



**Minutes of the Committee meeting held at  
Bellaluz Community Office – 10.00hrs  
Friday 19<sup>th</sup> October 2018**

**Attendees**

Ian Glover  
Juan Carlos Cabeza Martinez  
Mike McPherson  
Janet Horsburgh  
Alan Gemmell  
Ashley Scott  
Jimmy Wood  
Amanda Schofield – Administration

**1. Apologies for Absence**

Anne McCartan  
Phillip Lowes

**2. Actions action progress sheet.**

See Appendix 1.

**3. Safety**

**3.1 Risk Assessment Survey Actions** – The next assessment will take place in November 2018.

**4. Applications**

**4.1 Tutamentum Ltd, (Stephen Platts) – 16-02 to fit additional air conditioning unit on terrace (retrospective application) and to fit new windows and doors in apartment.** Works now completed.

**4.2 Richard Hopkins 01-01, fit replacement windows with integral blinds in white PVC.** - Approved

**4.3 Alan Gemmell 02-12 install toldos on front and rear terraces of apartment.** - Approved

**4.4 Margaret and John Gates 03-05, fit replacement windows with integral fly screens throughout like for like white aluminium or PVC.** - Approved

**4.5 Tom Wall 08-03, fit replacement windows throughout with white PVC** - Approved

**4.6 Richard Stubbs 09-11, annual renewal of permission for balcony first granted in 2014.** – Renewed for 1 year more only as per Spanish Law

**4.7 Martin Morgan 17-08 install cream toldo above patio doors on rear terrace of property.** - Approved

**4.8 Barry Rodgers 18-05, fit replacement windows with white aluminium like for like.** - Approved

**4.9 Jan Barraclough 19-04, erect screen across driveway to create covered terrace area.** – Approved

Action 19/10-1 Administrator to inform owners of the approval of their works

**4.9.a – Maria Piedad Cantos 10-11 - Close the front Terrace.** More information required, terrace to be identified, materials and position of trellis

Action 19/10-2 Administrator to contact owner and obtain further information on this application.

## **5. Finance**

**5.1 Debtors** – All Owners who have not paid have been written to according to the debt recovery plan. All Owners on payment plans to be checked.

Action 19/10-3 Administrator to check progress of those paying on payment plans.

11.04-A – Outstanding debt to be pursued for payment as the court case was won between the Owner and Inmogolf, the debt remains outstanding to the community. An appeal has been lodged by Inmogolf regarding this court case.

Action 19/10-4 Juan Carlos to continue to monitor this case.

**5.2 Inmogolf debt recovery** – To date payments are being made as per the plan. However, the agreement was that they also paid the current fees, 2<sup>nd</sup> half fees for the properties of Inmogolf still remain outstanding.

Action 19/10-5 Ian and Juan Carlos to arrange meeting with Inmogolf management.

**5.3 Long term debtors and UK debt recovery. Follow up email to CCI sent 16/10/18** - A response to 3 old debtors has been received, it was agreed that court action would commence against one old owner and a further search to identify the address of 2 other debtors would be undertaken.

Action 19/10-6 Ian to confirm with CCI that we wish to continue perusing these debtors.

**5.4 Accounts** – All in order. Please see appendix 2 showing the accounts to the end of September 2018. The possibility of increasing the prompt payment plan was discussed and will be reviewed at the next meeting.

Action 19/10-7 Ian to speak with Bellaluz Examiner in Early December to discuss the possibility of an additional 5% early payment discount on the fees due to be paid in January 2019.

## **6. Gardens & Environs –**

**6.1 Gardening report from V.P. McCartan –** A report produced by Ann McCartan mentioned that areas of the gardens had been improved.

Several Owners had complained about the state of the gardens, Ian had met earlier in the day with Jose from Maruja and voiced his concerns about the gardens a weekly plan has now been established of works that will be completed between now and the end of the year. See Appendix 3

**6.2 Gardening meetings –** A garden walkaround will be made by Ann McCartan on her return.

## **7. Maintenance**

**7.1 Maintenance meetings –** Weekly meetings take place with the President, Administrator and maintenance contractor.

**7.2 Maintenance programme. Works to be carried out in the village now the summer cessation has passed.**

The replacement and refurbishment of steps continues.

Other machines are to be sourced to remove the old paint that exists on the steps in areas of the village.

Replacement roof tiles are to be completed as priority.

Bin stores are to be completed.

It was noted that areas where skips have been in the car parks must be cleaned after removal.

A weekly report of works completed by maintenance was discussed by committee.

Action 19/10-8 Ian and administrator to continually liaise with maintenance manager to ensure the speedy progress of all works required.

The committee discussed the idea of placing a cleaning log in each stairwell that would be completed each time a stairwell has been cleaned this way Owners would be able to see exactly when their stairwells are cleaned

Action 19/10-9 Administrator to source small frames with slide up front to be installed out of sight in every stairwell.

**7.3 Rendering, Stone Cladding and terracotta capping of the block work walls in the village as per the A.G.M. agreement. Test walls at block 18 and plaza Chica to be viewed.** The tender has now been awarded and works will commence on the block walls for blocks 13,14,15,16,17 and 18 these will be completed before the end of 2018. Owners of ground floor apartments have been notified.

Action 19/10-10 Ian to confirm award of contract with the chosen contractor and monitor progress.

## **8. Administration**

**8.1 Weekly meetings –** These continue between the President and the Administrator.

**The Administration commented on the importance of all Owners having their own personal insurance especially covering water ingress.** See Appendix 4

An email is to be sent to Resort management reminding them that the Bellaluz Car parks are for sole use to Bellaluz Owners and visitors.

**9. Website** – Mike carries out regular checks on the site and update information when necessary.

**10. A.O.C.B.**

**10.1 - CCTV cameras following the introduction of G.D.P.R. on 25<sup>th</sup> of May 2018.** A meeting is to be organised with the General Community Head of security to discuss the cameras being controlled by Security of the General Community

**10.2 – Pool developments** – The heating system has now been switched on and the pool covers are now being put on in the evening the pool temperatures are approx. 27 degrees. A valve has been installed to ensure that cold water cannot be pumped in to the pool at night time when the temperatures drop. A meeting has been organised with the electrical contractor to discuss the installation of a heat pump. Prices are to be sourced.

Action 19/10-11 Ian and Juan Carlos to meet with the electrical contractors.

**10.3 - Bellaluz Christmas Fair.** The Christmas fair will take place on the 14<sup>th</sup> December with the official switching on the Village Christmas lights. The local school in Bellaluz is to be approached and asked if they would be able to organise a choir. Extra lights are to be purchased for the Christmas tree the fair will commence at 6pm with the lights being switched on at 7pm. Raffle to be organised with prizes. The tree is to be put up in late November and village lights to be installed at the same time.

Action 19/10-12 Alan and sub-committee to progress all matters regarding the Christmas fair.

**10.4 - Fibre optic cabling of Bellaluz community** – The fibre optics have now been installed in to the village, installation in to individual apartments will commence in November, starting with block 11 to 18 these will be completed by the end of December, access to apartments will be required to install the new router and connect the fibre optics. Other providers are available. Ian has re-written to all owners regarding the installation and the requirement to complete an installation form.

**10.5 Bellaluz A.G.M. 2019** – Date agreed for the AGM 2019 is the 29<sup>th</sup> April 2019 in the Owners Clubhouse. Any Owners who wish to include any resolutions, nominations for President, Vice Presidents, Administrator or Examiner must provide these to the office of the Administrator before the 31<sup>st</sup> December 2018

With no further comments to add the meeting closed at 12.45pm  
Next committee meeting to be held on 14<sup>th</sup> December at 10am.