



TEL. 04.98.11.84.40

N° R.C.S.: FREJUS 783 073 570 – Capital: 575.962 €

A WORD FROM THE ADMINISTRATIVE COUNCIL

Madam, Sir, Dear Associates,

The newly formed Admin. Council met on August 12. All members of the Council are delighted with the participation rate in the elections which increased by almost ten points compared to the previous year, namely 54.54%. The rate of votes in favour of approving the budget (65.33%) is also a source of satisfaction. Indeed, our Domaine has entered a phase in its history which requires the commitment of all as the stakes are high and it is important that all partners participate in the reflection and decisions which will contribute to defining together the future of the Pin de la Lègue.

Several new portfolios have been created to best respond to the challenges facing our SCI. This involves paying increased attention to ecology and sustainable development, communication and management control. Many of you have expressed their views on the issue of energy savings, on a reforestation strategy due to the felling required by Forest Fire Risk Prevention Plan (PPRIF) as well as on the need to implement a policy of waste management better adapted to our context of residential leisure park and these concerns will be among the priorities of the Council. It was also important to develop the field of communication. Indeed, it is hoped that the establishment of the dissemination of official information will help to fight against the proliferation of rumors and comments on (a)social networks which pollute discussions and do not allow associates to rely on elements of appreciation based on the reality of what the SCI Domaine du Pin de la Lègue is. In order to remedy this lack and in the same vein, it was decided to set up management control, the task of which is to bring together the highest possible number of quantified indicators, concerning all areas of life of the Pin de la Lègue, and which will be a decision-making tool while being intended to be shared with all associates in a regular publication entitled "Vie du Domaine".

"Transparency to create trust, promote sharing, appropriation and accountability of each actor", this could be our motto.

As usual, a Flash-info will be broadcast at the end of each meeting of the Admin. Council and also, on a regular basis, we will send you information which will present the indicators mentioned above as well as commented statistics on subjects as diverse as the attendance rates of residents at different periods classified by status (members, beneficiaries, paying or free guests), the geographical locations of members' main residences or even changes in payroll and expenses subcontracting.

Finally, we will regularly address certain points of the administrative and constructive internal regulations which deserve to be clarified in order to, again, promote the emergence of a shared culture which will benefit our entire community.

For the Administrative Council

Caroline VIENNET

The President

CONSEIL D'ADMINISTRATION 2024 / 2025

	<p>Caroline VIENNET Administratrice cogérante <i>Juridique - Adjoint Sécurité des biens des personnes</i> Présidente du Conseil d'Administration</p>		<p>Philippe BOUTTEAU Administrateur cogérant <i>Travaux - Adjoint Ecologie et développement durable, Secours aux personnes, Incendies, Surveillance Aquatique</i> Vice-Président du Conseil d'Administration</p>
	<p>Jean-Robert BAUQUIS Administrateur cogérant <i>Sécurité des biens et des personnes</i> <i>Gestion des personnels</i></p>		<p>Laetitia DURET Administratrice cogérante <i>Adjointe Comptabilité, Finances, Communication, Loisirs, Animation</i></p>
	<p>Michel HOLLE Administrateur cogérant <i>Secours aux personnes, incendies, surveillance aquatique - Adjoint Travaux</i></p>		<p>Valérie MERLOT Administratrice cogérante <i>Comptabilité, Finances</i></p>
	<p>Michel MONSAURET  Administrateur cogérant <i>Communication, Contrôle de gestion - Adjoint Public Anglophone</i></p>		<p>Stéphane PERET Administrateur cogérant <i>Informatique - Adjoint Loisirs, Animation</i></p>
	<p>Jane RADCLIFFE  Administratrice cogérante <i>Loisirs, Animation, Public anglophone</i></p>		<p>Ghislaine SEIGLE-VATTE Administratrice cogérante <i>Ecologie, Développement durable - Adjoint Gestion des personnels</i></p>
	<p>Jean-Pierre VERGNE Administrateur cogérant <i>Relation avec les délégués de hameaux - Adjoint Communication</i></p>	<p>GRUPE DE TRAVAIL Avenir- perspectives et développement - Ghislaine SEIGLE-VATTE - Jean-Pierre VERGNE</p>	

1. Reminder of the missions of the Board of Directors as defined in the Internal Regulations of the Board of Directors (RICA): Article 2 : Missions of the Admin. Council

The Admin. Council determines the directions of the S.C. l's -real estate civil society-activity and ensures their implementation. Each newly elected Administrator Co-Manager is required to accept and sign the internal regulations of the Admin. Council drawn up by the Admin. Council. The latter assigns to each Administrator one or more specific areas of expertise for which he or she will be considered a referent. For each subject whose importance and/or urgency justifies it, the Admin. Council may also set up working groups composed, ideally, of three or four administrators maximum. The participants in these groups, on a voluntary basis, will be the administrators who, *a priori*, are concerned by the subject to be discussed taking into account the areas of activity for which they are referents and/or volunteer to participate.

These working groups aim to present to the Admin. Council a consensual, argued and costed project allowing the latter to quickly decide on the subject with as much information as possible. Each working group will be led by an

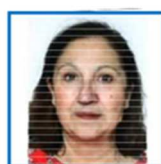
administrator (in principle the one who initiated the group or the one most concerned given their field of activity) who will ensure that the deadlines for processing the file agreed with the Admin. Council are respected and to formalise the detailed proposal resulting from the group's work. Each group may take the initiative of enlisting, if necessary, occasional assistance from the administrative and technical services of the Estate to obtain the information it deems necessary.

The Admin. Council deals with any question concerning the smooth running of the S.C.I. and regulates through its deliberations the affairs which concern it, subject to the powers expressly attributed to the meetings of shareholders and within the limits of the corporate purpose. It also carries out the controls and verifications it deems appropriate. In addition, the Board of Directors will receive all the information necessary to carry out the following missions:

- Safeguarding and maintaining the Domain,
- Compliance with town planning, health and safety rules,
- Regular examination, in line with the strategy it has defined, of financial, legal, operational, social and environmental opportunities and risks as well as the measures taken accordingly.

2. Election to the Supervisory Board

CONSEIL DE SURVEILLANCE 2024 / 2027



Dominique MALBERNARD

Commissaire de surveillance

The missions of the Supervisory Board as defined in the statutes of Domaine du Pin de la lège: **III - SUPERVISORY BOARD AND AUDITORS -A - Supervisory Board**

The ordinary general meeting appoints a maximum of three partners each year to the Supervisory Board, responsible for auditing all of the company's accounts. They can, at any time of the year, carry out the verifications or controls that they deem appropriate and will contact either the President of the Admin. Council, the Administrator of reference or the Director of Services. For all questions relating to personnel, they will contact the President of the Admin Council, or in his absence, the Director of Services. They will make a report, presented to the ordinary general meeting of associates, in which they report on the accomplishment of their missions and present the observations to which they give rise. Members of the Supervisory Board are eligible for re-election. They are entitled to a taxable lump sum compensation of €200 as part of their annual mission.

The Supervisory Board is elected for three years by the ordinary general meeting and is made up of at most three partners.

3. Clarification relating to resolution no. 6

RESOLUTION No. 6: Internal Regulations - Administrative part: Article 2.2.2 "The beneficiary" is supplemented by the following paragraphs:

Only the adult beneficiary, accompanied or not, is authorized to stay on the plot in the absence of the partner. The beneficiaries of the partner and his spouse are not authorized to stay at the Domaine for more than 8 months with a maximum of 6 consecutive months in the same calendar year.

The Associates' spouse-official partner is considered a member and not a beneficiary and, as such, is not subject to the restriction mentioned above.

4. Information relating to waste management

Beyond the ecological considerations it takes into account, the Admin Council wishes to raise awareness among associates of the significant financial implications linked to the implementation of non-compliance fees for waste deposited in bins from 01/09/ 2024:

Indeed, following an increase in risks and incidents due to the presence of hazardous waste (waste paint, packaging soiled by dangerous substances, wood treated with dangerous products, solvents, batteries and accumulators, etc.) in non-public waste dangerous, the company SCLAVO (subsidiaries SINC/SLM and SOFOVAR) had to strengthen quality control upon entry to the site. These hazardous wastes are listed in the waste nomenclature codified in articles R.541-7 to R.541-11 of the environmental code.

Article L541-7-2 of the Environmental Code specifies: "The mixing of hazardous waste of different categories, the mixing of hazardous waste with non-hazardous waste and the mixing of hazardous waste with substances, materials or products which are not waste are prohibited. »

All hazardous waste requires management adapted to the hazard properties that make it up (Explosive, oxidizing, flammable, irritant, corrosive, harmful, toxic, dangerous for the environment). Thus, the management of these non-conformities, resulting in significant administrative and operational costs, the company will apply, from September 1, 2024, the following management fees:

***Management of non-compliance: €75 excluding tax (flat rate per reception)** including: Identification and sorting, establishing the non-conformity sheet, computer recording, packaging in approved packaging, transport by truck equipped for the transport of dangerous materials by road, the grouping on our ICPE Ecopole Hazardous Waste site located in Fréjus.

Treatment in addition: Treatment price associated with each type of hazardous waste (€/T or €/kg): Here are the costs:

***Total downgrading of the bin for non-compliance with sorting: €230 excluding tax/ton (instead of €160)**

In addition to the declassification, it is necessary to add:

NATURE OF WASTE	COST OF TREATMENT
Pot of paint	€0.85 each/can - dangerous product packaging
Aerosol spray	€2.25 each/can
Cooking or technical oil	0.15 € / liter
Stack	€0.20 each
Bulb and neon	€0.20 each
Phytosanitary product	€2.05 each/can
Concrete tile rubble	€1.15/kg

All associates will easily understand the importance of being vigilant throughout the year in respecting sorting rules, the projections made in view of the waste processed in recent months making us fear a very sharp increase in their management costs. As a reminder, expenses for household waste collection amounted to €283,146 for the year 2023. The Council also draws the attention of members who rent their facilities to the absolute necessity of informing their tenants of the terms and conditions and sorting locations just as they do for the internal regulations.

If you want to join by e-mail the Commission Avenir du Domaine : caddomaine@gmail.com

REMINDERS

Opening hours of the administrative office

Technical service, accounts, share transfers, security

From 01 september 2024 to 30 September 2024

Open to the public Monday to Friday, 9 a.m. to 12 p.m. and 2.00 p.m. to 5.00 p.m.

Saturday mornings from 9 a.m. to 12 p.m.

From 01 october 2024 to 31 december 2024

Open to the public Monday to Friday, 9 a.m. to 12 p.m. and 2.00 p.m. to 5.00 p.m (except wednesday afternoon).

service.administratif@pindelalegue.fr

04.98.11.84.40 (choose the n°4)

service.technique@pindelalegue.fr

04.98.11.84.40 (choose the n°3)

Technical services only receive an appointment upon request by telephone or by sending an e-mail with the subject of the request. The meeting will take place directly on the plot of the requesting partner.

Reception opening times (at the entrance to the Domain)

Registration formalities for stays – sticker and card

From 01 september 2024 to 31 december 2024

Open to the public Monday to Friday, 9 a.m. to 12 p.m. and 1.30 p.m. to 5.15 p.m.

Saturday mornings from 9 am to 12 pm

service.administratif@pindelalegue.fr

04.98.11.84.40 (choose n°1)

Presentation of the macaron

We remind you that the macaron will only be issued upon presentation of a tax certificate and insurance of your installations (Main Housing Tax and/or Domain Housing Tax addressed to your main residence or Income Taxes addressed to your main residence only).

If you cannot prove that you have a main residence, you will be concerned by resolution 7 voted at the general meeting of 08.14.2021 which stipulates "a partner who cannot prove, by producing a tax certificate, a main residence outside the Estate, will be penalized with a monthly penalty of 7 base rates for the first year, penalty doubled each year until regularization. »

Insurance

- We remind associates of the obligation, each year when presenting the badge, to present proof of insurance for the vehicle(s), accompanied by the liability and fire insurance certificate for all of the vehicles. their facilities.

- At the request of our insurance company, associates whose two-wheelers remain parked at the store must provide us each year with their valid insurance certificate for the stored vehicle.

Sanitaires

The sanitary facilities will close on **the 30th of september 2024.**

Selective sorting

To meet the ecological challenges of sorting and recycling, but also for budgetary reasons, we ask associates to sort their waste. An information leaflet is available at the administrative farmhouse.

Compost bin

2 compost bins are available near the dumpster with "monsters" during the opening hours of the recycling center.

Grouping of the Trash containers

The bins currently stored in the hamlet will be gradually returned to the parking lot opposite of the swimming pool parking lot.

Dumpster with "monsters"

To October 31, Monday and Friday from 9:30 a.m. to 11:30 a.m.,

From November 1 to March 31, only Fridays from 9:30 a.m. to 11:30 a.m.

Parking for motorhomes, boats and trailers

Motorhome boats and trailers are not authorized to park permanently during the winter period in the Domaine in public car parks. If the partner has a suitable location on his/her plot, he/she is authorized to park his/her vehicles if they do not encroach on the public domain and do not hinder possible access to their property. plot by the fire services.

In winter, a campervan may prove to be the associate's main vehicle. In this case only, if it is not possible to park it on his plot, he must, after a prior request specifying the planned parking time, park it in a strictly demarcated area which will be specified each year by the technical services of the Domaine. This parking is only reserved for associates present in the Domaine during the same period. Checks will take place to ensure that the associate is present. Please note before september 27, all vehicles (motorhome, boats and trailers) must be removed from the parking opposite of the swimming pool parking in order to carry out the grouping of the trash containers.

Two-wheeler store

The drop-off or return of two-wheelers will take place on Monday to Friday, by appointment contact Mr. Stéphane DAVAL in advance at the administrative office.

"Buffer" vehicles

For all "buffer" vehicles on the plot, without a badge and whose insurance is not up to date or non-existent, the Domaine will ask the partner concerned to communicate by e-mail the certificate of insurance.

Water meter

Each associate is responsible for maintaining his or her own meter and manhole, and in the event of replacement, which can only be decided and carried out by the Domaine, the costs incurred will be billed to the associate concerned. In order to prevent water leaks and to put an end to disputes between associates and the Domaine's administration, the admin. council has decided that associates will henceforth be obliged to install a valve after the water meter to prevent leaks should the valve on the upstream water meter become defective. This will ensure that, in the event of a leak, the SCI will not be responsible for reimbursement. The states of play form will be completed and the 'constructive' internal rules will be updated.

Facility maintenance

We remind you that you must regularly clean your plots and pine needles on the roof of your facilities.

PPRIF maintenance of plots

Plots must be maintained all year round.

Treatment and palm disease

Any associate with one or more palm trees on his plot must contact the technical services to collect information relating to the treatment, felling and evacuation of diseased palm trees. Only authorized companies can intervene and under no circumstances the Domaine's services.

Animals: Extracts from the internal regulations "administrative part" (UPDATE in April 2022)

- Domestic animals: (article 6.3 e)

The presence of domestic animals is authorized with their master, provided that they are vaccinated (keep the vaccination certificate available) and that they do not cause any nuisance of any kind.

Category 1 and 2 dogs are strictly prohibited at the Domaine.

Dogs must be, always, under the control of their master, attached or kept on a leash, or even muzzled according to the legislation. Under no circumstances should they be left alone on the plots. Dog owners must take all useful measures to prevent their animal from barking and making noises (see Art. 6.3. c).

Access to the nautical area and play areas is prohibited (sanitary conditions).

Owners are required to collect their animals' droppings; financial sanctions in the event of a breach (see Art. 7.3.2).

Stray animals will be caught and handed over to the departmental pound service.

Cats: We remind you that a campaign to sterilize stray cats is organized all year round by volunteer associates with the agreement of the Domaine administration to avoid feline proliferation.

- Pest animals: According to the prefectural decree of May 30, 2017, the wild boar is classified as harmful throughout the Var department. As such, any person caught feeding a wild boar is liable to a fine of €135 applied by the Wildlife Office.

The Domaine post office

From september 1, 2024, to october 31, 2024, the counter is open Monday to Saturday from 11 a.m. to 12 p.m. Mail, packages (Colissimo, Chronopost and DPD) as well as delivery notices for registered letters are delivered daily to mailboxes.

From november 1 2024 to april 30, 2025, the counter is closed. Mail, delivery notices for packages (Colissimo, Chronopost) and notices for registered letters are delivered daily to mailboxes.

For people who are having medicines and/or medical equipment delivered, they are asked to contact the administrative farm.

Fire extinguishers.

The Domaine has 1,200 fire extinguishers checked every year and replaced every 10 years.

Military grounds around the Domaine

Their access is strictly prohibited.

SAFETY INSTRUCTIONS

Smoke detector.

Its installation has become compulsory in mobile homes and caravans since March 8, 2015. Do not forget to change the batteries of the device in order to avoid, in your absence, an untimely triggering which could cause inconvenience to the neighborhood.

Sirens alarms in case of evacuation

1 ring of 5 minutes. Please note: Every first Wednesday of the month at 12 p.m. a test is carried out on the sirens (1 ring of 1 to 2 minutes), as well as on the public address messages (see "safety instructions" below).

Evacuation plan

The plan of the Domain will be given to each resident in two copies when the badge is issued; One copy that the resident must keep in his vehicle and the other in his facilities. This plan will also be made available to residents in different areas of the Domaine and can be downloaded from the Domaine website.

Emergency alert

An emergency alert transmitter and receiver is installed at each sanitary facility in direct connection with the lodge. The latter must be used in the event of a fire or serious incident.

- IN CASE OF FIRE -

- If you witness a fire starting:
 - Call the firefighters on 18 or 112,
 - Inform the entry point:
 - either by telephone by dialing 07.78.48.54.55 (preferred number) or 04.98.11.84.40,
 - or by means of the call terminal located in the sanitary block.
 - Do not hang up first, wait for confirmation of your call.
- Identify yourself by giving your name, the address of your plot in the Domaine (hamlet name + number).
- Communicate the location, nature, and extent of the disaster.
- Specify whether there are victims, the visual state of injuries or burns.
- Close the gas bottles, cut off the electricity to the affected area, use fire extinguishers and/or garden hoses.
- As far as possible (do not put your life in danger), stay on the scene to guide emergency services and set up a security perimeter.

- IN CASE OF FLOOD -

- Inform the entry post:
 - Either by telephone by dialing 07.78.48.54.55 (preferred number) or 04.98.11.84.40,
 - By means of the call terminal located in the sanitary block.
 - Do not hang up first, wait for confirmation of your call.
- Identify yourself by giving your name, the address of your plot in the Domaine (hamlet name + number).
- Communicate the location, nature, and extent of the disaster.
- Specify, if necessary, whether people need to be taken care of.
- Take shelter in a higher place.
- Never cross a road or path submerged in water.

- EVACUATION OF THE AREA -

- The evacuation order is given by the Domaine sirens and/or public address messages.
- Close the gas bottles, cut off the electricity.
- Close the doors and windows of your installations to prevent theft and the spread of fire or smoke inside mobile homes or caravans.
- BE CAREFUL do not turn off the water on the plot, leave the watering hoses available.
- Take identity papers, health records, emergency medicines, shoes, clothes and drinks.
- Evacuate the Estate with vehicles without a trailer, following the marked circuits.
- Follow directions given by security personnel or utilities.
- Anyone present in the Domain must evacuate under penalty of sanction.
- If a resident takes care of one or more people (children, or disabled people), they are asked to inform the entrance post to report it.

FIRST AID PROCEDURES

- If you witness an accident, illness or illness:
 - Observe.
 - Protect to avoid secondary accidents.
 - Alert the firefighters at 18 or 112, or the SAMU at 15:
- Identify yourself by providing your name and telephone number,
- Indicate the nature of the problem: accident, discomfort or illness,
- Indicate the exact location of the event,
- Specify the number of people concerned,
- Specify the apparent condition of the victim or each victim, their age and sex,
- Indicate the first measures taken.
 - Never hang up first;
 - Notify the entrance post to indicate that help will arrive:
- Either by telephone by dialing 07.78.48.54.55 (preferred number) or 04.98.11.84.40,
- Either by means of the call terminal located in the sanitary block,
- Or by any other means of communication.
 - Stay with the victim(s).