

POSOL RESIDENTS MANAGEMENT COMPANY LTD

**MINUTES OF THE BOARD MEETING HELD VIA ZOOM
21st JANUARY 2022**

- Present: Julian Shaw (JS), Chairman
Ian Currie (IC), Secretary
Paul Le Maistre (PLM)
Nigel Padbury (NP)
Reg Sillence (RS)
Mark Abrams (MA)
- Apologies: Paul Hosking (PH)
- In Attendance: Ruth Smith (RS - AFP) Property Manager, Alexander Faulkner Partnership
Lisa Kennard (LK) Assistant Property Manager Alexander Faulkner Partnership

MINUTES OF THE LAST BOARD MEETING 17 DECEMBER 2021

- 21/01/001 The minutes of the December meeting had previously been circulated and it was agreed that they represented an accurate record of the meeting.

MANAGING AGENTS REPORT

- 21/01/002 [] Carbis Close – AFP received reports of a flatbed truck being filled with rubbish. The vehicle is also left in Newlyn Way and Lock View. AFP will contact the Shareholder.
- 21/01/003 The waterside planters are being stripped out by the gardening team in readiness for the planting stock in Spring. AFP received a complaint from a Shareholder regarding one waterside planter, AFP will respond to the Shareholder.
- 21/01/004 The proposed dates for the 2022 Board meetings were agreed, they will be displayed on the website.

FINANCE

- 21/01/005 The finance reports for expenditure to 31st December were circulated. Expenditure as at that date was £435,319.47 against a budget of £485,060.00. The Board agreed that AFP were continuing to monitor the debtors accordingly.

COVENANTS

The minutes of the Covenants Working Group meeting held on the 13 January were reviewed as follows:

- 21/01/006 [] Carne Place –RS - AFP telephoned the Shareholder regarding the external change of appearance. The Shareholder confirmed the repair will be carried out in due course. The Shareholder was asked to reply to the email sent by AFP to confirm this matter.
- 21/01/007 [] Carne Place – AFP sent a recorded delivery letter to the Shareholder, there has been no response to date. AFP to check for a response later in the month and follow up with further communication.

- 21/01/008 [] Newlyn Way – AFP sent an email regarding retrospective consent for a non-compliant external change of appearance. The Shareholder has not responded, AFP will send a second letter requesting a response.
- 21/01/009 [] Newlyn Way – A leaking overflow pipe has been repaired and a member of the CWG volunteered to clear the moss if required.
- 21/01/010 Garage no.[] – The CWG reported a missing roof tile, RS-AFP wrote to the Shareholder and the CWG have confirmed the repair has been completed.
- 21/01/011 [] Newlyn Way – AFP sent a letter regarding a non-compliant external change of appearance; the Shareholder has not yet responded. AFP to follow up in due course with further correspondence.
- 21/01/012 Paint Guide – The colour of the render used in Tintagel Way has been confirmed and will be displayed on the website.
- 21/01/013 [] Bryher Island – AFP requested a dimensional sketch and specification of the proposed external change of appearance. AFP will follow up with further communication.
- 21/01/014 [] Bryher – Two letters of final consent were sent to the Shareholder.
- 21/01/015 [] Carbis Close – The CWG met the Shareholder to discuss the proposed external change at the rear of the property. The CWG agreed to the proposed changes, no further correspondence required.
- 21/01/016 [] Bryher Island – The CWG agreed the wiring is required to be painted to match the colour of the house. AFP wrote to the Shareholder.
- 21/01/017 [] Carne Place – POSOL received reports of a Shareholder running a business from home. AFP sent a letter and received a response from the Shareholder who confirmed that no business is being run from the property, AFP will respond with an apology letter.
- 21/01/018 [] Tintagel Way – A Shareholder proposed to install air source heat pumps. The replacement central heating and unit fitting has been postponed until 2023. The CWG asked the Board to consider guidance for heat pumps. The Board agreed with the CWG guidance, and this information will be displayed on the POSOL website and will be featured in the Spring newsletter.
- 21/01/019 Electric point chargers - The CWG will provide guidance and draft the article for the website for the Boards consideration. If the guidance is approved this will be an Item for the Spring Newsletter.
- 21/01/020 [] Bryher Island – AFP to respond to the Shareholder and request further details regarding the proposed external change of appearance.
- 21/01/021 [] Carbis Close – The Shareholder applied for a proposed like for like window replacement. The Shareholder sent a sketch and details of the proposed work. AFP will respond to the Shareholder to confirm the windows have to be like for like in colour and design. The colour rosewood is acceptable.
- 21/01/022 [] Bryher Island – The CWG agreed with the proposed external change of appearance, AFP to respond to the Shareholder.

21/01/023 [] Carne Place – AFP received a new application for the installation of car port gates. AFP to respond to the Shareholder to request further details of the material, colour, finish and to request the hinges are on the inside.

BERTHING

21/01/024 Berth [] – AFP will respond to the Shareholder regarding the berth query.

21/01/025 Berth [] – The Berthing Working Group have investigated this further. The Shareholder has raised a dispute and therefore there will be no further communication on this matter. The Board will accept communication from the Shareholder’s solicitors. AFP will advise the Shareholder.

21/01/026 AFP have a meeting with Premier Marinas on 27 January, AFP will advise that POSOL Shareholders do not wish to receive an insurance reminder from Premier Marinas.

21/01/027 Berthing Database – The test database is ready to go live. AFP will use the existing database alongside the test database for a month until the final switch over.

21/01/028 Pontoon Hinge Brackets - The Board agreed for AFP to raise the purchase order for 149 hinges with the first 15 to be completed in 10 weeks’ time. This information will be included in the Spring newsletter.

21/01/029 Berth [] – AFP will contact the boat owner regarding the boat appearance.

21/01/030 Berth [] - Reports have been received that the boat has a failed engine. AFP to investigate further.

GARDENING

21/01/031 Area Before the Bryher Island Bridge - AFP to go ahead and obtain permission from the Council to drop the kerb to create 2/3 parking bays and contact the Shareholder adjacent to the planned works.

21/01/032 [] Newlyn Way – This area will be rejuvenated, and the Shareholders will be informed of the proposed date and planting stock.

21/01/033 Berthing Gate [] – AFP to raise a purchase order for the waterside planter.

21/01/034 Future Gardening 2022/2023 - Carne Place, part of Sennen Place, the remaining waterside planters, Mullion close planter and the 5 triangular areas on Bryher Island have been identified by the GWG for rejuvenation.

21/01/035 [] Cadgwith Place – The area will be rejuvenated in 2023/2024

21/01/036 The Arbor phormiums are to be maintained with the addition of proposed colourful planting for 2022/2023.

21/01/037 Garage Gutter Cleaning – Remote garage gutters that back onto the Port Way to be cleaned. AFP to raise the purchase order.

COMMUNICATIONS

21/01/038 Following the addition of the new Berthing database, the Board were asked to consider expanding the database to include all external changes of appearance proposed for 2022/2023.

ANY OTHER BUSINESS

21/01/039 The AGM minutes were circulated to all Directors and subject to an amendment the Board agreed the AGM minutes were a true and accurate record of the meeting. The AGM minutes were approved by RS and seconded by PLM.