your individual circumstances. It is your responsibility to determine what insurance products are right for you.



Level 13, 431 King William Street  
Adelaide SA 5000

## Certificate of Currency

### CHU Residential Strata Insurance Plan

<b>Policy No</b>	<b>HU0006143166</b>
<b>Policy Wording</b>	CHU RESIDENTIAL STRATA INSURANCE PLAN
<b>Period of Insurance</b>	01/03/2025 to 01/03/2026 at 4:00pm
<b>The Insured</b>	STRATA CORPORATION NO. 3092 INC.
<b>Situation</b>	746 GOODWOOD ROAD PASADENA SA 5042

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#### Policies Selected

##### **Policy 1 – Insured Property**

Building: \$1,530,648  
Common Area Contents: \$15,306  
Loss of Rent & Temporary Accommodation (total payable): \$229,597

##### **Policy 2 – Liability to Others**

Sum Insured: \$30,000,000

##### **Policy 3 – Voluntary Workers**

Death: \$200,000  
Total Disablement: \$2,000 per week

##### **Policy 4 – Fidelity Guarantee**

Sum Insured: \$100,000

##### **Policy 5 – Office Bearers' Legal Liability**

Sum Insured: \$250,000

##### **Policy 6 – Machinery Breakdown**

Not Selected

##### **Policy 7 – Catastrophe Insurance**

Sum Insured: \$459,194  
Extended Cover - Loss of Rent & Temporary Accommodation: \$68,879  
Escalation in Cost of Temporary Accommodation: \$22,959  
Cost of Removal, Storage and Evacuation: \$22,959

##### **Policy 8 – Government Audit Costs and Legal Expenses**

Government Audit Costs: \$25,000  
Appeal expenses – common property health & safety breaches: \$100,000  
Legal Defence Expenses: \$50,000

##### **Policy 9 – Lot owners' fixtures and improvements (per lot)**



Sum Insured: \$250,000

**Flood Cover is included.**

Date Printed

28/02/2025

This certificate confirms this policy is in force for the Period of Insurance shown, subject to the policy terms, conditions and exclusions. It is a summary of cover only (for full details refer to the current policy wording QM562-1023 and schedule). It does not alter, amend or extend the policy. This information is current only at the date of printing.