

The Chalmers Superannuation Fund

Minutes of the Meeting of the Trustees

Venue	26 Sea View Street, Beaconsfield WA 6162
Date	Friday 5 August 2022
Present	Nathan Chalmers & Simone Chalmers
Chair	Nathan Chalmers

INCOME –

EXPENSES –

CORRESPONDENCE RECEIVED

- PAYG Instalment Notice for Apr to Jun 22 to be paid by 28 July - PAID
- Shaun Garlick & Co Invoice for Related Party Transfer of Land – Nominal Stamp Duty Approval invoice – PAID
- Frank Borrello – Complex Land Solutions – Transfer of Land Documentation Submitted to Landgate Invoice - PAID
- Notification from Perpetual Payroll Department that Ozedi ESA no longer current

CORRESPONDENCE OUT

- NIL

BUSINESS ARISING

- Vacate date for tenant Maguire confirmed to be Sunday 21 August 2022.
- Arrange to travel to Kalbarri to perform Vacate Inspection and rectify any issues, if required
- Arrange for Furniture Items to be replaced – Mattress, mattress protector, pillows and floor rug (the existing items will be disposed of)
- Shaun Garlick has successfully applied for Nominal Stamp Duty to be applied when Transfer of Land is effected
- Elders Insurance have declined any structural repairs to the unit are required as a result of the cyclone. This has been accepted on the basis that a trusted Master Builder has inspected the property and confirmed the roof and structure of the dwelling is sound. We will await the quotation to repair the internal damage from the Insurance repairers.
- Make appointment with AC Chartered Accountants to have FY2022 Financial Statements done, tax return and Audit.

Signed as a true record of the meeting

Chairperson: _____

Nathan John Chalmers

Date: 05-08-2022

The Chalmers Superannuation Fund

Minutes of the Meeting of the Trustees

Venue	26 Sea View Street, Beaconsfield WA 6162
Date	Friday 2 September 2022
Present	Nathan Chalmers & Simone Chalmers
Chair	Nathan Chalmers

INCOME –

EXPENSES –

CORRESPONDENCE RECEIVED

- Quote for Interior Repairs from Elders Insurance, completed by Construct - \$21,263
- Email received confirming new ESA opened with Clicksuper – wrkrSMSF
- WrKrSMSF annual fee invoice – PAID
- Quote received from private contractor – Millennium Painting - \$9900, for interior repairs
- Fenn Plumbing Invoice for works – PAID
- AMART Invoice for mattress etc - PAID

CORRESPONDENCE OUT

- Email to Elders in agreement to cash settle interior repairs and finalise claim.
- Email exchange with OZEDI Gateway confirming ESA is no longer active due to them closing their hub 31 December 2019.
- Change of Details form sent to ATO to advise of new ESA.
- New ESA details sent to Perpetual Payroll and Rig Force Payroll

BUSINESS ARISING

- Refund rent overpayment of 3 days to tenant Maguire - \$120
- Final Inspection completed – property left in impeccable condition, no cleaning or repairs required – full BOND refund due.
- Disposal of Bond Form to be completed and sent to tenant for completion then lodgement
- General wear and tear noted at property, works to be arranged are;
 1. Pest Control
 2. Security Screen on Laundry Door
 3. All locks to be changed and keyed to one key
 4. Tap/Sink washers in kitchen, bathroom and laundry. Flexi Hose stop valves to be installed on all flexi hoses, new toilet cistern and base to be installed with tapware.
- Cash Settlement – Cyclone damage repairs to be arranged;
 1. Laundry door surround and framework to be fixed to brickwork
 2. Full interior patch and paint with repair to significant internal cracking
- Furniture from AMART delivered

CHAIRPERSON:


NATHAN JOHN CHALMERS

DATE: 02/09/2022.

The Chalmers Superannuation Fund

Minutes of the Meeting of the Trustees

Venue	26 Sea View Street, Beaconsfield WA 6162
Date	Friday 7 th October 2022
Present	Nathan Chalmers & Simone Chalmers
Chair	Nathan Chalmers

INCOME –

EXPENSES –

CORRESPONDENCE RECEIVED

- AC Chartered Accountants – FY22 Financial Statement Preparation Fee invoice – PAID
- Bonds Administration acknowledgement and Disposal of BOND documentation received
- Kalbarri Pest Control invoice – PAID
- Midwest Locks invoice – PAID
- Elders Insurance Cash Settlement Payment confirmation paperwork
- Millennium Painting have accepted works and have advised October 3 start date, as earliest.

CORRESPONDENCE OUT

- Emailed signed acceptance form to Elders Insurance
- Acceptance of Millennium Quote and start date

BUSINESS ARISING

- Frank Borello forwarded Certificate of Title for property, received from Landgate – Nathan and Simone Chalmers as Joint Tenants.
- Bond dispersed to Maguire 14 Sept 2022, \$1000
- Cash Settlement from Elders not received, follow up required.

Signed as a true record of the meeting

Chairperson: 

Nathan John Chalmers

Date: 7-10-2022

The Chalmers Superannuation Fund

Minutes of the Meeting of the Trustees

Venue	26 Sea View Street, Beaconsfield WA 6162
Date	Friday 4 th November 2022
Present	Nathan Chalmers & Simone Chalmers
Chair	Nathan Chalmers

INCOME –

EXPENSES –

CORRESPONDENCE RECEIVED

- Nathan Asteron Life Insurance Renewal due 6/11/22
- Simone Asteron Life Insurance renewal due 19/11/2022
- Asteron Life Premium Increase notice – Simone up from \$1341.91 to \$1394.69 for \$775,664 cover
- Asteron Life Premium Increase notice – Nathan up from \$1764.49 to \$1840.97 for \$775,664 cover
- PAYG instalment notice for Jul to Sept 22 – to be paid by 28 October 2022

CORRESPONDENCE OUT

- NIL

BUSINESS ARISING

- Elders cash settlement payment received 7 October - \$21,263.00
- Painting completed satisfactorily Invoice paid \$9900, will now monitor for reappearance of cracks etc
- Unit to remain untenanted in case further works are required

Signed as a true record of the meeting

Chairperson: _____



Nathan John Chalmers

Date: 04/11/2022

The Chalmers Superannuation Fund

Minutes of the Meeting of the Trustees

Venue	26 Sea View Street, Beaconsfield WA 6162
Date	Friday 2 nd December 2022
Present	Nathan Chalmers & Simone Chalmers
Chair	Nathan Chalmers

INCOME –

EXPENSES –

CORRESPONDENCE RECEIVED

- ATO Notice of PAYG Instalment change – Notional Tax \$4614 for 2022-23 FY
- Super Audits – Statutory Audit Fee invoice – PAID
- Midwest Locks Invoice – PAID

CORRESPONDENCE OUT

- NIL

BUSINESS ARISING

- AC Chartered Accountants advise SMSF audit is done and all OK
- Tax Return completed and lodged
- Security Screen on laundry door installed and lock keyed to remainder of property
- All works to property now completed and invoices paid

Signed as a true record of the meeting

Chairperson: _____



Nathan John Chalmers

Date: 2/12/2022

The Chalmers Superannuation Fund

Minutes of the Meeting of the Trustees

Venue	26 Sea View Street, Beaconsfield WA 6162
Date	Friday 6 th January 2023
Present	Nathan Chalmers & Simone Chalmers
Chair	Nathan Chalmers

INCOME –

EXPENSES –

CORRESPONDENCE RECEIVED

- NIL

CORRESPONDENCE OUT

- NIL

BUSINESS ARISING

- Property to remain empty until decision is reached about tenancy going forward. Town still predominately under repair, businesses remain closed. No firm employment available so large portion of properties for sale.

Signed as a true record of the meeting

Chairperson: _____



Nathan John Chalmers

Date: _____

06-01-2023

The Chalmers Superannuation Fund

Minutes of the Meeting of the Trustees

Venue	26 Sea View Street, Beaconsfield WA 6162
Date	Friday 3 rd February 2023
Present	Nathan Chalmers & Simone Chalmers
Chair	Nathan Chalmers

INCOME –

EXPENSES –

CORRESPONDENCE RECEIVED

- PAYG Instalment notice received Oct to Dec 22 – to be paid by 28 Feb 23
- ASIC Business registration for Phalanx Pty Ltd due by 28 March 2023

CORRESPONDENCE OUT

- NIL

BUSINESS ARISING

- We have been approached by carpenters who contract to Kilburn Building for accommodation whilst they complete a roofing job in town. Agreed to \$300 per week, for 2 workers, 10 weeks payment up front. Power and water costs included. They will confirm dates next month and make payment, then agreement can be drawn up.

Signed as a true record of the meeting

Chairperson: _____

Nathan John Chalmers

Date: 03-02-2023

The Chalmers Superannuation Fund

Minutes of the Meeting of the Trustees

Venue	26 Sea View Street, Beaconsfield WA 6162
Date	Friday 3 rd March 2023
Present	Nathan Chalmers & Simone Chalmers
Chair	Nathan Chalmers

INCOME –

EXPENSES –

CORRESPONDENCE RECEIVED

- NIL


CORRESPONDENCE OUT

- NIL

BUSINESS ARISING

- Contractors for Kilburn confirmed 9 weeks accommodation and 1 week BOND, from 27th February to 30th April for 2 workers only. Will pay \$3000 up front and sign agreement. Water and Electricity costs included, subject to inspection after 1 month and continuation if no issues.

Signed as a true record of the meeting

Chairperson: 
Nathan John Chalmers

Date: 03/03/2023

The Chalmers Superannuation Fund

Minutes of the Meeting of the Trustees

Venue	26 Sea View Street, Beaconsfield WA 6162
Date	Friday 7 th April 2023
Present	Nathan Chalmers & Simone Chalmers
Chair	Nathan Chalmers

INCOME –

EXPENSES –

CORRESPONDENCE RECEIVED

- NIL

CORRESPONDENCE OUT

- NIL

BUSINESS ARISING

- Advised Contractors via phone Saturday 18th March, of agreed inspection to take place Sunday 26th March providing required 1 weeks notice.
- Property Inspection carried out as advised. Result is satisfactory, reconfirmed vacate date of Sunday 30th April.

Signed as a true record of the meeting

Chairperson: _____



Nathan John Chalmers

Date: 07-04-2023

The Chalmers Superannuation Fund

Minutes of the Meeting of the Trustees

Venue	26 Sea View Street, Beaconsfield WA 6162
Date	Friday 5 th May 2023
Present	Nathan Chalmers & Simone Chalmers
Chair	Nathan Chalmers

INCOME –

EXPENSES –

CORRESPONDENCE RECEIVED

- PAYG Instalment notice for Jan to Mar 23 to be paid by 28th April 23

CORRESPONDENCE OUT

- NIL

BUSINESS ARISING

- Final inspection of property conducted on Sunday April 30th; premises left immaculate – no issues. If workers return for more work in the future, they will seek further accommodation if available. No work scheduled until after June 2023 at this stage.

Signed as a true record of the meeting

Chairperson: _____



Nathan John Chalmers

Date: _____

05-05-2023

The Chalmers Superannuation Fund

Minutes of the Meeting of the Trustees

Venue	26 Sea View Street, Beaconsfield WA 6162
Date	Friday 2 nd June 2023
Present	Nathan Chalmers & Simone Chalmers
Chair	Nathan Chalmers

INCOME –

EXPENSES –

CORRESPONDENCE RECEIVED

- NIL

CORRESPONDENCE OUT

- NIL

BUSINESS ARISING

- Progress in town still slow with tourism. Garnet mine bringing employment but most workers choosing to purchase properties rather than rent. Those who are seeking rentals are larger families. We have been approached by members of the community to rent, however see these as too risky due to unemployment and antisocial behaviour being associated with these individuals. Will continue to seek permanent cleaner to enable the property to be used for short term holiday accommodation rather than longer term tenancy.

Signed as a true record of the meeting

Chairperson: _____

Nathan John Chalmers

Date: 02/06/2023

The Chalmers Superannuation Fund

Minutes of the Meeting of the Trustees

Venue	26 Sea View Street, Beaconsfield WA 6162
Date	Friday 7 th July 2023
Present	Nathan Chalmers & Simone Chalmers
Chair	Nathan Chalmers

INCOME –

EXPENSES –

CORRESPONDENCE RECEIVED

- PAYG Instalment notice for Apr to Jun 23 to be paid by 28 July 2023
- Overdue Tax Debt notice received from AC Chartered Accountants; payment due by 16 June – PAID LATE

CORRESPONDENCE OUT

- NIL

BUSINESS ARISING

- As options to rent either short term or longer term are limited still – will seek guidance from Andy of AC Chartered Accountants for strategies going forward.

Signed as a true record of the meeting

Chairperson: _____

Nathan John Chalmers

Date: _____

07/07/2023