



Minutes

GemLife/ Resort Managers Meeting

Resort: Pacific Paradise

Date: 5th November 2025

Location: Clubhouse Boardroom

Homeowner Committee members: Mary Earnshaw (HOC Secretary), Ian Nichol (HOC Treasurer)

Resort Managers (RM): Lana Reid, Tim Moore and Park Owner(PO) Representative Andrew Heyer (Manager Property and Assets)

Apologies: John Harvey (HOC Chairperson)

Mary Earnshaw opened the Meeting at 10am and thanked Andrew Heyer for his attendance prior to the agenda items being addressed.

HOC also thanked the RM and PO for works undertaken and closed from the previous meeting.

| Agenda Items | HOC Comments | Resort Manager Comments | Follow up Comments |
|-----------------------------------|--------------------------------|--|--|
| Shelter for Shuttle and Buggy. | Update please. | This will be a consideration in the construction for the new Gardening shed. | Ongoing |
| Residents Workshop | Update please. | Equipment has been delivered. Have also arranged for a committee induction to be provided. Date to be confirmed. Have approved additional electrical works to install safety stops etc. RM has organised White Light to attend asap. | TBC: Inductions for 3 Workshop Committee members to be schedule for next Monday 10 th November . RM to advise workshop committee with details. HOC requested that it be included in correspondence with the Workshop Committee. Ongoing |
| Gardeners Workshop | Update please. | Currently with Commercial construction and design team. | Ongoing |
| Construction of Green space area. | Updates as to completion date. | Dog Run will be handed over in next week. Currently being treated for lawn grubs. Green space still under construction. | Ongoing |



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| Request for Bench Seating in Lawn Bowls area. | The only place bench seating requested is the eastern end to replace the existing tables and chairs which are not functional and do not provide adequate seating for the bowlers. Info from Bowls committee attached. | PO advised bench seating as requested will be installed by the end of the month. | RM to advise HOC when bench seating has been installed. Ongoing |
| Completion and aesthetics of battery storage areas. | Update Please. | When the battery system is ready for commissioning, Prospecta will hold a residents forum. RM will advise residents accordingly . | Ongoing |
| Residents MPR | Unwanted furniture removed - Thank you. Update on installation of barrier around raised wet area. | GemLife have agreed to contribute to the cost of purchasing the 6 folding tables and adjustable table for mosaics as requested. RM to refresh the tape around the raised sink area. MPR will be handed over to the HOC at the end of the week. | Advise MPR committee and request quotes for the 6 folding tables and adjustable table as requested. Closed |
| Reopened: Rotate one of the speakers further to allow residents in bar area to hear what is happening in the main dining area. | Could the speaker be further rotated to say 45 degrees? | RM to reposition speaker as requested. Adam to help with this one next week. | Closed |
| Correction of inconsistent patches within Lawn Bowls Rink. | Update please . | Works carried out and completed. RM advised residents via email 23.10.25. Any further queries should be addressed to the RM. | Closed |
| Windows in Country Club very dirty and need cleaning. | Have the windows been cleaned? | Windows have been cleaned. | Closed |
| Cracks and crumbling road in road outside Villa 40. | Works completed. Thank you. | | Closed |



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| Incomplete Civil Works Western Boundary | HOC has responded to a number of residents in this regard, however, there does not appear to be any works taking place. Update please. | We have spoken with our civil department and there are some elements of the works that require the input of Transport & Main Roads. | Ongoing |
| Clubhouse exit stair lighting. | Update on repairs or improvements. Resident tripped on exiting the Country Club and sustained injury. Incident report submitted to RM and HOC. | Incident report has been received, and a safety assessment of this area has been carried out. Strip lighting was already scheduled to be replaced/removed prior to the incident and works will be carried out in the coming weeks. | RM to advise HOC when rectification works are completed. Ongoing |
| HOC member report of pungent smell in the kitchen. | Could this be further investigated? Suggested there might be a blockage as water is escaping at the S bend. Photos attached | RM inspected and narrowed down problem. Plumber is booked to attend as soon as possible. | RM to advise HOC when problem has been rectified. Ongoing |
| Dislodged mosaic tile pieces in four places in the walkway running north/south through stage one in Opal, Onyx and Ruby avenues. | Any further update the HOC can take to residents? | The crazy paves are something that we have been trying to get fixed for some time we have construction onto this but not sure of the time frame at the moment we have been promised that it will be fixed before the end of the year. | Ongoing |
| Extra dinner plates for Christmas function. | Would GemLife consider lending or adding 50 dinner plates to allow the social committee to cater for 200 residents at a function on the 3 rd of December? Cutlery is adequate. Thank you in advance. | GemLife have agreed to provide additional dinner plates to the Resort, as requested, to allow catering for 200 residents. Plates will be delivered prior to the event. | Social Committee advised. GemLife thanked. Andrew Heyer to follow up and advise HOC when plates will be delivered. Ongoing |
| Reason for Bain Marie plug melt and subsequent investigation. | Update please. | White Light electrical has reported and confirmed that the electrical outlet does in fact support the Bain Marie at full capacity. | Closed |



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| Request for Clock in Lawn Bowls Area | The LBC committee advised a Clock 40cms with numerals and not digital is necessary when events are run as they are played with a time limit. It is understood that previously, the LBC was told a clock would be supplied and fitted. | RM has purchased a suitable clock and will have it installed. | Closed |
| BBQ area reflection into Bowls Area. | When bowling in the mornings the wall of the BBQ area reflects into the green. Could this be painted a darker coloured, or alternative suggestion to rectify the problem would be appreciated. This same problem has been addressed at Palmwoods. | RM has purchased a BBQ cover to prevent reflection. BBQ cover installed. | Closed |
| Clubhouse air conditioning/ Pool Heating very noisy upsetting neighbouring Villas. | Can noise abatement be installed? | Concern came from a villa owner who is not directly affected by any potential noise issues. No further action required. | Closed |
| HDMI /projector in the Stage Dining Room area still has an intermittent fault. RM has been advised previously. | The plug and panel above the right hand side of the curtains is still not fixed and may have something to do with the problem. | White Light attended, inspected all components and found no fault with the HDMI/Projector. | Closed |
| Locks on Draws in the Sewing Room | Unfortunately, due to materials “disappearing” from the sewing room drawers, the HOC requests that locks be installed on the drawers similar to the locks on the cupboards. | Locks have been installed by RM. | Sewing Group advised. Closed |
| Two chairs in the Bar area are fraying and need attention. | Could the chairs be repaired or replaced? Photo included. | RM has inspected and will fix. | Closed |



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| Carpet cleaning of all the Dining area, not just spot cleaning. | Carpets in the Country Club getting very grubby. | RM has arranged cleaning of the Country Club dining area carpets and all outdoor cushions on the 12 th of November. | Closed |
| Request for additional Bar Key in the event of misplacement of the only Bar entry key. | Request a Bar Key (not master key) be allocated to a HOC representative to minimise the need for weekend call outs etc. | RM has provided the HOC with a Bar key which MUST be kept with the HOC in case of emergencies. Key has been signed for as a HOC responsibility. | Closed |

| GENERAL BUSINESS | | | |
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| Items for Discussion | HOC Comments | Resort Manager Comments | Follow up Comments |
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Meeting closed at 10.50am.

Next meeting: 27th November 2025 at 9am.