

POSOL RESIDENTS MANAGEMENT COMPANY LTD

**MINUTES OF THE BOARD MEETING HELD VIA A VIDEO CONFERENCE CALL
16th OCTOBER 2020**

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

In Attendance: Ruth Hoff (RH) Alexander Faulkner Partnership Ltd

Apologies: Lisa Kennard (LK) Alexander Faulkner Partnership Ltd

MINUTES OF THE LAST BOARD MEETING 18th September 2020

16/10/001 The minutes of the September meeting had previously been circulated. It was agreed that they represented an accurate record of the meeting.

MATTERS ARISING

16/10/002 [] Bryher Island - Proposed changes. AFP to advise the shareholder of the Board's position on this matter.

FINANCE

16/10/003 The finance reports for expenditure to 30th September were circulated. Expenditure as at that date was £276,556.61 against a budget of £329,385.50. The aged debtors were discussed, and the Board felt that each debtor was being suitably monitored by AFP's Credit Control Team.

16/10/004 The Financial Statements for the Year Ended 31st March 2020 were discussed and approved by the board.

COVENANTS

The minutes of the Covenants Working Group meeting held on 10th October were reviewed as follows:

16/10/005 Proposed changes to POSOL's current policy on changes of appearance were discussed, Policy reference P-H-ChgExtAppear-2010. The board agreed the changes, subject to some slight amendments to be made after the meeting.

16/10/006 [] Sennen Place – Following an appeal from the shareholder about a temporary structure, AFP to respond to the Shareholder to confirm the board's decision to accept the structure.

- 16/10/007 [] Newlyn Way – The matter of vertical side windows to be reviewed further by the board.
- 16/10/008 Garages – AFP confirmed no response from the letters sent out. The board requested that AFP issue a 2nd reminder letter.
- 16/10/009 Bryher Island – Fence colours. POSOL visited Brewers to confirm colours. POSOL paint guide was confirmed as correct.
- 16/10/010 [] Carne Place – Missing balcony sections. Shareholder advised that due to illness this could not be completed but they are now in a position to progress these works.
- 16/10/010 [] Carne Place – Green cupboards. The board discussed this matter and concluded that the green cupboards were acceptable. AFP to inform shareholder.
- 16/10/011 Mullion Close – Balcony colours. AFP confirmed that letters were sent to advise that colours were not as POSOL guidelines.
- 16/10/012 [] Cadgwith Place – Oil spillage from a vehicle was discussed and POSOL agreed that AFP should arrange for cleaning to improve site.
- 16/10/013 [] Coverack Way – Balcony replacement. POSOL to visit shareholder to discuss works. Meeting arranged.
- 16/10/014 [] Holywell – CWG to inspect following notification from shareholder that works are complete.
- 16/10/015 [] Bryher Island – The Board investigated the structure and confirmed as approved.
- 16/10/016 [] Carbis Close – AFP will respond to the Shareholder to advise that the proposed changes to the front door and car port gates are approved by the board.
- 16/10/017 Fence Panels – Whole site – matter to be discussed further by the board.
- 16/10/018 [] Coverack Way. AFP waiting on drawings.
- 16/10/019 [] Coverack Way - The board approved all plans. AFP to send LOCA for all proposed works. Side extension works are subject to minor changes.
- 16/10/020 [] Carne Place – Garage ownership is in question. AFP to obtain title deed for the garage and investigate ownership further.
- 16/10/021 [] Bryher Island – The Shareholder has confirmed their attendance on site during October. POSOL have requested feedback and proposals to attend to the work following this visit.
- 16/10/022 [] Tintagel Way – Washing on display. AFP to write to shareholder.
- 16/10/023 It was reported that Guy Wilkerson was anticipating resigning at the end of the year. The board all felt that this would be a great loss to Posol and it was hoped that he could be persuaded to stay on.

16/10/024 [] Tintagel Way – Inspection of works to be carried out by CWG.

16/10/025 [] Newlyn way – Panel missing in car port screening. AFP to write to shareholder to attend to this matter.

GARDENING

16/10/026 Gardening matters are being satisfactorily monitored by the Gardening Work Group and AFP. No issues at present.

ESTATE MAINTENANCE

No matters arising

BERTHING

16/10/027 Berthing working group to meet following the pontoon investigations. No other matters to report that are not being addressed by the working group and AFP.

SECURITY

No matters arising

ANY OTHER BUSINESS

16/10/028 Newsletter – Draft approved by the board subject to some minor changes. AFP to send approved version to printers for issue with the AGM papers.

16/10/029 AGM – The Board discussed the forthcoming AGM and how the meeting would take place. All agreed that during this time, a virtual meeting would be held in accordance with the Articles but making use of the concessions granted under the Insolvency and Governance Regulations as a result of Coronavirus.

Instructions on how to join the meeting will be issued as normal prior to the meeting. All votes must be cast using the proxy forms as there will be no voting on the night. All votes cast will be announced on the night. Only one member per shareholding will be permitted to join the meeting. There will be no informal meeting after the AGM.