

**EUC Olivar de Buenavista**  
**Puente de Don Manuel, on the 29th of October 2009**

On the 29th of October 2009, co-owners present and represented listed below met at 5:30 PM on second call at the Restaurant Ruygar to hold the Annual General Meeting of the EUC Olivar de Buenavista, to which they had been duly called. The meeting was chaired by the President Mr Poole, with Mr Huertas acting as Secretary-Administrator, and dealt with the following items of the

**Agenda**

- 1-Call to order**
- 2-President's and Administrator's report**
- 3-Audit report**
- 4-Liquidation of amounts pending from debtor owners**
- 5-Approval of 2009 accounts**
- 6-Election of Officers, (President, Auditor and Administrator-Secretary)**
- 7-Approval of budget for 2010**
- 8-Any other business**

**Presents**

<b>Casa</b>	<b>Nombre</b>	<b>Apellidos</b>
49	Fisher/Poole	Pauline/Bill
46	Mansbridge/Lewis	Gary/Elizabeth
31	Hollocks	John/Gloria
29	Robinson	Lynn
30	Sloane	John/Beryl
47	Randall	Pete/Sue
f	Bretherton	Jane
b	Peter	Thornton
7	Pinch	Geoff/Betty
6	Mitchell	Mike/Christine
11	Mitchell	Mike/Christine
25	Sutton	Norman/Margaret
e	Norrie	Graham/Karen
34	Blair	Harvey/Barbara
26	Cuff	John/Vera
33	Piggott	George/Ann
15	Bennet	Laurie
78	Hall	Phil/Sheila
83	Meakin	Phil/Jackie
17	Booth	Harry/Enid
75	Brooks	Bert/Sue
50	Jimenez	Salvador/Mariejosep

## **Represented**

<b>Casa</b>	<b>Nombre</b>	<b>Apellidos</b>	<b>Representado por</b>
3	Jackson	Gary/Janet	Mr Hodkinson
68	Tolley	Steve/Cynth	Mrs. Brooks
67	Miller	Andy/Carol	Mrs. Brooks
53	Alker	Stephen	Mr. Poole
22	Snape/Mullee	George/Olive	Mr. Sutton
54	Edson	Alan/Gladys	Mr. Poole
79	Pidgeon	Dennis/Chris	Mr. Blair
55	Gillespie	Audrey/John-Paul	Mr. Poole

### **1-Call to order**

The President called the meeting to order, thanking owners for attending and for the assistance given during the year. He then passed the floor to the Administrator.

### **2-President's and Administrator's report**

The Administrator explained that in the month of February an official request had been submitted to the Town Hall asking for a certificate report regarding why the conservation entity had been created. Even though the Administration had met with the Mayor, the official reply had not yet been received. In view of the events at the Town Hall, it seemed likely that a large part of the documents had not been available for some time.

Furthermore, in the course of the year attempts had been or which the list that appears below was unanimously approved.

### **3-Auditor's report**

The auditor first stated that she was not satisfied with the manner in which matters were handled during the year. She would have liked the Administrator to work more closely with her, which would have avoided many problems in respect to drafting the list of debtors, which contained mistakes. This was due, amongst other reasons, to the fact that the accountant who drafted the list does not know the owners and because the some owners, when making deposits, only identified themselves with their surnames, and not their names or numbers.

Furthermore, she disagreed with the decision to pay the former Administrator 3000 €, and with the fact that since the month of July, the Administrator was charging 180 € instead of 90€ as agreed. She accepted that the Committee was entitled to approve said expenses, but she would have liked to have these decisions endorsed in the Minutes of the Committee meetings.

The President explained that the payment to the former Administrator was due to the fact that there existed evidence regarding the work performed by the latter, so that this was money owed for that work. Furthermore, his signature appeared in all the entity's official documents, so that regardless of whether owners agreed or not with his work, had it been decided not to pay him, it would

be difficult to prove in court, where the matter would have ended, that he should not be paid. The President added that a court process would have also entailed legal costs. For these reasons, the Committee made an offer, as mentioned in the Minutes of 2008, to the Administrator, who had asked for 3,956.25 €, and finally he was paid 3000 €.

In respect to the current Administrator, he stated that when he submitted an estimate in May 2008, he did so thinking that he would be responsible for the bookkeeping and paying invoices, but that it turned out that he had many others obligations. The President and the Committee realised that this was the case during the year, which is why they felt that even paying the Administrator 180 € his estimate was still the cheapest.

Nonetheless, both the President and the Administrator believe that it was a mistake not to have minutes of the said meetings, and the Administrator apologised, as it was his obligation to take them, undertaking to do so in the future.

In any case, the Auditor mentioned that even though the list of debtors presented at the meeting was not correct, it was true that the accounts were clear. She did highlight, however, that she was surprised that there were several receipts signed by Alvaro, on 5<sup>th</sup> of October 2007, certifying payment of 348 €, but that this amounts did not appear in the bank statement. She felt that the former Administrator should be asked to explain the reasons why that was the case.

Bearing in mind said objections, the Auditor accepted the accounts. In principle but required a little more time to formally approve as she had only received the accounts 24hrs previous.

#### **4-Liquidation of outstanding amounts owed by debtors**

The list of debtors has been a problem because the majority of deposits appear with surnames. However, the Administration had made mistakes in linking some payments to certain owners so that the list was not entirely correct. It was preferable that the list be prepared for an extraordinary general meeting that will be held in February or March.

In case, the Administrator and the Auditor agreed that there was a large number of owners who had not paid since the creation of the entity, so that the list which appears below was unanimously approved.

The approved list will be sent to owners, and in the event debtors continue not paying their fees, the list will be handed over to the Town Hall of Alcaucin, which will take charge of collecting outstanding fees, as reflected in the Entity's statutes in article 29. 3.

## 5-Approval of the 2009 accounts

The Auditor approved the accounts, which were then unanimously approved by the meeting. Nonetheless, it was agreed to investigate the issue of the receipts allegedly paid by Rosas Bajas, although the funds were not deposited in the entity's account.

## 6-Election of officers (President, Auditor and Secretary-Administrator)

The following owners were elected by acclaim:

**-President:** -Mr. Cuff (HOUSE 26)  
**-Auditor:** -Mrs. Brooks (HOUSE 75)  
**-Committee:** -Mr. Blair (HOUSE 34)  
-Mr. Poole (HOUSE 49)  
-Mr. Edson (HOUSE 54)  
**Secretary-Administrator:** -Mr. Huertas Salazar

## 7-Approval of budgets for 2010

Although it was decided to continue paying 16 € per month, it was agreed that fees would be paid quarterly; in other words, owners would pay 48€ each quarter, at the beginning of January, April, July and October.

Owners were asked to clearly indicate their **house number** when they paid at Cajamar, in order to have all the information regarding income.

The estimated budget for 2010 was as follows:

## PRESUPUESTOS/ESTIMATION 2010

CONCEPTO	CANTIDAD
ADMINISTRADOR	2.160 €
LIMP. DEPURADORA/CLEANING OF THE WATER-PURIFICATION PLANT	4.200 €
ELECTRICIDAD/ELECTRICITY (ESTIMATION)	3.000 €
GASTOS DE BANCO/BANK COSTS	120 €
ANALISIS DE AGUA DE DEPURADORA/ANALYSIS WATER DEP. (QUARTERLY)	760 €
SEGURO DEPURADORA/INSURANCE FOR DEPURATER	?
LIMPIEZA CALLES/STREET CLEANING	?
TOTAL	10.240 €

The budget was, though, it was not complete at the AGM, as some amounts from budgets were still unknown, unanimously approved.

**8-Any other business**

-It was agreed that houses A, B, C and D, subject to appropriate evidence that they do not use the entity's basic services, such as electricity for street lamps and in particular the waste water treatment plant, be considered part of the entity but exempt from paying fees.

In any case, this decision will be included in the agenda of the next extraordinary general meeting for formal approval. However, approval is considered to already exist, and in consequence amounts paid to the entity by those owners will be refunded to them.

-The Mayor, who was present at the meeting, undertook to try to have the area for facilities cleaned as soon as possible.

There not being any further business, the meeting was closed at 7:34 PM on the same day first above written, all of which I as Secretary-Administrator hereby certify.

**APPROVED BY  
THE PRESIDENT**

**THE SECRETARY-ADMINISTRATOR**