

ABBOTSFORD COVE RESIDENTS' HANDBOOK

Abbotsford Cove Community Association

All of the strata plans and neighbourhood plans within the Abbotsford Cove development form the Abbotsford Cove Community Association which is responsible for the maintenance of the common property including the gardens, pools, clubhouse and tennis courts. The Abbotsford Cove Community Association is run by representatives from each strata or neighbourhood. Your representative will have been elected by your own body corporate or neighbourhood committee.

Meetings of the Abbotsford Cove Community Association are held at the clubhouse every two months. Residents are welcome to attend meetings; however, only strata/ neighbourhood representatives may vote.

Use of common property

The common property areas, such as the pools, tennis courts, gym, lawn areas and foreshore park, are for use by all residents. Please remember that many residents use the common areas and each resident is responsible for cleaning up any mess they create.

For the comfort and safety of all residents, the Community Association has had to create a set of rules regarding the use of the common areas. We ask that all residents respect these rules and ensure that any guests they may take onto the common property respect these rules also.

Please note that use of the community property for commercial purposes is prohibited without the written approval of the Community Association.

Clubhouse

The clubhouse is available for the use of residents between the hours of 8am and 10pm and it can be booked through the strata manager. A deposit will be charged and will be returned once the room has been inspected to ensure that it has been left clean and that there has been no damage.

The kitchen must be cleaned and the refrigerator emptied and cleaned out and left open to allow it to dry properly.

The clubhouse houses a collection of books which have been donated by the residents of Abbotsford Cove. They are for the use of all residents.

Please do not take pets into the clubhouse building.

Tennis Courts

The tennis courts are available for use from 8am to sunset. Tennis court booking sheets will be found in the clubhouse kitchen. The Community Association requests that residents limit tennis court bookings to no more than two consecutive hours and bookings are to be made no more than one week in advance. Please remove all rubbish from the courts and surrounding areas after use and remember to lock the tennis court as you leave.

The tennis courts are not to be used for any purpose other than tennis. Please do not take pets on to the tennis courts.

Swimming Pools

Abbotsford Cove is fortunate to have five pools throughout the development for the use of residents. Pool hours are from 6am to 10pm. Between 6am and 8am and from 6pm to 10pm the Community Association asks residents using the pools to please be considerate of those living adjacent to the pools and not make noise.

As you can imagine, the pools are very popular in summer, and we ask residents to respect each other and those living around the pools. As the pools become very crowded in summer, we ask residents to bring no more than four guests to the pools at a time.

As in all complexes with many residents, a number of rules have been made to ensure the safety and enjoyment of all residents. These rules are displayed at each pool. Please respect these rules and ensure that any guests you take to the swimming pools do so as well. Loutish behaviour will not be tolerated. Please do not take pets into the swimming pool areas.

Pool 1 (adjacent to the clubhouse) and Pool 5 (at the corner of Harbourview Crescent) are heated during the winter months.

Gym and Sauna

The gym, which is equipped with a variety of fitness equipment, and the sauna are located within the Clubhouse building. Because of the large number of residents these facilities must serve access is limited to residents only. Please consider other residents when using these facilities.

Foreshore Park

The foreshore park is a wonderful area for all residents of Abbotsford Cove to enjoy. It is part of the community property and is maintained by the Community Association.

Please remember to remove your rubbish from the park and the foreshore walk and clean up after pets, and please be mindful of other residents, particularly those living around the park.

Social Groups & Activities

A number of social activities are run throughout the year by a group of hardworking and energetic residents. These include a Christmas dinner function and Carols at the Cove in December, the Australia Day pancake breakfast underneath the fig tree on Australia Day, Abbotsford Cove Sports Day and a community barbecue on the first Friday of each month during daylight saving months.

There are a number of other social groups for residents who like to be involved in their community including a parents group, an aqua aerobics class and a bridge group which meets in the clubhouse.

Security

Abbotsford Cove Community Association employs the services of Security International Services to make regular security patrols through Abbotsford Cove. At times security has been a concern in Abbotsford Cove, particularly during the summer months. Please report any incidents which concern you either to Security International Services (see below for contact details) or to the local police. Five Dock police welcome reports of security incidents; please use the local number rather than the emergency 000 which should be reserved for emergency situations.

Please note that Security International Services are employed to provide security services on community property only. Incidents which occur on strata or private property should be reported to the local police.

Contact Details

Strata Manager: Andrew Terrell, Whelan Property Group - 9219 4111

Security: Security International Services - 1300 368 284

(for security incidents on community property only).

Quote your surname, address and advise operator that you are a resident of Abbotsford Cove.

Other useful telephone numbers:

City of Canada Bay - 9911 6555

Five Dock Police Station - 8753 3599

Living in a Community Scheme

We have all chosen to live in the Abbotsford Cove community scheme. ACCA owns the roads and paths, the pools, the tennis courts, the club room building, the water feature, the seawall, the visitors' parking areas, landscaped areas, the open access way and the private access ways and most of the open space in Abbotsford Cove, including the foreshore park (Part 3(2)(A)). Legally, the Community Association is a body made up of one representative from each strata scheme, from each neighbourhood scheme, from Abbotsford House and from the Pavilion.

In some respects community living can be quite different from living in a house or a simple strata scheme. To help their many residents live happily together, community schemes have a number of rules set out in a Management Statement. This is only a brief overview. Consult the Management Statement for the exact wording relating to these topics.

If residents do not comply with by-laws, the Community Association can send a Notice To Comply. If this is ignored, the Community Association can ask the Consumer, Trader and Tenancy Tribunal to impose a fine of up to \$550.

Summary of By Laws

Parking: All street parking in Abbotsford Cove is for visitors only. Residents must park in their garages. (Part 4(6)(A) and Part 3 (19)) (Police can issue fines for parking contrary to No Parking and No Standing signs.)

Traffic Rules: Normal traffic rules apply on the Community's roads and roundabouts and can be enforced by police. Please be aware that all of the Abbotsford Cove roads and driveways are "Shared Zones". This means that the speed limit is 10 km/h and pedestrians have right of way at all times.

Real Estate Signs: Without approval of the Community Association no signs of any kind are allowed in Abbotsford Cove, including on the frontage to Great North Road, except for small portable "open for inspection" signs on the day of opening.

Pets: Dogs and cats must be on a leash and controlled when on Community property and must be cleaned up after.

Washing: Must not be visible from outside the building. (Part 4(3)).

Garbage Bins and Recycling Bins: Must not be visible from community property. (Part 5(3))

Alterations: External shutters, blinds, canopies, awnings, bars, security doors, fly screens and other external alterations or decorations on buildings or fences must be approved by the Community Association, after first being approved by the strata or neighbourhood. (Currently the Executive can approve typical alterations on behalf of the Community Association.) (Part 4 (7) &(8))

Behaviour and Noise: Residents and visitors must not behave in a manner or make noise likely to interfere with the peaceful enjoyment of other residents.

Foreshore Park: The park is only for passive recreation and ball games (which may not be played anywhere else). Community property may not be used for commercial purposes without the prior written approval of the Community Association, (Part 3(2)(F)).

Gardens and Lawns: Residents and visitors must not damage lawns, gardens or trees or use the Community Association property as their own garden.

Club Room: Available until 10pm for social, leisure and meeting purposes. Community Association, strata and neighbourhood meetings have priority. Bookings must be made through the managing agent. A \$200 deposit is required. This is refunded if the club room is left clean and undamaged. (Part 2 (4)).

Tennis Courts: Available from 8am to sunset. Bookings must be entered on a sheet kept in the club house kitchen and must be for no more than two consecutive hours. (Part 2 (2) & Part 3(2)(C)).

Swimming Pools, Sauna and Gym: Available from 6am to 10pm. the Community Association meetings determine when the club house pool and the Harbourview Crescent pool are heated. Currently the former is heated (solar and gas) all year round (26 degrees in summer and 28 degrees the rest of the year) and the latter is heated by gas to 25 degrees in summer. (Part 2 (1) & (3))

Attendance at Meetings: Proprietors may attend meetings of the Community Association and of the Executive but may only address the meeting with the approval of the meeting.

Agenda Motions: Any proprietor may submit a resolution for inclusion on the agenda of the Community Association meeting. It is usually best to discuss this with the strata or neighbourhood representative first. Only the representatives can vote. Proposed motions must reach the managing agent or the Secretary at least twenty days before the meeting. Notice of a Community Association meeting is distributed to representatives at least fourteen days prior to the meeting. The aim is to distribute minutes of a meeting to representatives within fourteen days after the meeting.

Abbotsford Cove Community Association's managing agent, Andrew Terrell of Whelan Property Group (9219 4111), can provide further information.

Executive Committee

The members of the Executive Committee elected at the 2011 Annual General Meeting are:

Norman Gilmore (Flynn)
Bruce Balsdon (Lawson)
Peter Collins (Patterson)
Rob Gill (Jackson)
Rob McGregor (Lachlan)

Further information

Extensive information about Abbotsford Cove is to be found on the Abbotsford Cove website:

<http://abbotsfordcove.org>