



**Minutes of the Committee meeting held at
Bellaluz Community Office
10.00hrs Friday 11th January 2019**

Attendees

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

Ian opened the meeting by welcoming everyone and wishing all a Happy New Year.

1. Apologies for Absence

Phillip Lowes
Alan Gemmell

2. Action progress sheet.

See Appendix 1.

3. Safety

3.1 Risk Assessment Survey Actions – As part of the improvements throughout the village a number of the block work walls are now being replaced by balustrades. Safety barriers will be erected in these areas as the work takes place in order to ensure health and safety compliance.

On going health and safety checks are being made regularly and any hazards identified are reported and addressed.

Action 11/01-1 Ian and Jimmy to continually monitor the work in progress to ensure safety procedures are being adhered to.

4. Applications

4.1 Maria Piedad Cantos 10-11. To put trellis around front terrace (above Plaza Mayor) to keep dogs in. Application rejected.

Action 14/12-2 - Administrator to contact owner with the outcome and request removal of what is currently installed.

Update *The trellis is still currently in place whilst an alternative solution is being sought by the Owner using plant pots. Pictures of the design have been requested.*

4.2 Jan Baraclough and Mike Baker 19-04. To build a small extension to the sitting room at the side of property. No objections were received. The application has been provisionally approved and will be fully approved once copies of all licences and planning permissions from the town hall have been supplied to the office

4.3 Owner 17-01 (No application received) - New Door Owner details have yet to be supplied to the Administration office

5. Finance

5.1 Debtors – New payment plans are to be prepared and sent to all Owners who pay by this option.

Action 11/01-2 Admin to prepare

5.2 Inmogolf debt recovery – The historical debt continues to be paid by Inmogolf but 2nd half fees for 2018 remain outstanding. It was decided that if their payment plan is not up to date by the end of January, Bellaluz will go back to court and demand the immediate execution of the sentence. Interest would be added to the debt.

5.3 Long term debtors and UK debt recovery - Follow up email to CCI was sent 16/10/18. They have now been given further instructions. An update on current cases is to be requested - 3 old debtors are being chased.

Action 11/01-3 Ian to request update on the 3 cases being dealt with.

5.4 Accounts – All in order.

5.5 Additional early payment discount - An additional 5% early payment discount has been applied to all the fees. The discount is only applicable for payments received up to the end of January 2019.

6. Gardens & Environs

6.1 Gardening – The current gardening contract is currently being renewed on a month by month basis.

6.2 Gardening meetings – Anne McCartan, Vivien Jarratt and Laura Glover have made a garden inspection. A report has been produced to be discussed with the Gardener. The plan is to identify individual areas of the Gardens to be prioritised for improvement. The first task is to identify planters that need to have the soil replaced and new plants added which require less water.

6.3 Gardening contract and the way forward - The contract and the work of the gardener was discussed and it was agreed that both would be reviewed at the end of February.

Action 11/01-4 Inmogolf gardeners have still not carried out the agreed work on the boundary of locale 289. Administrator to continue chasing them.

7. Maintenance

7.1 Maintenance meetings – Weekly meetings continue to take place between the President, Administrator and maintenance contractor.

7.2 Maintenance programme. - Works to be carried out in the village during the winter period.

7.3 Rendering, stone cladding and terracotta capping of the block work walls in the village as per the A.G.M. agreement. Phase 1 (Block 13 through 18) has been completed. Phase II has been surveyed and is due to be commenced. This covers the Villas, Blocks 1, 2, 3, 7, and 8. As part of the improvements throughout the village a number of the block work walls are now being replaced by balustrades. The installation of a feature to be built by the entrance to the long-term car park was discussed again. 2 possible designs have been shortlisted and quotes are to be obtained. In the short term the area is to be cleared by the Gardeners.

Action 11/01-5 Admin to contact gardener to have the site completely cleared.

Action 11/01-6 Ian and Ashley to get quotes for construction of the feature.

7.4 Stairwell assessment and refurbishment - Each of the stairwells is to be assessed and work commenced to upgrade them. Steps are to be treated and wood areas to be sanded down and re-furbished. An on-going survey sheet is to be completed for each stairwell. The President has asked for the roof voids to also be assessed.

Action 11/01-7 Admin to create work order.

Action 11/01-8 Ian to create survey sheet for completion in tandem with weekend refurbishment. This is to include void examination, lighting, décor and general maintenance.

Lighting sensors may be used to replace the current light switches, so they are easier to use and more efficient.

Action 11/01-9 Admin to obtain quotes for replacing timer switches with movement sensors.

7.5 Pool walls and smoking area - The swimming pool walls are to be included in the changeover from the block work walls throughout the village. This work will include the wall coming from block 8 car park and the entrance area. Possible suggestions were discussed which included an option for half the wall to be clad in keeping with the rest of the village and the replacement of the celesia brickwork with frosted/clear glass panels with an aluminium finish.

Action 11/01-10 Ian and Ashley to obtain quotes for this work.

Following several complaints from owners regarding the legality of the smoking area within the pool it has been decided to have the area removed in order to comply with Spanish law.

Action 11/01-11 Admin to create a work order for maintenance to remove the walls defining the smoking area.

8. Administration

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

Payments are now being made by Owners. Direct debit payments will be taken by the end of the month.

9. Website – Mike carries out regular checks on the site and updates information when necessary. There are no current problems.

10. A.O.C.B.

10.1 - CCTV cameras following the introduction of G.D.P.R. on 25th of May 2018 - A meeting has been arranged for 17th January 2019 with the General Community V.P. for security, the Seguros manager and the C.C.T.V. company used by the G.C.

10.2 Pool developments - The current dispute between the Bellaluz community and the electrical contractors continues in relation to the pool heating system. We are still waiting for a response to our queries and a solution to ensure the heating system works as we were originally promised.

An engineer's report has been commissioned to identify errors in the system and possible solutions. Temperatures are being monitored daily.

Whilst discussing the pool developments the smoking area was also mentioned and it was identified that this facility is illegal and currently breaks Spanish Law. This area will no longer be available. Anyone wishing to smoke must leave the pool area completely.

10.3 Fibre optic cabling of Bellaluz community – 80% of the village has now had the Wi-Fi installed. Any missed applications will be installed in January 2019. All Owners requiring this service must complete the installation form.

10.4 Bellaluz A.G.M. 2019 resolutions and nominations. A number of Owners have submitted resolutions and these will be added to the Agenda for the A.G.M. 2019.

10.5 Bellaluz owners week 2019 – Provisional golf times have been booked. The competitions will be held on the Tuesday and Wednesday. (These days are due to the coach trip being on the Thursday.) The coach trip has been so well supported that consideration is being given to running a second coach.

See appendix 2 for poster.

The full timetable for this year's owners week will be published with the agenda for this year's A.G.M. and also as an appendix to the next committee meeting in March.

10.06 Unwanted routers – Following the installation of the fibre optic WiFi many owners have asked where to dispose of their unwanted

router. Janet has made enquiries with the charity shop in Los Belones and they are happy to take them.

10.7 2019 Committee Meeting Dates. 22/03, 29/04 A.G.M, 7/06, 17/07, 18/09, 18/10, 4/12 and 10/01/2020.

(Next meeting is scheduled for 22nd March 2019)

With no further comments to add the meeting closed at 12.15pm