



**2023 CLOSEBOURNE VILLAGE RESIDENTS  
COMMITTEE (CVRC)  
ANNUAL GENERAL MEETING  
10.00am Saturday 17<sup>th</sup> February 2024**

*Attendees:* Around 70 residents counted as attending. *Apologies:* Pauline Hogg, Stuart White.

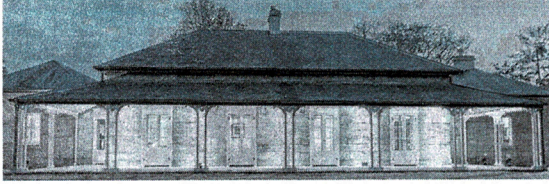
1. *Confirmation of Minutes:* Meeting confirmed that the minutes of the 2023 Closebourne Village Residents Committee (Committee) Annual General Meeting, held 18 February 2023, are a true and accurate record. Moved: Trevor Nye, Seconded: Mary Grace.
2. *Reports: Attached*
  - a. Chairperson
  - b. Secretary
  - c. Treasurer
  - d. Finance Sub-Committee
  - e. Social Sub-Committee
3. *Resident Questions on Notice: Attached*
  - a. Questions and Responses -
4. *2024 – Focus and Planning ideas for the year ahead:*
  - a. Key Issues to take forward:
    - i. *Garden Pavilion Construction Update:* Tenders were called for and closed before Christmas – preferred builder ‘lined up’. Costs well above initial figures presented several years ago. Keyton has taken this on board. Committee and (Keyton) Development team to discuss and finalise building fit-outs (e.g. tv screens rather than projectors, sound/lighting systems etc).
    - ii. Looking for *versatility in Committee’s resident supports* as resident population ages, particularly less mobile residents.
    - iii. *Constitution review/Code of Conduct* update. Residents Committee Constitution has not changed for some years. Need to consider any changes to state and other legislation and their relationship to the Committee’s constitution.
    - iv. *Changes to 2024 Residents Committee membership* – great to see people bringing new interests, ideas and skills.
    - v. Trevor Nye *expressed his appreciation* to the outgoing Residents Committee members for their patience and support.
  - b. Thank you to Denise and Trevor McGowan-Slee for 10 years’ and 8 years’ respective service to the Closebourne Village Residents Committee and the Closebourne Resident Community.
    - i. Denise and Trevor response - **Attached**
5. *Returning Officer - Report and Declaration:*
  - a. All Closebourne Village Residents Committee positions declared vacant.
  - b. 2024 Resident Committee members introduced:

*Office Bearers:* Chairperson: Trevor Nye, Secretary: Kris Farrar, Treasurer: Bruce Agland.

*Committee Members:* Mary Grace, Stuart White, Julie Travers, Bob Richardson, Pauline Hogg, Ron Travers
  - c. Returning Officer’s Report read. **Attached**
  - d. *Response* - 2024 Chairperson, Trevor Nye: ‘It is an honour and privilege to lead a residents committee with immense talent and experience. This is an important year for the village with the Garden Pavilion construction project and the village budget in these economic times. We are looking to peaceful talks with our Operator, (Keyton) around the village budget.’
6. *Other Business:*

- a. Bar Report. **Attached**
- b. Response: Residents Committee Chairperson, Trevor Nye:
  - i. Thanked all resident volunteers,
  - ii. In 23 April 2023, Kevin took over administration of the Bar. We thank Kevin for his leadership and support of the Bar Committee.
  - iii. Residents are encouraged to attend village functions e.g. Happy Hour.

7. *Meeting Closed:* 10.41am



# Closebourne Village Residents Committee

## Annual Reports for 2024 AGM

[www.closebourneresident.org](http://www.closebourneresident.org)

### Closebourne Village Residents Committee – Chairperson’s Report, 2023

Dear Residents and Friends in the Village, I am very pleased to provide this report on the hard work that your Residents Committee (the CVRC) has undertaken during 2023 and to review some of the results. I accepted the position of Chairperson at the request of the Committee in May last year due to resignations, and I have enjoyed working closely with the remaining six Committee members since then. As residents it is important to remember that all Committee members, whether of the CVRC, the Social sub-Committee, Garden Group, or other interest groups, are volunteers offering their time and energies to making our Closebourne community an enjoyable, comfortable, and interesting place within which to retire. Thank you to all those volunteers – you have earned our respect and support.

A strong focus for the CVRC in 2023 has been on the further development of resident facilities which have been under pressure in recent years as Village numbers have grown. The construction of the new Garden Pavilion in February and an upgrade to the ‘Chapel’ community building will provide us with more comfortable and suitable facilities for our gatherings including ducted air-conditioning, better acoustics, new sound and vision systems, BBQ, and entertaining equipment and so on. The ongoing efforts of the new 2024 Committee will be to ensure that the ‘detail’ of the fit-out is delivered as requested in the coordination and discussions with residents over recent times.

During 2023 the CVRC has used its own funds raised and negotiated with Keyton to provide:

- The Sophia Jane Courtyard Café and barista coffee machine.
- A monthly complementary BBQ for all residents.
- Equipment for resident activities such as Pickle Ball, a croquet lawn sweeper, hoses for the Garden Group, ice maker for the bar and so on.
- Funding for special events such as Australia Day and the Annual Christmas Dinner.
- Organised Village improvements such as the light bollards at the entrance, LED lighting to the bar, sound/PA systems in Morpeth House and for outdoor events, etc.

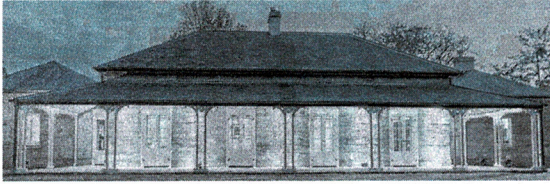
Members of the Committee have also been able to assist and represent residents with expediting maintenance or repairs to their Villas by Keyton or in resolving disputes or disagreements between residents.

In 2023 the proposed increase by Keyton in Monthly Recurrent Charges was again the subject of disagreement with residents expressed through the CVRC. The increase was widely felt to be excessive, particularly in these difficult economic times. Despite many attempts by the CVRC to negotiate a more reasonable compromise position, there was no movement by Keyton and they lodged a dispute with NCAT, through their lawyers against the CVRC. NCAT handed down a decision in favour of the CVRC (with no costs against the residents) which resulted in a small (2%) reduction in the increase sought by Keyton. Whilst this was not substantial, NCAT firmly stated that Keyton should negotiate in good faith with the residents, through the CVRC, in the future.

From a personal perspective, I have been honoured to represent all residents as Chairperson of the CVRC for the last six months. If elected again to the position of Chairperson in 2024, I promise to listen to residents, promote inclusion and I will continue my part in the good work of the Committee in providing the best community experience for all residents.

For the Closebourne Village Residents Committee,

Trevor Nye, Chairperson, 17 January 2024



# *Closebourne Village Residents Committee*

## *Secretary's Report*

[www.closebourneresident.org](http://www.closebourneresident.org)

### **Secretary's Report February 2024**

At an extraordinary meeting of the Closebourne Village Residents Committee, held 6 April 2023, the following motion was passed unanimously by the committee:

**Motion:** that Trevor McGowan-Slee, in the absence of other Committee member nominations, move to the position of Secretary of the Closebourne Village Residents Committee and that Denise McGowan-Slee move to the subsequent vacant committee member position.

Since that date I have fulfilled the role of Secretary by taking meeting minutes, managing communication between the committee and residents and management. I established the primary channel of communication via the email address [closebournevrc@gmail.com](mailto:closebournevrc@gmail.com) and have handled incoming correspondence by forwarding matters to the most appropriate committee member with copies to the whole committee. Outgoing correspondence has also been sent through this address and copied to the whole committee. The bulk email system has been streamlined through this central email address and the paper copy distribution list for those residents not on email have been constantly updated to ensure (to the best of our ability) that all residents are fully informed of committee activities. This has been supplemented by a regularly updated residents website with an easier to remember address: [closebourneresident.org](http://closebourneresident.org).

2023 has been another busy year for the committee with most of our efforts focused on the FY24 Budget process/negotiations, the subsequent NCAT response and development issues around the Garden Pavilion and Chapel upgrade project.

Sincere thanks to Chairperson Trevor, Treasurer Bruce, Denise, Pauline, Bob and Gerda for your support over the past year.

Trevor McGowan-Slee  
Secretary  
Closebourne Village Residents Committee



## 2023 CLOSEBOURNE VILLAGE RESIDENTS COMMITTEE (CVRC)

### Treasurer's Report for the Year 2023

During the past year, the CVRC funds show a deficit of \$4,087.15. This deficit is principally made up from equipment purchases for the use village residents by the Committee.

These items purchased include a coffee machine and outdoor furniture for Sofia Jane Café, an electric piano for the Chapel and a grounds vacuum cleaner. Keyton Management and the Garden Group have also contributed 50% towards the purchase price of these items.

#### INCOME

Bar	\$21,117.25
Raffle	\$1,736.07
Functions	\$1,162.90
Garden Group Contributions	\$1,703.00
Keyton Reimbursements	\$2,494.64
<b>Total Income</b>	<b>\$28,213.86</b>

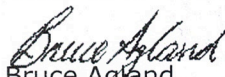
#### EXPENDITURE

Bar and Cocktails	\$16,613.94
Raffle	\$1,347.01
Sausage Sizzle	\$1,520.11
Social Functions	\$6,022.26
Equipment Purchases	\$6,523.50
Administration	\$274.19
<b>Total Expenditure</b>	<b>\$32,301.01</b>
<b>Profit (Loss) for 2023</b>	<b>(\$4,087.15)</b>

#### DISBURSEMENT OF FUNDS AT 31 DECEMBER 2023

Cash at Bank (per Bank Statement)	\$7,876.76
Activities Float	\$ 280.00
Bar Float	\$ 175.00
Cash on hand (proceeds not banked)	\$1,726.35
Reimbursements from Keyton (owing)	\$560.00
<b>Funds Available at 31 December 2023</b>	<b>\$10,618.11</b>

I confirm that the above statement accurately reflects the accounts of the Closebourne Village Residents Committee for the year 2023 as at 31 December 2023.

  
Bruce Agland  
CVRC Treasurer



# *Closebourne Village Residents Committee*

## *Finance Sub-Committee*

[www.closebourneresident.org](http://www.closebourneresident.org)

### **Finance Sub-Committee Report February 2024**

The Finance Sub-Committee draws from Residents Committee membership with tasks delegated to specific Committee members. In the recent NSW Civil and Administrative Tribunal (NCAT), Trevor Nye handled negotiations with Keyton, Denise McGowan-Slee undertook researched, analysis of relevant legislation in consultation with NSW Fair Trading Specialists, Trevor McGowan-Slee analysed the budget figures and refined formatting of the NCAT submission. Each committee member was involved in every step of the process and contributed to discussions around the draft and final documents.

The Finance Sub-Committee has monitored the Annual Budget process. It met with the Operator's staff to discuss line items and represented the interests of residents in these discussions.

### **Revision of Utilities Charges**

In March 2023, LendLease Retirement Living (LLRL)(now Keyton) called a meeting between Finance Staff, Village Management and the Closebourne Village Residents Committee (CVRC). The purpose of this meeting was to agree on new electricity tariffs in light of the increased charges being imposed by Shell Energy. Management highlighted the fact that raising the tariffs charged to each villa would ease the village budget deficit by countering the sharp rise in electricity costs that have affected the whole economy. The CVRC and LLRL agreed on a rate similar to the best rates offered to the local community at large. The tariffs agreed to have resulted in an average increase of \$30 per villa per month for electricity supply and usage and increased the return to the Recoupments income in the budget, effectively reducing the operating deficit of the FY24 Budget by 6.2%.

When the Operator presents the Village Budget each year at the end of April, the line items for electricity and water include the supply for these utilities for the whole village – i.e. every villa AND the common areas of the village. This means that the village is invoiced by Shell Energy for the supply of electricity to the whole village. In the same way, Hunter Water invoices the village for water supply and usage. The Operator sets the electricity tariffs and has contracted SEENE to read electricity and water meters for each villa and invoices each villa for electricity (daily) supply and usage as well as water usage. Those villas with solar panels receive a credit for electricity returned to the grid at a rate set by Keyton. Villas in Closebourne are metered and charged for gas individually and direct from resident chosen suppliers. Gas supply and usage for the common areas are invoiced to the village and presented in a discreet line item in the budget. SEENE returns the funds collected from residents and is presented in the Income line item entitled "Recoupments". The "Recoupments" income line item increased from \$165,196 in FY23 to \$255,393 for FY24, an increase of 54%. The total utilities budgeted cost increased from \$372,120 in FY23 to \$454,387 for FY24 – an increase of 22%.

### **Quarterly Statements**

Every three months the Committee receives a quarterly statement to show where the village budget is going. The most recently received statement was the September Quarterly Statement. We examined the document with Village Manager, Peter Hoad, at our committee meeting, questioning line items that varied from the budget prediction. He responded satisfactorily to each of our questions referring in particular to carry-over invoices from the previous financial year.

## Auditors

KLM Accountants, our elected auditors met with the Residents Committee at its October 2023 meeting and received a full report on KLM's activities. The audit process focussed heavily on the Wages and Salaries budget line item before submitting their approval of the village budget. Moving forward, the Finance Sub-Committee has asked KLM to look closely at the Community Association line item.

## NCAT Decision

The Tribunal Member referred to Keyton's submissions, identifying that they sought to balance the village budget within 3 financial years or so. Keyton highlighted that it was their contractual and statutory right to increase recurrent charges, and that budget increases had occurred in other Keyton villages.

The Tribunal member considered that:

- the only *live issue* was whether the increase charges should take effect with or without modification as per the Retirement Villages Act and Regulations.
- it was of no assistance to compare recurrent charges in other villages due to differences in size, facilities and location.
- seeking to remedy a problem of a deficit budget of 3 years, a situation that has arisen over ten years, appears to be lopsided to a point considered to be onerous on residents.
- reducing the increase from 15% to 13% would not significantly extend the timeframe to bring the budget to balance and would be counterbalanced by income from the 14 villas currently under construction.
- balancing a budget can be achieved by increasing income and/or decreasing expenditure.
- the Operator's desire to increase recurrent charges to the point where income matches expenditure is understandable BUT there is no evidence, and no reason why that goal needs to be achieved 'within 3 financial years or so'.
- negotiations only involved compromise by the Residents Committee and that any suggestion that Keyton sought to avoid further proceedings in the Tribunal is difficult to accept given that negotiation history.

In our submission, we referred to the impact of the proposed increase compared to the increase in the aged pension. The Tribunal considered this to be relevant to the point that the member undertook his own analysis on this. The Member also accepted that the increase in electricity tariffs cannot be overlooked in the equation. For those reasons, the Tribunal considered the amount sought by Keyton should be modified in the manner suggested by the Residents Committee.

In his conclusion, the Tribunal Member stated that it would seem preferable for Keyton to have discussions with the Residents Committee in the journey towards a balanced budget. Such discussions should enable the achievement of Keyton's objective in a manner that provides a softer path for increases in the recurrent charges for residents.

Trevor McGowan-Slee  
Co-ordinator  
Closebourne Village Finance Sub-Committee



# *Closebourne Village Residents Committee*

## *Social Sub-Committee Report*

[www.closebourneresident.org](http://www.closebourneresident.org)

### **Report by Social Sub-Committee Chairman for 2023**

Good Morning Residents. I'm Bob and I'm the Chairman of the Social Sub-Committee.

This last year, 2023, has been another successful year for the Social Committee. We have been involved in celebrating many successful functions including Australia Day, ANZAC Day, Welcome to new Residents, Christmas and New Year celebrations as well as the John Noble Concert, Wandin Estate lunch and wine tasting, Boydells lunch and wine tasting to name a few.

Of course we have had the usual things to complain about like dishwashers that sometimes don't work, kitchen too small, lack of air conditioning, lack of Bar refrigeration and on it goes.....

But – let's look forward to 2024 with a positive view.

The Residents Committee Chairman, Trevor Nye, has kept the Social Committee fully informed about the new Pavilion and the new facilities we can expect.

If we get even half of what Trevor says we'll get it will be great, however I have no doubt we'll see it all come to fruition by about mid this year. Can't wait.

So, what does this year hold for us?

We will, of course, be doing the usual functions as last year including the very popular lunch and wine tastings – additionally we are anticipating a function to welcome the new Oval Residents – be good to see those Villas up and ready.

And what about a big "knees up" for the opening of our new Garden Pavilion?

It looks to me like 2024 is going to be not only one of our busiest years but also our most challenging .

In closing I'm taking this opportunity to say "thank you" to those who have assisted us during the past year – of course the Ladies on the Committee, Anne, Sandy, Mardi, Claudia, Pauline and Marilyn deserve a big thankyou – especially from me – I'm a man and can't even boil water so what use am I when it comes to catering?

Additionally I am grateful to Trevor Nye and the Residents Committee members who always seem to be available when needed.

And, of course, you – the Residents. You make our functions the success they turn out to be. And for helping with set up of tables and chairs, clearing the plates away, packing the dishwasher – need I go on – you know what you do.

I might ad those tables seem to get heavier every year – or is it my age?

That's it for 2023 – 2024 here we come.

Bob Richardson  
Chairperson, Social Sub-Committee  
17<sup>th</sup> Jan 2024





## Closebourne Village Residents Committee

[closebournevrc@gmail.com](mailto:closebournevrc@gmail.com)

[closebourneresident.org](http://closebourneresident.org)

### Questions on Notice – 2024 Annual General Meeting

Questions to the Finance Committee Report from:  
Joan Precious, V126, Billie Negus, V117.

*Note: Responses to these Questions on Notice are made without prejudice, representing best endeavours to clarify resident queries raised with the Committee. The Finance Sub-Committee continues to encourage residents to raise their queries directly with Village Management for a response.*

#### Re: Revision of Utilities Charges

1. Are we right in understanding that, by agreeing to a charge for electricity greater than we could have expected to pay because of Keyton's bargaining power with the provider, this arrangement is in effect a levy on our electricity bill to help offset the deficit?  
*Response: I think that I can clarify the position. LendLease (now Keyton) presented the Finance Sub-Committee with the figures that cited sharp increases in the wholesale price of electricity and the subsequent increase in electricity tariffs to be passed on to residents. We researched the pricing being offered to residential customers and sought to negotiate a tariff equal to the best deal on offer to other households in the local area. The increase in electricity tariffs is not a levy. All electricity consumers have faced significant increases. The amount charged to each villa does have a flow on effect of increasing recoupments in the village budget, thus reducing the deficit.*
2. The minutes state that the agreement leads to an average increase of \$30 per Villa per month for electricity. Are we correct in assuming that some villas are therefore levied more than others?  
*This seems unfair, eg. for people using more electricity for medical purposes and the elderly who spend more time indoors and need air conditioning to protect their health.*  
*Response: Villas are not levied for electricity. We are told that electricity bills have two components. The first part is based on consumption and the second is a daily supply charge. NSW Seniors qualify for an annual energy rebate and the NSW Life Support Energy Rebate offers up to \$1,477.52 per household, per financial year, depending on the equipment type.*
3. If it is a measure designed to assist Keyton to reduce the deficit, does it become a permanent arrangement?  
*Response: The Keyton Finance staff that we met with made it clear that the electricity tariffs would be reviewed regularly. It is the role of the Finance Sub-Committee to monitor this and report back to residents.*
4. Does the Committee have the legal authority to negotiate these arrangements without reference to the residents by way of a special meeting to explain the proposition and conduct a vote?  
*Response: We understand that under Retirement Villages legislation, residents committees have no legal authority over residents. The Residents Committee is elected by residents to represent their views in discussions with the Operator on all matters including the village budget. The Residents Committee then reports back to residents via committee minutes, quarterly meetings of residents, bulk emails, committee folder in the library, notice board and, when possible, letterbox drops. Residents can have their say at*

*any monthly committee meetings, quarterly meetings of residents, feedback on the residents' website and by writing to the secretary.*

5. What measures have been considered and discussed with Keyton to reduce the deficit by reducing costs rather than increasing fees and raising this levy?

*Response: As part of the considerations handed down by the Tribunal Member in the 2023 NCAT Dispute. He stated: "It is also observed that balancing a budget can be achieved by increasing income and/or decreasing expenditure." Keyton tells us that they are working to streamline their operations to reduce expenditure. It is expected that the addition of the Oval Villas will increase income greater than the increase in expenditure.*

#### Re Auditors.

1. What concerns were raised by the Auditor regarding salaries and wages?

*Response: The Auditor sought clarity from senior finance staff in relation to village staff salaries and wages and the contribution each village makes to head office costs.*

Has any consideration been given to reducing staff as a means of reducing the deficit?

*Response: The Operator says that they believe that the current number of staff is required to manage a village of our size.*

2. Has the Committee had any success in gaining a seat for a resident of Closebourne Village at the table of Community Association meetings or are we still only represented by the Village manager?

*Response: No, Retirement Village lots are represented by Village Management as Keyton is the owner of those lots. We are told that only lot owners are members of the Community Association.*

3. Is the Committee receiving copies of the minutes of the Community Association? Are they available for interested residents to read?

*Response: We are told that residents are not entitled to receive the minutes of the Community Association as we are not owners of lots. The Residents Committee is entitled to ask questions relating to the Community Association line item in the village annual budget. Residents committees over the years have repeatedly asked to view the minutes of the Community Association. These efforts are documented throughout committee meeting minutes. The only time that minutes have been viewed was as part of the appendices attached to the Operators Submission for the 2021 NCAT dispute. The 2024 Finance Sub-Committee may take this question forward.*

#### Re Quarterly Statements.

1. Are these statements available for interested residents to read? If not, could they be made available?

*Yes, the Quarterly Income and Expenditure Statements are available on request. These provide an update on how the village budget is tracking. There is a copy of the December Statement here with the Chairperson for you to read.*

Trevor McGowan-Slee  
Co-ordinator  
2023 Closebourne Village Residents Committee  
Finance Sub-Committee

2024 Closebourne Village Residents Committee  
Annual General Meeting  
Denise and Trevor McGowan-Slee  
Response

We have been members of the Closebourne Village Residents Committee for ten (Denise) and eight (Trevor) years respectively.

We moved to Closebourne Village in 2012, at a time when politicians, village operators and village residents knew very little about:

- residents' and operators' rights and obligations,
- how corporate business and retirees relate to each other, and
- how retirement village residents committees work when:
  - they have obligations under NSW Retirement Living legislation, and
  - can be called upon by residents to represent their views at the NSW Civil and Administrative Tribunal.

So, we set about informing ourselves. We:

- *studied all legislation associated with retirement villages.*
  - It is worth noting that the NSW Government is currently reviewing the NSW Retirement Villages Regulations reforms, namely: asset management plans, exit entitlement money and charges after leaving a retirement village.
- *learned about the issues concerning the retirement living industry:*
  - the Property Council is the retirement industry's peak body, in particular, the Retirement Living Council, which is a powerful voice to state and Federal Governments on matters including retirement living.
  - Aware Super (a part owner of Keyton) and Lendlease are currently represented on the Property Council; and Keyton's Tamara Rasmussen (Head of Resident Operations) currently Chairs its Retirement Living Committee.

- *studied NSW Civil and Administrative Tribunal cases*, learned how the tribunal works, and worked out how to present effective cases,
- *learned from solicitors* to be precise, accurate and to only use arguments that were relevant to the legislation under which the tribunal and retirement villages operate, and that could be clearly evidenced,
- *sought information* from specialists at NSW Fair Trading, and above all, we
- *listened to you*, talked with you, and were guided by your views.

We are proud to have:

- collaboratively and successfully represented you in all cases heard by the tribunal to date,
- collaboratively and successfully lobbied our operator who, ultimately, brought in Communicorp (problem solvers and onsite mental health advisers) several years ago to facilitate much needed education and change to then village management staff operations and processes, and we
- collaboratively and successfully provided submissions to the 2017 Greiner Inquiry into the NSW Retirement Village Sector that was used to successfully change Retirement Village industry practice in six key areas of operation.

We used our knowledge and skillsets with successive residents committees to raise awareness of their obligations under the retirement villages legislation, and assist them to understand their role in representing your interests to our village operator.

That is what you elected us, as committee members and office bearers to do for you.

We also used our knowledge and leadership experience to:

- develop committee infrastructure and communication processes that are particularly suited to retirement village residents committees. We have,
- worked on committee teamwork and leadership skills, and
- strongly encouraged best practice in listening carefully and respectfully to your concerns, and then ensuring that those

concerns were respectfully and effectively raised with village management and senior staff.

It is worth noting that retirement village residents committees can be quite different organisations to local social clubs, fund raising committees and professional, incorporated and/or strata associations.

Past experiences from these types of committees can not always be relied on to guide the successful functioning of a retirement village residents committee.

The ideal is to know your community, listen to its unique needs, equip yourself with effective negotiation skills and find the appropriate legislations and policies to support resident advocacy.

Now, with our village nearing completion, a fully functioning and 'resident-sensitive' village management team, and the strong potential for future residents committees to be well informed and well-structured, we feel that we have made a quality contribution to the Residents Committee and to our community.

It's time for us to sincerely thank you for your wonderful support over this past decade.

We extend our very best wishes to the incoming 2024 Residents Committee as they now listen to your needs and move, as a team, to refresh the Committee's focus in supporting your needs into the future.

So, what will we do now? Well, for the next few years, we plan to:

- travel this wide brown land and marvel at its beauty,
- sing, play the piano, cello, clarinet, ukulele and guitar, and
- pop home for periods of time to join with you, our Closebourne friends and community in that ongoing celebration of retirement living.

Thank you - see you around!

Denise and Trevor McGowan-Slee  
17 February 2024

17<sup>th</sup> February 2024.  
Returning Officers Report.

## **2024 Closebourne Village Elections.**

### **Returning Officers Report.**

The election of a new chairperson for the 2024 residents committee has been conducted through a secret ballot process carried out under my supervision as the appointed Returning Officer for 2024. I am satisfied that the election has been carried in accordance with the constitution of the Closebourne Village Residents Committee, NSW Retirement Villages Act 1999 and its amendments and the NSW state election process.

I am satisfied that the ballot has been properly and fairly conducted and the result has been determined through a secret ballot process following two nominations for the contested position.

A total of **338** ballot papers were issued. These ballots were distributed to village residents on the 4<sup>th</sup> February 2024 via a village letter box distribution process. A further single replacement vote was released by the returning officer on 13<sup>th</sup> February following a request to replace a lost ballot. No other ballot papers have been distributed.

There were no proxy votes received.

The Ballot box was secured on the evening of the 15<sup>th</sup> of February as per the established time line.

The ballot box was opened by me in Morpeth House in the presence of the two appointed scrutineers (Mrs Claudia Stobbart and Mr Bruce Lauder) and a number of resident witnesses on 16<sup>th</sup> February in accordance with the timeline.

The votes have been counted by the two scrutineers in front of witnesses and under the supervision of the appointed Returning Officer for 2024 Mr Kevin Stobbart. The votes were then recounted, and the final numbers validated by the scrutineers and returning officer.

A Total of 234 votes were cast by residents. A total 69.2% of votes issued. 31% of the ballots were not returned. Of those votes received (69.2%) 5 (1.5%) were declared invalid by the Returning Officer.

The winning Candidate received 134 votes (39.6%) of votes cast. The alternate candidate received 90 votes (28.1%). The winning candidate by majority vote is Mr. Trevor Nye.

I hereby declare the elected chairman of the 2024 Closebourne Village Residents Committee to be Mr. Trevor Nye. I would like to congratulate the winner and invite him to take over as chair of the 2024 Closebourne Village Residents Committee.

K. Stobbart



Closebourne Village Returning Officer 2024.

### **Closebourne Village bar – 2024.**

As the bar represents our central social gathering point and is sometimes taken for granted, I feel it appropriate that a brief situation report be presented to our residents.

As most residents would know all proceeds generated by our bar sales go into the purchase of replacement drinks or into the resident's fund as administered by the residents committee.

The bar operations are supported totally by a team of unpaid volunteer residents who give up their time to run the bar and serve our patrons. Not only do our volunteers put in their time to operate the bar but we also have quite a few volunteers who happily operate behind the scenes to collect our orders, clean up after the bigger events, run our raffles and help organise or contribute to our first of the month free sausage sizzles.

At present our bar team has some 14 nominated bar keepers who operate on a roster as put together by team member Pauline Hogg. **We are always looking for more volunteers** to spread the load, so I encourage those residents who wish to help out to contact either myself on Ext 348 or Pauline on Ext 118. We will explain the procedure and provide support to any new member until they have confidence in our system.

As the bar administrator and on behalf of the 2023 and incoming 2024 residents committee I would like to offer our thanks to all our volunteers for the work they do to Closebourne Village the place it is.

#### **Some indicative facts about our bar performance.**

The figures shown quoted are for the period 23<sup>rd</sup> April 2023 – 10<sup>th</sup> February 2024.

Total gross turnover for the Period = \$21,516.45.

Total purchases for the period = \$12,145.51.

Bar Change allocation for period = \$7,525.00 (Average allocation = \$175.00 per week).

Bar contribution to residents' fund = \$1,845.94.

K. Stobbart.