



<u>Action:</u>	<u>Last updated 16/01/2020</u>	<u>Completion Date:</u>
<u>29/07-1:</u> H&S White lining to be completed Maintenance Contractor.	<u>Progress and by whom:</u> Ian and Jimmy to continually monitor the work in progress to ensure safety procedures are being adhered to.	Gravel for the path between block 5 + 13 has now been ordered and awaiting delivery.
<u>Action 13/01-1 – Fencing around solar panels to be constructed</u>	Work order prepared number 120. Fence to be constructed	Gate now installed, awaiting fencing
<u>Action 11/01-3</u> Ian to request update on the 3 cases being dealt with.	CCI have responded re 2 further owners, Ian will continue to contact them until the AGM 2020	
Action 20/10-22 Bellaluz bylaws and rules and regulations. Neither have been updated since 2014.	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	Consultations to commence January
Action 08/06 – 7 – Execution of sentence for apartment 06.03	The judge is to name a surveyor to value the property in order for an auction to be carried out on the property	
Action 27/07- 6 – Car park cameras. Action 18/10-10	A monitor to be installed before GC security can begin to monitor the car parks. 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.	Meeting arranged for Tuesday 14 th January with the electrician to obtain quote and other alternatives to siting the monitor
Action 07/09 – 3 – Payment of outstanding fees for 11.04-A Action 19/10-4 Juan Carlos to continue to monitor this case.	Administration to contact the Owner direct re a payment plan	Letter to Owner to be written and a meeting to be set up
Action 19/10-5 – Outstanding 2 nd half fees re Inmogolf to be reminded payment now due.	Juan Carlos to contact Inmogolf regarding payment. Fees for second half must be paid by the end of 2019	Registered email sent to Inmogolf. Court action now being pursued
Action 14/12-4-Owner of 19-04,	Application approved only when full licences and planning	Resolution received to

application to build a small extension to sitting room at side of property.	permissions have been granted by the Town Hall of Cartagena	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.	2 electricians to be contacted to obtain a quote for the works to test stairwells to be used.
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 18/09-9 – Golf Buggy parking survey	Ian to conduct survey	In process
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	Meeting arranged with affected owners on the 22 nd January at 1pm
Action 05/12-01 Lighting of dark areas to be identified	Luna to be contacted to provide quotes for suitable lighting.	List of areas required
Action 05/12-02 Jimmy to prepare the list for the areas where lighting is required		
Action 05/12-05 – Maintenance concerns	Ian and the admin to meet with Chris London to discuss concerns.	See minutes re this issue
Action 10/01-01 – Planning applications	Admin to inform Owners of the approval/rejection of their applications.	
Action 10/01-02 – lights attached to the large Palm trees in Plaza Fuente	Admin to contact Luna to remove the lights and prepare a quote for the installation of uplighters around the trees	
Action 10/01-03 – Air Conditioning units in communal roof voids/essential maintenance	Admin/Ian to prepare a letter to owners.	
Action 10/01-04 – The insurance claim with the consorcio (government fund set up following the September floods) to be followed up. This claim is in relation to the damage caused to the children's pool	Admin to contact community insurers Mapfre to ascertain current position of claim.	
Action 10/01-05 – Installation of toldos at pool area	Admin to request several quotes from local companies.	

Action 10/01-06 – Owners Club house request asking for use of Bellaluz land to place a storage unit.	There were no objections to this request. Ian to contact Gill Schofield to advise her.	
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