



**Minutes of the Committee meeting held at
Bellaluz Community Office – 10.00hrs
Thursday 7th December 2017**

Attendees

Ian Glover
Mike McPherson
Ashley Scott
Anne McCartan
Phillip Lowes
Neil Conduit – via webcam
Amanda Schofield - Administration

1. Apologies for Absence

Juan Carlos Cabeza Martinez
Jimmy Wood
Janet Horsburgh

2. Actions action progress sheet.

See Appendix 1.

3. Safety

3.1 Risk Assessment Survey Actions – A list is now prepared for the maintenance team to work through the repairs and installation of new handrails.

Action 20/10-01: Please see Action Sheet for more information.

3.2 Defibrillators and delivery – Certificates for all attendees now stamped and listed with Sanidad. **Admin to email certificates to all attendees. Action 07/12-01**

Defibrillators have now been delivered both are in the admin office. 1 machine is to be placed close to the Pharmacy with a full first aid kit and oxygen supplies. The other unit will be placed in the pool with the existing first aid kit. **Action 07/12-02 Admin to raise work orders for first aid cabinet and break glass key safe and for contracted CCTV company to add additional camera to system covering same.**

4. Applications

- 4.1 Neil Conduit 08-02 to install wheelchair lift in corner of garden. **Application Approved – Admin to inform Owners.**
- 4.2 Jan Baraclough and Mike Baker 18-05 to erect screen on east side of rear terrace to hide re-cycling centre at the rear of the owner's club which is an eyesore. **Application Approved – Admin to inform Owners.**
- 4.3 Karen Hall Gemini Locale 76 to fit white upvc or aluminium windows to front of premises and also replace small window at rear with white upvc or aluminium window. **Application Approved – Admin to inform Owners.**
- 4.4 John McNally 17-11 to move window in front bedroom forward to front of existing balcony. New window to be white upvc. (Applicant states he has previously granted permission but no record of this permission held by the community.) Further information was requested none received application carried forward until more information received from the Owner – **Admin to email Owner asking for more information**
- 4.5 John Spence 17-07 to move window in front bedroom forward to front of existing balcony. New window to be white upvc Patio doors. **Application Approved – Admin to inform Owners.**
- 4.6 Amanda Canovas Thatcher Locale 177, Application to install windows on side of property overlooking stairway from Plaza Chica to Calle Narcea. **Action 07/12-03 Admin/Mike to place application on the website, notice board and to write to Owners in blocks 11,12,5,6 and all Locals**
- 4.7 James Moroney 14-04 to replace old air conditioning units with new. These are sited on the stair wall next to the stairs at the end of block 14. **Action 07/12-04 Admin to contact Villa Management to see if there is space in the roof void. Works sheet to be prepared for GC to also check the roof void for space**
- 4.8 Eric Arber 13-15 to install internet antennae on terrace supplied by Futura – **Action 07/12-05 Admin to contact the Owners for more information on the positioning of the antennae, size and any cabling involved with the installation**
- 4.9 Tony Heaton 18-21 to fit new entrance door replacing the existing door with a white upvc 8 panel door in line with Bellaluz Rules and Regulations. **Action 07/12-06 Application Approved – Admin to inform Owners**
- 4.10 Richard Stubbs 09-11 re-application for construction of balcony last passed on 28/8/2014. **Action 07/12-07 Application Approved with certain conditions – Admin to inform Owners**
- 4.11 Peter Martin 01-17 re-application for disabled access to garden area with gate and ramp. Last passed 29/7/2016. **Action 07/12-08 Application Approved – Admin to inform Owners**
- 4.12 Vivien Jarrett, installation of a cat flap. **Action 07/12-11 Application Approved – Admin to inform Owners.**

- 4.13** Carol Jillins 17-18 – Closing on of rear terrace with aluminium/glass patio doors. Application carried forward to next meeting. **Action 07/12-09 Admin/Mike to place application on the website, notice board and to write to Owners in block 17**
- 4.14** Gill Schofield – 09.01 – To build a storage cupboard against the east wall of her south side garden. Install a catflap in the front door. **Action 07/12-10 Admin/Mike to place application on the website, notice board and to write to Owners in block 9.**

5. Finance

5.1 Debtors – 08.04 – payment received from bank leaving a small debt on the account. 3 further properties now in negotiations with the bank. .

5.2 Case against Inmogolf – Court date 6th now awaiting the ruling from the Judge.

5.3 Long term debtors and UK debt recovery companies and their lack of response to administrator's communications – A new company CCI Worldwide Investigation contact name Keith Allmark has been approached they have requested details on the debtors involved and will produce a full report on their status. **Action 20/10-16.** All long term debtors to be discussed with Laurence Pearson (Auditor) Ian and marta on his next visit in February 2018

5.4 Accounts – Trial balance to be obtained for preparation of end of year accounts.

6. Gardens & Environs

6.1 Plaza Major – Orange trees continue to be monitored. Christmas tree and Christmas village lighting now in place. **Photographs to be taken for Mike to place on website.**

6.2 Plaza Chica feature and continuing project. 2 planters now planted. Plaza Chica refurbishment has begun and is 1 week ahead of schedule.

6.3 Clearance of dead material between pool and Calle de las Solanas. Bellaluz property now cleared Inmagolf gardeners to be reminded of the area of the ghost restaurant that is their responsibility and is due to be cleared.

6.4 Banking at pool destroyed by wild boar. The grassed area at the pool has been destroyed, the environmental department and will take the necessary action to deter these animals.

6.6 Gardeners meetings – These will continue with the new Gardening Contractor in January 2018

7. Maintenance

7.1 Showers at pool - All showers are now complete.

7.2 Maintenance meetings – Weekly meetings continue with the President, Administrator and maintenance contractor

7.3 Winter Maintenance programme – Several projects will commence over the winter period these include:

The baby pool has now been repaired and repainted it is now ready to be re-filled. Consideration of spa features in pool on hold meantime unless groundswell of owners request a proposal for same.

The foundations for the new tombstone and water feature have been laid out.

Continuing the replacement of steps and stairwells throughout the village especially over the weekend periods.

8. Administration

8.1 Weekly meetings - Continue on a weekly basis with the President, Administrator.

9. Website – All quiet and being monitored by Mike Mcpherson

10. A.O.C.B.

10.1 Contracts (as per 2016 AGM Proposal). 7 garden contractors including our current contractors have been invited to tender for the gardening contract. All tenders have been reviewed and it was decided that the new tender will be offered to Maruja Gardening Services the contract will be signed in December and works will begin on the 2nd January 2018.

10.2 Bellaluz Signage. New signs with new maps in various places now installed

10.3 Deteriorating state of small pool. Heating of same and possible spa options. Emergency repairs now completed and the pool can be is use for a further 2 years. See 7.3 above.

10.4 Community bin storage areas. A concrete base will be laid in the areas that have been identified, these areas will be screened with trees similar to the bin store close to block 13, plastic re-cycling bins will be requested from the general community and included. This should finally resolve the problem of large bins lying in the corners of our car parks and free up additional parking spaces. **Action 20/10-19.**

10.5 CCTV and maintenance plan - Maintenance contract now in place. Compliance with Data Protection and E.C.H.R. laws have been checked and our community is acting legally under the terms of non directed surveillance

10.6 Bellaluz bylaws and compliance with same letter from an owner regarding Article 29-2 of the bylaws and the whole permissions system. Mike McPherson has agreed to prepare a more comprehensive step by step plan of the application process. Mike also commented that he has been reviewing The Bellaluz bylaws and Regulations the last update was 2014 this point was carried forward to the next meeting.

10.7 Disabled parking and drop kerbs/disabled ramps – An engineer's report has been commissioned and is available from the Administrators office, more disabled bays will be introduced during the winter period and the access ramps will be improved and constructed as per the town hall specification and legal requirements. **Action 20/10-23**

10.08 Bellaluz AGM/Committee proposals and Owners Week 2018
– Owners are asked to submit resolutions for consideration and proposals for office bearers before the end of the year. So as the papers can be prepared to be sent out in early 2018.

Suggestions for Owners week activities are always welcomed from Owners

A trip to Alicante including a boat trip to an island a few miles off the coast is to be considered.

10.09 Proposed dates for committee meetings 2018. 10th January, 16th March, 23rd April (AGM), 1st June, 27th July, 7th September, 19th October and 7th December 2018 and 11th January 2019.

With no further business to discuss the meeting closed at 1.30pm

Next Committee meeting 10th January 2018.