

Hawksbury Village Information

Hawksbury Village is a privately owned and managed Company. It is run by a Board of Directors elected by Shareholders. The Board is made up of a Managing Director – Kylie Scott and Directors. The Company holds an AGM each year around Oct/November.

Levies

The Village is funded by the Shareholders of whom pay levies to the Company to run the various infrastructure. Further rates are also paid independently to the D.C.C and O.R.C. Upon purchasing a property in the Village, you will receive 5 shares per property.

The Village has two levy periods and levies are paid retrospectively they are 1st January- 30th June and 1st July – 1st December. Should you like to keep your account in credit by making regular installments this is welcomed. Please deposit into the HVML bank acc with your name as a reference. Our bank account details are Hawksbury Village Management Limited 12 3150 0884848 00 ASB, please use your Surname and Initial or Company name as ref. We also welcome payment by cheque sent to Hawksbury Village Management Limited PO BOX 3, Waikouaiti 9510. Cash will not be accepted.

Levies are different depending on the category your property belongs in.

Residential

Commercial

Multi Residential (more than one dwelling or household)

Partial Residential

Serviceable Section

Should you be unsure which category your residence falls in, please do contact us at any time. Should you own a home that is a multi-residential dwelling for example it is divided into flats, the factors of which you are charged will depend on the number of dwellings within your property.

Nonpayment of levies will incur a 10% of invoice penalty if payment is not received by 5pm on the date due. Should a payment due date fall on a public/bank holiday or weekend it is up to the payer to ensure it clears by 5pm on the business day before. Nonpayment after 10 days

will have the encumbrance rental fee added. This is 10% of your land value plus GST and will only be removed if all monies owing is cleared before the 31st of March each year, Should you have any trouble paying your levies please do contact the Managing Director. Cedar Credit is the HVML collection agency used to collect any arrears and all fees incurred are payable by the titleholder.

Infrastructure

The Board would like to please remind everyone that under no circumstances HVML infrastructure is to be touched by any shareholders or contractors of shareholders and any such damage that may incur from this, remediation costs will be directed to the shareholder. HVML has its own contractors who must oversee any required work. Should you be doing any work inside your properties please do contact the Managing Director first as to determine if there are any HVML power cables or infrastructure services below. A cable finder is required in all cases.

All properties in Hawksbury Village must comply with all local council building requirements and national building standards. Should you be building or making alterations permits will be required.

If you are thinking of altering the change of use on your property (adding additional flats/residences) you must contact the board in writing before you do this. The board will need to ensure there are adequate infrastructure services including electricity capacity. If your request is granted you will be charged a capacity charge for electricity and levies will be paid for drainage and water per dwelling. The board will not reimburse levies for periods your dwellings are not tenanted.

If you are requiring a vehicle crossing or wanting to alter a vehicle crossing that passes through HVML land we require this request to be placed in writing. All vehicle crossings must comply to the Dunedin City Council standards.

Electricity in the upper village including McGrath Road is supplied via Hawksbury Village Management. This is managed by Trustpower for all billing. All properties have virtual icp numbers, please contact the Managing Director who can advise you of this if your property is

changing hands. If you are a new build and are entitled a power connection a connection request form must be filled in by your electrician.

All new power connections will result in a \$300.00 + GST connection fee payable to HVML. If power is disconnected to a property for over three months this will also result in a reconnection fee of \$300.00 + GST. For all properties disconnected for over six months an electrical verification certificate will need to be provided to HVML also before reconnection is granted.

If you are on the Village power system and you experience an outage, please contact Trustpower on 0800 87 87 87 to determine the network. If the fault is on the HVML network, please call Kylie Scott on 0220216797 between 8am and 6pm. Please leave a detailed message if after hours. If you cannot reach Kylie and it is not after hours, please call Christine Baker on 0220458775. It may not always be possible to get our electrician out straight away, so we thank you for your patience.

Telecommunication in the village is now by land-based satellites maintained by Unifone. The board does not allow anymore new connections onto the copper system as we are not maintaining it as of the 1st January 2019. The service we are now receiving is fast and very reasonably priced. Please look at the Unifone website for pricing. Unifone connection requests are to go via Kylie Scott on hvml@outlook.co.nz

Truby King Drive and Crocombe Drive are the only legal roads in the village and are maintained by HVML. All others are private driveways and are maintained by the easement holders. The old steam ducting is not a path, please ensure you are not entering private property in the village. Please only go down the other roads by foot or in a vehicle (Watkin Drive, Kennard Crescent, Johnny Jones Drive if you hold a right of way easement, or Duncan Ave if you are visiting a business there).

Bryan Joyce is our Effluent Plant contractor and Village Caretaker. His duties are maintenance around the Village, lawn mowing, water meter reading and he oversees our Effluent Plant on McGrath Road. The Village is very lucky to have his knowledge and expertise. Maintenance issues can be directed to the HVML email and will be forwarded onto him where necessary. Under no circumstance are wet wipes (even the biodegradable ones) to be flushed down the toilets, these create huge and costly problems at the effluent plant.

Please do be cautious with watering as the Village pays for ALL water used. We do not want to have to increase water levies. If you should notice a leak or part of grass which is exceptionally green, please contact the Managing Director so we can investigate in case there is a leak. Older toilets and urinals are big culprits for water leaks and what looks like a small drip can escalate into a large water loss quite quickly. Please be vigilant in checking these regularly.

A water meter is required for all new builds, subdivisions, and when HVML is required to maintain a toby. These are not being read now but may in the future or if a situation arises that would require the board to read it.

Legal

All property sales in the village must be notified to the Managing Director at the start of the sale process. A file will be given to the vendor and agent containing the encumbrance and constitution documents, Hawksbury Village information booklet and levy breakdowns for your address. This policy ensures that the encumbrance transfer is completed at settlement. Once your property sale has confirmed please advise the Managing Director your settlement date and solicitor contact details so your closing levy statement can be sent and included for settlement. 5 working days' notice is required for all settlements. You will be invoiced for the entire levy period your settlement date falls in. The HVML solicitor is Sam Guest at Guest Carter Law

HVML does hold infrastructure maps for the village if these are required to be looked at please ensure the vendor requests this information from the Managing Director.

Body corporate

At the McGrath entrance side of the Village there are dwellings on Truby King Drive and Martin Close that form part of two Body Corporates. This is run independently from the Board, please do contact those representatives regarding any information about this. Should you not know how to contact them the Board will be able to direct you. The remaining shareholders are not part of a body corporate. The body corporate is still required to pay levies in addition to their body corporate fees.

Rubbish

Rubbish collection is by prepaid bags or wheelie bin hire from Envirowaste rubbish is weekly on a Monday. Glass in the blue bins and recycling in the yellow lidded bins alternate each week on a Monday. These trucks do come quite early in the morning. Please be vigilant in ensuring your waste is secure so it is not blown off your property, this is extremely important if you are building. Fallen waste from your bin on collection day please ensure is not left on the road or in the gutters.

Dogs and animals

Dogs must be kept on leashes whilst walking around the Village and pick up after your dogs. Dogs must also be contained on your property and not allowed to wander onto the footpaths outside your home. Please be respectful of private property and vacant sections do not go on these without permission or down any private driveways that you do not have an easement over unless it is for the purpose of visiting. DCC animal bylaws apply in the village and we are patrolled regularly. The only area where dogs may be exercised off leash is the green space on Truby King Drive, and this is reserved for villagers only.

Our Village is zoned residential, please contact the DCC guidelines for requirements regarding livestock and poultry. All Poultry must be contained on private property, should you have any complaints please contact the Council.

Speed limit and school bus

Please keep our Village safe for everyone by adhering to the 30KPH speed limit. Please lower this limit further as required down private driveways and watch out for children. The local high school and primary school has one pick up in the village at the covered bus stop opposite next to access two of the village green on Truby King Drive. (See map below)

Heavy vehicles

We do not allow heavy vehicles in the village unless they are here for the purpose of a shareholder. If you do require a heavy vehicle for example you are moving, please do advise them that we only allow entry and exit from the State Highway entrance. Under no circumstance are heavy vehicles to use the McGrath Road entrance.

Trees on board land

Under no circumstance are you to trim, remove or plant on HVML owned land without prior written permission.

Green spaces

HVML has 'Green spaces' which are for recreational use for our Shareholders. Under no circumstance are vehicles to be driven on these.



Village amenities

We are extremely lucky to have some brilliant amenities' available to us in the Village. These include Hawksbury Christian Fellowship Church, Moana Gow Pool, Evansdale Cheese Factory and Matanaka Meats. Please do support our local businesses where possible.

These businesses including the pool are not run nor owned by Hawksbury Village Management Limited, please contact them directly.

Moana Gow Pool is a 20m, 4 lane heated pool there are swimming lessons, aquacise, adult lane swimming and more available here. The cost is an initial \$20 for your electronic tab key,

and then \$200 per year (this can be paid quarterly). Please contact Moana Gow directly for membership forms.

We would like to remind everyone to please read the Memorandum of Encumbrance and Constitution. Any concerns with the following are independent of the company and must be dealt with by various service sectors NOT HVML.

- Animals
- Building Consents
- Commercial activities on private residential sections
- Containers
- Cutting of private trees on private property
- Derelict cars on private property
- Fire Restrictions
- Livestock
- Long Grass/Fire Risk
- Noise complaints
- Poultry
- Resource consents
- Transportable homes
- Untidy properties
- Up keeping/mowing of private sections

Whilst the Board would like to help where required by Shareholders, we cannot step outside of our legally required role. Dealing with matters like the above are not responsibilities of HVML. The Board strives on transparency and we are happy to communicate with any Shareholders should problems arise. If there is a problem, you will always be asked to place this in writing either by mailing our PO BOX or sending a letter to our Village email before the Board can discuss/action. This will then be tabled at the next Board of Directors meeting and you will be notified accordingly.

Hawksbury Village Management Limited, PO BOX 3, Waikouaiti 9510 or,
hvml@outlook.co.nz

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