



**COMMUNITY OF OWNERS LA CALA HILLS FASE I**

**Calle Altabaca de la Torre 2**

**Mijas Costa**

**MINUTES**

The owners listed below met in the Hotel Tamisa Golf on 16 November 2018 at 10.30am, being the second call, having previously been convened by the President to hold the General Assembly of the Community.

Present and Represented	Apartment	Coefficient
Pauline Shellcock	101	0,88
Van der Wal	115	0,91
Derek hills (Represented by: A. Nelms)	201	0,88
Age Jonny Ulvedalen	206	0,67
Ulf & Astrid Bergfors	207	0,67
Davies Craig Lance (Represented by: Patricia Senker)	301	0,67
John Mc Connell	303	0,67
Roland Ekeberg	306	0,67
Chris & Teresa Hancock (Represented by: Patricia Senker)	309	0,88
Kenneth J. & Patricia M. Norris (Represented by: Patricia Senker)	310	0,67
Lynn Owen (Represented by: Patricia Senker)	315	0,91
G. Treco (Represented by: Patricia Senker)	405	0,88
A Marshall	406	0,67
Lorraine Ann Chaudhry (Represented by: Alison Marshall)	407	0,67
Ahlefeld Engel Disc. Trust	415	0,91
Marlen Patricia Pincott	507	0,67
Gerard Van de Vossenbergh (Represented by: Patricia Senker)	511	0,67
Linda Joyce Baker (Represented by: Els Bakker)	514	0,90
Robert Luijendijk	603	0,67
K. Foster (Represented by: Patricia Senker)	606	0,67
Pleun & Hein Smits (Represented by: Patricia Senker)	703	0,67
H. A. Invenst (Represented by: Patricia Senker)	706	0,67
M. Weinrabe (Represented by: Patricia Senker)	708	0,88
M. Emerson	709	0,88
Jeanne Kadish	714	0,90
Jane Mary Cornwel Smith	802	0,67
George Davey	804	0,88
Roger Pierrard (Represented by: Patricia Senker)	805	0,88
Bryan Harris	809	0,88
Patricia Senker	812	0,88
Alexander Gerard de Wit (Represented by: Patricia Senker)	904	0,88
Robert Leslie Withers	907	0,67
A. Nelms	909	0,88
Jeremy Howard Green (Represented by: Patricia Senker)	911	0,67
<b>TOTAL</b>		<b>26,48</b>

Total present and represented: 26,48 % according to the coefficients

**AGENDA:**

**1.- Welcome and President's Report.**

The President of the Community opened the meeting by welcoming everyone and thanking them for their attendance. She read the President's Report which detailed the work that had been carried out in the community, the need to contract a substitute concierge due to Tomi Piles' absence etc.



## PRESIDENT'S REPORT 2018

Dear Owners,

With our Community year having ended on 30<sup>th</sup> September 2018 and in preparation for our AGM on 16<sup>th</sup> November 2018 the following is a summary of what has taken place over the last year i.e. from 1<sup>st</sup> October 2017 - 30 September 2018

### Changes to working practices this year were:

- The regularisation of payments to concierges from 1 Dec 2017 as agreed at the 2017 AGM
- A change of electricity supplier to reduce costs
- The appointment of a new gestor following the death of the previous gestor
- A new garden waste company was sourced

### Projects undertaken this year were:

- The painting of the fronts and interiors of all 9 blocks
- Removal of unauthorised items stored in garages
- Major repair to burst water pipe in water storage area
- The replacement of emergency lighting which was destroyed during a storm
- A new floor to Pool 1
- Replacement of collector valve in Pool 1 due to leaking sand
- A new bathroom floor in Pool 1 with an access point to equipment
- Repairs to heat pumps of Pool 2
- Palm tree beetle treatment
- Repairs to serious cracks on the outside of various terraces

### Minor maintenance included :

- Guttering repairs
- Roof tiles replaced in various blocks
- Floor tiles replaced in blocks 9 and 1
- Various garage doors repaired
- New padel tennis court net installed
- Removal of telephone box
- Metal plates fitted to all block gates for extra security
- Button installed to open pedestrian gate at main entrance
- Motor repaired pool 1
- Repairs to various pipes
- Repairs to various parts of garden sprinkler system

On 30<sup>th</sup> September 2017 we had €60,069.32 in the bank and €20,000 in a separate reserve fund. On 30<sup>th</sup> September 2018 we had €19,608.80 in the bank and €20,000 in the reserve fund. Additional costs incurred this year were €1,966.25 paid for the external audit plus €84.70 bank charges related to this investigation. The auditor's final report will be discussed at the AGM. There were also extra costs for concierge staff due to Tomi's hospitalisation. We also have paid just over €39,000 towards the painting project. We still have another 15 months of monthly payments of €1,833.33 for the work that has been carried out. A discussion about further painting work will be held at the AGM. The new floor to Pool 1 was also much more expensive than the original quote as the problem was more severe than first thought.



Although authority was given at the 2017 AGM to change the community bank this was not done because we needed the co-operation of Unicaja with regard to the external audit. Authority will once again be sought at the 2018 AGM to change banks to save on bank charges. We will also be requesting authority to change the community insurance company.

I would like to, as usual, thank the Governing Board for the support shown to me and to our administrator Gerardo. Gerardo has done a fantastic job again this year as have our team of workers. I am very aware that areas of our gardens are not looking as good as they have done and a review of the gardening services will also be undertaken at the AGM.

If you are unable to attend the AGM in person please ensure that your interests are represented by giving your proxy to a fellow owner who will be attending the meeting. Proxy votes can be sent to the Administrator: [administracion@administraciondefincasronda.com](mailto:administracion@administraciondefincasronda.com) or to me: [pattisenker@aol.com](mailto:pattisenker@aol.com)

Finally, the current Governing Board and Administrator are prepared to continue for the coming year. As always if anyone wishes to put themselves forward for any official roles please let our Administrator know prior to the AGM.

I look forward to seeing you on 16<sup>th</sup> November

Patti Senker

President – La Cala Hills Phase 1

22 October 2018

## **2.- Approval of the Minutes of the AGM held 17 November 2017.**

Those present were asked if they required the Minutes of the previous AGM to be read. It was agreed that this was not necessary and as there were no questions raised regarding the Minutes and they were unanimously approved. The President stated the following:

“With regard to the approval of the 2017 AGM Minutes Mr Derek Hill, apt. 201, has requested an amendment to be recorded in this year’s minutes.

He would like it recorded that what he said at last year’s meeting with regard to the accounts was ‘there was nothing to approve as the accounts were incomplete and the only thing to approve was a statement of income and expenditure which was not reconciled.’

Although it was explained at the time of the 2017 AGM why the accounts were incomplete Mr Hill’s requested amendment is included as he requested.”

## **3.- Status of arrears and legal action position.**

Debtors as at 30 September 2017 were presented.

Both the President and the administration explained that the owner of 501 is paying € 350 per month, on account of their debt with the Community.

Regarding apartment 712, it was reported that the new owner will clear the debt very shortly.

An owner asked about the amount charged by the community lawyer for the legal proceedings against the defaulters. The administration informed the meeting that a first payment is made on account, as a provision of funds, for an amount of € 345 and the full fee is paid at the end of the procedure. All legal costs are passed on to the owner with the debt.

### **3.1 Approval to begin legal proceedings against debtors.**

The following are debtors as at the day of the meeting and includes the cuota for the quarter Oct-Dec 2018:

Patrick Quadflieg Jan/Mar 18 to Oct/Dec 18)	Apto. 202	2.400,24 €
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Patrick Dauwe (Debt prior to Jan/Mar 17 “Administradora Carmen Garcia Manzano” + Cuota Oct/Dec 18)	Apto. 203	3.487,71 €
Robert Ian Ware (Cuota Jul/Sep 17 + Cuota Oct/Dec 18)	Apto. 209	1.625,68 €
Iris Pacheco Baker (Cuota Jul/Sep 18 + Cuota Oct/Dec 18)	Apto. 402	1.279,18 €
Steven Anthony Hooper (Cuota Apr/Jun 18 + Cuota Jul/Sep 18)	Apto. 408	1.784,71 €
John Philip Prosser (Debt prior to Jan/Mar 17 “Administradora Carmen Garcia Manzano” + Cuota Jan/Mar 18)	Apto. 410	1.473,95 €
Dolores Caballero Montañez (Debt prior to Jan/Mar 17 “Administradora Carmen Garcia Manzano” + the year 2017 + the year 2018)	Apto 501	12.247,76 €
Kurt Berthelsen (Cuota Jul/Sep 17 + Cuota Jul/Sep 18)	Apto. 505	1.762,84 €
A. White (Cuota Jan/Mar 18 + Apr/Jun 18 +Jul/Sep 18+ Cuota Oct/Dec 18)	Apto. 604	3.525,68 €
Regina Friefrich (1/2 Cuota Apr/Jun 18 + Cuota Jul/Sep 18 + Cuota Oct/Dec 18)	Apto. 612	2.255,46 €
Royston Dove (Debt prior to Jan/Mar 17 “administradora Carmen Garcia Manzano” + legal costs)	Apto. 614	1.632,14 €
Glenn Barrington Ward (Cuota Oct/Dec 17, Cuota Jan/Mar 18, Apr/Jun 18 and Jul/Sep 18)	Apto. 701	3.525,67 €
E. Ratchford (Rest Jul/Sep 18 y Cuota Oct/Dec 18)	Apto. 705	1.638,59 €
Ervin Bever (Debt prior to Jan/Mar 17 “Administradora Carmen Garcia Manzano” y Cuota Jan/Mar 17 + legal costs)	Apto. 712	4.435,91 €
Richard Philips (Debt prior to Jan/Mar 17 “Administradora Carmen Garcia Manzano” + Cuota January to September 2017 + Jan/Mar 18, Apr/Jun 18 and Oct/Dec 18)	Apto. 910	4.838,76 €

Unanimously the previous debit balances are agreed and the President is given the authority to grant the corresponding powers in favor of solicitors and attorneys, to begin the payment procedure against all those owners who, being required to pay, refuse to pay their debts. Likewise, the President is empowered to begin the corresponding declaratory procedures against those owners who fall into arrears during the year and do not comply with the payment requirements that are made to them.

#### 4.- Presentation of external audit report

The President read a brief summary outlining all the actions taken to claim documentation and cash in hand, from January 9, 2017 against Carmen Garcia Manzano (previous administrator).

“At our AGM on 28 November 2016, when I was appointed President, the first thing I did at that meeting was appoint a new administrator – Gerardo – because I did not feel comfortable working with Carmen Garcia as her working methods were haphazard and chaotic. It was agreed with Carmen Garcia, the old administrator, that she would hand over all community documents to Gerardo by 31 Dec 2016.

Towards the end of December Carmen went on holiday until 9 January 2017 without advising us and without having sent all the documents.

In January 2017 I reported Carmen to the College of Administrators in Malaga in the hope that they would put pressure on her to hand over all the documents we needed. They did contact her but when she told them she had passed over all the documents – which she had not - they closed the case!

The accounts to 30 September 2016 also showed that Carmen was holding €17,897.62 in cash. Pressure was put on Carmen to repay that money and on 24 February 2017 she paid €3,000 cash into the community bank account, on the 6 March she made a bank transfer of €5,000, on the 7 March she made a second bank transfer of €6,000 and paid a further €3,897.62 in cash on



7 March 2017. The two bank transfers were made from a Santander account which we believe was her personal account. This raised alarm bells with me and begged the question – why was Carmen holding so much of the Community’s money ‘in cash’? Why had it not been paid into our bank account? Why was it in a different bank account?

Despite repeated requests Carmen still failed to hand over all the documents we had requested which again caused massive concern as to why she was withholding information. After various discussions and meetings about how to proceed I met with the Governing Board on 7 July 2017 when unanimous agreement was given to instruct an external audit to be carried out by Asesoria Ruiz Chaves y Camacho based in Fuengirola at a discounted price of €500 + IVA for each year that they studied. All outstanding documents were finally received by the assessor on 15 November 2017 – two days before our AGM of last year.

The assessor studied 4<sup>th</sup> Q 2016, 2015-16, 2014-15 and 2013-14. I received their initial report on 29<sup>th</sup> January 2018. This reported that there were several areas of concern and that further investigation was necessary. To obtain more information we submitted a request to Unicaja bank to provide copies of 46 cheques. The assessor also requested copies of all invoices submitted to the community by all our major suppliers during the period under investigation which every company supplied. Of the 46 cheques requested Unicaja supplied 38 – fronts and backs of cheques. Of these 38 all but 2 were ‘al portador’. 7 cheques were not fraudulent payments, 6 – were not cashed by Carmen Garcia but the remaining 25 were cashed by Carmen Garcia which was highly suspicious.

A further request was submitted to Unicaja on 21 March 2018 for an additional 48 cheques plus the 8 missing from the original list. Unicaja eventually advised that no further copies of cheques would be sent because of ‘data protection laws’ and that a court order would be needed to access the relevant information. They did send us 39 copies of the fronts of the cheques from the second list but not the backs. They also sent us one cheque from the original list. They were all ‘al portador’ cheques but, as yet, we don’t know who cashed them.

The Assessor’s final report was received on 4 October 2018 – the following is a translation of the summary of their findings:

#### CONCLUSIONS OF REPORT:

***Of the documents that have been reviewed and the work carried out, it is possible to infer rationally that there is evidence that the keeping of the accounts of the Community of Owners contain:***

***Several duplications of various expenses and payments***

***Falsification of documentary support (invoices, delivery notes and other documents) as well as manipulation of the accounting with apparent signs of undermining the same to benefit Senora Carmen Garcia Manzano (ex-secretary/ex-Administrator) who, in the opinion of this report has subtracted a huge amount of money from the Community***

***There is evidence of mismanagement in the keeping and control of accounting. A lot of entries do not have the documentary support that is required for the purposes of the faithful representation of the accounts of the Community***

***With the lack of control of the Community accounts and what has been said in the preceding points, the President and Secretary are directly responsible for each of the review periods***

The total of fraudulent transactions which can be proved to date amounts to : €24,633.69 and the bulk of this activity took place during the years 2014-15 (1 October 2014-30 September 2015), 2015-16 (1 October 2015 – 30 September 2016) and the 4<sup>th</sup> quarter of 2016 (1 October 2016 – 31 December 2016).

On 4 October 2018 a call was placed to Carmen Garcia’s office to invite her to attend a meeting for her to explain to us the findings of the report. She was out of the office and failed to return the call that day or subsequently.



On 19 October 2018 a burofax was sent to her office giving her one week to attend a meeting and advising that if she did not the matter would be passed to Court. She received this on 23 October. She contacted the auditor on 29 October arranging a meeting for 7 November. On 7 November 2018 Mr Emerson, Gerardo and I met with Carmen at the offices of the external auditor who was also present. She was advised that evidence had been found of fraudulent activity and invited to respond. She was 'cool' and 'detached' to say the least. She requested a copy of the report so she could investigate herself – we declined her request and advised her that we would immediately pass the matter to the court as she was clearly not willing to discuss the problem.

The auditor has now passed the findings to a lawyer who will proceed to Court - he has a meeting with the lawyer week commencing 19 November 2018. The estimated lawyer's costs are €3,500. The Community of owners needs to decide whether to take civil or penal action against Carmen Garcia.

The findings of the external audit will also be reported to the College of Administrators for them to also take appropriate action against Carmen."

Once the President's report had been read, the administrator advised that in the meeting held by the Fiscal Advisor as the Attorney who will take the case it advised that the Community needs to make a decision in relation to the filing of the claim. This can be Civil or Criminal, and it was unanimously agreed to proceed in a criminal manner against the former administrator-secretary Carmen Garcia Manzano.

In the lawsuit, the Judge will be asked to claim to Unicaja Bank for the cheques that have not yet been provided to the Community, citing Data Protection Law.

#### **4.1 Approval of accounts 2017/2018.**

The President read an explanatory document about the problems that were encountered at the end of the year of 2016-2017, due to the shared accounting with the former administrator, Carmen Garcia Manzano.

"The findings of the external audit prove, beyond any doubt, that the accounts produced for the Community in recent years have all been incorrect. Figures have been manipulated and some transactions fraudulent. The accounts have never been a true representation of the financial situation regarding Phase 1 despite the fact that the accounts were signed off by the President and the Administrator and were audited every year by Ian Leader. Ian is not here today but was invited to submit a statement. However, I have received nothing from him.

As explained at the 2017 AGM it was impossible to reconcile the accounts correctly to the end of September 2017 as we did not have correct information from Carmen Garcia relating to the period 1 October to 31 December 2016. For that reason only an account of income and expenditure was presented. This year – 1 October 2017 to 30 September 2018 – is the first year for a very long time that we can be satisfied that our accounts are a true and honest reflection of our Community.

There was discussion at last year's meeting about the future auditing of our accounts. The sole purpose of an audit is to 'ensure the truth of the financial statements'. Ian Leader did explain to me that when he audited the accounts he took a random 3 months and checked payments against invoices. What he never did was look at the actual bank statements.

What has never been done before but has been done for the year 2017-18 is that every single cheque that has been issued and every direct debit payment has been cross referenced by me against the administrator's records and against the bank statements. No cash is being held. A handful of 'al portador' cheques have been issued this year – mainly to repay the purchase of minor items e.g the concierges needed a new telephone which I bought and Gerardo then repaid me in cash. Any owner is welcome to inspect the accounts, invoices etc. at any time.



For all the above reasons, and to be able to move forward in a correct manner, there has been no comparison made between this year's activity and last year's. At the end of next year we will, of course, be able to make a comparison. Therefore, I propose that we start with a clean slate with this year's accounts and that this report and the report about the findings of the external audit, be included in today's Minutes to accurately record the decisions made today and the reasons for those decisions."

After the reading of the President's statement the owner of apartment 306 proposes that the accounts be audited, for the protection of the administrator and the acting President. Those present unanimously do not feel it necessary, since it is an additional cost and after the President explained that she is reviewing the accounts monthly.

The administrator proceeded to detail the accounts for the year:

### **SUMMARY TREASURY**

	+	-
Balance at 1st october 2017 (Bank account)	60.069,32	
<b>Total</b>	<b>60.069,32</b>	

### **INGRESOS**

Community Fees	399.437,28	
Debtors at 1st october 2017	55.160,63	
To refund the discount to the owner from old Administrator	-1.779,38	
Discount	-67.881,72	
Storerooms lease	2.050,00	
Pot broke apartment 610	20,66	
IVA at 1st october 2017	20.951,37	
Payments done by the owner are not included by Old Administ.	-1.757,52	
Payments in credits 1st october 2017	-15.380,71	
Tomi's loan	350,00	
Juan's loan	100,00	
Community fees in credits at 30th september 2018	18.253,13	
Debtors at 30th september 2018		55.431,87
<b>Total</b>	<b>354.091,87</b>	

### **GASTOS**

Expenses	328.779,48	
IRPF at 1st october 2017	-880,02	
Social Security at 1st october 2017	-283,10	
Profit and loss	13.090,83	
IVA at 30th september 2018	51.746,39	
Expenses of 2016-2017	9.506,42	
<b>Total</b>	<b>401.960,00</b>	

### **SALDO A FAVOR DE LA COMUNIDAD AL CIERRE**

**12.201,19**

Balance at 30th september 2018		19.608,80
IRPF third quarter 2018	330,71	
Expenses in 2017-2018 not paid	6.706,42	
Social Security at 30th september 2018	370,48	
Balance in credit		<b>12.201,19</b>

**Expenses**

<b>Código</b>	<b>Nombre</b>	<b>Gasto</b>
60200001	ARTICULOS DE OFICINA/PAPELERIA/CORREOS	243,23 €
62100000	GASTOS ASAMBLEA	75,57 €
62200000	REPARACIONES Y CONSERVACION GENERAL	11.788,65 €
62200001	REPAR. Y CONSERV. PISCINA	10.366,12 €
62200002	REPAR Y CONSERV JARDIN	4.502,87 €
62200010	MANTENIMIENTOS FUENGIROLA	7.128,00 €
62200011	OBRA PINTURA EDIFICIOS	35.614,94 €
62200012	REPARACION SUELO PISCINA 1	7.025,00 €
62300001	ALMAJARDIN MANT. JARDINES Y PISCINA	25.658,15 €
62300002	ANALISIS PISICNAS	1.031,00 €
62300004	MANT. DESRATIZACION/DESINSECTACION	1.528,00 €
62300005	MANTENIMIENTO ASCENSORES	7.757,06 €
62300006	SISTEMA CONTRA INCENDIOS	403,15 €
62300007	MANT. TV. JOSE PACHECO	2.743,20 €
62300009	IVA	1.796,79 €
62300010	TRADUCCIONES	50,00 €
62300013	ASESORIA/GESTORIA	2.737,00 €
62300015	MANTENIMIENTO LIMPIEZA	12.720,00 €
62300016	ADMINISTRACION	7.326,00 €
62300017	MANTENIMIENTO PISCINAS	12.000,00 €
62300018	PROTECCION DE DATOS	75,00 €
62300019	PREVENCION DE RIESGOS LABORALES	337,68 €
62300020	MANTENIMIENTO PAGINA WEB	500,00 €
62300022	COORDINACION SEGURIDAD Y SALUD OBRA PINT	604,00 €
62300023	INSPECCION Y CONTROL ANDALUZ ICA	600,00 €
62500000	PRIMAS DE SEGUROS	7.308,32 €
62600000	SERVICIOS BANCARIOS Y SIMILARES	386,29 €
62800000	SUMINISTROS ELECTRICO	21.447,22 €
62800001	SUMINISTRO AGUA	31.416,08 €
62800005	SUM. TELEFONO COMUNIDAD - VOZ PLUS	1.446,87 €
62800006	SUM. INTERNET - VOZ PLUS	22.680,00 €
62900000	BONIFICACION PRESIDENTE	1.500,04 €
62900001	UNIFORMES TRABAJADORES	279,76 €
62900003	REGALOS NAVIDAD TRABAJADORES	700,00 €
64000003	CRISTOBAL PERUJO PERUJO	21.412,91 €
64000004	TOMMI PILES	19.541,88 €
64000006	JUAN ANTONIO PERDIGONES	22.796,68 €
64000007	FRANCISCO SANZ IBAÑEZ	2.959,86 €
64000008	PAOLO CANTALUPPI	78,03 €
64000009	SAMUEL ANANDA MATAS LOZANO	477,25 €
64200000	SEGURIDAD SOCIAL A CARGO EMPRESA	17.075,02 €
69000000	MANCOMUNIDAD	2.661,86 €
<b>Total</b>		<b>328.779,48 €</b>





### Incomes

Código	Nombre	Saldo
70000001	CUOTA ORDINARIAS	-399.437,28 €
70800000	DEVOL.RECARGOS ANTIGUOS	1.779,38 €
70800001	ABONOS NO CONTABILIZADOS ANT. ADMON	1.757,52 €
70800002	DEVOLUCION PRESTAMO TOMMI	-350,00 €
70800003	DEVOLUCION JUAN PERDIGONES	-100,00 €
70900000	DESCUENTO PRONTO PAGO	68.940,22 €
75200000	INGRESOS POR ARRENDAMIENTOS TRASTEROS	-2.050,00 €
77800003	INGRESOS EXTRAORDINARIOS	-20,66 €
	Total:	-329.480,82 €

Once all the accounts have been presented, they are approved by those present, with the administrator advising that there is also a deposit account of € 20,000 with the Helvetia Entity which can be used if necessary.

Due to the status of the accounts of the Community and the surplus that it has, it is approved to continue with the same quotas as the previous year.

### 5.- Approval to open new community bank account.

Due to the high banking costs that the Community suffers both in the management of remittances, transfers, check cashing, account maintenance etc, the change of bank is proposed, as long as the conditions are better. For this, the administration will visit several banks and inform the President of the different proposals made by them.

All those present agree to the change, as long as it is more beneficial for the Community.

### 6.- Approval to change insurance Company.

The administrator explained the proposal that the Allianz Company has made to insure the Community. This proposal includes all the necessary legal guarantees in case of loss. The savings of this proposal for the Community is around € 1,500 per year. Those present unanimously approved the change of company. The new contract will begin on termination of the existing contract with Generali. (15-12-2018 at 00:00 h)

### 7.- Review of gardening and cleaning services.

The President explained the various reasons that led to the inclusion of this item in the Agenda.

Due to the complaints that several owners have transmitted to the President regarding the state of certain areas of the garden, the amount of weeds around the gardens and in the plants, the large amount of time that the employee of the company contracted by "Almajardin" loses during times he leaves the Community or spends in the storeroom allocated to him, the bad coexistence with the rest of the employees of the Community amongst other things, it was decided to request several budgets from different Companies to include cleaning and gardening services.

All those present agree on the substitution of both companies since their performance is not optimal and the agreement is not being fulfilled. Unanimously, it is decided to revoke both contracts on November 30, 2018, so that a new company can enter on December 1, 2018, to carry out both activities.

The President explains the budget and that states that the company is known to the President and Administrator.

The services consist of:

**Cleaning Service:** One worker for 25 hours per week Monday-Friday  
Cost 1.150 € monthly plus IVA. Total: 1.391,50 €/month.



**Gardening Service:** One worker for 40 hours per week Monday-Friday  
Cost 2.150 € per month plus IVA. Total 2.601,50 €/month.

This budget includes the support of another worker in the seasons that are necessary, without any additional cost, nor specified amount of time.

**Gardening and cleaning services:** If we contract both services the working conditions would be the same as those previously mentioned but with a savings of € 125.84 / month. The amount would be € 3,196 plus VAT, that is, a total of € 3,867.16 per month.

#### **8.- Review of painting project.**

At this point, the owner of the company "Pintor Come Soon", the company that carried out the painting works on the main façades in Phase 1 explains to the meeting the possibility of being able to paint the rest of the facades of the blocks, plus outbuildings, railings and road markings with payment over 8 years. The amount of this work would be € 150,000 plus VAT (10%).

In the event that payments on account for an amount greater than the agreed monthly instalments are made, this would reduce the total budget. Otherwise, if no additional payment is made on account in the first 5 years, the community would have to pay 5% interest in the last 3 years of the loan.

The work would begin in September 2019.

All those present unanimously agreed the proposal.

#### **9.- Election and approval of Community officials.**

The following were unanimously approved:

President: Patricia Senker

Vice-President: Roger Emerson

Governing Board: Sandie Emerson apartment 709

Barbara Harris, apartment 809

Alison Marshall, apartment 406

Ian Leader, apartment 312

Administrator: Gerardo Perez-Clotet Domínguez (Administraciones Ronda).

#### **10.- Approval of Ordinary Budget 2018-2019.**

The budget was presented to all owners. Due to the economic surplus of the year and the remaining amount that the Community has, it is decided to continue with the same quotas and budget for the year 2018-2019

#### **11.- Any other business.**

Barbara Harris addressed the meeting to request the good coexistence among neighbors, demonstrating firmly against abuses, insults, humiliation and all kinds of violent behavior. The owners present applauded her comments. For this, good neighborliness is requested from everybody.

An owner of a second floor internal apartment requested the installation of glass curtains with the additional need for a roof installation, since these terraces are not covered by any upper terrace. Mr. Emerson, a professional in the sector, took to the floor to indicate that this installation could be made, but that it would be necessary to agree that materials, colors and models would need to be uniform, thus prohibiting each owner from making a different installation. After a long debate, the proposal was denied.

Mention is once again made of the prohibition of parking in the designated disabled parking bay, even for a short period of time by anyone not displaying a valid disabled badge. For this reason, it is unanimously agreed that the first parking space outside block 9 is to be used exclusively by owners with disabilities.



Concerning the subject of solar panels, several companies will be contacted to discuss the new existing law regarding their installation and maintenance.

Several owners complained about the amount of rubbish in the area below block 1. It was agreed to review the situation.

There were also some complaints about the bad smells in some kitchen areas of two bedroom apartments.

It was asked if the pools are maintained all year round and the President and Administrator confirmed that they were.

Door closers will be installed on the garaje doors where they are missing.

Finally, it was suggested that the area between the large and small pools of pool 1, is concreted over to stop grass entering the pools when it is cut. This was unanimously agreed.

The owner of 102 had requested the removal of a tree that restricts their view, a proposal rejected by those present. Further pruning of the tree was agreed by all.

The session closed at 13.40 on the appointed day.

Mrs. President



*Administración de Fincas Ronda*

*Administración de Fincas-Asesoría laboral-Agente de Seguros*

*C/ Tostón nº2 Edif. Cajal 3º-1 29640 Fuengirola, MALAGA*

*Tel: 952 47 67 97 e-mail: afincasronda@hotmail.es*

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