

BODY CORPORATE NUMBER 559725 (CANTERBURY LAND REGISTRY)
Maltworks Terraces, Stead and Wheatsheaf Lanes, Heathcote Valley, Christchurch 8022

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the Annual General Meeting of the Unit Owners of the Body Corporate will be held on
Tuesday, 11 November 2025 in the Boardroom, 76 Moorhouse Avenue, Christchurch commencing at 4:00 PM.
Zoom meeting invite included in email.

IMPORTANT NOTES

1. A vote cannot be counted at an AGM or an EGM if there are any monies owing on the Unit being voted for.
2. Provided there is a legal quorum of 25% of the Units at a Body Corporate Meeting, all Resolutions passed thereat become legally binding upon every Unit Owner.
3. If a Body Corporate Meeting fails to achieve its quorum, it is necessary to adjourn the Meeting until the same day one week later. Please take one of the four steps listed below to avoid the inconvenience of re-convening one week later, as well as the associated unwanted costs.

THEREFORE PLEASE DO ONE OF THESE THINGS

- a. Ensure that you attend in person if you are the sole Unit Owner of your Unit, OR
- b. Ensure that your Company (if it is the Unit Owner) completes and lodges the enclosed Company Representative Form with PBCS and that the Representative attends in person, OR
- c. Ensure, where a Unit has more than one person named on the title - i.e. where there are Joint Unit Owners, that your Unit is represented by a properly appointed Proxy who may be one of the Joint Unit Owners (a Proxy Form is enclosed), OR
- d. If your Unit cannot be represented as a result of (a) to (c) above, there is the option to EITHER appoint another person as your Proxy OR lodge a Postal Voting Form. A Proxy Form and a Postal Voting Form is enclosed. A correctly completed Proxy Form counts for Quorum purposes (as long as the Proxy does attend) and a correctly completed Postal Voting Form also counts for Quorum purposes.
- e. If the quorum requirements are not met on the scheduled meeting date, a fee of \$450 (plus GST) will be charged to the Body Corporate to cover the costs of reconvening the meeting. To avoid this additional expense, we strongly encourage owners who are unable to attend to either appoint a proxy or submit a postal vote in advance.

AGENDA

1 ATTENDEES

Identification of Attending Unit Owners, Proxies, Unit Owners voting by Postal Votes, Recording of Apologies, Determination of Quorum.

2 MEETING CHAIR

Election of a Chairperson and Minute Secretary for this meeting and any adjournment thereof. It is suggested that a representative of Pitcaithly Body Corporate Services Limited (PBCS) (the Manager of the Body Corporate) be elected to perform these two functions.

3 CONFLICT OF INTEREST

Any conflict that has been declared.

4 MINUTES

Confirmation of Previous Minutes. To consider, and if thought fit, to pass (with or without amendment) the following as an Ordinary Resolution:

"*THAT*, the Minutes of the AGM held on 12/11/2024, having been previously circulated to Unit Owners, be and are hereby confirmed."

5 BODY CORPORATE CHAIRPERSON

Every Body Corporate is to elect a Body Corporate Chairperson. A Nomination Form for the purpose of this election has been sent to Unit Owners. No nominations were received by the closing date. It might, therefore, need to be recorded that this BC was unable to elect a BC Chairperson despite the fact that nominations were called for as required.

6 NOT TO FORM A BODY CORPORATE COMMITTEE

The BC has two options concerning a formal BC Committee these are set out below Resolution not to form a BC Committee and the next agenda item (Establishment of a BC Committee).

Resolution not to form a BC Committee. A Special Resolution can be passed pursuant to Section 112(2) to not form a BC Committee. If such a Resolution is passed, it will remain effective until changed at a future General Meeting. A Resolution to make a decision not to form a BC Committee is set out hereunder. This Meeting, therefore, may wish:

To consider, and if thought fit, to pass (with or without amendment) the following as a Special Resolution:

"*THAT*, pursuant to Section 112 of the Unit Titles Act 2010 and by virtue of this Resolution, this BC has decided not to form a Body Corporate Committee."

7 ESTABLISHMENT OF BODY CORPORATE COMMITTEE

Thanks are expressed to Deborah Ocheduszko (25 Stead Lane), Philippa Elliott (5 Stead Lane) and Trevor Simpson (4 Wheatsheaf Lane) for their time in the role of Body Corporate Committee Members. The Body Corporate Committee may wish to address the meeting to present a Committee Report.

Resolution to establish a BC Committee. Provided a Special Resolution was not passed under the previous agenda item a Body Corporate of 9 or fewer principal units may choose to form a body corporate committee. However a Body Corporate of 10 or more principal units must form a Body Corporate Committee. The Body Corporate must first decide by Ordinary Resolution how many members the Body Corporate Committee must have and the number of members required to constitute a quorum.

A. To consider, and if thought fit, to pass (with or without amendment) the following as an Ordinary Resolution:

"*THAT*, pursuant to Section 24(1)(a) of the Unit Titles Act 2010 and by virtue of this Resolution, this BC has decided that a Body Corporate Committee shall be made up of X members *AND THAT* quorum for Body Corporate Committee meetings shall be set at Y".

B. Election of BC Committee Members. Please note that this election is equivalent to a "First Past the Post" election whereby the number of Committee members will be filled by those nominated if fewer nominations than positions are received.

A Nomination Form for the purpose of this election has been sent to Unit Owners. Nominations were received for Phillipa Elliot (5 Stead Lane (PU9)), Deborah Ocheduszko (25 Stead Lane (PU8)), and Trevor Simpson (4 Wheatsheaf Lane (PU29)) and an election will be held at the meeting to fill the number of positions as agreed in A. above.

8 DELEGATION OF DUTIES AND POWERS TO THE BODY CORPORATE COMMITTEE

If a Body Corporate Committee is formed: To consider, and if thought fit, to pass (with or without amendment) the following as a Special Resolution:

"*THAT*, pursuant to Section 108 (1) of the Unit Titles Act 2010 and by virtue of this special resolution, the Body Corporate does hereby delegate the following duties and powers to the Body Corporate Committee:

- a. to maintain the register of unit owners; and
- b. to prepare the agenda for each general meeting; and
- c. to chair each general meeting (unless it is agreed at the start of a general meeting that another person will chair that meeting); and
- d. to prepare minutes of each general meeting; and
- e. to record resolutions voted on and whether they were passed; and
- f. to keep financial accounts and records; and
- g. to distribute reports from the body corporate committee to unit owners; and
- h. to sign documents on behalf of the body corporate; and
- i. to prepare and issue notices of resolutions to be passed without a general meeting; and
- j. to notify unit owners of the result of any vote on a resolution to be passed without a general meeting; and
- k. to notify all unit owners of any delegation of a duty or power by the body corporate to the body corporate committee under section 108 of the Act; and
- l. any other duties relating to the administration of the body corporate that the body corporate has decided by ordinary resolution to confer on the chairperson

AND for the avoidance of doubt, the duties specified above are in addition to those conferred elsewhere by the Unit Titles Act 2010 or the Unit Titles Regulations 2011.

AND THAT, It is acknowledged and agreed that the above duties delegated to the Body Corporate Committee are hereby passed to PBCS as the Manager appointed pursuant to the Management Contract."

9 HEALTH AND SAFETY

Discuss health and safety hazards and report any potential accidents.

10 FINANCIAL STATEMENTS

The financial statements, proposed budget and associated levies will be up for discussion and if necessary amendment at the meeting.

Please note:

- The proposed Operating Account budget item 190800 Common Property Electricity allows for increased costs of 34% in the fixed charges.
- The proposed Operating Account budget item 179000 Grounds Maintenance lawns & Gardening Contractors allows for increased costs.
- The proposed Operating Account budget item 159100 Insurance Premium allows for a 5% increase in premium.
- The proposed Operating Account budget item 159200 Insurance Valuation allows for a valuation every second year.
- The proposed Operating Account budget item 167200 Building General Repairs is an estimation on average costs.
- The proposed Operating Account budget item 179400 R&M Building/s Wash is increasing to provide for Building to be cleaned once annually.
- The proposed Long Term Maintenance (LTM) Fund budget item 279001 Grounds Maintenance Sumps allows for a bi-annual full sump service.
- The proposed Long Term Maintenance (LTM) Fund budget item 251600 Consultants Fees allows for annual updates.

To consider, and if thought fit, to pass (with or without amendment) the following as an Ordinary Resolution:

"*THAT*, the Financial Statements of the Body Corporate for the year ended 30/09/2025 and the Budgets for the year ending 30/09/2026 as circulated with this Notice of Meeting, be and are hereby adopted."

11 LEVIES

To consider and, if thought fit, to pass (with or without amendment) the following as an Ordinary Resolution:

"*THAT*, an Operating Account Levy at a 6 monthly rate of \$0.44 per Utility Interest (i.e. \$44,000.00) plus a Long Term Maintenance Fund Levy at a 6 monthly rate of \$0.205 per Utility Interest (i.e. \$20,500.00), respectively, be made forthwith in the proportions of the Unit Owners' Utility Interests covering the 6 months ending 30 September 2026 such Levies:

- (a) to provide sufficient funds to enable the budgeted expenditure to be met
- (b) to be payable in one instalment as follows:
2nd Instalment 2025/2026(period 01.04.26 to 30.09.26) last day for payment (30.04.26)
- (c) to be subject to interest of ten per cent (10%) per annum (calculated on a daily basis) if not paid by the stated last date for payment
- (d) to be payable to Pitcaithly Body Corporate Services Ltd Trust Account or by such other means of payment as may be notified."

"*AND THAT*, an Operating Account Levy at a 6 monthly rate of \$0.45 per Utility Interest (i.e. \$45,000.00) plus a Long Term Maintenance Fund Levy at a 6 monthly rate of \$0.205 per Utility Interest (i.e. \$20,500.00), respectively, be made forthwith in the proportions of the Unit Owners' Utility Interests covering the 6 months ending 31 March 2027 such Levies:

- (a) to provide sufficient funds to enable the budgeted expenditure to be met
- (b) to be payable in one instalment as follows:
1st Instalment 2026/2027(period 01.10.26 to 31.03.27) last day for payment (31.10.26)
- (c) to be subject to interest of ten per cent (10%) per annum (calculated on a daily basis) if not paid by the stated last date for payment
- (d) to be payable to Pitcaithly Body Corporate Services Ltd Trust Account or by such other means of payment as may be notified."

12 AUDIT

The Unit Title laws make it compulsory for a BC to have its Financial Statements audited or reviewed by an auditor or an accountant or for them to be subjected to specific verification procedures unless a special resolution is passed (if there is a 75% vote of the Units voting at the Meeting in favour) that the requirement be not applicable for a particular year. In the case of Bodies Corporate, the cost of an audit can be significant. No budgetary provision has been made for these costs in the budgets considered earlier in the meeting. This Meeting, therefore, may wish:

To consider, and if thought fit, to pass (with or without amendment) the following as a Special Resolution:

"*THAT*, pursuant to Section 132 (8) of the Unit Titles Act 2010 and by virtue of this Resolution, this Body Corporate has decided not to have its Financial Statements audited or reviewed by an auditor or an accountant or to be subjected to specific verification procedures in respect of the year ending 30/09/2026."

13 GENERAL BUSINESS

To deal with any other permissible business.

14 SET DATE, TIME AND VENUE FOR NEXT YEAR'S AGM

This Notice of Meeting has been prepared by Pitcaithly Body Corporate Services Limited, CHRISTCHURCH
20 October 2025

NOTES

Please contact Pitcaithly Body Corporate Services Ltd by phone: (03) 982 2818 or email: info@pbcs.co.nz if you have any questions about the agenda, attendance or voting at this meeting.

Quorum

Provided there is a legal quorum of 25% of the Units at a Body Corporate Meeting, all Resolutions passed thereat become legally binding upon every Unit Owner.

If a Body Corporate Meeting fails to achieve its quorum, it is necessary to adjourn the Meeting until the same day one week later.

Resolutions

ORDINARY RESOLUTION: for an ordinary resolution to pass, the majority of eligible voters who vote on the resolution must vote in favour of the resolution.

SPECIAL RESOLUTION: for a special resolution to pass, 75% of eligible voters who vote on the resolution must vote in favour of the resolution.

Insurance

Should an event occur that may cause damage to your property (e.g. but not limited to: an earthquake, storm or other insurable event) we recommend that you check your units interior and exterior as well as surrounding common property for damage. Should damage be identified please advise Pitcaithly Body Corporate Services Ltd immediately.

It is important for owners to notify Pitcaithly Body Corporate Services Ltd if your property is being used for short-term (90 days or less) paid accommodation (e.g. but not limited to: Airbnb). This will ensure that the correct coverage is applied to the property.

It is important for owners to notify Pitcaithly Body Corporate Services Ltd if your unit is, or will be, vacant for 90 days. If you fail to do so this may affect the Body Corporate Insurance.

The Body Corporate provides Building Insurance. Personal contents are not covered by the Body Corporate Insurance and need to be covered privately. If your unit is tenanted it is recommended that your tenants take out their own tenant liability insurance. This not only covers their personal property but also may cover any damage they may accidentally cause to the unit.

If your unit is used commercially, and you do not currently have Business Interruption Insurance, please contact us to ensure that there is cover in place.

Should you wish to review the Body Corporate Insurance Policy please contact Pitcaithly Body Corporate Services.

Tenanted Units

Please refer to Insurance above. We also ask that you ensure tenants are provided with and comply with the Body Corporate Rules. Contact PBCS by phone: (03) 982 2818 or email: info@pbcs.co.nz if you require a copy.

Levy Payments

If you are in financial difficulty it is important that you don't ignore the problem. Contact us as soon as possible if you are having problems meeting your levy payments or think that you may experience difficulty doing so in the near future.

Links

Unit Titles Act 2010

<http://www.legislation.govt.nz/act/public/2010/0022/latest/DLM1160440.html>

Unit Titles Regulations 2011

<http://www.legislation.govt.nz/regulation/public/2011/0122/latest/DLM3695701.html>

BODY CORPORATE NUMBER 559725 (AGM 11/11/2025 - 04:00 PM)

Unit Titles Regulations 2011 (Schedule 2 - Forms)

Form 12 (Postal Voting Form) - Section 103, Unit Titles Act 2010

To: Pitcaithly Body Corporate Services Limited
Unit Plan: DP559725
Body Corporate Number: 559725

Instructions

You are entitled to vote at the body corporate meeting to be held in the Boardroom, 76 Moorhouse Avenue, Christchurch on Tuesday, 11 November 2025 commencing at 04:00 PM by casting a postal vote. The motions to be decided at the meeting are summarised in the table below and more particularly set out in the notice of meeting. If you intend to cast a postal vote, you must indicate your vote in the final column of the table and return the form to Pitcaithly Body Corporate Services Limited so that it is received no later than 24 hours prior to the commencement of the meeting.

Postal Vote

We/I*, _____ [full name/s, address/s]
being the owner/owners* of Unit/s _____ [enter Unit Number/s] and therefore an eligible voter within the meaning of section 96(1) of the Unit Titles Act 2010, intend to cast the following postal vote(s) at the meeting of the body corporate to be held on Tuesday, 11 November 2025
[*Select one].

If the general meeting is adjourned and reconvened, this postal vote is valid for the purposes of the reconvened meeting.

Motion	Type of resolution	Is it a Designated Resolution (None of the following are Designated Resolutions)	Your Vote tick for YES, cross for NO or write "A" to abstain
4. Adopt minutes of previous general meeting	Ordinary		
5. Elect a Body Corporate Chairperson	Ordinary		
6. Resolve not to form a BC Committee	Special		
7.A. Form BC Committee of X Members and Y Quorum	Ordinary		
7.B. Elect Deborah Ocheduszko to fill BC Committee Members			
AND Elect Phillippa Elliot to fill BC Committee Members			
AND Elect Trevor Simpson to fill BC Committee Members			
8. Delegate Duties to BC Committee	Special		
10. Adopt the Financial Statements and Budgets	Ordinary		
11. Approve the Proposed Levies	Ordinary		
12. Dispense with Audit/Reviews etc.	Special		

Signature/s of eligible voter/s (if the Unit is jointly owned all Joint Owners must sign):

_____ Date: _____ [day, month, year]
_____ Date: _____ [day, month, year]
_____ Date: _____ [day, month, year]
_____ Date: _____ [day, month, year]

Notes

1 The full text of the motions is contained in the notice of meeting.

2 Your postal vote will not be counted if any body corporate levies, or other amounts that are payable in respect of your unit, are outstanding.

3 If a poll is requested, your ownership interest will be counted as part of the poll. If no poll is requested, your postal vote will be counted as 1 vote. You cannot request a poll if you are voting by Postal Vote.

4 If at the general meeting of the body corporate the wording of a motion is materially altered, your postal vote in relation to that motion will not be counted. It is the responsibility of the chairperson to decide what constitutes a material alteration. If you are concerned that your postal vote may not be counted as a result of an amendment to a motion, you should consider appointing a proxy to attend and vote at the meeting on your behalf.

5 If a quorum is not present at the general meeting of the body corporate, and regulation 13(1) of the Unit Titles Regulations 2011 does not apply, the meeting will be adjourned until the same day 1 week later and your postal vote will be counted at that meeting unless the voter (or more than one of them) attends the reconvened meeting or unless the voter/s attend that meeting by proxy.

6 If the unit owner is a company, body corporate or an incorporated body, the form must be signed by the representative (recorded in the register of unit owners) of the unit owner.

7 If the unit is owned by more than 1 person, every owner or his or her authorised representative must sign this form.

Lodgement Instructions.

In order to avoid lengthy registration delays at the commencement of the meeting, please mail or email your completed Postal Voting Form marked Body Corporate No. 559725:

to **P O Box 41-076, Christchurch 8247** or
email to **info@pbcs.co.nz**

so as to arrive by Noon on the day prior to the commencement of the meeting to allow time for orderly pre-registration.

BODY CORPORATE NUMBER 559725 (AGM 11/11/2025 - 04:00 PM)

Unit Titles Regulations 2011 (Schedule 2 - Forms)

Form 11 (Proxy Appointment Form) - Section 102(3), Unit Titles Act 2010

To: Pitcaithly Body Corporate Services Limited
Unit Plan: DP559725
Body Corporate Number: 559725

Proxy Appointment

We/I*, _____ [full name/s, address/s]
being the owner/owners* of Unit/s _____ [enter Unit Number/s] and therefore an eligible voter within the
meaning of section 96(1) of the Unit Titles Act 2010, appoint

_____ or failing him/her _____ [full name/s]
as my/our* proxy for the purposes of the general meeting of the body corporate to be held on Tuesday, 11 November 2025.
[*Select one.]

If the general meeting is adjourned and reconvened, this proxy appointment is valid for the purposes of the reconvened meeting.

Motion	Type of resolution	Is it a Designated Resolution (None of the following are Designated Resolutions)	Your Vote tick for YES, cross for NO or write "A" to abstain
4. Adopt minutes of previous general meeting	Ordinary		
5. Elect a Body Corporate Chairperson	Ordinary		
6. Resolve not to form a BC Committee	Special		
7.A. Form BC Committee of X Members and Y Quorum	Ordinary		
7.B. Elect Deborah Ochedusko to fill BC Committee Members			
AND Elect Phillippa Elliot to fill BC Committee Members			
AND Elect Trevor Simpson to fill BC Committee Members			
8. Delegate Duties to BC Committee	Special		
10. Adopt the Financial Statements and Budgets	Ordinary		
11. Approve the Proposed Levies	Ordinary		
12. Dispense with Audit/Reviews etc.	Special		

Signature/s of eligible voter/s (if the Unit is jointly owned all Joint Owners must sign):

_____ Date: _____ [day, month, year]
_____ Date: _____ [day, month, year]
_____ Date: _____ [day, month, year]
_____ Date: _____ [day, month, year]

Notes

- 1** This proxy appointment expires at the end of the general meeting referred to in the form or, if that meeting is adjourned, the end of the reconvened meeting.
- 2** The full text of motions is contained in the notice of general meeting, a copy of which should be provided to the proxy.
- 3** Your proxy may not vote unless all body corporate levies, and other amounts that are owing in respect of your unit, have been paid.
- 4** If the unit owner is a company, body corporate or an incorporated body, the representative (recorded in the register of unit owners) of the unit owner must sign the form.
- 5** If the unit is owned by more than 1 person, every owner must sign the form.
- 6** If the unit is owned by more than 1 person, one of the unit owners may be appointed as proxy.

Lodgement Instructions.

In order to avoid lengthy registration delays at the commencement of the meeting, please mail or email your completed Proxy Form marked Body Corporate No. 559725:

to **P O Box 41-076, Christchurch 8247** or
email to **info@pbcs.co.nz**

so as to arrive by Noon on the day prior to the commencement of the meeting to allow time for orderly pre-registration.

BODY CORPORATE NUMBER 559725

Unit Titles Regulations 2011

Notice of Company Representative Form made pursuant to
Regulation 4 (1) (h) - to be used where the Unit is owned by a Company

To: Pitcaithly Body Corporate Services Limited
Unit Plan: DP 559725
Body Corporate Number: 559725

Notice of Company Representative

We, _____

[enter full name & preferred contact address of the Company],

being the owner of Unit/s _____ [enter Unit Number/s] give notice that

[full name & preferred contact address of the Company Representative] is the Company Representative for the above Unit/s.

Signature on behalf of the Company that owns the above Unit/s:

_____ by its Authorised Signatory
[enter full name of the Company],

Signature of Authorised Person:

_____ Date: _____ [day, month, year]

Lodgement Instructions.

When completed and signed please mail or email your Notice of Company Representative marked Body Corporate No. 559725:

to **P O Box 41-076, Christchurch 8247** or
email to **info@pbcs.co.nz**

so as to arrive by Noon on the day prior to the commencement of the meeting to allow time for orderly pre-registration.

Body Corporate No 559725

Maltworks Terrace, Stead and Wheatsheaf Lane, Christchurch

NOTES TO THE FINANCIAL ACCOUNTS FOR THE YEAR ENDED 30 September 2025 & ATTESTATION

The attached Revenue & Expenses Accounts and Abridged Financial Position (Financial Accounts) have been prepared in conformity with the latest Unit Titles Legislation in New Zealand. They properly set out, respectively, true and fair summaries of the Body Corporate's Revenues, Expenses and Net Surpluses/Deficits for its financial year ended 30 September 2025 and of its Owners' Funds and its Net Assets at the end of that financial year.

The Financial Accounts have been prepared using the normal historical cost methodology on a GST Inclusive basis. Unchanged accounting policies have been consistently applied since our appointment. Income from Levies comprises amounts receivable as relating to the current financial period and Interest and Other Income is accounted for when received. Expenses are accounted for using accruals based methodology other than Insurance Premium Payments which are fully expensed when paid or contracted for. Assets and Liabilities are stated at their full realisable and payable amounts.

The Body Corporate is permitted to present its Financial Accounts in the formats included on the following pages because it is not publicly accountable and is not defined as a large financial entity.

pp Pitcaithly Body Corporate Services Limited (Secretary)



J H Pitcaithly (Director)

CHRISTCHURCH

20 October 2025

Proposed Budget to apply from 01/10/2025

Body Corporate Number 559725

Maltworks Terraces, Stead and Wheatsheaf Lanes,
Heathcote Valley, Christchurch 8022

		Operating Account		
		Proposed budget	Actual	Previous budget
		01/10/2024-30/09/2025		
Revenue				
142000	Insurance Claims Received	0.00	5,187.01	0.00
142500	Interest on Arrears of Levies	0.00	121.52	0.00
143000	Levies Invoiced Normal	89,000.00	89,000.00	89,000.00
Total revenue		89,000.00	94,308.53	89,000.00
Less expenses				
190800	Common Property Electricity	1,300.00	996.68	1,000.00
179000	Grounds Maintenance Lawns & Gardening Contractor/s	5,800.00	5,571.75	4,060.00
179001	Grounds Maintenance Sumps	0.00	1,420.25	1,470.00
162600	Insurance Claims	0.00	5,187.01	0.00
159100	Insurance Premium	46,729.20	44,504.43	50,851.00
159200	Insurance Valuation Fees	0.00	2,180.00	2,180.00
167200	R&M Building/s General Repairs	2,000.00	0.00	2,200.00
165801	R&M Building/s Building Warrant of Fitness Costs	200.00	172.50	350.00
176400	R&M Building/s Wash	6,300.00	6,037.50	6,240.00
176800	R&M Contingencies	750.00	0.00	750.00
154000	Secretarial Fee - Normal Work	15,941.07	15,941.04	15,941.07
Total expenses		79,020.27	82,011.16	85,042.07
Surplus/Deficit		9,979.73	12,297.37	3,957.93
Opening balance		30,787.27	18,489.90	18,489.90
Closing balance		\$40,767.00	\$30,787.27	\$22,447.83
Total units of entitlement		100000		100000
Levy contribution per unit entitlement		\$0.89		\$0.89

Long Term Maintenance Fund

	Proposed budget	Actual 01/10/2024-30/09/2025	Previous budget
--	----------------------------	--	----------------------------

Revenue

242500	Interest on Arrears of Normal Levies	0.00	56.04	0.00
242600	Interest on Term Deposits LTMF	2,000.00	2,301.85	0.00
243000	Levies Invoiced Normal LTMF	41,000.00	40,999.94	41,000.00
<i>Total revenue</i>		43,000.00	43,357.83	41,000.00

Less expenses

251600	Consultants Fees LTMF	200.00	1,315.46	2,587.00
279001	Grounds Maintenance Sumps/Drains	6,500.00	0.00	5,000.00
273800	R&M Building/s Signs & Notice Boards	250.00	0.00	250.00
<i>Total expenses</i>		6,950.00	1,315.46	7,837.00

Surplus/Deficit

		36,050.00	42,042.37	33,163.00
Opening balance		124,728.03	82,685.66	82,685.66

Closing balance

		\$160,778.03	\$124,728.03	\$115,848.66
Total units of entitlement		100000		100000
Levy contribution per unit entitlement		\$0.41		\$0.41

Statement of Financial Position - Group

As at 30/09/2025

Body Corporate Number 559725

Maltworks Terraces, Stead and W heatsheaf Lanes,
Heathcote Valley, Christchurch 8022

	Current period	Previous year
Owners' funds		
Operating Account		
Operating Account Balance/(Deficit) Start of Year	18,489.90	5,520.47
Operating Account Surplus/(Deficit) for the Year	12,297.37	12,969.43
	<u>30,787.27</u>	<u>18,489.90</u>
Long Term Maintenance Fund		
LTM Fund Balance/(Deficit) at Start of Year	82,685.66	40,905.43
LTM Fund Surplus/(Deficit) for the Year	42,042.37	41,780.23
	<u>124,728.03</u>	<u>82,685.66</u>
Net owners' funds	<u>\$155,515.30</u>	<u>\$101,175.56</u>
Represented by:		
Assets		
Operating Account		
Cash at Bank - Admin	31,538.36	19,157.21
	<u>31,538.36</u>	<u>19,157.21</u>
Long Term Maintenance Fund		
Cash at Bank - LTMF	46,206.06	6,465.54
Term Deposits LTMF	78,521.97	76,220.12
	<u>124,728.03</u>	<u>82,685.66</u>
Unallocated Money		
Cash at Bank--Unallocated	0.00	47.08
	<u>0.00</u>	<u>47.08</u>
Total assets	<u>156,266.39</u>	<u>101,889.95</u>
Less liabilities		
Operating Account		
Sundry Creditors	751.09	667.31
	<u>751.09</u>	<u>667.31</u>
Long Term Maintenance Fund		
	<u>0.00</u>	<u>0.00</u>
Unallocated Money		
Prepaid Levies--Unallocated	0.00	47.08
	<u>0.00</u>	<u>47.08</u>
Total liabilities	<u>751.09</u>	<u>714.39</u>
Net assets	<u>\$155,515.30</u>	<u>\$101,175.56</u>

Body Corporate Number 559725

Maltworks Terraces, Stead and Wheatsheaf Lanes,
Heathcote Valley, Christchurch 8022

Levy Schedule for the 12 months ending 31 March 2027

Approximate levy instalments that would apply to each unit if the proposed levies are accepted at the Annual General Meeting:

2nd Instalment 2025/2026 (period 01.04.26 to 30.09.26) last day for payment 30.04.2026

Lot	Unit	Utility Interests	Operating Account	LTM Fund	Total
PU1	3 Stead Lane	2,725.00	\$1,199.00	\$558.63	\$1,757.63
PU2	1 Stead Lane	2,740.00	\$1,205.60	\$561.70	\$1,767.30
PU3	7 Stead Lane	2,725.00	\$1,199.00	\$558.63	\$1,757.63
PU4	9 Stead Lane	2,740.00	\$1,205.60	\$561.70	\$1,767.30
PU5	13 Stead Lane	2,725.00	\$1,199.00	\$558.63	\$1,757.63
PU6	11 Stead Lane	2,740.00	\$1,205.60	\$561.70	\$1,767.30
PU7	23 Stead Lane	2,725.00	\$1,199.00	\$558.63	\$1,757.63
PU8	25 Stead Lane	2,740.00	\$1,205.60	\$561.70	\$1,767.30
PU9	5 Stead Lane	3,245.00	\$1,427.80	\$665.23	\$2,093.03
PU10	17 Stead Lane	3,200.00	\$1,408.00	\$656.00	\$2,064.00
PU11	15 Stead Lane	3,190.00	\$1,403.60	\$653.95	\$2,057.55
PU12	19 Stead Lane	3,200.00	\$1,408.00	\$656.00	\$2,064.00
PU13	21 Stead Lane	3,190.00	\$1,403.60	\$653.95	\$2,057.55
PU14	19 Wheatsheaf Lane	3,190.00	\$1,403.60	\$653.95	\$2,057.55
PU15	17 Wheatsheaf Lane	3,200.00	\$1,408.00	\$656.00	\$2,064.00
PU16	15 Wheatsheaf Lane	3,200.00	\$1,408.00	\$656.00	\$2,064.00
PU17	13 Wheatsheaf Lane	3,200.00	\$1,408.00	\$656.00	\$2,064.00
PU18	11 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU19	9 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU20	22 Wheatsheaf Lane	3,245.00	\$1,427.80	\$665.23	\$2,093.03
PU21	20 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU22	18 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU23	16 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU24	14 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU25	12 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU26	10 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU27	8 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU28	6 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU29	4 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU30	2 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU31	7 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU32	5 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU33	3 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
PU34	1 Wheatsheaf Lane	2,880.00	\$1,267.20	\$590.40	\$1,857.60
		100,000.00	\$44,000.00	\$20,500.00	\$64,500.00

1st Instalment 2026/2027 (period 01.10.26 to 31.03.27) last day for payment 31.10.2026

Lot	Unit	Utility Interests	Operating Account	LTM Fund	Total
PU1	3 Stead Lane	2,725.00	\$1,226.25	\$558.63	\$1,784.88
PU2	1 Stead Lane	2,740.00	\$1,233.00	\$561.70	\$1,794.70
PU3	7 Stead Lane	2,725.00	\$1,226.25	\$558.63	\$1,784.88
PU4	9 Stead Lane	2,740.00	\$1,233.00	\$561.70	\$1,794.70
PU5	13 Stead Lane	2,725.00	\$1,226.25	\$558.63	\$1,784.88
PU6	11 Stead Lane	2,740.00	\$1,233.00	\$561.70	\$1,794.70
PU7	23 Stead Lane	2,725.00	\$1,226.25	\$558.63	\$1,784.88
PU8	25 Stead Lane	2,740.00	\$1,233.00	\$561.70	\$1,794.70
PU9	5 Stead Lane	3,245.00	\$1,460.25	\$665.23	\$2,125.48
PU10	17 Stead Lane	3,200.00	\$1,440.00	\$656.00	\$2,096.00
PU11	15 Stead Lane	3,190.00	\$1,435.50	\$653.95	\$2,089.45
PU12	19 Stead Lane	3,200.00	\$1,440.00	\$656.00	\$2,096.00
PU13	21 Stead Lane	3,190.00	\$1,435.50	\$653.95	\$2,089.45
PU14	19 Wheatsheaf Lane	3,190.00	\$1,435.50	\$653.95	\$2,089.45
PU15	17 Wheatsheaf Lane	3,200.00	\$1,440.00	\$656.00	\$2,096.00
PU16	15 Wheatsheaf Lane	3,200.00	\$1,440.00	\$656.00	\$2,096.00
PU17	13 Wheatsheaf Lane	3,200.00	\$1,440.00	\$656.00	\$2,096.00
PU18	11 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU19	9 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU20	22 Wheatsheaf Lane	3,245.00	\$1,460.25	\$665.23	\$2,125.48
PU21	20 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU22	18 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU23	16 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU24	14 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU25	12 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU26	10 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU27	8 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU28	6 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU29	4 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU30	2 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU31	7 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU32	5 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU33	3 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
PU34	1 Wheatsheaf Lane	2,880.00	\$1,296.00	\$590.40	\$1,886.40
		100,000.00	\$45,000.00	\$20,500.00	\$65,500.00