

POSOL RESIDENTS MANAGEMENT COMPANY LTD

**MINUTES OF THE BOARD MEETING HELD AT THE PORT HOUSE
23rd JULY 2021**

Present: Julian Shaw (JS), Chairman
Ian Currie (IC), Secretary
Paul Le Maistre (PLM)
Nigel Padbury (NP)
Paul Hosking (PH)

Apologies: Reg Sillence (RS)
Mark Abrams (MA)
Ruth Hoff (RH) Alexander Faulkner Partnership Ltd

Attendance: Lisa Kennard (LK) Alexander Faulkner Partnership Ltd

MINUTES OF THE LAST BOARD MEETING 18th JUNE 2021

23/07/001 The minutes of the June meeting had previously been circulated and it was agreed that they represented an accurate record of the meeting.

23/07/002 The Directors approved the minutes of the Annual General Meeting held on 27th November 2020. The Board agreed for a redacted version of the formal 2020 AGM minutes to be published on the POSOL website.

MANAGING AGENTS REPORT

23/07/003 Coverack Way Road Markings – The Council have confirmed that Traffic management could not find any records to suggest why the hatchings are on the adopted road. The Council could not determine any restrictions that would be enforceable at this location.

23/07/004 A Shareholder contacted AFP with regards to parking a motor home on the estate. AFP sent the parking regulations to the Shareholder detailing the restrictions on the estate.

23/07/005 [] Bryher Island – AFP received communication from the Shareholder’s solicitor. AFP will respond to the solicitor and review the situation in due course.

23/07/006 Health & Safety Assessment – The Board requested AFP to produce a comprehensive report that applies to the Port Solent estate. The Board agreed that the previous report lacked understanding of POSOL’s responsibilities.

23/07/007 Oyster Quay – A POSOL Shareholder reported young people allegedly entering the capping around the gate.

FINANCE

23/07/008 The finance reports for expenditure to 30th June were circulated. Expenditure as at that date was £218,826.98 against a budget of £247,035.33. The Board agreed that AFP were continuing to monitor the debtors accordingly.

COVENANTS

The minutes of the Covenants Working Group meeting held on the 15th July were reviewed as follows:

- 23/07/009 [] Bryher Island – The CWG held a meeting with the Shareholder regarding an external change of appearance. The situation was not resolved. The Board agreed for a letter to be sent to the Shareholder by POSOL's solicitors.
- 23/07/010 [] Cadgwith Place - Dimensional car port conversion and new Velux windows drawings pending.
- 23/07/011 [] Carne Place – The CWG to check if the work had been carried out.
- 23/07/012 [] Newlyn Way – The Shareholder has an unauthorised change of appearance that is being investigated further.
- 23/07/013 [] Coverack Way – AFP emailed the Shareholder regarding the external change of appearance. The Shareholder responded, the CWG will monitor the situation and AFP will contact the Shareholder in a few months' time.
- 23/07/014 [] Mullion Close – The CWG had a meeting with the Shareholder. LK emailed the Shareholder following the visit to confirm the acceptable paint colour.
- 23/07/015 Replacement House Numbers – The Board discussed the quote for the graphic design. LK to confirm the graphic design quote is a one-off cost with the contractor. The Board advised that POSOL will not pay this cost until they receive the first order. If agreed by the Board the information for replacement plaques will appear in the newsletter and the website. Shareholders would contact the contractor directly to make a private arrangement as they would be liable for the cost of the work.
- 23/07/016 Garage Doors Repainting – All letters have been sent to the identified Shareholders.
- 23/07/017 [] Carne Place – A Shareholder had offered to paint all of their neighbouring garages in the block for the cost of the paint. The Board agreed to send a letter of thanks to the Shareholder for offering their help in maintaining the estate appearance.
- 23/07/018 [] Newlyn Way - Dimensional drawings pending for under balcony kitchen extension.
- 23/07/019 [] Coverack Way – A Shareholder appealed to the Board regarding a proposal of an external change of appearance. The Board discussed this further and have again rejected the proposal. AFP to respond to the Shareholder.
- 23/07/020 [] Sennen Place – A skip had been reported on the drive for several months. No action required as the skip has now been removed.
- 23/07/021 [] Carbis Close – No further action required for the external change of appearance as the Shareholder had made adjustments.

- 23/07/022 [] Carne Place – The letter of conditional approval has been sent to the Shareholder.
- 23/07/023 [] Newlyn Way – The letter of conditional approval has been sent to the Shareholder.
- 23/07/024 [] Carne Place – AFP have not received a response from the first letter. The Board agreed to send a second letter recorded delivery requesting further details of ownership.
- 23/07/025 Port Way – A shared ridge tile was reported missing on the garages. AFP have not received a response from the first letter. The Board agreed to send a second letter recorded delivery requesting further details of ownership.
- 23/07/026 [] Carne Place – An unapproved external change of appearance was discussed with the Board. The Board instructed AFP to send a letter to the Shareholder telling them POSOL had received a number of complaints regarding the flagpole.
- 23/07/027 Carbis Close/Cadgwith Place – A Shareholder suggested ‘No Parking/Public Footpath signage’. The area is Council owned and not within POSOL’s remit. AFP will refer the Shareholder to the Council.
- 23/07/028 Tintagel Way – A Shareholder requested ‘No parking’ signs in an area that is POSOL land. The Board agreed to add one painted single yellow line to be applied to the road starting at the end of the garage along the wall of the house to the grating.
- 23/07/029 Carbis Close – A Shareholder reported a balcony top rail was reported as missing. This has now been resolved. The CWG will review the Health and Safety aspect and will update the balcony guidelines.
- 23/07/030 Decking clarification and guidance for the POSOL website to be reviewed by the CWG.
- 23/07/031 [] Bryher Island – Work in progress.
- 23/07/032 [] Holywell Drive – The CWG confirmed the correct exterior paint colour for the render. AFP responded to the Shareholder.
- 23/07/033 [] Sennen Place – The Shareholder requested an extension of the completion date for the external change of appearance. The CWG agreed to extend the date and AFP will notify the Shareholder.
- 23/07/034 [] Carbis Close – AFP received correspondence from the Shareholder regarding the HMO situation. POSOL are satisfied with the response from the shareholder concerned and no further action is required.
- 23/07/035 [] Holywell Drive – The CWG confirmed if the awning is non-retractable a formal application request is required.
- 23/07/036 [] Bryher Island – The Shareholder requested an external change of appearance. The CWG and GWG reviewed the application and agreed subject to retaining some shrubbery/greenery. AFP to respond to the Shareholder.

GARDENING

- 23/07/037 The tree survey was rescheduled for Monday 26 July.

23/07/038 Newlyn Way – AFP waiting for responses from Shareholders regarding a rejuvenation. AFP to send a further letter.

SECURITY

23/07/039 Nothing reported.

ESTATE MAINTENANCE

23/07/040 Bryher Island - A quote is pending for the painting and replacement planter timbers.

23/07/041 Water Meters– A Stage 1 formal complaint has been submitted to Castle Water. AFP will investigate further and update the Board on the progress.

BERTHING

23/07/042 The first hinge prototype has been fitted to one pontoon. The comments are promising with increased stability. The hinge can be fitted without boats being removed from the pontoon. The new tooling is in manufacture and once received the priority pontoons identified by the BWG will be among the first to be repaired.

23/07/043 The BWG will discuss a review of the Berthing Regulations with regards to the overnight stay on board a boat following a Shareholders concern.

23/07/044 BWG to investigate synthetic replacement decking boards.

23/07/045 [] - A Shareholder has raised a concern regarding their berth and the length of the boat permitted on the berth. The Board will investigate this further, and AFP will respond to the Shareholder.

ANY OTHER BUSINESS

23/07/046 The CWG to review and revise the external paint guide colour.