



Minutes of the Committee Meeting held 17th March 2017

Location of meeting

Bellaluz Community Office

Attendees

Ian Glover

Ashley Scott

Jimmy Wood

Mike Mcpherson

Phillip Lowes - Advisor

Amanda Schofield - Administration

1. Apologies

Neil Conduit

Anne McCartan

Eddie Samways

Janet Horsburgh

2. Action progress sheet, updated – Please see Appendix 1

3. Safety

3.1 Risk Assessment Survey Actions – full survey to be completed on the whole village once all major works have been completed. During the works, daily Health & Safety checks have been made with all safety equipment of the contractors being checked. Action 02/09-01 Ian and Jimmy to carry out Health and Safety Audit of Village as all major projects are now complete.

3.2 Plaza Mayor project. Now completed and signed off by the architect a copy of this is available from the Administrators Office.

3.3 Defibrillator training – Applicants for the training sessions have been identified the training will take place over 2 days, 5 hourly sessions per day in The Scotsman the course is to be booked for completion early April 2017.

Action 17/03-01 Administrator to advise all involved in training once dates have been identified.

4. Applications

- 4.1 **15-02** Renew terrace surface - APPROVED
- 4.2 **15-02** Replace existing toldo with new and larger version - APPROVED
- 4.3 **15-02** Green Trellis screen to rear patio -APPROVED
- 4.4 **09-11** Renew previous permission for balcony. – RE APPROVED
- 4.5 **17-04** Replacement windows and door - APPROVED
- 4.6 **17-10** Replacement windows and doors and retile balcony - APPROVED
- 4.7 **09-01** Replace existing kitchen window with door and side panel window. – Carried forward, neighbours to be consulted.
- 4.8 **11.07** – Replace aluminium patio doors in lounge - APPROVED.
- 4.9 **09-01/09-02** – Changes to dividing wall – This wall has been removed for safety and is currently being rebuilt, the Owners have requested that the top 3 layers of this wall be replaced with celicas bricks – APPROVED – Celicas bricks to be provided by the owners
- 4.10 **Dino's Bar & Grill – Local 83** – Install wood cladding on the front facia below bar – REJECTED – As discussed with the Committee a further application may be considered if the cladding to be installed was stone cladding in keeping with the stone cladding already in place in the square.

Carried forward

- 4.9 **11-02** Fit Pet door in apartment door. - APPROVED
 - 4.8 **18-10** Installation of additional railing at top of stairwell (community space) to increase security of apartment. – CARRIED FORWARD
 - 4.9 **Locale 140** Replace central entrance door with window. – APPROVED
- Action 17/03-02 Administrator to contact all owners and inform them of decisions made.

5. Finance

5.1 Debtors – 06.03 – Notification from the court that execution of the ruling for auction can be applied for.

14.02 – Repossessed by the bank, currently being sold calculation of fees payable now being negotiated.

Interest has now been applied to all Debtors as of the 28th February, reminder emails to all Owners with debts outstanding have been sent as per the Bellaluz Bylaws, if payments are not received on or before the 31st march 2017 court action will begin. Non payment can also result in the withdrawal of services as per the Bellaluz by-laws.

Action 17/03-03 Administrator to contact all owners currently in this position and inform them of this intention.

5.2 Accounts – As recommended by Laurence Pearson, the provision for doubtful debt has been increased due to the increase in long term debtors, a full update on the account will be discussed at the AGM.

6. Gardens & Environs

6.1 Plaza Major – New irrigation system has been installed during the Plaza renovation this now needs to be set up.

New Uplighter have been ordered to highlight the Orange Trees in the Plaza. These have been ordered and will be installed by our electrical contractor in the near future.

Miranda our gardening contractors are to be contacted in order to treat the Orange trees against insects, the trees need to be fed and oranges to be picked if necessary.

I Orange tree located close to The Scotsman has been damaged in the high winds, Miranda to advise if the tree can be secured and what damage has been caused to the tree.

Action 17/03-04 Ian and Administrator to contact and work with Miranda to improve the current situation with our gardens and environs.

6.2 Plaza Chica feature. Please see Appendix 2. Price to be agreed but the plan and design of the water feature was discussed and approved by the Committee, as this is a community feature approval from Owners is not required as it is not a private application. Completion of the feature to be installed and running in early April.

6.3 Repairs to areas eroded by December and January Rains – Trenches that were created by either heavy rainfall or as a result of the water pipe installation are to be repaired and reseeded by Miranda these areas are trench outside Block 18, 13 and the pool main grass bank.

Action 17/03-05 Administration to contact Miranda in relation to points 6.2 and 6.3

7. Maintenance

An extremely busy period for the maintenance team is now almost complete.

The Painting of Rosas (4), Jasmines (5), Tulipanes (6), Azaleas (7), Limeneros (10), Pinos (11) and Acros (12) is now almost finished but there are a number of snagging issues. The Metal work on all of these properties has also been removed, repaired and replaced using the new system.

The community C.C.T.V. system has been installed and is now operational. – Better signage is to be purchased and put up throughout the Village warning that recording is being made.

Action 17/03-06 Administration to prepare works order for works to be completed by Grupo Capital

Ian has again met with Vigeras the water installation company and will report on this. Work on this project is now coming to an end almost 2 years ahead of schedule all heavy drilling is now complete,

the contractor will remain on site from some time more mainly for repairs that need to be made as a result of the works done.
Action 17/03-07 A meeting to be arranged between Ian, Anne, JC and Vigeras, Administration to organise. To complete a walk round with all contractors to identify areas still to be made good. Establish a timetable to have all works done before owners week.

8. Administration – As a result of the heavy rains the Administration office has been inundated with enquiries regarding insurance queries. We remind all Owners of the Bellaluz Bylaws

Article 16. Owners shall subscribe to insurance for their private properties or become their own insurers in case of fire or damage which originates in their dwellings or commercial units.

The Administrators advises all Owners to ensure that they have adequate insurance and their policy not only covers contents but building and 3rd party liability.

Action 17/03-08 Administrator to prepare presentation on insurance to be presented at this years A.G.M.

9. Website

9.1 SSL required to make website secure. Approximate cost £30 p.a. (secure socket layer) this is now a common requirement and some search engines will not accept websites with this facility. SSL to be actioned

Action 17/03-09 Mike to action.

10. A.O.C.B.

10.1 Contracts (as per 2016 AGM Proposal). During 2016 the cleaning contract of the village was put out to tender and re-awarded to our current maintenance contract. Other tenders were considered and interviewed but rejected.

2017 – It was agreed that the contract to be inspected will be gardening with the possibility of offering this contract to tender.

Action 17/03-10 Ian and Juan Carlos to look at Gardening contract and prepare tender document.

10.3 Bellaluz 2017 A.G.M. Final checks to be made with the Hotel regarding tea/coffee times, equipment, microphones and chairs to be placed in the room.

Action 17/03-11 Administrator to action.

10.4 Bellaluz Owners Week 2017.

Mike McPherson agreed to manage the Bellaluz Owners fund

A Grand Opening of the Plaza Major will be held on Wednesday 26th April with live music afterwards.

To finalise the Owners week programme prices are required for Monday evening Wine tasting & tapa event and Wednesday afternoon Fashion show set menu.

Action 17/03-12 Ian to finalise Owners week programme and write to all owners.

On a final note, Ian took a moment to thank all his committee members and the Administrator and his staff for all their help and support that he has been given over the past year during his Presidency. The thanks were reciprocated.

The meeting closed at 12.30
Next meeting Friday 21st April 2017.

Plaza Chica- Comunidad de propietarios Bellaluz

