

**POSOL RESIDENTS MANAGEMENT COMPANY LTD**

**MINUTES OF THE BOARD MEETING HELD AT PORTCHESTER BUSINESS CENTRE, PORTCHESTER  
28<sup>th</sup> February 2020**

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

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

**MINUTES OF THE LAST BOARD MEETING 17<sup>th</sup> January 2020**

28/02/001 The minutes of the January meeting had previously been circulated. It was agreed that they represented an accurate record of the meeting and the Board approved them.

**MATTERS ARISING**

28/02/002 The external change of appearance application form will be available shortly on the POSOL website.

28/02/003 Kelsey Head - A Director will check the bollard repair has been actioned and report back to AFP.

**FINANCE**

28/02/004 The proposed 2020/2021 budget was discussed in detail. The proposed draft budgets for landscape maintenance, estate maintenance, berthing, professional fees and communication with shareholders were considered in detail and amended where necessary. The final POSOL budget for 2020/2021 was approved by the Board.

28/02/005 The finance reports for expenditure to 31<sup>st</sup> January were circulated. Expenditure as at that date was £441,332.37 against a budget of £474,791.33. The aged debtors were discussed, and the Board felt that each debtor was being suitably monitored by AFP's Credit Control Team.

28/02/006 The invoices will be issued the last week of March. AFP to add a pop up on the POSOL website and RH will send an email out to all Shareholders 2 weeks before the demands go out.

## COVENANTS

The minutes of the Covenants Working Group meeting held on 20<sup>th</sup> February 2020 were reviewed as follows:

- 28/02/007 [] Bryher Island – The CWG approved the final work and AFP will send a final letter of consent.
- 28/02/008 [] Sennen Place – The CWG to arrange an inspection of the completed works.
- 28/02/009 AFP to write to the various Shareholders on the estate requesting they maintain their balconies as they have been reported to AFP in a poor condition and could pose a health and safety risk.
- 28/02/010 [] Bryher Island – The Shareholder requested plans for the kitchen from the previous owner. AFP do not hold any plans and have responded to the Shareholder.
- 28/02/011 [] Carbis Close – AFP to send a letter regarding the appeal to the works at the front of the property, to extend parking. The breach of covenants decision to be sent and a response to the proposed front door.
- 28/02/012 [] Coverack Way – The neighbourhood watch was in agreement with the proposed extension with a review of installing a security light. AFP to respond to the Shareholder.
- 28/02/013 [] Bryher Island – The Shareholder requested a meeting with a member of the CWG. The CWG advised the proposed window was still not possible as this had previously been refused by the Board. AFP to respond to Shareholder.
- 28/02/014 [] Bryher Island – The CWG held a meeting with the Shareholder regarding the proposed work and confirmed that the fascia board will be painted.
- 28/02/015 [] Carne Place – The Shareholder will refer to the website if they decide to progress with the proposed work.
- 28/02/016 [] Bryher Island – The Shareholder requested the removal of a strip of pebbles on the driveway. The Board agreed subject to both neighbours agreeing. AFP will write to both Shareholders for their agreement of the proposal.
- 28/02/017 [] Carne Place – AFP sent the letter of consent.
- 28/02/018 [] Bryher Island - The Board reviewed the plans and approved the under balcony extension. AFP will send a letter of consent to the Shareholder.
- 28/02/019 [] Coverack Way – The Board approved the proposed bi-fold doors. AFP to send a letter of consent to the Shareholder.
- 28/02/020 [] Newlyn Way – The CWG will meet the Shareholder to discuss the proposed under balcony extension, rear extension and the partial infill to the car port.

## **GARDENING**

28/02/021 Following further information from RH, the Board agreed to go-ahead with the wildflower matting along Portway rather than a scattering of wildflower seeds in April 2020.

## **ESTATE MAINTENANCE**

28/02/022 AFP walked the estate to locate all the water meters and reported to the Board that some of the water meters could not be located. The Board asked AFP to request the utility company to provide a map/location of all the water meters for the estate. A dripping tap was capped off in Carbis Close as the tap was not used.

28/02/023 Parking - AFP has spoken to a contractor regarding inconsiderate parking after Shareholders had reported this issue. If any van is parked inconsiderately on an adopted road AFP will advise the Shareholder to report this directly to the council or the police as POSOL cannot take any appropriate action on council land.

28/02/024 Mullion Close - A vehicle was reported to AFP with no tax or mot, AFP reported this vehicle to the DVLC.

28/02/025 [] Newlyn Way – A Shareholder had reported a sunken drain. AFP reported this issue to the council.

28/02/026 [] Carne Place – A Shareholder reported a damaged manhole cover. AFP reported this to the council. Southern Water is liable for the repair and will address the issue.

28/02/027 Line painting – The ‘Keep Clear’ sign will be reinstated to Coverack Way and additional ‘T’ markers to be added to Tintagel Way.

28/02/028 Sennen Place – The rusty metal road sign had been noted by the GWG on their walkabout. AFP will address the repainting of the metal work in better weather.

28/02/029 Cadgwith Place – A Shareholder requested a ‘No Parking’ sign to be added by the lamppost to the entrance. AFP will instruct a contractor.

28/02/030 Bryher Bridge - AFP to chase the council regarding the Bye Law sign.

## **BERTHING**

28/02/031 AFP discussed the non-compliant boat list and confirmed that the list had been reduced to 4 non-compliant boats. The Board felt that AFP were closely monitoring each boat.

28/02/032 A Shareholder had reported that there may have been people in residence on a boat in the marina. The BWG investigated this and found no evidence of any boats being inhabited.

#### **SECURITY**

28/02/033 [] Bryher Island – The Shareholder reported that the garage had an attempted break in although nothing had been stolen.

#### **ANY OTHER BUSINESS**

28/02/034 The AGM venue will be changing this year to the Porthouse.

28/02/035 A Shareholder had noted that Tipner West Development plan to build houses out onto the harbour just south of Horsea Island. The Board agreed that a formal letter should be sent from POSOL to the council regarding questions that have been raised regarding the impact on the flood risk to Port Solent and the boat channel silting up. AFP will send the letter to the council and send a copy to Premier Marinas.