

**POSOL RESIDENTS MANAGEMENT COMPANY LTD**

**MINUTES OF THE BOARD MEETING HELD AT PORTCHESTER BUSINESS CENTRE, PORTCHESTER  
18<sup>th</sup> October 2019**

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

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

Apologies: Mark Abrams (MA)  
Nigel Padbury (NP)

**MINUTES OF THE LAST BOARD MEETING 2019**

18/10/001 The minutes of the September meeting had previously been circulated. It was agreed that they represented an accurate record of the meeting and the Board approved them.

**FINANCE**

18/10/002 The finance reports for expenditure to 30<sup>th</sup> September were circulated. Expenditure as at that date was £337,435.58 against a budget of £344,276.67. The aged debtors were discussed and the Board felt that each debtor was being suitably monitored by AFP's Credit Control Team.

**COVENANTS**

The minutes of the Covenants Working Group meeting held on 11<sup>th</sup> October 2019 were reviewed as follows:

- 18/10/003 [] Bryher Island – AFP sent the final letter of consent to the Shareholder for the updated application for the change of external appearance.
- 18/10/004 [] Bryher Island – AFP sent the final letter of consent to the Shareholder for the change of external appearance.
- 18/10/005 [] Carbis Close – An application was received to remove the hedges and extend parking at the front of the property. AFP had received an objection from another Shareholder. The Board discussed the change of external appearance and disagreed with this application. AFP will write to the Shareholder.
- 18/10/006 [] Kelsey Head – AFP received an enquiry from a potential new owner to remove the rear wall which would provide a parking area with block paving or to construct a garage. The Board disagreed with the construction of a garage and approved in

principle to the removal of the rear wall with block paving to make a parking space. AFP will inform the potential new owner.

- 18/10/007 [] Tintagel – The Board approved the decking, subject to the decking being sealed to prevent vermin access. AFP will write to the Shareholder.
- 18/10/008 [] Bryher Island – A Shareholder requested to install a roller shutter door behind the car port gates. The Board approved the request subject to the black gates remaining and providing the roller shutter door colour was white. AFP to write to the Shareholder.
- 18/10/009 [] Bryher Island – AFP received a request to install acrylic inside the car port gates. AFP advised the Shareholder of the advantages and disadvantages of using different materials. When the material have been confirmed by the Shareholder AFP will send a letter of approval.
- 18/10/010 [] Bryher Island – The Shareholder had submitted new plans for the car port conversion. The Board agreed with the new plans and AFP will write to the Shareholder.
- 18/10/011 The CWG will arrange a walk about to monitor the work in progress.
- 18/10/012 HMO – A Shareholder had requested an update regarding the HMO. The Board confirmed that they have taken legal action. AFP will inform the Shareholder.
- 18/10/013 [] Bryher Island – An application was noted on the Portsmouth City Council for a proposed single-storey extension of the property following which AFP have now received an application for an external change of appearance. The Board agreed in principle. AFP will write to Shareholder.
- 18/10/014 [] Carbis Close - The Board requested that the doors are changed to open trellis and the height of the bamboo to be decreased to the original height of the fence. AFP will write to the Shareholder.
- 18/10/015 AFP has identified who owns each garage. AFP will send a letter to the owners of Holywell Drive garages once the draft has been approved by the Board.

## **GARDENING**

- 18/10/016 [] Newlyn Way – AFP confirmed that the planter is demised to the property and that the Shareholder has approved for POSOL gardeners to maintain the planter.
- 18/10/017 The GWG asked the Board to consider additional underplanting on Port Way. The Board acknowledged the proposal and asked the GWG to discuss the planting at the next meeting for consideration in next year's budget.
- 18/10/018 Newlyn Way – The GWG will consider a rockery at the entrance to Newlyn Way.
- 18/10/019 [] Tintagel Way – The GWG have visited the Shareholder and was pleased with the renovation work.

## **ESTATE MAINTENANCE**

18/10/020      AFP confirmed that the numbering of the garages will be carried out at the end of October.

## **BERTHING**

The minutes of the Berthing Working Group meeting held on 4<sup>th</sup> October 2019 were reviewed as follows:

18/10/021      Tintagel Way - The berths will be measured by the BWG, a proposed date has been arranged and records will be updated accordingly.

18/10/022      [] Bryher Island - A Shareholder reported a faded pontoon cap. The Board agreed to add a second band of red tape when AFP's contractor was onsite. AFP will reply to the Shareholder.

18/10/023      Licensed Boats – The reminder and overdue letters for licensed berths will mirror the insurance overdue letters, with an additional third letter being sent to the Shareholder before being passed onto the solicitor.

## **COMMUNICATIONS**

18/10/024      The Board approved the policy amendments subject to a minor change. The updated policy documents will be added to the POSOL website.

Please refer to the minutes of the 18<sup>th</sup> September 2020 for the list of approved documents.