

POSOL RESIDENTS MANAGEMENT COMPANY LTD

**MINUTES OF THE BOARD MEETING HELD VIA ZOOM
25 FEBRUARY 2022**

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

25/02/001 Directorate - The Chairman reported that Paul Hosking had recently tendered his resignation from the board. The directors expressed their thanks to Paul for his contribution to the board.

MINUTES OF THE LAST BOARD MEETING 21 JANUARY 2021

25/02/002 The minutes of the January meeting had previously been circulated and it was agreed that they represented an accurate record of the meeting.

MANAGING AGENTS REPORT

- 25/02/003 [] Carne Place – The external change of appearance was discussed by the Board, AFP to send a letter of conditional approval.
- 25/02/004 [] Mullion Close – AFP to respond to the Shareholder and agreed to the installation of the proposed aerial.
- 25/02/005 [] Mullion Close – The Board agreed to the external change of appearance. AFP to send the letter of conditional approval.
- 25/02/006 [] Bryher Island Roof Tiles - AFP referred the Shareholder to a builder who will be able to assist with colour and an exact match.
- 25/02/007 [] Newlyn Way – The Shareholder appealed for safety options regarding parking close to the property. This was discussed at length and the Board declined the proposal. AFP to respond to the Shareholder.
- 25/02/008 Sennen Place – A Shareholder reported a parked campervan, AFP require the registration number to assist. NP will investigate further.

- 25/02/009 AFP received a report that ridge tiles were missing from two garages in a block. AFP to write to the Shareholders to advise.
- 25/02/010 Berthing Gate 5 – A Shareholder reported a vehicle blocking the berthing gate. This area is adopted highway and not within POSOL’s jurisdiction. However, to assist, AFP sent a letter and parking regulations to NP to investigate and apply the notices.
- 25/02/011 [] Newlyn Way - A Shareholder reported tree debris in the back garden and a loss of protection following the removal of the diseased Ash trees. The GWG will investigate further. The tree survey was carried out along the Port Way last year, the gaps will be filled with new trees, AFP to respond to the Shareholder.
- 25/02/012 Berth [] – A Shareholder reported a boat that appeared unseaworthy. The BWG investigated further and agreed no action is required.

FINANCE

- 25/02/013 The finance reports for expenditure to 31st January were circulated. Expenditure as at that date was £454,737.21 against a budget of £505,912.00. The Board agreed that AFP were continuing to monitor the debtors accordingly.
- 25/02/014 The Board discussed the budget for the estate for 2022/2023 in detail. The Board agreed the budget, this was proposed by MA seconded by PLM.

COVENANTS

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

- 25/02/015 [] Carne Place – The Shareholder confirmed they were awaiting a delivery of materials and the balcony will be repaired on receipt of the materials.
- 25/02/016 [] Carne Place – AFP had written to the Shareholder to advise of outstanding property maintenance required, no further action.
- 25/02/017 [] Newlyn Way – The property had a non-compliant external change of appearance. After discussion the Board agreed that retrospective consent should apply. AFP to respond to the Shareholder advising that POSOL will accept the change.
- 25/02/018 [] Newlyn Way – AFP to respond to the Shareholder and request the removal of the non-compliant external change of appearance as soon as possible. If immediate removal is not possible the Shareholder will be asked to find an alternative solution until a replacement hedge is planted. AFP will send a letter of conditional approval on condition that the maximum height of hedging should not exceed 3m.
- 25/02/019 [] Bryher Island – Drawings pending for a proposed external change of appearance.
- 25/02/020 [] Bryher Island – Await completion confirmation from the Shareholder before sending correspondence.

- 25/02/021 [] Carne Place – Correspondence sent with application form, Shareholder confirmed completion, inspection form pending from the CWG.
- 25/02/022 [] Tintagel Way - The Shareholder notified AFP of a query regarding an electrical socket by the garage that had been installed with consent from POSOL. AFP responded to the Shareholder.
- 25/02/023 [] Bryher Island – Formal application form pending regarding a proposed external change.
- 25/02/024 [] Carbis Close – Like for like external change of appearance, no formal application required. AFP responded to the Shareholder to confirm the Rosewood colour is acceptable.
- 25/02/025 [] Bryher Island – Dimensional drawings pending from the new Shareholder.
- 25/02/026 [] Newlyn Way – The front door colour is not listed on the POSOL paint guide. AFP to respond to the Shareholder to confirm that that the colour is Oxford Blue and other residents have found this colour a suitable match.
- 25/02/027 [] Cadgwith Place – Like for like proposed replacement, no permission required. AFP responded to the Shareholder.
- 25/02/028 [] Bryher Island – The work has been completed and an inspection carried out. AFP to send a final letter of consent.
- 25/02/029 [] Holywell Drive – A Shareholder enquired about an electric car charging point. The Board agreed if the Shareholder installs the charger inside their car port they do not require permission. AFP to refer the Shareholder to the website.
- 25/02/030 [] Tintagel Way – A Shareholder proposed various external changes of appearance. AFP to arrange a meeting with the Shareholder to discuss the proposals.
- 25/02/031 [] Bryher Island – The Board agreed to the proposed external change. AFP to send the letter of conditional approval.
- 25/02/032 [] Cadgwith Place – Completion of works have been confirmed, the final inspection form has been returned, AFP to send a final letter of consent.
- 25/02/033 [] Carne Place – The work has been completed, AFP to send a final inspection form to NP and RS. AFP to send a final letter of consent once approved.
- 25/02/034 [] Carne Place – A Shareholder noted that some Christmas decorations were still present at the property, the bins were blocking the driveway with debris in the windows. AFP to respond to the Shareholder to advise this is a neighbourly dispute and to speak to the neighbour.
- 25/02/035 [] Carne Place – A Shareholder reported debris outside the property, AFP sent an email to the Shareholder requesting removal.

GARDENING

- 25/02/036 RS – AFP met with the GWG with the future planting in a Mediterranean theme for Carne Place and Kelsey Head for 2022/2023. The proposed plants will withstand the climatic conditions. AFP will notify Shareholders of the planned rejuvenation to Newlyn Way in March.

SECURITY

25/02/037 A Shareholder reported a break into a car port, information to be added to the newsletter requesting Shareholders to be vigilant.

BERTHING

The minutes of the Berthing Working Group meeting held on the 16 February were reviewed as follows:

- 25/02/038 Pontoon hinge update and correspondence. AFP has raised the purchase order for Phase 1 for the first 15 pontoons with a 15 - 20 degree twist. There is a 6 - 8 week lead time and the company will be working on 2-3 pontoons per day, it is hoped by April. Shareholders will be sent correspondence regarding the installation in due course.
- 25/02/039 Database update - AFP are using a test database alongside the Access database. RS to meet RS-AFP and LK at the Fareham office to compare notes, with a view to a meeting with the company before the new database finally goes live.
- 25/02/040 Non-Compliant boat update – AFP reported 5 non-compliant boats. If the information promised is provided by one Shareholder and the engine is re-fitted to another boat, the list will be reduced to 3. LK to send a further correspondence. AFP due to meet Premier Marinas to discuss further action for the non-compliant boats.
- 25/02/043 Overnight stays in POSOL marina – This is not permitted on a POSOL berth. Remote berths do not have toilets/washing facilities and POSOL do not encourage staying for more than 1 night and then only if reasonable behaviour is adopted so as not to create a nuisance to other residents. To include these details in the newsletter.
- 25/02/044 Volunteers are required for the BWG, RS to add this to the Spring newsletter.
- 25/02/045 Pontoon Hinge Replacement Letter – The Board discussed the proposed letter and agreed subject to a minor change.

INVESTMENTS

The Chairman and the Secretary had tabled a paper setting out the merits of investing a part of the company's reserves in order to obtain a better rate of return over the next 10 years rather than leaving it all in the bank account earning very low interest.

The Board discussed the proposals. A Director asked if it was worth buying a property instead, however the Board decided a property would not be viable in that managing it would take time and money and the property would not be readily realisable.

The meeting unanimously approved the investment decision, and this was subsequently endorsed by Nigel Padbury who had not been present at the time.

It was agreed that JS and IC be appointed as members of a subcommittee to progress the investment with professional financial advisers.