



<u>Action:</u>	<u>Last updated 17/12/2019</u>	<u>Completion Date:</u>
<p><u>29/07-1:</u> H&S White lining to be completed Maintenance Contractor.</p> <p>05/12-01 - New stones and gravel to be purchased</p>	<p><u>Progress and by whom:</u> Ian and Jimmy to continually monitor the work in progress to ensure safety procedures are being adhered to.</p> <p>Admin to raise work order for Miranda to complete</p>	<p>Outstanding one path between block 5 + 13</p>
<p><u>Action 13/01-1 – Fencing around solar panels to be constructed</u></p>	<p>Work order prepared number 120. Fence to be constructed</p>	<p>Gate now installed, awaiting fencing</p>
<p><u>Action 11/01-3</u> Ian to request update on the 3 cases being dealt with.</p>	<p>CCI have responded re 2 further owners, Ian will continue to contact them until the AGM 2020</p>	
<p>Action 20/10-22 Bellaluz bylaws and rules and regulations. Neither have been updated since 2014.</p>	<p>Mike & Ian to study Bylaws and Rules and Regulations and to suggest changes that can be made to bring them up to date. Disability laws to be checked and added to the guidelines if required. Any revision to be ready for AGM 2020</p>	<p>Consultations to commence January</p>
<p>Action 08/06 – 7 – Execution of sentence for apartment 06.03</p>	<p>Update to be requested from the Court lawyers and execution of the sentence. Embargoes now in place</p>	<p>Updated requested status remains the same.</p>
<p>Action 27/07- 6 – Car park cameras.</p> <p>Action 18/10-10</p>	<p>A monitor to be installed before GC security can begin to monitor the car parks.</p> <p>Ashley to consult with the electrician who installed his systems and see if savings can be made on what is felt to be exorbitant cost quoted by the general community.</p>	<p>A quote to be requested from a different contractor. To be commenced in January</p>
<p>Action 07/09 – 3 – Payment of outstanding fees for 11.04-A Action 19/10-4 Juan Carlos to continue to monitor this case.</p>	<p>Administration to contact the Owner direct re a payment plan</p>	<p>The Owners have confirmed that the debt will be paid if and when Inmogolf pay.</p>
<p>Action 19/10-5 – Outstanding 2nd half fees re Inmogolf to be reminded payment now</p>	<p>Juan Carlos to contact Inmogolf regarding payment. Fees for second half must be paid by the end of 2019</p>	<p>Registered email sent to Inmogolf. Court action</p>

due.		now being pursued
Action 14/06-3 - Close the front Terrace Action 05/12.6 – Admin to begin the correct procedure for court actions.	A formal letter to be written to the Owner requesting the covers be removed Admin to prepare.	Admin to prepare the letter
Action 14/12-4-Owner of 19-04, application to build a small extension to sitting room at side of property.	Application approved only when full licences and planning permissions have been granted by the Town Hall of Cartagena	Application to be included in the AGM2020
Action 11/01-9 -Replacement of light timer switches with movement sensors. Action 18/09-11 Now seen as a large maintenance project.	Stairwell Assessment to take place in January Ian to prepare tender document for this project.	
Action 18/09-4 Planning applications from several properties.	Admin to inform Owners of their approval/rejection of their applications.	
Action 07/06-1 – Electric supply needed at the new water feature area. Action 05/12-3 – Admin to contact Luna re electric installation	Luna are to be contacted to install an electric supply to the area. All correspondence on this issue should be between Luna & CCS	On going
Action 18/09-8 – Following complaints from owners and visitors about the use of plaza mayor over the summer period, meetings to be arranged with El Bistro, Angelo's and the Supermarket	A meeting took place between Ian, Ashley and Michelle Wall.	The protocol as per the guidelines was discussed.
Action 18/09-9 – Golf Buggy parking survey	Ian to conduct survey	
Action 18/10-01 New pool bar construction. Action 18/10-02	Maintenance manager Chris London and Juan Carlos to work with the community architect/civil engineer to adhere to current building control regulations and laws. Ian to write contract to cover the construction and all matters relating to costing and health and safety.	Pool Bar and the adjacent storage area are currently being legalized.
Action 18/10-07 Flood prevention planning	Ian to work with Chris London the maintenance manager to identify areas where flood prevention can be improved	Extra drainage, walls and a floodgate to be installed

Action 05/12-01 Lighting of dark areas to be identified	Luna to be contacted to provide quotes for suitable lighting.	Admin to organise
Action 05/12-02 Jimmy to prepare the list for the areas where lighting is required		
Action - 05/12-03 – Dead Palm tree in Garden by block 14	Admin to prepare work order to remove the tree to Miranda	
Action 05/12-04 – Christmas planting to be requested	Admin to contact Miranda re the Christmas plants in Plaza Major	
Action 05/12-05 – Maintenance concerns	Ian and the admin to meet with Chris London to discuss concerns.	