



A WORD FROM THE ADMINISTRATIVE COUNCIL

Dear associates,

The General Assembly held on August 13, 2022 was attended by 878 voters out of 2 234, representing 37.86% of the votes cast, i.e., 218 049 out of 575 962 votes.

All the proposed resolutions were accepted.

This is the first time that we voted in a dematerialized way via electronic voting. Even if this first time was not a failure, it did not have the result that we expected in terms of participation of associates whereas the resolution on electronic voting had collected 69.12% last year.

Only 878 associates voted while 1 163 of you accepted the electronic registered letter.

The percentage of votes cast should have been at least 51.48% plus the associates who did not choose the electronic registered option.

This is why the Administrative Council will set up, for the associates who did not wish to adhere to this mode of transmission, a reminder and information campaign on the electronic vote.

The aim of this campaign will be to convince them to subscribe to the electronic registered letter in order to reduce postal costs, as 900 of them have an e-mail address.

Following the announcement of the results, the Administrative Council met for the first time on August 16, 2022 at 5:00 p.m., in order to designate the President and Vice-President of the Council and to distribute the responsibilities of the co-managers according to their respective competencies:

- Christian BARON, President of the Administrative Council - co-managing director in charge of finance and personnel
- Philippe BOUTTEAU, Vice-President of the Administrative Council - co-managing director in charge of works
- Jane RADCLIFFE, co-managing director in charge of animation and relations with English speakers
- Dominique MALBERNARD, co-managing director in charge of legal affairs
- Michel HOLLE, co-managing director in charge of fire and rescue services
- Alexandre SCARLATELLA, co-managing director in charge of general security and network communication
- Pascal TEITE, co-managing director in charge of relations with the hamlet delegates.

Resolution n°9 having been approved by the General Assembly, the Administrative Council co-opted Frédéric BERNARD, direct successor, to the position of advisor in charge of IT for a one-year term, a position not filled during the elections.

The Administrative Council also met on September 1 and 2, during which many issues were examined.

During this meeting, an update was given on its current functioning and each co-manager in the field for which he is responsible was reminded to keep all the co-managers informed of the management of his area and to have any decision validated by the other co-managers in order to obtain the necessary consensus.

It also appeared necessary to finalise the reorganization of the administrative services begun in 2021 under the responsibility of the director of services, Mr. Joël LAVIALLE, who will be a source of proposals.

"Mini-councils" will continue to be held every month for half a day, by video-conference and on a specific theme.

The Administrative Council unanimously decided that as of January 1, 2023:

a) **The craning fee** will be increased to 2.000€.

b) associates will be able to **register their paying guests in advance** and pay in for badges and resident cards upon presentation of the receipts in order to relieve the reception and reduce the waiting time at the counters.

The Administrative Council took stock of the season that has just passed.

Attendance in 2022 was more or less the same as in 2021, but with a significant number of "paying guests". In fact, rentals as of August 31 represented 47 400 nights compared to 40 733 nights for the previous year.

We should therefore receive, as "occupant participation", an amount of 290 837€ but this will only be definitive after the study of possible claims made by the associates.

In view of the important number of claims and credit notes made at the end of each year for the invoicing of the "participation occupants", the Administrative Council has decided **to introduce a fixed fee of 30€** for the processing of claims and/or the issuing of a credit note. These fixed costs will not be due if the error is attributable to our services.

The Administrative Council also unanimously decided on the following operational changes:

- **The administrative office** will be open to the public every Monday, Wednesday and Friday morning from October 1, 2022 to March 31, 2023.
- **The technical services** will receive, by appointment only, from Monday to Friday. The request for an appointment can be made by phone on the days the mas is open or by sending an email to service.technique@pindelalegue.fr indicating the reason for the request. The appointment is automatically set on the associate's plot.
- **The sanitary blocks** will be closed from October 1, 2021 and open from the Easter vacations 2023.
- **The handling of the 2 wheelers:** the deposit or the return will be done, from July 1st to August 31st, on Mondays, Wednesdays and Fridays from 10 am to 12 am and from September 1st to June 30th, between 9 am and 12 am, with prior appointment with Mr. Stéphane DAVAL.
- **The post office** will be closed from November 1, 2021 to April 30, 2022. Mail and small parcels will be delivered in the mailboxes on Tuesdays and Thursdays at 11 am. Only registered letters will be delivered daily. For people who have medication and/or medical equipment delivered, they are asked to contact the administrative office.

- **The garbage containers** will be stored in the parking lot in front of the post office from October 1, 2022 to June 15, 2023 maximum.

After 2 years, which were disturbed by the pandemic linked to "Covid 19", the Domain has returned to normal life and each of us has been able to take full advantage of the new proposed animations and enjoy the festive atmosphere.

The various proposed animations were appreciated and more particularly the sports animations which gave total satisfaction as well by the proposed diversity as by the number of participants. This made it possible to occupy all the associates according to their age and thus to give a new impulse and an attractiveness to our Domain.

Similarly, the Administrative Council is considering opening the pool earlier in the season for next year.

We will study the possibility of streamlining and modernizing the use of our computer system by progressively transferring part of the functionalities to a new website. The cost of changing our software or functionalities has proven to be too expensive.

A new website, more user-friendly and interactive, will be created in order to simplify the administrative procedures of the associates when they come to the Domaine.

The outsourcing of certain procedures online is intended to move towards "zero paper" and thus reduce the cost of running the administration of the Domaine.

This will only be possible if each of us validates his or her e-mail address, if you have not already done so, with the administration. To this end, **we would invite you to complete and sign the attached document and to send it back to the administration, either directly on the spot, or by e-mail to service.administratif@pindelalegue.fr.**

As soon as the new site is operational, each associate will be able to enter his arrival and departure dates, order his badge, his cards, manage his free or paying guests, and pay his charges. The functionalities will be numerous and each year the site will evolve according to the needs.

Concerning the dyke work on the banks of the Gonfaron, we are still waiting for an answer from the agglomeration community which met with the State services on September 13th to learn their position on our project. As soon as they respond, a meeting should take place with the agglomeration community before October 15.

We deplore numerous cases of drunkenness noted by the security guards, particularly among minors. We had to proceed to temporary exclusions while waiting for the decision of the Administrative Council. Permanent exclusions, with immediate effect, have also taken place.

Even if the Domaine must remain for all a space of freedom, it is necessary to remind the associates that minors remain under the responsibility of the adults with whom they reside and under that of the associates, who rent their installations.

We also remind you that as an associate of the S.C.I Domaine du Pin de la Lègue, you are committed to the respect of the statutes and the various applicable regulations that you accepted when you joined the company.

It is up to the Administrative Council to ensure the respect of the latter but it is also up to you to ensure the respect of these same rules by all the residents on your parcel, (Rights-Holders, free or paying guests).

In spite of the intense heat of this summer, we have been spared the fire. However, we have to note that despite our reminders and the signs present in the domain, a certain number of people have continued to smoke in various places on the domain. With the same disregard, some of them do not clean their plot properly.

It is up to the associates, as well as their assignees and guests, to be aware of the risks inherent of smoking and we can only advise them, in periods of intense heat and/or wind, to smoke only in safe areas.

The Administrative Council was informed by Mr. Malik OURDANE, holder of the seasonal lease allowing the exploitation of the "Aquarius" and the discotheque "La Sirène", that he will not renew his application for the next season.

This subject was not on the agenda of the Administrative Council and as a result not all the planned subjects could be treated.

The priority from now on is to define the future conditions of exploitation of the 2 activities, namely the "Aquarius" and the discotheque "La Sirène".

It was decided :

- That **a schedule of conditions** would be drawn up fixing the conditions of exploitation of "Aquarius" and "La Sirène" that the future operator will have to respect, knowing that the 2 form an indivisible whole,
- That **interested professionals** can already make themselves known by sending a letter to the President of the Administrative Council, to which a presentation of the future operating project will be attached,
- That **the deadline for receipt of applications is October 31, 2022**. After this date, the Administrative Council will contact each candidate,
- The files will be studied within 15 days and **the answer** will be given at best **by November 15, 2022 in the evening**.
- Discussions will then take place with the most promising candidates in order to define the financial terms and conditions, and **the final answer will be given by November 30, 2022**
- That **the awarding of the operation of the "Aquarius" and "La Sirène"** will take place, after examination of the bids received in compliance with the specifications to be drawn up, after the recommendation of the Tender Commission and on the decision of the members of the Council.

We remind you that you can download, by logging in with your login and password on the website of the Domaine www.domainedupindelalegue.fr :

- The statutes of the S.C.I., updated after the general assembly 2022,
- The Administrative internal regulations, updated after the 2022 general assembly,
- The internal construction regulations, which take into account the Urban Planning Code, the regulations specific to PRLs, the Local Urban Plan of the town of Fréjus and the PPRIF regulations,
- The 2023 rates,
- The report of the general assembly held in August 13, 2022.

To prepare the next season, seasonal positions are available. Associates and/or beneficiaries who have the necessary skills can send their applications by e-mail to Judith.piovetti@pindelalegue.fr enclosing a curriculum vitae with a copy of their diplomas and specifying their availability dates.

The Administrative Council and all the associates join in the mourning of the British associates and Commonwealth nationals following the death of Her Majesty Queen Elizabeth II, sovereign for 70 years.

We hope that everyone has had the best possible start to the new school year and that everyone continues to take the necessary precautions to preserve their health.

The Administrative Council

REMINDERS

VOTING DEMATERIALIZATION

In order for the Domaine to provide you with the next invitations to General Meetings by electronic registered letter, the Domaine is first required to seek each associate's consent. **A consent request form had been sent to you by postal mail. We provide you with this document again at the end of this Flash document.**

DELIVERY OF THE BADGE / INSURANCE

We remind you that the badges will only be issued upon presentation of proof of insurance for the vehicle(s), accompanied by the CL and fire insurance certificates for all facilities as well as a tax certificate (Main residential tax and/or Domaine residential tax sent to your main residence or Income tax sent only to your main residence).

Associates whose two-wheeled vehicles remain parked in the storage must, each year, provide us with their valid insurance certificate for the stored vehicle.

If you cannot prove a main residence, you will be affected by resolution 7 voted at the General Meeting of 14 August 2021 which states *"an associate who cannot prove, by the production of a tax certificate, a main residence outside of the Domaine, will be sanctioned with a monthly penalty of 7 basic rates in the first year, penalty doubled each year until regularization."*

PRE-REGISTRATION OF ASSOCIATES AND BENEFICIARIES

In order to avoid queues at the administrative building, we strongly encourage you to use the pre-registration of partners and beneficiaries on the Domaine website at www.domainedupindelalegue.fr,

We remind you of the 3 types of operations possible with this system:

- 1 – Request for badges for the vehicle that you will use to travel to the Domaine.
- 2 – Application for resident cards for yourself and your beneficiaries registered at the Domaine.
- 3 – Registration for a new stay at the Domaine. In addition, do not hesitate to consult the online help that is available in the pre-registration section.

Please declare every stay on the Domaine.

➤ **We remind you, below, of the procedure to follow to connect to the Domaine website:**

The website address is www.domainedupindelalegue.fr.

At the top of the site, click on "login". You are asked for a "username" and a "password".

Concerning the username: enter your hamlet name, followed by the block number, for example: "acassi.01" (put the point between the hamlet name and the block number).

Attention: for Rocco, write roco; for Bau Dou Ser, write bau.dou.ser.

Concerning the password: this is the general number assigned to the block, in 5 digits mandatory.

Enter your general number by inserting 0 (zero) to the left. Example: for general number 2430, write 02430; for general number 458, write 00458.

You can change this password to have a more personal one by following the procedure mentioned on the screen.

If you forget this password at the time of a new connection, simply click on "Forgot password".

Remember to enter your e-mail address so that your password can be sent back to you automatically.

Once logged in, you can have access to documents and/or messages from the Administrative Council.

Emergency alarm: An emergency call station has been installed at each of the sanitary installations. It must be used in case of a fire or serious incident. (See "safety instructions" thereafter).

Siren alarms in case of evacuation: 1 blast for 5 minutes. Warning: The sirens are tested every first Wednesday of the month at noon: 1 blast for 1 to 2 minutes. (See "safety instructions" thereafter).

Evacuation plan: The Administrative Council has decided to modify the assembly points for evacuees. The plan of the Domaine will be updated accordingly and given to each resident in two copies at the time of delivery of the badge; One copy that the resident must keep in her/his vehicle and the other in her/his facilities. This plan will also be made available to residents at different points of the Domaine and can be downloaded from the Domaine website.

Smoke detector: Its installation has been mandatory in mobile homes and caravans since 8 March 2015. Do not forget to change the device's batteries in order to prevent it from going off in your absence, which would disturb the neighbourhood.

Fire extinguishers: The Domain has 1 200 fire extinguishers that are checked every year and replaced every 10 years.

Insurance:

- Associates are reminded of the obligation, each year when the badge is handed out, to provide us with proof of insurance for the vehicle(s), accompanied by the CL and fire insurance certificate for all of their installations.

- At the request of our insurance company, associates whose two-wheeled vehicles remain in storage must, each year, provide us with their valid insurance certificate for the stored vehicle.

Sanitary installations: The sanitary installations will close on 1ST October 2022.

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 building.

"Monster" skip: accessible from 9:30 to 11:30 AM

1 April to 31 October: Monday and Friday

1 November to 31 March: Friday

Water meter: Each associate is responsible for maintaining her/his own meter. In case of its replacement, which can only be decided and performed by the Domaine, the fees involved will be invoiced to the associate concerned.

Maintenance of the facilities: We remind you that you must regularly clean your plots and remove pine needles from the roof of your facilities.

PPRIF maintenance of parcels: The deadline for the execution of this work by the partner is 15 May. Nevertheless, the Administrative Council accepts a tolerance until 30 May. After this period, the maintenance works are performed by the Domaine, at the expense of the associate concerned. The deadline for the execution of all the PPRIF maintenance works is 15 June.

Ditches: Depositing cutting and pruning branches in the ditches is prohibited. Associates must maintain the ditches on the periphery of their parcels.

Palm treatment and disease: Every associate with one or more palm trees on her/his parcel must contact the technical services in order to collect information relating to the treatment, felling and removal of sick palm trees. Only authorised companies may be involved, with no involvement of the Domaine's services under any circumstances.

Access is forbidden to the **military grounds around the Domaine.**

Household waste rubbish bins and selective sorting:

From 1st October 2022 to 15th June 2023, grouping of all the bins on the car park between the Post-office and the Arboretum.

"Buffer" vehicles: For all "buffer" vehicles on the parcel, without a badge and for which the insurance is outdated or non-existent, the Domaine will ask the associate in question to provide the insurance certificate by e-mail.

Animals: Extracts from the Internal Rules (Updated in February 2019)

- **Pets:** (Article 6.3 e)

The presence of pets is allowed 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 under the control of their owner at all times, tied 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 appropriate measures to prevent barking and disturbances by their pets (cf. Art. 6.3. c).

Access to the nautical area and playgrounds is prohibited for pets (sanitary reasons).

Owners must collect the excrement of their animals; financial penalties in case of failure (cf. Art. 7.3.2).

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

Cats: We remind you that a campaign of sterilization of stray cats is organised throughout the year by volunteer associates with the approval of the Domaine administration so as to avoid a proliferation of cats.

- **Pests:**

According to the prefectural decree of 30.05.2017, wild boars are classified as a nuisance throughout the Var department. As such, anyone caught feeding a wild boar is liable to a fine applied by the Wildlife Office.

CONSIGNES DE SÉCURITÉ

- IN CASE OF FIRE -

- If you witness a fire outbreak :
 - Call the fire brigade at **18 or 112**,
 - Call the main gate :
 - either by phone using the security number on **07.78.48.54.55 (preferred number) or 04.98.11.84.40**,
 - or using the **call station** located in the toilet block.
- Do not hang up first, wait for confirmation of your call.
- Identify yourself by giving your name, the address of your parcel in the Domaine (hamlet name + number).
- Indicate the location, nature and extent of the disaster.
- Specify if there are any victims, the visual condition of any injuries or burns.
- Close gas cylinders, cut off electricity from the damaged parcel, use fire extinguishers and/or garden hoses.
- Whenever possible (don't put your life at risk), stay on site to guide relief efforts and set up a safety perimeter.

- IN CASE OF FLOODING -

- Call the main gate:
 - either by phone using the security number on **07.78.48.54.55 (preferred number) or 04.98.11.84.40**,
 - or using the **call station** located in the toilet block.Do not hang up first, wait for confirmation of your call.
- Identify yourself by giving your name, the address of your parcel in the Domaine (hamlet name + number).
- Indicate the location, nature and extent of the disaster.
- Specify, if applicable, if there are people requiring care.
- Go to a high place and take cover.
- Never cross a road or path submerged in water.

- EVACUATION OF THE DOMAINE -

- The evacuation order is given by the Domaine sirens.
- Close gas cylinders, turn off the electricity.
- Close the doors and windows of your facilities to prevent theft and the spread of fire or smoke inside mobile homes or caravans.
- **ATTENTION:** do not close the water on the parcel, leave the water hoses available for use.
- Bring identification, health records, emergency medication, footwear, clothing and beverages.
- Evacuate the Domaine with vehicles without trailers by following the marked routes.
- Follow instructions given by safety staff or public services.
- Anyone present in the Domaine must **obligatorily** evacuate under penalty of sanction.
- In the event that a resident is looking after one or more persons (children, or disabled person), he/she is asked to inform the entrance station in order to report this.

CORONAVIRUS - COVID 19

PLEASE RESPECT ALL THE MEASURES TAKEN BY THE GOVERNMENT IN THE CONTEXT OF COVID-19 PANDEMIC (wearing of a mask, hand-washing, social distancing).



web

Administrative building opening hours from 1st October 2022 to 31st of March 2023 :

Open to the public every Monday, Wednesday and Friday, in the morning only

Of course, at any moment you can send an e-mail to the Administrative department (service.administratif@pindelalegue.fr) and to the Technical Department (service.technique@pindelalegue.fr)



Domaine du Pin de la Lègue

PRIOR CONSENT TO RECEIVE ELECTRONIC REGISTERED LETTERS

Dear Societaire,

In accordance with the requirements stemming from Regulation (EU) No. 910/2014, Article L100 of the French Post and Electronic Communications Code and the implementing decree No. 2018-347 of May 9, 2018, we inform you that the qualified Electronic Registered Letter has the same legal value as a Paper Registered Letter with Notice of Receipt.

Under the provisions of Law 65-557 of July 10, 1965, Decree 67-223 of March 17, 1967 and Decree 2015-1325 of October 21, 2015, notifications of notices of meetings, minutes of general meetings and formal notices can be sent to you by Electronic Registered Letter.

In accordance with the resolution n°8 voted during the general assembly of August 14, 2021, in order to gain in speed, simplicity and traceability, the S.C.I. Domaine du Pin de la Lègue proposes to send you your next convocations to the general assemblies by registered letters in electronic version.

If you agree to receive our registered letters in electronic version, we thank you for returning the coupon below duly completed by mail to the following address.

Please accept our best wishes and we remain at your disposal for any questions you may have.



PRIOR CONSENT TO RECEIVE ELECTRONIC REGISTERED LETTERS

I, the undersigned

Sociétaire of plot N° in the hamlet

Under the general number

Email :

Telephone..... Mobile.....

Agree to receive notifications and formalities by Electronic Registered Letter from the S.C.I Domaine du Pin de la Lègue.

I recognize that the access to the mailbox corresponding to the indicated e-mail address and its consultation are under my whole and full responsibility. In case of change of e-mail address, I agree to inform the S.C.I Domaine du Pin de la Lègue by any means at my disposal.

Done at

Date

Signature