

POSOL RESIDENTS MANAGEMENT COMPANY LIMITED
MINUTES OF THE BOARD MEETING
HELD AT
PORTCHESTER BUSINESS CENTRE, PORTCHESTER – 24th APRIL 2015

Present: Mark Abrams (Chairman)
Ian Currie (Company Secretary)
Geoff Saunders
Melvyn Farndell
Mike Sandall
Barry White

In Attendance: Charles Saunders
Nikki Avis

1. APOLOGIES

15/04/001 Apologies were received from Jakki Brierley-Shorrocks

2. MINUTES OF THE PREVIOUS MEETING HELD ON 20th MARCH 2015

15/04/002 The minutes were tabled. Ian Currie proposed, Geoff Saunders seconded and the Board subsequently approved them

3. MATTERS ARISING

15/04/003 **Parking Bays** – The meeting discussed at length various parking issues over the estate, namely incidences of inconsiderate parking whereby vehicles are taking up more than one parking space. The Board agreed that it would survey the entire estate with a view to renewing their markings.

A Director commented that there are several areas on the estate that residents regularly park, whilst these areas are not designated parking spaces they are causing no nuisance or obstruction and therefore would suggest that these are marked out also. A Director also suggested that PCC be invited to paint obstruction single white lines on the entrances to several areas of the estate as it is rather dangerous as it reduces visibility for oncoming traffic.

Countrywide confirmed that it would survey the estate to ascertain what areas will need to be marked out and will obtain the necessary quotations.

4. MANAGING AGENTS & WORKING GROUPS REPORTS

Finance – Budget – Expenditure

15/04/004 **Expenditure Report** – The Board discussed the expenditure report circulated prior to the meeting and Countrywide advised that expenditure to 31st March 2015 amounted to £420,926.87 against a budgeted amount of £447,630.

Arrears

15/04/005 Countrywide advised the Board that the total sum of debtors amounted to £3,944.44 with £751.95 relating to charges prior to October 2014.

Countrywide commented that since the last month's Board meeting it had collected £1,683.03 and that it would commence legal proceedings to those Shareholders that have balances that remain outstanding.

15/04/006 **Payment Plans** – Countrywide advised the meeting that the owners of [] Newlyn Way and [] Tintagel Way have requested consideration to pay their Service Charge in instalments. The Board reviewed the requests and these were subsequently approved.

Property Alterations

15/04/007 [] **Newlyn Way** –The Board discussed ongoing application for a partial car port infill at length and it agreed that until a full application for retrospective consent has been submitted, POSOL will not issue the Letter of Conditional Approval for the Shareholder's ongoing application.

15/04/008 [] **Coverack Way** –Countrywide advised the meeting that to date it had yet to receive the detailed drawings from the owner of the property in respect of their application to install a window in the side elevation of the property.

15/04/009 [] **Coverack Way** – Countrywide advised the meeting that the owner has now completed the repainting works and both fence panels have been painted in accordance with the paint colours set up in the covenants. The Board agreed that this matter is considered closed.

15/04/010 [] **Bryher Island** – Barry White declared an interest in this property.

Countrywide advised the meeting that the owner of [] Bryher Island submitted an application for the removal of the grassed area at the front of the property and replace it with brick pavers.

The Covenants Working Group having reviewed the application has recommended that conditional approval is granted for front garden alterations. The Board ratified consent.

14/04/011 [] **Holywell Drive** – Countrywide advised the Board that the owner of [] Holywell Drive has submitted an application for the installation of a side gate into the rear garden from the adjacent garage compound.

The Covenants Working Group having reviewed the application has recommended that conditional approval is granted for the installation of a gate.

A Director commented that whilst he did not object to the works, it would be necessary to confirm to the owner that POSOL was not granting permanent right of way. The Board considered this matter at length and it duly ratified consent subject to the gate being for pedestrian access only and that POSOL would not intervene in issues concerning access through the gate.

15/04/012 [] **Sennen Place** – Countrywide informed the meeting that the Covenants Working Group have viewed the property and have agreed that final consent can be issued for the installation of wood burning stove flue in the roof. The Board ratified consent.

15/04/013 [] **Bryher Island** – Countrywide advised the Board that following last month's meeting it had duly issued a letter to the owner of [] Bryher Island to re-iterate the Board's decision regarding her

objections to works carried out at a neighbouring property and to advise that the Board considers the matter closed.

15/04/014 **Car Port Infills** – Countrywide advised the meeting that it has received a letter of complaint from the owner of [] Carbis Close regarding the detrimental effect that car port infills have had on the estate and the parking problems the estate is dealing with. POSOL reviewed the email received from the owner and discussed the matter at length.

Whilst POSOL understands the Shareholder's concern, it agreed that POSOL is working hard to maintain the estate and confirmed consent is only granted to those applications that meet the criteria set out in the POSOL Car Port Infill policy which requires the retention of a minimum car port length.

15/04/015 [] **Coverack Way** – Countrywide informed the Board that the owners of [] Coverack Way have submitted an appeal of the Board's decision that final consent would not be granted unless the main beam on the under balcony extension is painted brown.

The Board reconsidered the application, however it was agreed that the decision be postponed until next month's meeting giving the Directors further opportunity to view the property.

15/04/016 [] **Newlyn Way** – See confidential minutes

Gardening

15/04/017 **Gardening Re-Tender** – The Gardening Working Group advised the Board that it had met with all three prospective contractors and had duly circulated a report prior to the meeting.

The Board discussed the report and it was commented that whilst all three contractors were very knowledgeable however Escapes Landscaping stood out amongst all three companies. Following the discussions, the Board agreed to invite the preferred contractor to the May Board meeting to discuss contractual terms before a final decision is made.

15/04/018 **Pergolas on Bryher Island** – Countrywide informed the meeting that following the decision at last month's meeting a letter and voting slip was circulated to the all Shareholders on Bryher Island regarding their preference to whether the pergolas are reinstated or not.

Countrywide confirmed that to date it had received 17 responses and that the deadline is the 1st May 2015.

14/04/019 **Mullion Close and Coverack Way Rejuvenation** – The meeting discussed the proposed upcoming rejuvenation of Mullion Close and Coverack Way and it agreed that it would review the project once a new Garden Maintenance contractor has been appointed.

14/04/020 **Brick Planters** – Countrywide advised the meeting that it has received quotations for the works to repair the cracked planters across the estate and POSOL agreed that it would review the project once a new Garden Maintenance contractor has been appointed.

Communications

15/04/021 Nothing further to report that has not been reported elsewhere in these minutes

Berthing

15/04/022 **Remote Mooring Water Supplies** – The meeting discussed the ongoing matter of providing water supplies to the remote moorings across the older part of the estate and following further lengthy

discussions the Board decided that it will not be taking any further action to provide said water supplies and that based on the Health & Safety concerns raised will seek to rescind permission given to Shareholders regarding the use of the gardening watering points.

15/04/023 **Oversized Vessels** – A Director advised the meeting that the Shareholder of [] Bryher Island has raised a complaint about the oversized vessel situated on [] due to their application for a similar sized vessel having been refused by Premier Marinas.

A Director confirmed that he had viewed the boat in question with Premier Marinas and the owner of the vessel has been advised that it does not grant permission for the trespass into their water space and therefore the vessel must be removed from the Residential Marina.

The Board asked Countrywide to write to the Shareholders of [] Bryher Island to inform them of Premier Marinas actions in this matter and to confirm its stance on oversized vessels within the Marina.

15/04/024 **Berth []** – The Board discussed the ongoing matter of the unregistered vessel situated on [] which is in contravention of the terms of the sub-underlease. Following a lengthy discussion regarding what action to be taken in this matter-the Board agreed that a final 7 days notice is to be issued to the Berth Owner requesting registration of the vessel after which the matter will be referred to Solicitors for further action to be taken.

15/04/025 **Pontoon Repairs** – Countrywide advised the meeting that it has received quotations for the woodwork repairs to the finger pontoons from Bellwoods Property Maintenance for a total of £14,400.00.

The meeting discussed the submitted quotation and whilst it deemed that the total cost was reasonable, given the issue with the previous contractor-the Board agreed to instruct a section of pontoons to be undertaken in the first instance to enable the works to be signed off.

Countrywide agreed to meet with the contractor to discuss the staged programme of works and schedule the works in accordingly.

Estate Security

15/04/26 **Newlyn Way Security Breach** – Countrywide advised the meeting that it has received a quotation for the installation of security fencing adjacent to [] Newlyn Way which has been highlighted as a security issue due to the attempted break in.

The meeting discussed the submitted quotation and requested a sketch/plan of the proposed fencing to be able to consider the quotation further.

General

15/04/027 **Newlyn Way Parking Area** – A Director advised the Board that he had met with Martin Critchley Architects and had duly circulated the drawing of the proposed changes to the parking area outside remote mooring gate [] in Newlyn Way.

The meeting discussed the proposed plan and it duly agreed that whilst the area was in need of rejuvenation these works would possibly need to be postponed until the 2016/17 financial year due to the costs involved to undertake the works.

15/04/028 **Port Solent Charge Negotiation** – Countrywide advised the Board that to date it had approached several Shareholders to assist with the Port Solent Charge re-negotiation and has managed to secure two volunteers, [] and [] whom are both ex-Directors.

Countrywide confirmed that Premier Marinas is yet to advise that the financial information is ready for collection and therefore it agreed to keep the meeting updated.

- 15/04/029 **Parking Regulation** – The Board discussed the ongoing parking issues specifically where residents are moving their vehicles from space to space and asked that this issue is referred to the Solicitors for action to be taken against the offending vehicles.

Countrywide advised the meeting that to date it had encountered difficulties ascertaining the ownership of some of the offending vehicles-historically it had been able to approach the DVLA directly which they are attempting to do some again but have had some issues with obtaining these details in recent years.

Countrywide commented that it would keep POSOL updated on its dealings with the DVLA and report back in due course.

- 15/04/030 [] **Cadgwith Place** – A Director commented that the resident of [] Cadgwith Place is continuing to store building materials in the car port and in the waterside garden of the property.

Countrywide confirmed that it would write once again to the Shareholder to address the matter with their tenant.

5. ANY OTHER BUSINESS

- 15/04/031 **Oyster Quay Gate** – see confidential minutes

- 15/04/032 **Annual General Meeting** – Countrywide requested confirmation that all Directors were happy with the proposed Annual General Meeting date of the 27th November 2015.

The Directors agreed to the proposed date and requested that Countrywide make the necessary arrangements.

6. DATE OF NEXT MEETING – Friday 22nd May 2015