



**Minutes of the Committee meeting held at
Bellaluz Community Office – 10.00hrs
Friday 9th February 2018**

Attendees

Ian Glover
Jimmy Wood
Janet Horsburgh
Mike McPherson
Anne McCartan
Phillip Lowes
Amanda Schofield – Administration

Ian began the meeting with the sad news of the death of Neil Conduit and the committee all offered their sincere condolences to Sue and their thoughts are with her at this difficult time. Flowers and a Rose tree are to be sent with the condolences on behalf of all Owners.

The BBQ area will be renamed in honour of Neil for his contribution to the community and the time spent cooking and preparing numerous BBQ's over the years, a plaque will be made and placed in the BBQ area.

1. Apologies for Absence

Juan Carlos Cabeza Martinez -Administrator
Ashley Scott

2. Actions action progress sheet.

See Appendix 1.

3. Safety

3.1 Risk Assessment Survey Actions – Inspections of the Village continue a regular basis.

A night assessment has been conducted by Ian & Jimmy. A few areas have been identified where extra lighting is needed and require the installation of motion sensors. **Action 09/02-1**

4. Applications

4.1 - 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 been granted permission, but no record of this permission held by the community.) Further information was

requested. None has been received application therefore carried forward until more information received from the Owner – **Further information still required. Action 20/10-12**

- 4.2 - Eric Arber 13-15 to install internet antennae supplied by Futura on terrace – **Admin to ask for more information still required on the positioning of the antennae, size and any cabling involved with the installation. Application withdrawn by Owner**
- 4.3 - Simone Sinclair - 10-10 To install a cat flap. No objections received, application approved. **Admin to inform Owner. Action 10/01-7**
- 4.4 - James Moroney- 14.04 – Installation of air con units, with external units to be installed on the roof void. This application was amended as recommended by the committee for the external units to be placed in the roof void as stated in the guidelines. Application approved. **Admin to inform Owner & management company. Action 07/12-04 & Action 09/02 – 2.**

5. Finance

5.1 Debtors – Discussions continue with the banks regarding outstanding fees. Payment plans in place for payment of fees throughout the year for current fees.

5.2 Case against Inmogolf – Inmogolf have been sentenced to pay all outstanding fees on the Ghost Restaurant including all outstanding interest and fees. No appeal was made by Inmogolf. A meeting took place at the request of Inmogolf on the 15th February 2018 a payment plan was agreed for the repayment of 219,535.88-€ over 30 months with the first payment due March 2018 if the agreement is accepted by the legal department of Inmogolf in Barcelona. **Action 09/02 – 3.**

5.3 Long term debtors and UK debt recovery companies and their lack of response to administrator's communications – All long-term debtors were discussed with Laurence Pearson (Auditor) Ian and Marta in February 2018. 4 long term debtors were written off as it was agreed repayment of these debts would never be achieved.

A final effort will be made in 2018 on several long-term debts if no payment is made and it is established that every avenue to retrieve the payment has been made it will be proposed that these debts to be written off as every avenue for collection of them have been exhausted.

Action 21/04–02 & 20/10-16.

5.4 Accounts – End of year accounts have now been prepared and examined by our Examiner Laurence Pearson these will be sent out with the AGM Agenda paperwork.

Final date for payment of fees without interest being added to fees is 28th February 2018 interest is added to all debts on the 1st March 2018.

Action 09/02 - 4

6. Gardens & Environs

6.1 Plaza Major – Irrigation system has now been repaired and functioning correctly.

6.2 Plaza Chica feature and continuing project. The refurbishment has now been completed. The wall that leads to the top car park will soon be cladded with stone cladding to the same height as the existing walls. The wall above will be skimmed to create a smooth finish and eliminate the blockwork on the wall. This example of cladding and smooth rendering will be used to illustrate the committee proposal to the 2018 AGM.

6.3 Gardeners meetings – Scheduled meetings with the gardening contractor have now begun. Irrigation system throughout the village is being upgraded to ensure efficient watering this will help to reduce water usage.

Weekly worksheet & hours has been prepared for the contractor to fill out. Requests for contracts of employment re workers have been requested.

7. Maintenance

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

7.2 Winter Maintenance programme.

- The replacement and refurbishment of steps continue to be replaced.
- the construction of the new bin storage areas to be completed.
- Completion of additional access ramps throughout the village has now begun areas now completed are ramps from the car park outside block 8. Access from Plaza Fuente to Plaza Mayor currently underway. The completion of this work will bring the community in line with Spanish law. The work is also being carried out adhering to the strict guidelines set out in the commissioned engineers report.

8. Administration

8.1 Weekly meetings – These continue on a weekly basis with the President & The Administrator.

Direct debit payments have now been taken from Owners whop have signed up to this service and automatically receive the 10% prompt payment discount.

9. Website – All quiet the website continues to be monitored by Mike Mcpherson.

10. A.O.C.B.

10.1 Contracts (as per 2016 AGM Proposal). Insurance and meeting with Insurance companies on 29/12/17. Generali our current insurance company have been awarded the insurance contract for 2018, they revised their quote and confirm no excess would be charged on new claims.

Please see Appendix 2 – This is a price lists available to Owners should they wish to use the services of Generali. Please be aware that if you change your insurance cover your current company require 3 months' notice that you no longer intent to re-new your current policy.

Ian discussed a new proposal for additional hours to the current cleaning contract paying particular attention to the refurbished steps throughout the village.

It was agreed an additional cleaner would be contracted for the following for a trial period of 3 months

3 days per week for March 2018

5 days per week for April 2018

3 days per week for May 2018

The committee agreed to this and an additional contract will now be prepared for a 3-month trial period.

Action 09/02 - 5

10.2 - Disabled parking and drop kerbs/access ramps. Work has now commenced on this project in various areas throughout the village.

10.3 Bellaluz AGM/Committee proposals to same and Owners Week 2018. All committee proposals and Owners proposals for the AGM 2018 were discussed. The AGM agenda is now being finalised and will be sent to all Owners.

An Owners week programme has been prepared by Mike McPherson and will be sent out with the AGM paperwork in February plus 250 printed copies will be ordered for distribution to Owners

10.04 Attestation of electronically transmitted documentation. As approved at the AGM 2017 documents re notifications, minutes etc can now be sent electronically. It was agreed to use a notification service so certification that emails have been received by Owners is recorded. The sending of the AGM minutes electronically only using the certification service will be used for the AGM Agenda. If an Owner requires a hard copy they will be available on request from the Administration office, notice will also be posted on the website with the Owners week activity leaflet.

With no further business to discuss the meeting closed at 1pm

Next Committee meeting 16th March 2018.