



<u>Action:</u>	<u>Progress and by whom:</u>	<u>Completion Date:</u>
<p><u>29/07-1:</u> H&S White lining to be completed Maintenance Contractor.</p>	<p>Awaiting completion by Maintenance.</p>	<p>Works to commence over the weekends. Green paint to be pressure washed off and white paint applied to the edge of the steps. Maintenance to buy special paint.</p>
<p><u>Action 2/09-1:</u> It was agreed that 2 surveys will be carried out one to identify and risks during the daytime and one at night to highlight any lighting issues.</p>	<p>Ian and Jimmy to carry out 2 risk assessment surveys in the village.</p>	<p>To be completed in June</p>
<p><u>Action 13/01-1 – Fencing around solar panels to be constructed</u></p>	<p>Work order prepared. Fence to be constructed</p>	<p>C/F</p>
<p><u>Action 13/01-2 – Netting for solar panel to be sourced</u></p>	<p>Ian to look in to options and materials available for this project</p>	<p>C/F</p>
<p><u>Action 13/01-5</u> Negotiation to be pushed with Inmagolf Lawyers</p>	<p>Awaiting new court date.</p>	
<p>Action 17/03 -1 and Action 02/06-2 Course dates to be organised for defibrillator training</p>	<p>Administration to organise suitable dates and compile list of attendees, training to take place in The Scotsman or the pool area. Action 02/06-2 Those identified for training to be informed.</p>	<p>Dates available 10/11 July 11/12 July 17/18 July</p>
<p><u>Action 17/03 – 3</u> Non Payment of community fees.</p>	<p>Owners whose community fees have not been paid by 31/03/2017 water to be cut, Administration to prepare list and advise maintenance to cut water.</p>	<p>All properties in debt that can have their water cut have had their water cut</p>
<p>Action 17/03 – 4 Irrigation system to be</p>	<p>Administration to advise Miranda of works to be completed.</p>	

set up in The Plaza	Administration to follow this up with Miranda	
<u>Action 17/03 – 5</u> Block 18 and 13 grassed areas to be re-seeded	Administration to advise Miranda of works to be completed	Works order completed
<u>Action 17/03 – 6</u> Signage for CCTV to be purchased and erected	Administration to prepare works order for works to be completed by Grupo Capital	Water meter readings to be identified
<u>Action 17/03 – 7</u> Final snagging to be prepared with water company	A meeting to be arranged between Ian, JC, Vigeras and Grupo Capital, Administration to organise	Final check to be made to see all work is finished
<u>Action 17/03 – 9</u> Gardening contracts to be reviewed	Administration to send the latest contract to Ian and Juan Carlos	Reviewed, tender to be put out for offers in September 2017
<u>Action 21/04-02</u> Long term debtors	Administrator to contact debt collection agencies on our behalf and request reports on current situations.	Waiting for a response
<u>Action 21/04-03</u> Insurance for the community and individual owners	Ian, Juan Carlos and Phillip Lowes (Nominee for VP at AGM and insurance expert) to meet at earliest opportunity in order to discuss the way forward in relation to the community insurance and how best to advise owners regarding their own responsibilities as stipulated by the Bellaluz By-Laws.	Meeting to be arranged for late June for Philip Lowes next visit.
<u>Action 02/06-01</u> – Plaza lighting	Plaza lighting sensors to be adjusted so lights come on earlier in the evening. Administration to contact Luna with a prepared worksheet	
<u>Action 02/06 -03</u> – 09.04 – Replacement door application.	Approved – Administration to inform Owner	
<u>Action 02/06-04</u> – 15.10 – Pet door & installation of Toldo	Owners in Block 15 to be written to re the application. Application to be put on website and notice board. Owner of 15.10 to be informed of the action being taken. Administration to contact all relevant parties	
<u>Action 02/06-05</u> – 18.21 – Installation of a slide over Toldo.	Owners in Block 18 to be written to re the application. Application to be put on website and notice board. Owner of 18.21 to be informed of the action being taken and advised the sides of the toldo must be installed with a clear sides and front. Administration to contact all relevant parties	
Action 02/06-06 – 17.12 – Balcony installation	Rejected - Administration to inform Owner	
Action 02/06-07 – Local 48 – Fitting of carriage lights	Approved – Administration to inform Owner	

Action 02/06-08 – Local 154 – Installation of ATM in window of Local	Approved – Administration to inform Owner	
Action 02/06- 09 – 18.10 – Installation of additional railings.	Approved – Administration to inform Owner	
Action 02/06-10 Pursuance of court case against inmogolf/La Manga Club SL	Juan Carlos to liaise with Felix Cross court solicitor to see if a court date can be secured.	
Action 02/06-11 – Trial balance to be prepared for the end of June	Administration to organise	
Action 02/06-12 Proposed painting schedule in September.	Owners in apartment blocks 1,2,9,12,14 and 18 to be written to about proposed works which will include removal and refurbishment of railings.	
Action 02/06-13 – Gardeners meeting to be organised for 16 th June	Administration to organise	
Action 02/06-14 – Orange tree tile mosaic quotes to be gathered, to be installed in the new pool showers.	Administration to speak to Chris London to advise potential suppliers details	
Action 02/06-15 – Meeting to be arranged with Ian, JC, Vigueras and Chris London	To identify all water meters in the village - Administration to organise	
Action 02/06-16 – Site meeting for directional signs to be set up with Michael Hughes	Ian to arrange meeting with Michael and Chris.	
Action 02/06-17 – Installation of Bellaluz directional sign to be placed on Club TV wall	Tony Coles to be contacted regarding the design - Administration to organise.	