

## **POSOL RESIDENTS MANAGEMENT COMPANY LTD**

### **FINAL MINUTES OF THE BOARD MEETING HELD AT PORTCHESTER BUSINESS CENTRE, PORTCHESTER – 18<sup>th</sup> May 2018**

Present: Julian Shaw (JS), Chairman  
Reg Sillence (RS)  
Mark Abrams (MA)  
Darren August (DA)  
Nigel Padbury (NP)  
Ian Currie (IC)  
Paul Le Maistre (PLM) [9.40 a.m. onwards]

Attendance: Ruth Hoff (RH), SDL Property Management  
Jane Ashford (JA), SDL Property Management

The Board noted with sadness the passing of former POSOL director Geoff Saunders.

#### **MINUTES OF THE LAST BOARD MEETING, 20<sup>th</sup> April 2018**

18/05/001 The minutes of the April meeting had previously been circulated. It was agreed that they represented an accurate record of the meeting and the Board approved them.

#### **MATTERS ARISING**

No matters arising.

#### **MANAGING AGENT AND WORKING GROUP REPORT**

##### **FINANCE**

18/05/002 Finance reports for expenditure during the first month of the new financial year were circulated and found to be satisfactory. The debtors' report was also discussed and a reduction to £1500 of total debt over four months old was noted.

##### **COVENANTS**

The minutes of the Covenants Working Group held 11/5/18 were reviewed as follows:

18/05/003 [] Newlyn Way – balcony extension. The board reviewed and approved the application.

18/05/004 [] Bryher Island – conversion of single dwellings into one. The board reviewed the application and decided a meeting will be required for further discussions. It was highlighted that the conversion of two properties into a single one would still represent two 'A' shares and therefore involve payment of two sets of service charge for house and berth (if applicable).

18/05/005 [] Sennen Place – roof extension. The board discussed the application and will require drawings of new design before approval can be given.

18/05/006 [] Newlyn Way – sun awning. The board discussed and approval was given.

18/05/007 [] Bryher Island – extension. The board discussed the application and it was decided that the planned extension was in keeping and that Final Consent be issued.

- 18/05/008 [] Bryher Island – under-balcony kitchen extension and car port conversion. The board discussed the application and it was decided that the planned extension was in keeping and that Final Consent be issued.
- 18/05/009 [] Newlyn Way – front door. The board would like a meeting to be held between shareholders and CWG to discuss further.
- 18/05/010 [] Bryher Island – pergolas. The board discussed the matter of pergolas and was advised that quotes were being prepared which will later be communicated to shareholders, in the meantime shareholders would be written to advising of POSOL position.

## **GARDENING**

The minutes of the Gardening Working Group held 14/5/18 were reviewed as follows:

- 18/05/011 [] Newlyn Way– replacement of tree. It was confirmed that a replacement tree was on order from Barcham.
- 18/05/012 Repaired planters - The board agreed that no trees would be replanted in these planters.
- 18/05/013 Port Way - Some infills have been done and others are in hand, along with cutting-back of hedge.
- 18/05/014 Water-damaged Planter - The board agreed that a quote was required for repair of water-damaged planter.
- 18/05/015 Anchors - The board had previously decided that the anchors would not be refurbished and installed at Port Solent. This decision was reiterated and approved.
- 18/05/016 Carbis Close Planters - The quote provided for filling these two planters was approved.
- 18/05/017 Hambrooks - rejuvenation of planters - This work was discussed and several actions noted.
- 18/05/018 [] Newlyn Way - The board were informed that planting in this area is underway.
- 18/05/019 Lock View rejuvenation - The board were informed that this work will take place in the next three weeks.
- 18/05/020 [] Sennen Place - planter - The board was informed that the stump will be ground out and new shrubs will be planted in the area.
- 18/05/021 Sennen Place - dead tree - The board was informed that the tree believed to be dead is actually alive and will be left for now.
- 18/05/022 Corner of Newlyn Way (opposite post box). The board was informed that a quote was being drawn up for refurbishing this area.
- 18/05/023 Entrance to Lock View (opposite electricity station). It was noted that this has already been discussed and that PCC refuse to build a pavement in this area, so it was decided that this will be left for now due to budgetary concerns.
- 18/05/02 Planters at entrance to Sennen Place - It was decided that POSOL will deal with these planters, which are deteriorating.
- 18/05/025 Pot holes - These were discussed and will be reported to PCC.

18/05/026 Signs/Anti-Vandal Paint – The board approved quotes for new signage and also byelaw signs.

#### **BERTHING**

18/05/027 The Board was informed that the first monthly report had been sent to Premier Marinas, and that a quote had been received for additional ladders. A director to approve location of ladders and confirm number of ladders to be installed.

#### **SECURITY/ESTATE MANAGEMENT**

18/05/028 It was reported that the new signs will mostly be completed by the end of May. A quote for garage painting will be sent out with the newsletter.

18/05/029 There remains some issues regarding items on capping, SDL to review and advise relevant shareholders of their obligations to keep the area clear.

18/05/030 [] Bryher Island – Fence Height. This fence is in the middle of non-POSOL land and is a security issue in terms of access to remote moorings and boats moored there. A higher fence is needed in order to secure the area.

#### **COMMUNICATIONS**

18/05/031 Website update: all queries to date have been implemented and incorporated into website and pictures will be added to the index.

18/05/032 Spring Newsletter: reviewed by the board and approved - will be published to coincide with the 'Go Live' of the website.

#### **GENERAL**

18/05/033 Air Bnb/HMO - situation was discussed and an update was provided to the board.

#### **ANY OTHER BUSINESS**

18/05/034 Change of term "service charge" - This was discussed by the board and it was resolved that the term would remain unchanged for now.

18/05/035 [] Newlyn Way – extending rear garden. The board discussed and are considering this application. Exact measurements/diagrams are needed.

18/05/036 [] Coverack Way – licensing and fencing in of land. The board discussed and are considering this application. It will be reviewed at the next board meeting.

18/05/037 Garage/Berth sale document – this is not yet ready and will be revisited at the next board meeting.