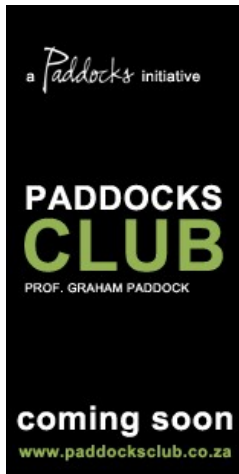


Paddocks

• PRESS •

Sectional Title News for Everyone

December 2010 (Volume 5, Issue 12)



For more information, go to www.paddocksclub.co.za

Paddocks end of year lunch

We had a little celebration to mark off a year of hard work.



Holiday break

Dear Paddocks Press Fan,



If, like me, you are going to take a few days off at the end of the year, you are probably running around like crazy trying to get everything in order before you go – good luck! If you have decided to work through the holidays and take your break early in 2011 - good thinking!

In either event, all of us at Paddocks wish you a peaceful and restorative Christmas and new year. When that taxi cuts you off so that you get stuck at the robot, thank your lucky stars you don't have to spend your working life squashed in a fast-moving sardine can!

I hope you enjoy the last Paddocks Press for 2010. In this issue:

- Anton deals with the creation of home owners' associations.
- Neil discusses a recent court decision on PMR 64(a).
- We profile Nohlene Kieck.
- Rob deals with the creation of garden paths.
- Jennifer covers the requirements for body corporate documents and certificates.
- I answer readers' questions.

In early 2011, we launch [Paddocks Club](#), a new venture designed to bring substantial value to members of the community scheme management industry. We will keep you posted!

Kind regards,

Graham

P.S. The next [Home Owners' Association Management course](#) starts in February 2011.

Creating a home owners' association



Three main steps to creating an HOA
By Anton Kelly

Most new residential properties in South Africa are developed either as a sectional title scheme or as a home owners' association. Complexes, gated villages and cluster developments are names most used to refer to these types of developments. Where people like to own their own piece of land but want to live in a community development, the home owners' association is the answer.

How is a home owners' association (HOA) created? In this article, Anton outlines the three main steps. (reading time: ± 1 min)

[Read the full article...](#)

The office will be closed from 16 December 2010 and will reopen on 3 January 2011.

We will be relaxing and preparing for the new year!

UCT (Law@Work) Sectional Title Scheme Management workshops

Congratulations to our students who completed the 10th presentation of this course.



Durban workshop



Johannesburg workshop



Cape Town workshop

View the pictures on our [Facebook](#) Page.

The ultimate guide to sectional title



Prices will be increasing in 2011. [Click here](#) to order your copy now.

Meet Andrea



Andrea Vavruch - Course Coordinator.

How long have you been working here?

Four and a half months already! I started at the beginning of August. I can't believe the time has gone by so quickly!

What have you learned so far while working here?

I'm learning new things every day. My computer skills are improving all the time (I hope!), but I'm also learning things about myself and about working efficiently as part of a team.

What do you enjoy about working here?

I work with really great people. Everyone here is friendly and enthusiastic, and we are so well looked after (not to mention

Management Rule 64(a)



Now missing some teeth
By Neil de Goede

Rule 64(a) in Annexure 8 (the Prescribed Management Rules) made under the Regulations to the Sectional Titles Act 95 of 1986 is a **powerful weapon in a sectional title body corporate's arsenal**. It creates an incentive to ensure that an arrear levy account is brought completely up to date prior to a general meeting where voting is to take place.

In this article, Neil looks at recent court cases around PMR 64a and the implications for bodies corporate. (reading time: ± 3 min)

[Read the full article...](#)

Student profile



Nohlene Kieck
By the newsletter team

Nohlene Kieck is a qualified chartered accountant and a partner at Lund & Kieck, who do **audits for sectional title schemes**. She says that she enjoys working with people and loves helping small businesses grow and succeed.



Nohlene has **completed two courses with Paddocks** in 2010 – the UCT Sectional Title Scheme Management Course and the Paddocks Sectional Title Bookkeeping Course – and is already implementing many of the things that she has learned. (reading time: 1 min)

[Read full article...](#)

Maintenance



Create a garden path with pavers
By Rob Paddock

When portions of your scheme's common property garden become informal pathways, the grass doesn't have a chance to grow and the water never drains properly. What a pain!

Paving is often the cleanest, cheapest and most enduring way to clean up your garden walkway. If you are considering paving a large area, it is advisable to get a professional in to do the job. However, if you're feeling up for a challenge and keen to get your hands dirty then **read about Rob's 6 steps to creating a garden path**. (reading time: ±1 min)

[Read full article...](#)

Signing body corporate documents



Document and certificate requirements
By Jennifer Paddock

Although a body corporate is a legal entity capable of entering into contracts with both legal and natural persons, it is not a natural person itself and therefore must rely on its **duly authorised officers** and representatives to sign its instruments and documents.

spoiled!) by the management team.

What do you do when you are not working?

I like the quiet life. I read a lot, dabble in various arts and crafts, and chill with my friends at the movies or restaurants. I'm also involved with various activities at my church and I do Bookcrossing, which is a kind of international bookclub and book liberation movement.

Sectional Titles Online

Get your sectional title related questions answered by registering on the Sectional Titles Online website (www.sto.co.za).

Socialise with us

Join our Facebook Page and follow us on Twitter for free regular sectional title information and education:



We would like to thank [Quirk](#) for the use of their newsletter template.

Meet the team



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In this article, Jennifer looks at the prescribed management rules and the implications of these, as well as the exception of levy clearance certificates. (reading time: ±2 min)

[Read full article...](#)

Q&A with the Professor



Monthly Q&A By Prof Graham Paddock

This month, we cover the following topics in our Q&A section:

- Proof that a body corporate is under administration
- Deposits for renovations and moving in
- Changing your managing agent (reading time: ± 1min)

[Read full article...](#)

Upcoming training courses

UCT (Law@Work) Sectional Title Scheme Management course

Late registrations will still be accepted

Be equipped to manage schemes according to the legal aspects of scheme management with this benchmark course.

[Click here](#) for further details on this course.

Home Owners' Association Management course

Registrations close: 11 February 2010

Learn all about the legal aspects of home owners' association (HOA) management.

[Click here](#) for further details on this course.

Paddocks Club is coming in 2011. For more information go to www.paddocksclub.co.za.

