

POSOL RESIDENTS MANAGEMENT COMPANY LTD

**MINUTES OF THE BOARD MEETING HELD VIA A VIDEO CONFERENCE CALL
21st May 2021**

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

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

MINUTES OF THE LAST BOARD MEETING 23rd April 2021

21/05/001 The minutes of the April meeting had previously been circulated and it was agreed that they represented an accurate record of the meeting.

MANAGING AGENTS REPORT

21/05/002 A Shareholder reported that travellers were occupying a Council owned field at Port Solent. AFP advised the Shareholder to report this matter to the Council.

21/05/003 Parking – A Shareholder reported an issue with a parked vehicle. The Director attached the parking regulations and a letter to the windscreen.

21/05/004 Tintagel Way – The uneven paving and broken fence have been repaired.

21/05/005 Sennen Place – AFP reported the broken bollard to the Council. This repair has been actioned.

FINANCE

21/05/006 The finance reports for expenditure to 30th April were circulated. Expenditure as at that date was £176,099.84 against a budget of £194,013.00. IHC asked AFP to circulate the directors with the Risk Assessment Report that had recently been paid for. The Board agreed that AFP were continuing to monitor the debtors resulting in a low amount of debt.

COVENANTS

The minutes of the Covenants Working Group meeting held on the 11th May were reviewed as follows:

21/05/007 [] Bryher Island – AFP received communication from the Shareholder regarding an external change of appearance. AFP to contact the Shareholder requesting more detail.

- 21/05/008 [] Carbis Close – Dimensional drawings were submitted via email. PH to visit the Shareholder to review the hard copy plan.
- 21/05/009 [] Cadgwith Place – Dimensional drawings pending for an external change of appearance.
- 21/05/010 [] Carne Place – The letter of conditional approval was sent to the Shareholder.
- 21/05/011 [] Newlyn Way – POSOL have referred the non-compliant external change of appearance to the solicitors.
- 21/05/012 [] Coverack Way – AFP emailed the Shareholder regarding the balcony; AFP have not received a response to date. AFP to follow up with an additional email to the Shareholder.
- 21/05/013 [] Mullion Close – A Shareholder is proposing to paint the exterior of the house. AFP have sent correspondence; they have not received a response to date. RH to telephone the Shareholder.
- 21/05/014 [] Coverack Way – The external appearance is acceptable and POSOL will have no further involvement with this matter. AFP to notify the Shareholder.
- 21/05/015 [] Bryher Island – A final letter of consent was sent to the Shareholder, noting a requirement to follow the POSOL application process on the website before any future work commences.
- 21/05/016 A future Shareholder sent a message from the POSOL website requesting black railing gates and a hot tub, AFP replied to the future Shareholder requesting more detail as there was no address provided. AFP have not received a response.
- 21/05/017 Replacement House Numbers – LK will investigate this further to obtain the 'master artwork' for future reference for shareholders' use.
- 21/05/018 Garage Door Painting – AFP will write to all the Shareholders concerned.
- 21/05/019 [] Newlyn Way – The CWG met with the Shareholder to discuss the proposed external change of appearance. The CWG agreed to send a letter of conditional approval.
- 21/05/020 [] Newlyn Way - The letter of conditional approval is on hold until the dimensional drawings have been submitted and approved by the CWG.
- 21/05/021 [] Carne Place – The letter of conditional approval has been sent for the external change of appearance.
- 21/05/022 [] Coverack Way – A Shareholder requested an external change of appearance. The Board will investigate this further.
- 21/05/023 [] Newlyn Way – The letter of conditional approval was sent for the addition of Velux windows.
- 21/05/024 [] Tintagel Way – The letter of conditional approval was sent to the Shareholder.
- 21/05/025 [] Carne Place – A long term skip has now been removed from the driveway.

- 21/05/026 [] Sennen Place – A Shareholder requested an external change of appearance concerning a planter, LK to draft a response to the Shareholder.
- 21/05/027 [] Bryher Island – PH advised there are no changes to the property.
- 21/05/028 [] Bryher Island – PH advised that work is in progress.
- 21/05/029 [] Bryher Island – AFP to contact the Shareholder for an update now Covid restrictions are lifting.
- 21/05/030 The Chair of POSOL invited the CWG members for a face to face meet up in due course.
- 21/05/031 [] Coverack Way – RS confirmed that work is in progress.
- 21/05/032 Underfloor heating – A Shareholder advised of a thermostat that can be linked to the meter cupboard for the underfloor heating, this modifies the heating temperature resulting in lower electricity usage. The details will be published in the Autumn newsletter.

GARDENING

The minutes of the Gardening Working Group meeting held on the 13 May were reviewed as follows:

- 21/05/033 The Tree survey was deferred until the ash trees are in full leaf. The date will be rescheduled.
- 21/05/034 Bryher Island – A Shareholder commented on a rejuvenation. The Board discussed the planter. At this early stage, the new plants appear smaller but over time the planter will be filled to be more visually appealing and the board approved the rejuvenation. AFP will respond to the Shareholder.
- 21/05/035 Lock View – The Board agreed to fill the gaps in the hedge line with pyracantha, AFP will raise the purchase order and request that the gardeners remove the bramble before planting goes ahead.
- 21/05/036 Sennen Place – The fine cracks in the brickwork will be monitored by the GWG.
- 21/05/037 [] Sennen Place – The gardeners will remove a root in the driveway block paving.
- 21/05/038 [] Cadgwith Place Planter – The GWG will consider a rejuvenation 2022/2023. There may be a possibility of some minimal planting now only if this can be retained in the future.
- 21/05/039 [] Carbis Close – A section of the hedge is dying. AFP are waiting for a quote and advice from the gardeners.
- 21/05/040 [] Carbis Close – To monitor the brick planter in view of future pointing.
- 21/05/041 Blossom Trees – The Board agreed to the planting of blossom trees to fill some gaps along the Port Way.

- 21/05/042 A Shareholder commented on a Mountain Ash tree. The tree surveyor will report on this further when visiting the site.
- 21/05/043 Mullion Close – A Shareholder reported raised paving by the garages. The probable cause was root damage. AFP are waiting for a quote from the gardeners.
- 21/05/044 [] Mullion Close – PLM asked the Board to reconsider a rejuvenation. The GWG will review this for 2022/2023 budget.
- 21/05/045 [] Holywell Drive – AFP to obtain a quote for a rejuvenation.
- 21/05/046 Tintagel Way – The grass on the roundabout will be over seeded. The Board disagreed with installing ‘Please Keep off the Grass’ signs.
- 21/05/047 Bryher Island, Cadgwith Place and Carne Place – The GWG would like the Board to consider bark mulch on the raised planters. AFP to obtain a quote.
- 21/05/048 Bryher Island – Timbers to be repaired/replaced. Quote pending from the gardeners.
- 21/05/049 Bryher Island – The Holm Oak has died; the gardeners will remove the tree. The planter will be considered for a rejuvenation for 2022/2023.
- 21/05/050 The GWG could not identify an area for a trial of artificial grass.
- 21/05/051 Oyster Quay Tree – The Board agreed that the tree is on Oyster Quay land behind the fence line. No further action required from POSOL.
- 21/05/052 Port Way - New signs ‘no dog fouling’ have been installed by the Council.

SECURITY

- 21/05/053 An attempted theft of a bicycle had been reported.

BERTHING

The minutes of the Berthing Working Group meeting held on the 17 May were reviewed as follows:

- 21/05/054 [Berth] – This was referred to POSOL’s solicitor.
- 21/05/055 Hinge prototype – There was a minor adjustment to be made to the design. The installation is planned for week commencing 24 May for two pontoons followed by another 6 pontoons to trial. The Board will require an updated cost for the complete assembly.
- 21/05/056 The BWG will carry out a land and water-based inspection within the next three weeks, weather permitting.
- 21/05/057 [Berth] – A future Shareholder requested the dimensions of a boat on the berth. Premier Marinas were consulted as this was a unique situation. POSOL has written to the estate agent and to Premier Marinas.

- 21/05/058 [Berth] – A Shareholder reported an unidentified versadock tied to their pontoon. Premier Marinas were informed and untied the versadock. This remains moored sideways onto the capping. AFP to email the Shareholder concerned.
- 21/05/059 [Berth] – A Shareholder requested a neighbour’s boat to be moored to another berth. This is a neighbourly concern, AFP responded to the Shareholder.
- 21/05/060 A Shareholder reported a pigeon infestation with a view to culling the birds. The Board discussed this matter and will not be taking the matter any further. The Board to respond to the Shareholder.
- 21/05/061 Water Meters – POSOL requested AFP to submit a formal complaint, AFP will investigate this further.

ESTATE MAINTENANCE

- 21/05/062 Bryher Island - Block paving in the car park area requires repairing. AFP to identify if this was POSOL land or an adopted highway. AFP to investigate further.