

POSOL RESIDENTS MANAGEMENT COMPANY LTD

MINUTES OF THE BOARD MEETING HELD AT PORTCHESTER BUSINESS CENTRE, PORTCHESTER –

17th August 2018

Present: Julian Shaw (JS), Chairman
Ian Currie (IC), Secretary
Reg Sillence (RS)
Darren August (DA)
Nigel Padbury (NP)
Paul Le Maistre (PLM)
Mark Abrams (MA) – left meeting at 11.45am

Attendance: Ruth Hoff (RH), SDL Property Management

MINUTES OF THE LAST BOARD MEETING, 20th July 2018

17/08/001 The minutes of the July meeting had previously been circulated. It was agreed that they represented an accurate record of the meeting and the Board approved them.

MATTERS ARISING

10/08/002 It was confirmed that Bryher Island fence height and colour are now correct.

MANAGING AGENT AND WORKING GROUP REPORT

FINANCE

17/08/003 Finance reports for expenditure to 31st July 2018 were circulated. Expenditure as at that date was £239,941.73 against a budget of £259,475.00. The debtors were discussed on a case by case basis. The board felt that each debtor was being suitably monitored by SDL's Credit Control Team.

17/08/004 The Annual Accounts for the Year ended 31st March 2018 – Draft accounts had previously been circulated to all directors, and they were now approved by the Board.

17/08/005 Section 146 - A notice was issued under section 146 of the Law of Property Act 1925 that warns an owner who is in breach of covenant that they are liable to have their berth lease forfeited. The board discussed Section 146 and the procedures that should be followed in any such case.

COVENANTS

The minutes of the Covenants Working Group held 10th August were reviewed as follows:

- 17/08/006 [] Tintagel Way – veranda. The board reviewed and agreed that any permanent structure beyond the building line is not acceptable. A replacement retractable blind is approved. A 1 metre cantilever with no supports is acceptable and the colours must match as per POSOL guidelines.
- 17/08/007 [] Cadgwith Place – solar panels. The CWG approved and the board in turn approved.
- 17/08/008 [] Sennen Place – The CWG and board approved the proposed changes as long as the board’s comments that the planting and maintenance of the planter are reviewed with the owner and an agreement is put in place.
- 17/08/009 [] Bryher Island – extension of driveway. The CWG and board reviewed the proposed changes and whilst in agreement, they would like a hand-written sketch of the proposed finished look.
- 17/08/010 [] Cadgwith Place – The CWG and board approved the proposed changes as long as the overall look was in keeping with the neighbouring properties as advised.

GARDENING

The minutes of the Gardening Working Group held 10th August were reviewed as follows:

- 17/08/011 Planter repairs – SDL to commence with any remaining planter repairs.
- 17/08/012 [] Newlyn Way – rejuvenation. The board were advised that the shareholder had agreed to delay any planting until next year when a natural rejuvenation will take place.
- 17/08/013 [] Sennen Place - The board agreed to review the low level planter over the next 6 months whilst the roots of the recently removed tree decompose before any remedial works to the paving take place. Whilst the paving is lifted there is no immediate need to carry out the additional works.
- 17/08/020 Coverack Way – it was noted that the gap in the hedge line in Coverack Way by the parking area needs closing and the board agreed for the gardeners to fill this gap with suitable shrubs.
- 17/08/021 Mullion D Section – the board agreed to re-visit next year with a view to improving this area.
- 17/08/022 Kelsey Head – The board reviewed the area of hedging between Kelsey Head and Carne Place and agreed that the bindweed was an issue and should be tidied/weeded to improve the look as the board felt it looked scruffy.

17/08/023 The board reviewed both planters at Kelsey Head and agreed that the rejuvenation of these should be looked at next year following the successful rejuvenation of the other planters across the estate.

17/08/024 Newlyn Way - It was noted that a number of old plants had been left on the hard standing and that these belonged to a shareholder and need to be removed as soon as possible.

BERTHING

17/08/022 Additional Ladders – The board reviewed the quote received and agreed this was acceptable. New ladders will be installed over the next few months.

17/08/023 Pontoon Inspection – Quote for pontoon repairs is being prepared for review by the berthing working group.

17/08/024 The BWG proposed some changes to the annual insurance letter and form. The board agreed the changes.

17/08/025 The BWG group updated the board following a meeting with the new Premier Marina manager.

17/08/026 Hambrooks – Following the recent rejuvenation of the planters, Hambrooks attended the board meeting to resolve issues that POSOL raised. The board were happy with Hambrooks explanation and would in future be more explicit in their requirements and expectations.

17/08/027 It was noted that a vessel recently moored at Port Solent but refused registration by POSOL due to its length had now returned. SDL to contact Premier Marinas for an update on their position.

SECURITY/ESTATE MANAGEMENT

17/08/028 The painting of the white lines can now be progressed as it was discussed which areas would benefit from this course of action.

17/08/029 It was noted that a couple of the signs that got missed with the current replacements should now be progressed.

17/08/030 Cadgwith Place - additional parking proposal was discussed and it was agreed that this could be progressed and considered for next year's budget.

A comment was made about the dog waste bins and the board commented that they were concerned about the Port Way and the potential removal of some bins. SDL to check with a member of RAPS for an update.

COMMUNICATIONS

17/08/031 The current email set up was discussed as a number of emails to working groups and directors had not been received. The board agreed that the POSOL email system needed updating.

GENERAL

17/08/032 AirBnb/HMO – update on an ongoing court case was discussed.

ANY OTHER BUSINESS

17/08/033 [] Carne Place – The board discussed the issues and agreed a number of options and would instruct their solicitors to convey them to the shareholder.

17/08/034 The board discussed a number of proposed responses to a number of complaints/emails from a shareholder and all directors agreed to the content of these responses.

17/08/037 Articles of Association – an updated set will be provided at the next board meeting for further consideration.