

HRGR Phase Presidents' Meeting held 15 December 2009 @ 4.30pm in Resortalia Office

Present: Margaret Daniels (Chair), Isaac Abad, Colin Archer (Skype), Paul Atherton (Skype), Antonio Escalera, Bill Jones (Skype), Maria Jose Ros, Debbie Se Silva

Apologies: Ron Locke, Rickard Thiel, Carole Eteson

Outstanding Actions from 7th July 2009

PW	Fountains – Now repaired but need to check fully operational	AE 20 Nov
	Fumigation – PW to share golf course fumigation plans	MJR 10 July
Pools	<ul style="list-style-type: none"> Missing pool tiles need to be replaced. Weeds need to be removed on concrete kerb around some pools and sealant repaired. Dates required for repairs. Pool 7.1 to be repaired this autumn. Project plans to be provided. 	<p>MJR</p> <p>MJR</p> <p>MJR End of Nov</p>

Outstanding Actions from 04 August 2009:-

Polaris Update	<p>Damp Issues – PW will complete agreed works to address damp issues in three months. Will provide regular progress reports.</p> <p>Gardens –</p> <ul style="list-style-type: none"> Complete all remedial work as agreed Review completed and outstanding garden work. Further meeting required Meeting at PW 05/08/09 to discuss gardens situation – MJR will report back by end of week Community need written evidence that council have accepted public spaces so that community can assume responsibility <p>Lifts – Being checked for water ingress – again.</p> <p>Notice Boards – will confirm who bought community notice boards at LT. If PW did – HR wants two placed near post boxes. Community at LT bought notice boards. HR will buy two</p> <p>Waste Bins – some bins currently out of action due to water ingress. PW to investigate all bins – again.</p> <p>BJ raised issue of Sports Courts – when will be completed and procedure/cost of usage</p>	<p>Ongoing</p> <p>MJR 6 Aug</p> <p>MJR 13 Nov</p> <p>MJR 31 Aug</p> <p>MJR 31 Aug</p> <p>MD/IA Nov</p> <p>MJR 31 Aug</p> <p>MJR 31 Aug</p>
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Outstanding Actions from 23 September 2009:-

Pools	<ul style="list-style-type: none"> Follow up contractual agreed garden repairs with PW. Arrange for all broken pool lights to be fixed. Fit hand rails at the two pools that have steps from gate down to pool area, (for H&S.) 	<p>AE, MD, IA Oct</p> <p>AE 28 Feb</p> <p>MD end Feb</p>
Gardens	<p>There have been many improvements to gardens, but some lawns seem to be getting worse.</p> <ul style="list-style-type: none"> Agree timescale with Ciscompany to replace damaged hedge plants. Re-planting will take place in February 2010 Seek quote from pool contractor to make good and treat all pool fences. 	<p>AE Feb 2010</p> <p>AE 2 Oct</p>
Resortalia	<p>Commence contractual review prior to 2010 budget preparation:-</p> <ul style="list-style-type: none"> Prepare service specification for general maintenance 	<p>MD/AE/IA end year</p>
Health & Safety	<ul style="list-style-type: none"> PW promised to deliver an emergency plan – Vigilant working on plan - IA to chase 	<p>IA End year</p>

Outstanding Actions from 13 October 2009

PW Update	<ul style="list-style-type: none"> Contracted work on gardens will be complete by 16 Oct. Not completed. Requested meeting with Dir. of Construction re town centre 	MJR end Nov
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	<ul style="list-style-type: none"> – MJR to arrange for Jan 2010 • MD asked again for security signs to be put onto perimeter fencing – Security have 45 signs – will arrange for them to be erected • Polaris Telecom to commence program to connect lifts to emergency telephone. Under investigation 	<p>MJR end Dec</p> <p>IA end year</p> <p>IA end year</p>
Floods	<ul style="list-style-type: none"> • IA to obtain quote for lightning rods for each building following one struck by lightning in recent storms. Quote rec'd – need to investigate need 	IA end year
Gardens and Pools	<ul style="list-style-type: none"> • Quotations for urgent repairs to pools given to PW – work completed by community 	IA Nov
Security	<ul style="list-style-type: none"> • Micro Chip reader to be purchased 	IA Oct

Actions from 10 November 2009

Polaris World	<ul style="list-style-type: none"> • Gardens around pool 7.4 and 5.1 to be reviewed and addressed. Review ph 7 and 5b on 16 Dec. • Council Land – PW still have not delivered official handover document – only provisional • BJ Requested PW extend golf offers to owners on HR whilst no town centre. – Asked of PW at Golf Meeting 	<p>20 Nov</p> <p>End Nov</p> <p>End Nov</p>
Finance	<ul style="list-style-type: none"> • Still have worries about communal electric bills Requested spreadsheet of electricity costs, location of meter. • All debtors for whom we have POA will be presented to Murcia Courts by end of December. • Requested debt policy and court process details. • Review financial reports presented to owners at AGM. • Reserve fund under investigation will make proposals for next meeting. 	<p>IA end Nov</p> <p>IA Dec</p> <p>IA Dec</p> <p>IA/CA Feb</p> <p>CA/MD/BJ/IA</p> <p>Dec</p>

Actions from 15 December 2009

PW Update	<ul style="list-style-type: none"> • Main Fountain – machinery pit not waterproofed hence pumps cut out when wet. Will be resolved by end year. Community will accept fountain when has worked constantly for 3 days – will sign for on 4th day. 	MJR end Dec
	<ul style="list-style-type: none"> • Pool repairs – need programme of work 	MJR end Dec
	<ul style="list-style-type: none"> • Gardens – ph 5b and 7 inspect 16 Dec. Needs turf not seed 	
	<ul style="list-style-type: none"> • Lifts – need programme of work for waterproofing. Rec'd prices from PW re telephone lines. Resortalia looking at alternative solutions 	MJR end Dec
	<ul style="list-style-type: none"> • Waste Bins - need programme of work 	IA end Dec
	<ul style="list-style-type: none"> • Meetings – requested meetings with Ambrosio Sempere (Dir Construction) and Sylvain Duval (Dir Golf Course 	MJR end Dec

	<p>Construction)</p> <ul style="list-style-type: none"> • Community Fees due – will be paid by end of year • Irrigation system – repairs due to system – PW to pay? 	<p>MJR end Dec MJR end Dec</p>
Finance	<ul style="list-style-type: none"> • Resortalia to write to all owners detailing first fees payment due Jan 2010 • 2008 debtors presented to Murcia courts. Courts experiencing 400% increase in claims due to recession • Reviewing interpretation of statutes re 20% Reserve Fund – will make proposals for 2010 budgets at next meeting • Reviewing itemising proposals for Improvement/maintenance programme inc building painting 	<p>IA end Dec CA 15 Jan CA 15 Jan</p>
Contracts	<ul style="list-style-type: none"> • Irrigation/water contract – not yet agreed. Have meter readings – still in negotiation with PW • Security – remaining with Vigilant – with slight reduction in costs • Gardening – remaining with CisCompany – with reduction in costs • Fountains – placed with Hermanos Lopez Iniesta CB • Insurance – not yet finalised • Pools and General Maintenance – not yet finalised 	<p>IA Jan 2010 IA end Dec MD/IA/AE end Dec</p>
President	<ul style="list-style-type: none"> • New Pool sign needed for pool 7.2 – destroyed during storms • Website – style/font agreed. Designer targeted with end Dec/early Jan for launch. BJ writing to prospective advertisers • Action plan re structural surveys – to be revamped in reply to emails from sub-community presidents. • Structural Survey reports to be sent to sub-community presidents where building surveyed. 	<p>IA end Dec MD end Dec MD end Dec</p>
AOB	<ul style="list-style-type: none"> • Actions needed for 2010 AGMs to be attached to these minutes 	<p>MD end Dec</p>
	Meeting Closed 19.45	
Next Meeting	Tuesday 12 January 2010, 16.30 Resortalia Office	

2010 AGM Action Plan

Action	Priority	Owner	Deadline	
1	Ensure we repeat what went well at March 2009 AGMs	High	Phase Presidents	Before 2010 AGMs
2	Book room for 2010 AGMs with appropriate microphone/water/etc	High		During 2010 AGMs
3	Test audio/visual equipment	High	Resortalia	After 2010 AGMs
4	Publish and enforce attendance criteria (any owner on the phase, any phase president may attend any AGM, plus relevant proxy vote owners)	High	Carole/Resortalia	Before 2010 AGMs = Jan
5	Appoint strong chair	High	Phase presidents	During AGMs = Jan 2010
6	Appoint translator	High	Phase presidents	Jan 2010
7	Invite building, phase and resort president nominations	High	Carole	Jan 2010
8	Publish building, phase and resort president candidate details	High	Resortalia	Jan 2010
9	Agree (any) topics to be voted on at 2010 AGMs	High	Phase Presidents	Jan 2011
10	Publish (any) topics to be voted on at 2010 AGMs	High	Phase Presidents	mid Feb 2010
11	Design questions procedure	High	Phase Presidents	Jan 2010
12	Publish questions procedure	High	Resortalia	early Feb 2010
13	Investigate election procedure (building/phase/resort)	High	Phase Presidents	Jan 2010
14	Issue Phase President name tags	High	Resortalia	early Mar 2010
15	Ensure everyone knows that if any attendee asks a question at the AGM, they must give their name and plot number at the outset	High	Resortalia	Feb 2010
16	Issue questionnaire prior to AGM to gauge owner opinions	High	Phase Presidents	Jan 2010