

POSOL RESIDENTS MANAGEMENT COMPANY LTD

**MINUTES OF THE BOARD MEETING HELD VIA A VIDEO CONFERENCE CALL
18th DECEMBER 2020**

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

Apologies: Darron August (DA)

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

MINUTES OF THE LAST BOARD MEETING 20th November 2020

18/12/001 The minutes of the November meeting had previously been circulated. It was agreed that they represented an accurate record of the meeting.

MATTERS ARISING

18/12/002 DA advised the Board that he will be retiring as a Director at the end of the month. The Board thanked him for his continued service and valued time as a Director and as the Chairman of the Covenants Working Group. The Board wished DA well for the future.

18/12/003 [] Newlyn Way – The pipe is still being investigated by Southern Water. A report is pending before any gardening works can commence.

18/12/004 The proposed dates for the Directors Board meetings in 2021 were agreed as.

22nd January
19th February
19th March
23rd April
21st May
18th June
23rd July
20th August
17th September
22nd October
19th November
17th December

18/12/005 AFP are waiting for Castle Water to schedule a visit to locate all the water meters on the estate.

FINANCE

18/12/006 The finance reports for expenditure to 30th November were circulated. Expenditure as at that date was £404,216.67 against a budget of £454,352.00 The aged debtors were discussed, and the Board felt that each debtor was being suitably monitored by AFP's Credit Control Team.

GARDENING

The minutes of the Gardening Working Group meeting held on the 8th December were reviewed as follows:

18/12/007 Tree Survey - The last tree survey for the whole estate was carried out in 2018. The Board agreed to carry out a tree survey every 5 years for the whole estate and agreed to carry out a 3-year tree survey along the Port Way as this was deemed a high use public area. AFP will obtain quotes for the Port Way tree survey to be carried out in 2021. The GWG will revisit the 2018 estate tree survey on their next walkabout to carry out a visual review.

18/12/008 The GWG suggested that 'penalty' signs be located along the Port Way to deter dog fouling. The Board agreed for AFP to report this to the Council to action this request.

18/12/009 Carne Place – The GWG advised that the soil had dropped significantly in the two planters which were rejuvenated by the previous gardening company. A top up of soil will be required every two years to maintain the moisture and organic matter. The Board agreed to go ahead and add the additional soil.

COVENANTS

The minutes of the Covenants Working Group meeting held on the 9th December were reviewed as follows:

18/12/010 JS thanked RS for his support with the Covenants Working Group.

18/12/011 Mullion Close – POSOL are in communication with the paint supplier to obtain the correct paint colour for the garages.

18/12/012 [] Sennen Place – The Shareholder responded to the letter sent by AFP. The Board agreed to the external change of appearance, AFP will respond to the Shareholder.

18/12/013 [] Tintagel Way – AFP to investigate this further and obtain the tile deeds from Land Registry.

18/12/014 [] Mullion Close – AFP to send a letter regarding the fence.

18/12/015 Trellises – The Board discussed and agreed a trellis policy. The policy will be displayed on the website and advises that no trellis may be erected in the front garden and any trellis in the waterside garden must not be closer to the marina wall than 5 metres except in the case of the outer boundary of an end terrace house which adjoins land to which there is public access. In this context POSOL owned pathways giving access to remote berths are considered to have public access.

18/12/016 [] Bryher Island – The Shareholder has responded to AFP and has resubmitted plans. The Board agreed in principle subject to the drawings being signed by AFP and returned to the Shareholder once the CWG have given their approval.

SECURITY

18/12/017 No incidents have been reported, the Board asked Shareholders to remain vigilant.

ESTATE MAINTENANCE

18/12/018 TV Head End Building – AFP to obtain a quote to address the threshold and fascia boards as they require a treatment. The Board will be sent the quote for approval.

18/12/019 Sennen Place - The planter has been identified as having some cracking in the brickwork. AFP will instruct a contractor to investigate this further and quote for repair.

BERTHING

18/12/020 The non-compliant boats are being suitably maintained by AFP.

18/12/021 Berthing Database – RS, RH and LK had a meeting to discuss the wireframes for the new berthing database. A meeting with the IT company has been arranged for the 12th January to discuss POSOL's requirements and the migration of information.

18/12/022 Pontoons – RS is in communication with the marine company regarding an alternative design for the hinge. RS is hoping to have the design and costs for the January Board meeting.