

POSOL RESIDENTS MANAGEMENT COMPANY LTD

**FINAL MINUTES OF THE BOARD MEETING HELD AT PORTCHESTER BUSINESS CENTRE, PORTCHESTER – 20th
April 2018**

Present: Julian Shaw (JS), Chairman
Reg Sillence (RS)
Mark Abrams (MA)
Darren August (DA)
Nigel Padbury (NP)

Apologies: Ian Currie (IC)
Paul Le Maistre (PLM)

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

MINUTES OF THE LAST BOARD MEETING, 23rd March 2018

20/04/001 The minutes of the March 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

20/04/002 Finance reports for expenditure to 28 March 2018 were circulated. Expenditure as at that date was £477,471.63 against a budget of £468,835.00. These figures are subject to final adjustments and audit.

20/04/003 Debtors were discussed on a case by case basis and a number of debtors have been referred to solicitors. Debtors' report to show progression of debt recovery. The Board discussed the refusal of some shareholders to pay fees imposed due to late payments and each case was discussed and the board issued instruction to SDL in respect of these fees.

20/04/004 Standing orders – the board reiterated that monthly standing order payments cannot be accepted. SDL to again pursue the option of twice-yearly direct debits. Board discussed forfeiture of berths should debts not be settled satisfactorily.

COVENANTS

20/04/005 The board confirmed the change from 2m to 1m minimum distance from front of car port to new wall in car port conversions and that this will be included in the new policy, to be published shortly.

20/04/006 Pergolas: quotes to be obtained for composite pergolas as well as wooden for offering to shareholders to ensure Bryher Island stays in keeping with the overall look as the board felt the loss of the pergolas was disappointing.

- 20/04/007 Mullion Close - external decorations were discussed following the covenants working group advising the board that the covenants in Mullion Close are different and the appearance of the dwellings must be maintained.
- 20/04/008 [] Newlyn Way: proposed new doors – The Board backs the CWG’s recommendation that proposed doors are not in keeping with the rest of the development. The board therefore have refused the proposal, CWG to re-visit this issue.
- 20/04/009 [] Newlyn Way: car port – The Board agrees with CWG that the plans are acceptable.
- 20/04/010 [] Mullion Close – fence colour. Marina Life Homes advised that fence is as it was upon purchase. The Board discussed this and concluded that the fence colour is acceptable.
- 20/04/011 [] Tintagel Way – garden fence at the rear of the property has been painted a colour not accepted by the board. SDL to write to shareholder advising that the colour is not within the guidelines/deeds and needs to be addressed.

GARDENING

- 20/04/012 Praise has been received for the gardening work carried out in Carne Place.
- 20/04/013 The board received a complaint about the entrance to Newlyn Way along the footpath. The board agreed that rejuvenation is required in the entrance to Newlyn to improve this area and to prevent people from driving on the kerb. SDL to obtain a quote from the contract gardeners with a view to instructing them to carry out the works and address the installation of wooden poles.
- 20/04/014 [] Tintagel Way – footpath. The board received an email from the shareholder to advise that the slabs are lifting up due to a large root running through the pathway. The GWG advised that this was not identified as a risk in the tree survey. The Board agreed that the root can be removed immediately to allow the shareholder to continue to relay the footpath and have referred this back to the GWG for them to advise the future of the tree.
- 20/04/015 The board agreed that planter re-planting across the remaining planters can now take place and SDL to issue instruction to Hambrooks to proceed with re-planting.

BERTHING

- 20/04/016 BWG policy was approved by the Board for inclusion on the website.
- 20/04/017 Ladder inspection report: the board accepted the report and have agreed that the inspections will be repeated in 2023. SDL to obtain a quote for supply and fitting of 9 additional ladders.

SECURITY/ESTATE MANAGEMENT

- 20/04/018 Signage: ‘No Parking’ signs and bylaw signs are very faded and require some refurbishment. SDL to obtain a quote to get these replaced/repainted.
- 20/04/019 Following a suggestion from shareholders, the Board approved a quote for jet-washing Bryher Bridge railings.
- 20/04/020 Anchors: having had a quotation and considered other costs, health & safety and future maintenance, the Board decided not to proceed.

20/04/021 Cracks in planters – following many discussions and inspections to the planters, it was established that the planter damage was not caused by excessive water and that damage was most likely caused by roots. These issues have been dealt with and appropriate re-planting will take place shortly.

COMMUNICATIONS

20/04/022 Website update: all directors to check their sections and provide feedback so the new website can 'go live' as soon as possible.

20/04/023 Board to consider having an online account for POSOL documents.

GENERAL

20/04/024 Air Bnb: good progress is being made on the legal challenge to houses known to be used as holiday lets.

20/04/025 HMO's – This was discussed in detail. The possibility of making a complaint to the council will be suggested to the residents in question.

20/04/026 Proposed piped water questions raised by a shareholder were discussed by the board, and a letter to be sent to shareholder.

Any other business

20/04/027 [] Carne Place: garage sale – The Board states that garages shouldn't be separated from houses without a very strict process in force.