

POSOL RESIDENTS MANAGEMENT COMPANY LIMITED

**MINUTES OF THE BOARD MEETING
HELD AT
QUAYSIDE, PORT SOLENT – 13th JUNE 2014**

Present: Mark Abrams (Chairman)
Melvyn Farndell
Geoff Saunders
Mike Sandall

In Attendance: Samantha Simpson

1. APOLOGIES

14/06/001 Apologies were received from Ian Currie, Nick Hewitson and Nikki Avis

2. MINUTES OF THE PREVIOUS MEETING HELD ON 16TH MAY 2014

14/06/002 The minutes were tabled. Subject to a minor amendment to minute 14/05/004, Geoff Saunders proposed they be accepted, Melvin Farndell seconded and the Board approved them.

3. MATTERS ARISING

14/06/003 [] **Newlyn Way** – Countrywide advised the matter was progressing well and a full update would be given in the arrears section of the Managing Agents Report.

14/06/004 [] **Bryher Island** – Following letters sent to the owners and occupiers of the property, it was noted that the boat parked on a trailer alongside the property which was a breach of covenant had been removed.

14/06/005 [] **Newlyn Way** – The Board discussed the ongoing issue with the motor home continually parked in the car park area that was damaging POSOL property and communications received from the owner challenging POSOL's position and actions taken to date. A Director stressed the need to get the Parking Policy implemented as soon as possible to prevent further incidents of this nature.

14/06/006 **Cadgwith Place** – Countrywide advised the Board that works to the area would commence on Monday 21st July 2014 and that a letter was being issued to all Cadgwith Place residents shortly.

14/06/007 **Holywell D Section** – A Director commented that various children had been seen using the pergola as a climbing frame and he believed POSOL should put up notices advising that it was not to be used in such a way for Health & Safety reasons.

4. MANAGING AGENTS & WORKING GROUPS REPORTS

Finance – Budget – Expenditure

14/06/008 **Expenditure Report** – The Board discussed the expenditure report circulated prior to the meeting and Countrywide advised that expenditure to 31st May 2014 amounted to £168,936.87 against a budgeted amount of £183,016.

Arrears

14/06/009 Countrywide advised the Board that the total sum of aged debtor amounted to £5,991.73 with £638.53 having been collected since the last Board Meeting.

14/06/010 [] **Bryher Island** – Countrywide informed the Board that the conveyancing matters were progressing well, that the owner had been in contact and was awaiting confirmation everything had been finalised to make payment. Countrywide advised that it anticipated receiving the full account balance by the July Board meeting.

14/06/011 [] **Newlyn Way** – Countrywide advised the Directors that the conveyancing matter on this property remains outstanding but Solicitors have now responded and shares and consent were being drawn up. Payment to clear the balance was expected in full by the July meeting.

14/06/012 [] **Coverack Way** – Countrywide informed the meeting that the matter is in the hands of Solicitors who served proceedings on 11th June 2014. A Section 121 has also been served on the mortgage company who have advised that they will not settle any outstanding sums until POSOL has obtained a County Court Judgement.

Property Alterations

14/06/016 **Legal Action against Breach of Covenants** - The Board discussed the forthcoming EGM to be held on 24th June 2014 and various correspondence received and queries raised by shareholders in relation to the proposed resolution.

14/06/017 [] **Tintagel Way** – The Board also discussed the content of the proposed letter to be sent and agreed that no further action would be taken until the outcome of the shareholder vote was known at the EGM.

14/06/018 [] **Newlyn Way** – Countrywide advised that the owner had confirmed he no longer intended to install a window in the car port, however there was still an issue with the actual length of the proposed carport between the new stud wall and the carport edge which did not meet POSOL's minimum requirements. The owner had been notified accordingly, and informed that consent for the alterations would not be granted in the current format.

14/06/019 [] **Coverack Way** – Countrywide advised the Board that it had not received any further correspondence from the prospective owners and had therefore temporarily closed its file on the matter.

14/06/020 [] **Bryher Island** – Countrywide advised the Board that the Covenants Working Group had discussed the formal application at its recent meeting. While it was recommending that the proposals be approved, it could not ignore that owners at [] and [] Bryher Island had raised concerns over the loss of privacy following the removal of some screening at the property.

It was agreed that Countrywide would meet further with the owners of [] Bryher Island to discuss this and that once a possible proposal/solution had been found it would be incorporated into the existing application and the neighbours could be duly notified.

14/06/021 [] **Newlyn Way** - The Covenants Working group are satisfied that the works carried out at the property are in accordance with the plans previously granted conditional approval and therefore see no reason why final consent should not be granted. This was endorsed by the Board. Countrywide is to issue the Final Consent Certificates accordingly.

Gardening

14/06/022 **D-Section in Holywell Drive** – A Director commented that further works to include planting were required to finish off the rejuvenation. Countrywide advised that it had already issued a work order for the planting of 2 Clematis around the pergola and the re-grouping of the stones. The quotation for the additional supply of rocks and stones was deemed too expensive and the Gardening Working Group is to discuss ideas for additional planting and advise Countrywide and Hambrooks accordingly.

14/06/023 **Weeds** – A Director commented that there was a substantial problem with weeds around the entire estate and some areas needed urgent attention. He asked Countrywide to raise this urgently with Hambrooks. Countrywide advised it had already noted this problem during a recent site inspection and that the matter had already been brought to Hambrooks attention who was bringing extra teams on to the estate to focus particularly on weeding.

14/06/024 **Estate Rejuvenations** – A Director commented that he felt it was time that POSOL re-launched the programme of annual estate rejuvenations as some areas of the estate were looking particularly tired. The estate rejuvenation programme ended 2-3 years ago with a small contingency for replanting of gardens on an adhoc basis has been allowed. This was now insufficient and it was time to rejuvenate some areas of the estate en masse.

14/05/025 **Gardening Working Group** – The Director, Geoff Saunders offered to assist on the Gardening Working Group.

14/06/026 [] **Carbis Close** – The Board discussed the replanting proposals and quotations submitted by Hambrooks. The Directors felt there was no need to completely remove all of the existing shrubbery and the costs of rejuvenating the bed entirely with rock and stone were disproportionate to the budget set aside. They asked Countrywide to obtain alternative proposals and quotations for further consideration.

Communications

14/06/027 Nothing further to report that is not covered elsewhere in these minutes.

Berthing

14/06/028 **Water Supply to Remote Mooring Areas** – A Director advised that a POSOL shareholder who has been actively involved in criticising POSOL's proposals to introduce a policy had been invited to submit his own for POSOL consideration.

14/06/029 **Pontoon Repairs** – The Board authorised a programme of woodwork repairs to all residential pontoons as had been identified during the recent cleaning programme.

14/06/030 **Foam** – The Board discussed correspondence received from homeowners in Sennen Place regarding foam which was being created by the operation of the lock and causing a nuisance. The

matter who had already been brought to the attention of the Berthing Working Group who advised the Board that the matter was not in POSOL's jurisdiction and that the residents would need to approach RAPS for further assistance and support in their approach to Premier Marinas.

Estate Security

14/06/031 **Berth []** – Countrywide advised that it had recently met with the owner who advised he would be writing in to POSOL in due course raising his further security concerns. Countrywide advised it would not be taking any further action until such a time as further correspondence had been received.

General

14/06/032 **Parking Policy** – A further draft of the parking policy was submitted for Board approval. While the Directors present were satisfied with the draft, one Director commented that he would like the full board to review and approve it. As such it was agreed that the two absent Directors would need to comment prior to the policy being formally accepted.

14/06/033 [] **Bryher Island** – A Director commented that the boat on a trailer, which was a breach of covenant, had finally been removed.

14/06/034 [] **Newlyn Way** – it was reported that the owner of the motor home had removed the vehicle across into a different parking bay in the same area.

Damage had been caused to the shrubbery where the vehicle had been parked and it was still causing an obstruction to Hambrooks who wished to prune the shrubbery and maintain the planter. Furthermore where it was parked now it caused an obstruction to other drivers and people parking in adjacent parking bays as it overhung the bay blocking visibility. .

5. ANY OTHER BUSINESS

14/06/035 Covenants Working Group Membership – see confidential minutes

14/06/036 [] **Cadgwith Place** – Countrywide advised the Board that the owner was dissatisfied with POSOL's decision in relation to leasing a parcel of land and the rear of the property and asked whether POSOL would reconsider in light of further comments made by the owner. The Board advised that its position on the matter remained unchanged and it was not at present prepared to licence the land in question. It would however arrange for Hambrooks to visit the property to discuss replanting.

6. DATE OF NEXT MEETING – Friday 18th July 2014