

**POSOL RESIDENTS MANAGEMENT COMPANY LTD**

**MINUTES OF THE BOARD MEETING HELD AT PORTCHESTER BUSINESS CENTRE, PORTCHESTER  
21<sup>st</sup> June 2019**

Present: Paul Le Maistre (PLM)  
Reg Sillence (RS)  
Darren August (DA)  
Mark Abrams (MA)  
Nigel Padbury (NP)

Apologies: Ian Currie (IC), Secretary  
Julian Shaw (JS), Chairman

In Attendance: Ruth Hoff (RH), Alexander Faulkner Partnership Ltd (AFP)  
Lisa Kennard (LK) Alexander Faulkner Partnership Ltd (AFP)

**MINUTES OF THE LAST BOARD MEETING 2019**

21/06/001 The minutes of the May meeting had previously been circulated. It was agreed that they represented an accurate record of the meeting and the Board approved them subject to minor amendments.

**MATTERS ARISING**

21/06/002 The Board will arrange for three Directors to examine the expenditure from Premier Marinas for 2018/2019.

21/06/003 Kelsey Head – AFP contacted Marina Life Homes regarding the painting of the gable end at the property and are waiting for a response. The CWG will check the painting.

21/06/004 [] Bryher Island – AFP are to respond to the Shareholder regarding the garden, following the board's instruction.

**FINANCE**

21/06/005 The finance reports for expenditure to 31st May 2019 were circulated. Expenditure as at that date was £337,296.90 against a budget of £343,466.67. The aged debtors were discussed and the Board felt that each debtor was being suitably monitored by AFP's Credit Control Team

**COVENANTS**

21/06/006 [] Carbis Close – AFP have corresponded to the Shareholder as permission is required from the neighbour and AFP are waiting for a response.

21/06/007 [] Carbis Close – AFP will write a letter to the Shareholder to request the removal of the debris from the capping.

- 21/06/008 [] Sennen Place – The Board agreed to approve changes to windows and doors. AFP will send a letter of consent to the Shareholder.
- 21/06/009 [] Sennen Place – The CWG requested additional plans regarding the cupboards in the car port infill. AFP have requested further information from the Shareholder.
- 21/06/010 Bryher Island – Several Shareholders had expressed a wish to remove pergolas. The Board considered this request and instructed AFP to correspond with the Shareholders with a suggestion to replace the pergola with something more suitable but understood the need for removal.
- 21/06/011 The CWG will carry out a survey of all the work in progress.
- 21/06/012 [] Bryher Island – Work is in progress on the proposed works.
- 21/06/013 [] Sennen Place – Work in progress for the roof/loft conversion.
- 21/06/014 [] Carbis Close – Work in progress for the car port infill, extension and loft conversion.
- 21/06/015 [] Carne Place – Work in progress for the car port infill.
- 21/06/016 [] Sennen Place – Work in progress for the rear extension.
- 21/06/017 [] Sennen Place – Work in progress for the car port infill and extension.
- 21/06/018 [] Carbis Close – Work in progress for the car port and under balcony extension.
- 21/06/019 [] Coverack Way – Work in progress for the car port infill.
- 21/06/020 [] Newlyn Way – Work in progress for the proposed building works to the car port and front door.

## **BERTHING**

- 21/06/021 [Berth] - AFP to send a letter to the Shareholder regarding the boat which is still on the berth following a temporary trespass agreement expiring.
- 21/06/022 A Shareholder requested the Board to consider self-closing berthing gates following a security issue with an open berthing gate in Coverack Way. The Board did not consider this to be necessary due to the nature of the environment and the expense. AFP had written to all Shareholders and tenants in Coverack Way regarding additional security and closing the berthing gates.
- 21/06/023 All the berthing gate locks have been cleaned and lubricated, including hinges, and any necessary repairs and adjustments made.
- 21/06/025 44 pontoon caps have been refurbished with red reflective tape.
- 21/06/026 Berth [] – The repair has been carried out to the pontoon.

- 21/06/027 Berth [] – The marine contractor will quote to repair the fixings near to the angled bracket on the marina wall. The BWG will contact the marine contractor to request a survey of all the pontoons for future repairs and report back to the board.
- 21/06/028 Berth [] – The marine contractor will quote to repair the listing pontoon.
- 21/06/029 Berth [] - The Shareholder has instructed solicitors. POSOL will respond accordingly.
- 21/06/030 The Board will reply to Premier Marinas requesting clarification on the boat insurance.

#### **GARDENING**

- 21/06/031 The Property Manager from AFP met with the estate gardeners and walked the site reviewing the garden maintenance.
- 21/06/032 Sennen Place and Carne Place - It was noted that the grasses in the planters have wilted. The GWG will contact the supplier.
- 21/06/033 It was noted that black marks of mould is evident across the site on several walls. The Board agreed that it was the responsibility of the Shareholder to remove the black marks from their boundary walls. The GWG confirmed that some of the bricks on the planters also have black mould. The GWG will investigate this further and report back to The Board at the next meeting.
- 21/06/034 Bryher Island – The planters are due to be rejuvenated next year.
- 21/06/035 Kelsey Head – The hedge has a mixture of bramble and bind weed. The gardeners are maintaining the hedge which is on-going to remove the weeds and keep the hedge tidy. The replacement of the hedge was discussed, and this may be considered by the GWG if maintenance was not successful.

#### **AOB**

- 21/06/036 It was suggested that more litter bins were required along the Portway. It was agreed that owners and the Board could report this to the council.

#### **COMMUNICATIONS**

- 21/06/037 The Working Group emails have been investigated and checked with no faults being reported. The Working Group members are required to check their computers filtering or whitelisting.

#### **GENERAL**

- 21/06/038 HMO – The Board have sought legal advice

- 21/06/039 AFP discussed the Living at Port Solent draft notice detailing the covenants for tenanted properties. The Board discussed the draft and subject to amendments this could be sent to Letting Agents and a copy can be added to the website.
- 21/06/040 AFP have responded to the Shareholder regarding the pigeons and has advised the Shareholder to report the issue to the council and to investigate with management of the commercial buildings.