**Minutes for Verdemar 3 Community Committee Meeting**

**at Community Solutions Office, Avda. de las Adelfas 12, Local 1, Orihuela Costa**

**Wednesday 14th June, 1pm**

**AGENDA**

**PRESENT:** Louise Richardson (President and Minutes); Valerie Wooff; Dawn Lynn; Jenny Fairclough; Neil McDougall; Liz Egan; Victor Cid (Administrator)

**APOLOGIES:** None

**MINUTES OF PREVIOUS MEETING:**

**House 371:** This owner installed a water heater without community permission The community voted at the AGM that this should be removed within 3 months of the AGM. Nothing has been done to date.

***Action: LR and VC to visit owner on 19/06/23 to discuss***

**Sun Loungers for Small Pool:** Following previous committee meeting NM moved 4 sun loungers from large pool to small pool on a trial basis. This has worked well and been well received by owners.

***Action: LR to purchase 4 new sun loungers to replace those moved from large pool. NM to investigate options for storage area for sun loungers off the grass.***

**Blocked Drains at Bottom of Stream:** Pele and Cano have completed this work and installed an inspection cover in the grass to allow easy access should further problems occur.

**Building works:** House 345 have been carrying out work to convert their under build. This work is permitted under the modification of guidelines at the 2022 AGM. A door is allowed but a window must have permission. There has been a concern from an adjacent owner about the scale of the works that have been carried out as well as the addition of a window. LR has advised the owner of house 345 to complete an “Application For Building Works Or Alterations” which is requested by the community but has not been completed. The owners of house 345 have agreed to complete the form and give full details of the work being undertaken. They have also confirmed that the opening made next to the door, will be “fully closed and painted in line with community requirements pending an application to add a window”. They have also agreed to repair the road surface which has been damaged by the skip company.

House 349 have closed in part of their terrace and also have a fence which is not in keeping with the community rules, including blue glass tiles added to the top of the wall. This has been carried out by the people who are renting the property. LR has spoken to the owner and advised that the blue glass tiles should be removed and that the closing of the terrace would need permission and should be carried out using “materials and colours in accordance with the original aesthetics of the community” as per the rules. They have also been asked to complete an “Application For Building Works or Alterations” which would need to be passed at the AGM in order to close the terrace in.

***Action: LR to contact owner of 349 again***

**Bridge over Stream:** As reported at the last committee meeting, LR had discussed with former committee member Stefan about rebuilding the bridge in composite to replace the ageing wood currently in place. LR and Stefan have since been to purchase the required materials and this work will be completed when Stefan returns to the urbanisation later in the year.

**Lights by Stream:** A solar light was purchased and tested since the previous meeting. This was quite successful, but there were concerns that during the winter months they would not charge sufficiently in the areas where there are a lot of trees. LR arranged for the electrician to look at quoting to repair the existing “wired in” lights. Unfortunately, due to rain the electrician could not attend.

***Action: LR to chase electrician for new date to look at this***

**Small Fountain:** The work commissioned by the previous president has been completed. The lights are now working but the fountain is still leaking. The company say that they advised that the option chosen “was the cheap option and that it would preferably require a complete job done with 3 or 4 layers of waterproof material and replacing all of the mosaics”. Subsequent monitoring by JF show that if the fountain is left on then the leak is minimal. As this work has already cost over €1,000 the committee decided not to carry out any further work at this point and that the cost of the electric was small. Options were discussed about changing the use of the fountain to a flower bed. It was decided that this decision should be left until the next AGM.

JF also reported that people had been getting into the fountain with small children and dogs and it was suggested we get a sign to advise that it is not permitted, as there are chemicals put into it and also electrics present.

***Action: LR to arrange for sign to be made***

**SOLAR PANEL INSTALLATION**

VC has obtained a second quote from Revigas to go with the one previously obtained from NoLimit Energy. The proposal from Revigas is for an installation to be constructed on the grass area near to the animal fountain. The committee now need to look at both quotes and produce a discussion document for owners to comment on and will be working on this over the coming months.

***Action: DL to look at quotes and report back at next meeting***

**FINANCIAL UPDATE**

**Debtors:** LR has been working hard with Dominik from Community Solutions to chase outstanding debtors. There has been good success rate, with several paying in full and some larger debtors agreeing a payment plan to pay in instalments.

LR has contacted a debt collection company in the UK to try and recover the large debt of €7131.75 currently owed by House 531. This debt goes back to August 2014 and no-one has been at the property in this time. LR explained she had spoken to a company who work on a no win, no fee approach and take a 20% fee if the debt is recovered. The community would pay any fees such as agents fees, land registry fees and court fees should they occur. This company was recommended by another local President. The committee agreed that this should go ahead.

***Action: LR to send debt company required information in order to start the process***

**Money taken by previous administrator:** VC has had contact with the previous administrator Paco about the €16,300 that was unaccounted for at the 2022 AGM. He has acknowledged this and we are waiting for a response from him. During their conversation it came to light that we owe around €1,800 in tax for court cases that were carried out by Paco on behalf of the previous President between April 2022 and February 2023. We have no option but to pay this so VC will arrange payment.

***Action: VC to arrange payment of unpaid taxes***

**GARDENS**

**Abandoned area between fountain and Large Pool:** LR and VC met on site with a representative from the town hall on 22nd May. They had a good chat and he agreed that the area needed immediate maintenance. He agreed that the community could take responsibility for this and the town hall would draw up an agreement for this to take place. While waiting for the paperwork, he agreed to send a team to cut the grass and palm trees and do a basic tidy up. Unfortunately, the elections have taken place since this meeting and a new party is now in office. We are waiting to find out who the new contact is and to chase up this arrangement.

***Action: VC to contact town hall to establish a new contact***

**Untidy Gardens:** VW reported that there were several private gardens that needed attention. LR and VW have contacted owners with a positive response and gardeners have been booked to complete the work.

**WEBSITE**

**Information packs:** LR gave the committee copies of the information packs which were on the old website. These compromise rules and guidelines of the community to help owners and their guests who are visiting the community. The committee will feedback to LR with any changes or suggestions. These will then be updated and put onto the new website.

***Actions: LR to compile feedback, update information packs and publish to website***

**SECURITY SERVICE**

LR reported that the security service would be in place in July and August, the same as previous years. Once we have a contact number it will be posted in the relevant places.

**MATTERS ARISING**

House 138 has requested building permission for the following with the outcomes from the meeting discussion detailed below:

1. Iron gate on solarium in the same design as others in the urbanisation so children cannot fall down the stairs: OK to go ahead

2. Conversion of a leaking flowerbed on solarium to a seat: OK to go ahead

3. Extension of window shaft: Needs further clarification and site visit as plans have no dimensions

4. Building of gas cabinet: Advise owner permission is required at AGM

5. Replacement of windows for black alternatives: Advise owner permission is required at AGM as current guidelines state “IT IS PERMITTED TO REPLACE WINDOWS AND DOORS WITH WHITE OR BROWN SURROUNDS”

***Action: LR to advise owner of outcomes***

**HOUSE PAINTING AND PATHWAYS UPDATE**

Painting: DL reported that there has been a positive response from the property inspection report we published on the website and that many owners have been actively carrying out painting work. The report will be updated on a regular basis similar to the “Debtors list” we publish as work is completed. The committee discussed that there is still an issue with getting work done professionally as painters are very busy and worked needs to be booked months in advance.

Pathways: We are still awaiting a quote from Jose Antonio Fernandez for work on some of the pathways discussed with him on 24th April on site with DL and LR. DL reported that that pathways on Green 2, which were damaged 2 years ago by the gardeners and not rectified, were now needing attention.

Communal Painting: The committee members have a copy of all three quotes for communal painting and will continue to work on a plan for this initiative. An on site visit has not been carried out yet, but will be done as part of the process.

***Action: VC to chase quotes from builder***

***Action: Committee to look in more detail at communal painting options***

**ANY OTHER BUSINESS**

Tree House 370: NM asked for an update from the previous meeting. VW confirmed the work had been carried out and the tree had been pruned to prevent damage to overhead cables.

Additional Fees for Short Term Renters: NM asked for update on this. This is still an ongoing issue which is proving hard to enforce. The committee will continue to put together a list of short term renters that this applies to.