

POSOL RESIDENTS MANAGEMENT COMPANY LTD

**MINUTES OF THE BOARD MEETING HELD AT PORTCHESTER BUSINESS CENTRE, PORTCHESTER –
21st September 2018**

Present: Julian Shaw (JS), Chairman
Ian Currie (IC), Secretary
Reg Sillence (RS)
Darren August (DA)
Paul Le Maistre (PLM)
Mark Abrams (MA)

Attendance: Ruth Hoff (RH), SDL Property Management
Lisa Kennard (LK), SDL Property Management

Apologies: Nigel Padbury (NP)

The Board welcomed the new Property Assistant, Lisa Kennard to the meeting. Lisa will be assisting Ruth Hoff, the Property Manager, with the estate administration.

MINUTES OF THE LAST BOARD MEETING, 17th August 2018

21/09/001 The minutes of the August meeting had previously been circulated. It was agreed that they represented an accurate record of the meeting and the Board approved them.

MANAGING AGENT AND WORKING GROUP REPORT

FINANCE

21/09/002 Finance reports for expenditure to 31st August 2018 were circulated. Expenditure as at that date was £261,571.81 against a budget of £279,402.92. 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.

21/09/003 The Articles of Association were circulated to the board. The Board recommended that the Articles of Association would be discussed with the Shareholders at the AGM as a special resolution.

COVENANTS

21/09/004 The CWG meeting was not held this month. The recommendations were circulated to the Board.

21/09/005 [] Coverack Way – the balcony has not been repainted. The Board agreed SDL Property Management will send a letter asking for a completion date.

- 21/09/006 The Board agreed that a Shareholder's property was not complying with its' covenant for maintaining the exterior of the property. It was agreed by the Board that a second letter will be sent to the corresponding address by SDL Property Management.
- 21/09/007 Two vehicles had been parked and not moved in Coverack Way for over 21 days. Letters from SDL Property Management including the parking regulations and a summary of the covenants were placed on both vehicles.
- 21/09/008 [] Bryher Island – the Board recommended that the door be moved inside the car port as any other alteration was not in keeping with POSOL guidelines.
- 21/09/009 [] Carne Place – the CWG advised that the loft conversion and balcony replacement were inspected and final consent can now be granted.
- 21/09/010 The Board agreed that permission is required for permanent awnings which would be acceptable provided that the awning projected no more than 1 metre and the construction was cantilevered out from the side of the house without any vertical supports. Retractable awnings made of flexible cloth may be installed without need for POSOL's permission. This information will be available on the Posol website.
- 21/09/011 It was agreed that a proposal for garage painting on the whole estate could be discussed at the informal meeting following the AGM. To include a phased yearly plan.
- 21/09/012 The Board agreed for the CWG to survey and review all the exterior paintwork on the whole estate and to source a suitable anti-fade paint for the garage doors.
- 21/09/013 The large satellite dish on the TV Head End building will be investigated by SDL Property Management and reviewed at the next Board meeting.
- 21/09/014 The Board agreed that SDL Property Management would ensure that when agreeing to solar panel installation that pigeon defences would be clearly advised to the shareholder.
- 21/09/015 A dumped pedestal was removed from a hedge at Holy Well Drive.

GARDENING

The minutes of the Gardening Working Group held 10th August were reviewed by the Board.

- 21/09/016 The proposed quote to repair the planters and line painting with 'T' markers was approved by the Board.
- 21/09/017 GWG to survey all the individual garden requests and report their findings to the Board.
- 21/09/018 The board were advised that DNB will be submitting a conditioning report for the Pine tree in Carne Place.

BERTHING

- 21/09/019 The installation of ten ladders were completed together with a survey and necessary repairs. The Board suggested that further planned maintenance would be required.
- 21/09/020 The board to follow up with an update of the entitlement that Shareholders receive from Premier Marinas.
- 21/09/021 The insurance forms were updated on the database and will uploaded to website. A monthly report will be produced by SDL Property Management highlighting the insurance issues and unregistered boats.
- 21/09/022 The Posol Berthing Regulations were circulated and approved by the Board.
- 21/09/023 [] – SDL confirmed a Notice/letter to remove the vessel was issued to the berth holder on 6th September. BWG to review situation.

COMMUNICATIONS

- 21/09/024 The Board agreed to remove the automated email response from the Directors email. The board commented that the new website was working well and congratulations to the IT company were extended.

GENERAL

- 21/09/025 AirBnb/HMO – update on an ongoing court case was discussed.

ANY OTHER BUSINESS

- 17/09/026 [] Carne Place – A meeting will take place on 04.10.18 with all parties involved in the reinstatement of the area.