

**Body Corporate 407328**  
**172 McLeod Road, Te Atatu South, Auckland — St Clair Park Stage 3**

**NOTICE OF ANNUAL GENERAL MEETING**

NOTICE IS HEREBY GIVEN that the Annual General Meeting of the Body Corporate will be held at **6:00 p.m. on Thursday, 27 March 2025**, at the Waitemata Football Club, 198 McLeod Road, Te Atatu South, Auckland and via Teams.

**AGENDA & MOTIONS**

**1. Election of Meeting Chairperson**

**Motion 1:** By Ordinary Resolution That Darren van der Wal be elected Chairperson for the meeting.

**2. Formation of Meeting Quorum**

**Motion 2:** By Ordinary Resolution That the apologies be accepted, and the proxies and postal votes be accepted to the quorum.

**3. Confirm Minutes of the Prior Annual General Meeting (pp 5-11)**

**Motion 3:** By Ordinary Resolution That the minutes of the Annual General Meeting held on Wednesday, 27 March 2024 be accepted as a true and correct record of that meeting.

**4. Election of the Body Corporate Chairperson**

Nomination received:

Jenny Goldsack, Unit 65 & 204

**Motion 4:** By Ordinary Resolution to elect Jenny Goldsack as Chairperson of the Body Corporate under Regulation 10, as of the date following the date of this resolution.

**5. Delegation of Chairperson's Duties**

**Motion 5:** By Special Resolution to delegate all powers and duties of the **Body Corporate Chairperson to the Committee**, under Regulation 11(2) and 11(3). That the **Body Corporate Committee** report annually on this delegation and this delegation remains in effect until such time as rescinded by the Body Corporate, as of the date following the date of this resolution.

**6. Formation of Committee**

**Motion 6:** By Ordinary Resolution the Body Corporate agrees to elect those nominated as members of the Body Corporate Committee under Regulation 24(b). That the Committee is to comprise of six (6) members and the number of members required to constitute a quorum be no less than four (4), as of the date following the date of this resolution.

**STRICTLY BODY CORPORATE LIMITED**

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Nominations received:

Enny Benzonelli ..... Unit 10  
 Elizabeth Elliott ..... Unit 30  
 Jenny Goldsack ..... Unit 65 & 204  
 Syed Nagui ... ..... Unit 195  
 Graeme Charteris ..... Unit 219  
 Benjamin Newman..... Unit 224

#### 7. **Delegation to the Committee**

**Motion 7:** By Special Resolution the Body Corporate agrees to delegate all powers and duties of the **Body Corporate** under s108, **to the Committee** with the exception of duties listed under s108(2) and provide written notice of those delegated duties to each Committee member. That the Committee report annually on this delegation and this delegation remains in effect until such time as rescinded by the Body Corporate, as of the date following the date of this resolution.

#### 8. **Confirm the Financial Statements (pp 12-25)**

**Motion 8:** By Ordinary Resolution That the financial statements for the period ended 31 January 2025 be accepted.

#### 9. **Audit**

**Motion 9:**

- a) By Special Resolution That in accordance with the provisions of Section 132(8(2a)) in the Unit Titles Act 2010 the financial statements of the Body Corporate for the year ended 31 January 2025 are not audited.
- b) By Special Resolution That in accordance with the provisions of Section 132(8(2b)) in the Unit Titles Act 2010 the Body Corporate shall not engage an accountant to review the accounts for the financial year ending 31 January 2025.
- c) By Special Resolution That in accordance with the provisions of Section 132(8(2c)) in the Unit Titles Act 2010 the Body Corporate shall not engage an accountant to undertake specific verification procedures as determined by the Body Corporate by special resolution of the accounts for the financial year ending 31 January 2025.

#### 10. **Insurance**

**Motion 10:** By Ordinary Resolution That the Body Corporate insurance cover be placed with QBE Insurance for the 12-month period commencing 1 March 2025 at a premium of \$255,231 including GST and Office Bearers Liability.

#### 11. **Confirm Budget (pp 26-29)**

**Motion 12:** By Ordinary Resolution That the operational budget be fixed at **\$717,122.56 including GST** for the 12-month period starting 1 February 2025, in accordance with Section 121 of the Unit Titles Act 2010. The budget shall be raised by ownership interest in two (2) instalments per annum.



**12. Levy Collection Procedure**

**Motion 13:** By Ordinary Resolution That:

- a) Pursuant to s128 (2) of the Unit Titles Act 2010 interest of 10% per annum will accrue and may be charged on any debt unpaid after the due date until the date of payment.
- b) The Body Corporate instructs Strictly Body Corporate Ltd to recover any unpaid levies or other unpaid debt owed by a unit owner, together with interest and reasonable costs of collection, using Strictly Body Corporate Ltd collection procedures, where the debt has been outstanding for more than 28 days.
- c) The Body Corporate authorises either:
  - i) Pidgeon Judd or
  - ii) Price Baker Berridge or
  - iii) Glaister Ennor

to make an application to the appropriate decision maker to recover any unpaid debt owed by a unit owner, where need be.

**13. Contracts**

**Motion 14:** By Ordinary Resolution That the Body Corporate continue with all existing service contracts and where an amendment is necessary because of the changes to the UTA, the Body Corporate Committee be empowered to approve these updated contracts under Regulation 17(4), as of the date following the date of this resolution.

**14. Inland Revenue Tax Agent Authority**

**Motion 15:** By Ordinary Resolution That Body Corporate 407328 give authority to Strictly Body Corporate Limited (tax agent for Body Corporate 407328) to act on behalf of Body Corporate 407328 for all tax types for this coming year and each subsequent year until instructed otherwise. Authority is given to obtain information from Inland Revenue and other financial institutions to enable the tax returns for Body Corporate 407328 to be completed.

**15. General Business**

Matters received:

- a) Installation of Speed Bump on McLeod Road by AT.
- b) Centralised rubbish system.
- c) Advice re the restricted use of the tennis court, and parked truck
- d) Entrance garden

**Notes:**

- a) A person entitled to vote shall do so in accordance with the Unit Titles Act 2010 section 96. Any person entitled to vote may in writing appoint a proxy to attend and vote in his or her place or vote by postal vote. The proxy applies to this meeting and any adjournment thereof. If the text of a motion is materially altered at the meeting, then the postal vote will not be counted in the voting.
- b) The quorum for the meeting is the persons entitled to exercise the voting power in respect of not less than 25% of the principal units or their proxies. To be an eligible voter, all levies due as at the date of the meeting must be paid in full. Voters representing corporate owners or units owned by multiple parties must be properly appointed before the commencement of the meeting.



- c) Please note that if you have any outstanding amounts on the date of the Annual General Meeting, you may not be eligible to be counted towards the quorum or to vote. Except as otherwise provided for in the Unit Titles Act 2010 and the regulations, no business may be transacted at a general meeting unless a quorum is present. If quorum is not present, the meeting will be adjourned until the same day 1 week later at the same time and place unless all unit owners are notified of a change at least 3 days before. The reconvened meeting must proceed, whether a quorum exists or not.
- d) The attached Proxy Appointment Form and Postal Voting Form are part of this Notice of General Meeting.

**Strictly Body Corporate Limited**

For and on behalf of Body Corporate 407328 Chairperson



**Darren van der Wal**

**Body Corporate Manager, Body Corporate 407328**

[darrenv@sbcltd.co.nz](mailto:darrenv@sbcltd.co.nz)

Dated: 13 March 2025

