

Minutes of the Annual General Meeting of the PHOAWA

Introduction

The meeting was opened at 11.04 am on Tuesday 21 July 2026 by Tony Little the vice chairman.

Tony thanked everyone for coming and explained we had a quorum so the meeting could go ahead. Tony thanked the board for all the help that he and Terry had received throughout the last 12 months.

The Minutes of the last Annual General Meeting were agreed and a call for acceptance was made and was proposed by Tony and seconded by Ken.

Chairman's report

The Chairman's report was produced by Tony and mentioned that the chairman and secretary (Terry and Christine) are taking a well earned break and he wished them safe travels. They have both expressed the desire not to resume their previous positions this coming year but will stay on in an advisory capacity.

It was explained that we need more committee members and we need to create local groups for the country areas of WA. The groups would help in getting representation to the several thousand residents who live in park homes in caravan parks and lifestyle villages by bringing the concerns of a particular area to the attention of the main committee.

All parkhome owners had been invited to respond to Consumer Protection with details of what they would like changed in the Act. Simon has done a consolidated response from the PHOA Board to Consumer Protection (CP). There has been a significant delay in CP presenting all the proposed changes to State government.

The main issues are that park operators don't need a licence or formal training. CP used to do audits of caravan parks before Covid but they stopped doing it due to finance restrictions. This has resulted in some park operators not adhering to the Act.

During the year the Board spent a significant amount of time dealing with issues relating to the Electricity Service Charge. Although this has been resolved from a legal and government point of view, there are still Park Operators (PO) who try to collect the charge incorrectly. Hence the need for more training and oversight of POs.

We need more members from lifestyle villages as a variety of members will provide more diversity.

That is the conclusion of the chairman's report brought to you by the vice chairman.

Treasurer and Membership secretary report

The Treasurer's report was read. At the end of the financial year, we had a balance of \$11,000 in the bank. We've just had a \$2500.00 expenditure for newsletters as no invoices had been received for 3 years so all needed paying this year.

"Print and Post" print our newsletters and bulk email them to the members we have email addresses for. We can save \$300.00 by emailing newsletters to our members.

Professional web services are expensive so we are looking for a volunteer to help with the website and to increase usage and membership of our Facebook page.

The treasurer has sent a letter to members with overdue memberships to advise them they are now overdue. We need more members to join and encourage people to renew their memberships.

The election of board members

Names were called for the committee with 12 names being received.

The chair for the coming year will be Tony Little

The Vice chair position is vacant and will be filled at the next board meeting

Treasurer and membership secretary is Ken Wilson

We now have another 10 committee members so various ongoing actions can be shared out.

Fran Morgan	Janine White	John Van Der Voorden	Lynne Page (new)
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Ross Howlett	Shirley Menegola	Simon Watt	Trevor Brookes (new)
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Terry and Christine Hinchcliffe will continue as advisors

All members present accepted these nominations.

Other business

One of the members asked about compliance visits and explained that they should happen not necessarily every year but every few years. A question was raised about whether the park should be advised before the inspection. The member was concerned that by alerting the park beforehand they had time to fix the issue before the inspection. After some discussion it was advised that the park needed to know in advance to have appropriate documents available.

It was decided that we should be looking at getting members from Lifestyle Villages. as more members , more power.

The park operator has to get SAT involved if they are trying to move tenants out of the park or if they want to raise rents by an amount that exceeds that which is stated in the lease. The subject of compensation came up when a park is sold and everyone has to move, so people need to check their lease to find out if its a fixed term lease or a periodic lease. If you have a new (post 2022) or old lease (pre 2022) terms and conditions will change. Note that you receive compensation if you have a fixed term lease, but not necessarily if you have a periodic lease.

The electricity supply charge can't be included as a rent increase, it has to be specified as a separate charge in the lease. We can all check if the supply charge is in your lease as a separate charge.

The Park Liaison committee will only work if the park accepts it. If they don't want a liaison committee it won't work.

The Zoom link will make keeping in touch and having meetings with members easier to talk to and assist with any problems.

The Board plan to produce a flyer for non-members to persuade them to join the PHOWA.

A member asked about pro bono lawyers who might be willing to assist with any legal issues between Park residents and the Board, Park management, government departments or SAT. The Board agreed that this was a great idea and they would progress it further as Circle Green only give advice, no representation.

All PHOWA information will be available on the website.

No further business and the meeting was closed at 12.30 pm.

Please note that in the absence of a secretary, these minutes are a mix of AI generated text and notes taken by a member, who subsequently joined the Board .