



Emergency Committee Meeting Minutes Bellaluz Community Office – 16.00hrs Tuesday 5th July 2016

Location of meeting Bellaluz Community Office,

Attendees

Ian Glover

Ashley Scott

Jimmy Wood

Mike McPherson via skype

Ann McCartan

Juan Carlos Cabeza

Advisor

Janet Horsburgh

Administration

Amanda Schofield

The meeting commenced at 16:00hrs

Apologies- Apologies were received from Sue Waghorn, Neil Conduit and Eddie Samways

Sue Waghorn has decided to stand down from her committee duties at this time, due to personal reasons;

Mrs Janet Horsburgh has expressed an interest as joining the committee possibly at the next AGM. To help her make this decision she has been asked to join the meeting as an advisor.

1. Safety

1.1 Risk Assessment Survey Actions

White lining to be completed between blocks 14 & 4

1.2 Tree Bases in Plaza Mayor

These bases are a recognised trip hazard and after consultation with Grupo Capital, our maintenance contractor, it has been agreed that these will be lowered to ground level in September.

1.3 Non Slip Treatment of Plaza Mayor Surface

The company who have carried out the application of the non slip chemical to the Plaza Mayor surface to be contacted to arrange re-application at the end of the busy summer period.

1.4 Accident Reporting System

A new Accident & Reporting system has been introduced (see appendix 1 & 2). Blank copies of appendix 1 will be passed to all locales and management companies for completion in the event of an accident. A new accident form (appendix 2) is now being used by the Administrators. The Locales in Plaza Mayor/Plaza Fuente who have entered into the event management/risk assessment and safety officer scheme will be given a supply of these forms to add to their existing files.

2. Applications

Currently in Bellaluz there are several Internet providers installing antennae on Community facades. A meeting is being organised to discuss these installations and to check that the correct licences are in place.

2.1 - Application for Internet Antenna Block 10 by Albacom-

Approved as Albacom has provided all the appropriate paperwork and licences and installation will comply with Bellaluz rules etc.

2.2 - 09-15 Validation of existing Spanish TV Antenna

verbal agreement for this was given in the past at a Bellaluz AGM; the application was approved by the committee.

2.3 01-17 Gate from Terrace area to walkway

to be discussed at the next committee meeting.

2.4 02-01 Application for Internet Antennae, postponed until after the meeting

2.5 09-12 Upgrade Existing Air-conditioning units – Approved

2.6 04-07 & 04-14 Minor Change of design to agreed balcony – Approved

2.7 Local 92 – To have live acoustic music three evenings per week 8pm – 11pm for the duration of the summer season. –

Approved and agreed the music would be inside the Locale and not exceed the statutory sound levels set by Cartagena Town Hall. Also levels etc to be in line with the recently signed contract between the local operators and the community.

4. Finance

4.1 Debtors – To date Inmagolf community fees on the Locales that they own remain unpaid for the 1st half of 2016; court action to be pursued.

Payment plans have been agreed with 2 debtors.

4.2 Accounts – 2nd half fees are now due. Direct debits will be activated at the end of July. Payments are being received from Owners.

5. Gardens & Environs

5.1 Garden at side of walkway in front of 09-01 to 09-06 (leading to the swimming pool) being upgraded and edging stone put in to stop soil erosion. Samples have been provided for the edging and are being considered.

All other gardening works and projects are going to plan and being supervised by Anne.

6. Maintenance

6.1 Flood defence wall at pool under construction almost finished and creation of showers postponed to the end of summer season.

The wall has been plastered on one side. After summer a drainage channel will be prepared to direct the rain water past both swimming pools into a drainage trough and then to the main drain in the North Car Park

The individual maintenance schedule system that has been introduced is working well with our maintenance contractors working through each item.

7. Administration – All accounts are in order and up to date. The priority is to agree the direct debit mandate/contract that the bank has insisted on.

8. Website – Mike joined the meeting via Skype but the connection was lost part way through the meeting. He reported no problems with the website.

9. A.O.C.B.

9.1 It is agreed to authorize the President, to proceed, to grant and sign, before a Notary Public, the COLLECTION MANAGEMENT POLICY, TO COVER THE ISSUING OF RECEIPTS FOR PAYMENT, DIRECT DEBTS ACCORDING TO SEPA, REGULATION 19 and SEPA-SDD, as well as any other method of payments with financing banks in general, specifically Banco de Santander, BBVA ad LA CAIXA.

"Se acuerda facultar al Presidente, siendo suficiente únicamente su firma unipersonal, para proceder a la firma ante notario de PÓLIZAS DE GESTIÓN DE COBRO, PARA AMPARAR LA EMISIÓN DE RECIBOS AL COBRO, ADEUDOS DIRECTOS SEPA, NORMA 19 y SEPA-SDD, así como cualquier otra modalidad de cobro con las entidades bancarias en general, en concreto, el Banco de Santander, BBVA y la CAIXA, para la emisión de recibos al cobro de cuotas comunitarias"

Juan Carlos explained the importance of agreeing the above in order for the direct debit payments of community fees to continue. After negotiations with a Notary Public it was agreed the approval from the Committee for the Administrator and the President to sign the contract with the Bank in front of the Notary was sufficient.

Motion - Approved

Meeting closed 4.45pm

Next Committee meeting 29th July, Bellaluz Community Office, Plaza Fuente, Bellaluz.