

Minutes of a Meeting of the Trustee(s)

held on 22 February 2024 at 25 Wistaria Avenue, Southport, Queensland 4215

PRESENT:	Linda Kathleen Townsend and Philip Conway Townsend
PENSION CONTINUATION:	<p>Philip Conway Townsend wishes to continue existing Account Based Pension with a commencement date of 01/07/2015. It is confirmed that the pension balance will automatically revert to Linda Kathleen Townsend upon the death of the member.</p> <p>The Pension Account Balance as at 01/07/2022 is \$132,300.39, consisting of:</p> <ul style="list-style-type: none">- Taxable amount of: \$113.57; and- Tax Free amount of: \$132,186.82- Tax Free proportion: 99.91%.
TRUSTEE ACKNOWLEDGEMENT:	<p>It was resolved that Trustee(s) have agreed to this and has taken action to ensure the following:</p> <ul style="list-style-type: none">- The member's minimum pension payments are to be made at least annually- An amount or percentage of the pension will not be prescribed as being left-over when the pension ceases- The pension can be transferred only on the death of the pensioner to their beneficiary(s).- The Trustee(s) will comply with ATO obligations such as PAYG withholding and payment summary obligations- The fund's trust deed provides for payment of this pension to the member- The Trustee(s) will notify the member, in writing, of their pension amount and assessable amount each year
PAYMENT:	<p>It was resolved that the trustees have agreed to pay at least the minimum pension payment for the current year of \$3,970.00 in the frequency of at least an annual payment.</p>
CLOSURE:	<p>Signed by the trustee(s) pursuant to the Fund Deed.</p>

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Linda Kathleen Townsend
Chairperson

PRESENT: Linda Kathleen Townsend and Philip Conway Townsend

PENSION CONTINUATION: Philip Conway Townsend wishes to continue existing Account Based Pension with a commencement date of 01/07/2014. It is confirmed that the pension balance will automatically revert to Linda Kathleen Townsend upon the death of the member.

The Pension Account Balance as at 01/07/2022 is \$74,860.73, consisting of:

- Taxable amount of: \$0.25; and
- Tax Free amount of: \$74,860.48
- Tax Free proportion: 100.00%.

TRUSTEE ACKNOWLEDGEMENT: It was resolved that Trustee(s) have agreed to this and has taken action to ensure the following:

- The member's minimum pension payments are to be made at least annually
- An amount or percentage of the pension will not be prescribed as being left-over when the pension ceases
- The pension can be transferred only on the death of the pensioner to their beneficiary(s).
- The Trustee(s) will comply with ATO obligations such as PAYG withholding and payment summary obligations
- The fund's trust deed provides for payment of this pension to the member
- The Trustee(s) will notify the member, in writing, of their pension amount and assessable amount each year

PAYMENT: It was resolved that the trustees have agreed to pay at least the minimum pension payment for the current year of \$2,250.00 in the frequency of at least an annual payment.

CLOSURE: Signed by the trustee(s) pursuant to the Fund Deed.

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Linda Kathleen Townsend
Chairperson

PRESENT: Linda Kathleen Townsend and Philip Conway Townsend

PENSION CONTINUATION: Philip Conway Townsend wishes to continue existing Account Based Pension with a commencement date of 30/06/2017. It is confirmed that the pension balance will automatically revert to Linda Kathleen Townsend upon the death of the member.

The Pension Account Balance as at 01/07/2022 is \$157,714.69, consisting of:

- Taxable amount of: \$16.95; and
- Tax Free amount of: \$157,697.74
- Tax Free proportion: 99.99%.

TRUSTEE ACKNOWLEDGEMENT: It was resolved that Trustee(s) have agreed to this and has taken action to ensure the following:

- The member's minimum pension payments are to be made at least annually
- An amount or percentage of the pension will not be prescribed as being left-over when the pension ceases
- The pension can be transferred only on the death of the pensioner to their beneficiary(s).
- The Trustee(s) will comply with ATO obligations such as PAYG withholding and payment summary obligations
- The fund's trust deed provides for payment of this pension to the member
- The Trustee(s) will notify the member, in writing, of their pension amount and assessable amount each year

PAYMENT: It was resolved that the trustees have agreed to pay at least the minimum pension payment for the current year of \$4,730.00 in the frequency of at least an annual payment.

CLOSURE: Signed by the trustee(s) pursuant to the Fund Deed.

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Linda Kathleen Townsend
Chairperson

PRESENT: Linda Kathleen Townsend and Philip Conway Townsend

PENSION CONTINUATION: Linda Kathleen Townsend wishes to continue existing Account Based Pension with a commencement date of 01/07/2015. It is confirmed that the pension balance will automatically revert to Philip Conway Townsend upon the death of the member.

The Pension Account Balance as at 01/07/2022 is \$86,656.59, consisting of:

- Taxable amount of: \$75.14; and
- Tax Free amount of: \$86,581.45
- Tax Free proportion: 99.91%.

TRUSTEE ACKNOWLEDGEMENT: It was resolved that Trustee(s) have agreed to this and has taken action to ensure the following:

- The member's minimum pension payments are to be made at least annually
- An amount or percentage of the pension will not be prescribed as being left-over when the pension ceases
- The pension can be transferred only on the death of the pensioner to their beneficiary(s).
- The Trustee(s) will comply with ATO obligations such as PAYG withholding and payment summary obligations
- The fund's trust deed provides for payment of this pension to the member
- The Trustee(s) will notify the member, in writing, of their pension amount and assessable amount each year

PAYMENT: It was resolved that the trustees have agreed to pay at least the minimum pension payment for the current year of \$2,170.00 in the frequency of at least an annual payment.

CLOSURE: Signed by the trustee(s) pursuant to the Fund Deed.

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Linda Kathleen Townsend
Chairperson

PRESENT: Linda Kathleen Townsend and Philip Conway Townsend

PENSION CONTINUATION: Linda Kathleen Townsend wishes to continue existing Account Based Pension with a commencement date of 01/07/2014. It is confirmed that the pension balance will automatically revert to Philip Conway Townsend upon the death of the member.

The Pension Account Balance as at 01/07/2022 is \$79,718.63, consisting of:

- Taxable amount of: \$24.21; and
- Tax Free amount of: \$79,694.42
- Tax Free proportion: 99.97%.

TRUSTEE ACKNOWLEDGEMENT: It was resolved that Trustee(s) have agreed to this and has taken action to ensure the following:

- The member's minimum pension payments are to be made at least annually
- An amount or percentage of the pension will not be prescribed as being left-over when the pension ceases
- The pension can be transferred only on the death of the pensioner to their beneficiary(s).
- The Trustee(s) will comply with ATO obligations such as PAYG withholding and payment summary obligations
- The fund's trust deed provides for payment of this pension to the member
- The Trustee(s) will notify the member, in writing, of their pension amount and assessable amount each year

PAYMENT: It was resolved that the trustees have agreed to pay at least the minimum pension payment for the current year of \$1,990.00 in the frequency of at least an annual payment.

CLOSURE: Signed by the trustee(s) pursuant to the Fund Deed.

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Linda Kathleen Townsend
Chairperson

PRESENT: Linda Kathleen Townsend and Philip Conway Townsend

PENSION CONTINUATION: Linda Kathleen Townsend wishes to continue existing Account Based Pension with a commencement date of 30/06/2017. It is confirmed that the pension balance will automatically revert to Philip Conway Townsend upon the death of the member.

The Pension Account Balance as at 01/07/2022 is \$159,371.84, consisting of:

- Taxable amount of: \$19.18; and
- Tax Free amount of: \$159,352.66
- Tax Free proportion: 99.99%.

TRUSTEE ACKNOWLEDGEMENT: It was resolved that Trustee(s) have agreed to this and has taken action to ensure the following:

- The member's minimum pension payments are to be made at least annually
- An amount or percentage of the pension will not be prescribed as being left-over when the pension ceases
- The pension can be transferred only on the death of the pensioner to their beneficiary(s).
- The Trustee(s) will comply with ATO obligations such as PAYG withholding and payment summary obligations
- The fund's trust deed provides for payment of this pension to the member
- The Trustee(s) will notify the member, in writing, of their pension amount and assessable amount each year

PAYMENT: It was resolved that the trustees have agreed to pay at least the minimum pension payment for the current year of \$3,980.00 in the frequency of at least an annual payment.

CLOSURE: Signed by the trustee(s) pursuant to the Fund Deed.

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Linda Kathleen Townsend
Chairperson

PRESENT: Linda Kathleen Townsend and Philip Conway Townsend

PENSION CONTINUATION: Linda Kathleen Townsend wishes to continue existing Account Based Pension with a commencement date of 01/06/2019. It is confirmed that the pension balance will automatically revert to Philip Conway Townsend upon the death of the member.

The Pension Account Balance as at 01/07/2022 is \$18,763.95, consisting of:

- Taxable amount of: \$0.00; and
- Tax Free amount of: \$18,763.95
- Tax Free proportion: 100.00%.

TRUSTEE ACKNOWLEDGEMENT: It was resolved that Trustee(s) have agreed to this and has taken action to ensure the following:

- The member's minimum pension payments are to be made at least annually
- An amount or percentage of the pension will not be prescribed as being left-over when the pension ceases
- The pension can be transferred only on the death of the pensioner to their beneficiary(s).
- The Trustee(s) will comply with ATO obligations such as PAYG withholding and payment summary obligations
- The fund's trust deed provides for payment of this pension to the member
- The Trustee(s) will notify the member, in writing, of their pension amount and assessable amount each year

PAYMENT: It was resolved that the trustees have agreed to pay at least the minimum pension payment for the current year of \$470.00 in the frequency of at least an annual payment.

CLOSURE: Signed by the trustee(s) pursuant to the Fund Deed.

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Linda Kathleen Townsend
Chairperson