

POSOL RESIDENTS MANAGEMENT COMPANY LTD

**MINUTES OF THE BOARD MEETING HELD AT THE LYSSES HOTEL FAREHAM
22 APRIL 2022**

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

Apologies: Paul Le Maistre (PLM)
Ruth Smith (RS - AFP) Property Manager, Alexander Faulkner Partnership

In Attendance: Lisa Kennard (LK) Assistant Property Manager Alexander Faulkner Partnership

MINUTES OF THE LAST BOARD MEETING 25 MARCH 2022

22/04/001 The minutes of the March meeting had previously been circulated and it was agreed that they represented an accurate record of the meeting.

FINANCE

22/04/002 The finance reports for expenditure to 31 March were circulated. Expenditure as at that date was £507,326.29 against a budget of £548,315.00. The Board agreed that AFP were continuing to monitor the debtors accordingly.

COVENANTS

- 22/04/003 Carne Place – Final inspection form pending from the CWG.
- 22/04/004 Mullion Close – AFP sent the letter of conditional approval. Final inspection form pending from the CWG.
- 22/04/005 Bryher Island – AFP sent an agreement in principle to the Shareholder, a formal application form and drawings pending.
- 22/04/005 Kelsey Head – AFP sent the letter of conditional approval.
- 22/04/006 Carne Place – The CWG agreed to inspect both applications simultaneously as work had been completed. LK to send the final inspection forms to the CWG.
- 22/04/007 Bryher Island – The Board agreed to the external change of appearance. AFP sent the letter of conditional approval.
- 22/04/008 Newlyn Way – The Board agreed the external change of appearance, AFP sent the letter of conditional approval.
- 22/04/009 Carne Place – The Board agreed this new application and AFP sent the letter of conditional approval. LK will send the final inspection forms to the CWG.

- 22/04/010 [] Bryher Island – The landscaping was approved by the Board subject to the Shareholder leaving 70cm of flower bed against the house. AFP sent the letter of conditional approval.
- 22/04/011 [] Newlyn Way – The external change of appearance was agreed by the Board. AFP sent the letter of conditional approval.
- 22/04/012 [] Carbis Close – The Shareholder had misplaced the final consent for an external change of appearance. The CWG inspected and approved the change. AFP sent the final letter of consent.
- 22/04/013 [] Tintagel Way – The CWG visited the Shareholder and explained POSOL's guidelines. The Shareholder agreed that any future application would reflect the guidelines, a formal application form pending.
- 22/04/014 [] Carne Place – A final inspection form pending from the CWG.
- 22/04/015 [] Cadgwith Place – A Shareholder enquired about solar panels, AFP responded and is awaiting a formal application.
- 22/04/016 [] Kelsey Head – The Board approved the landscaping. AFP to send a letter of conditional approval.

ESTATE AND MAINTENANCE

- 22/04/017 [] Newlyn Way – A Shareholder had reported a TV signal issue, AFP instructed a company to attend to resolve the matter.
- 22/04/018 [] Newlyn Way – AFP will respond to the Shareholder advising that POSOL would not have any objection if they were to attach a fence to the wall subject to a formal application.
- 22/04/019 Berth [] – A Shareholder reported a leaking tap, AFP instructed a contractor who replaced the stop cock.
- 22/04/020 [] Carne Place – A Shareholder reported a property that has rubbish piling up, NP to investigate further.
- 22/04/021 [] Sennen Place – Block paving was lifting either side of the tree by the planter and as the block paving is on POSOL land, AFP were requested to instruct a contractor to attend to the repair.
- 22/04/022 AFP had received a report of Christmas decorations still present at a property. The Board agreed for AFP to write to the Shareholder requesting removal. POSOL to add an article in the Autumn newsletter.
- 22/04/023 [] Newlyn Way – AFP had received numerous complaints regarding a banner at the property. Whilst the banner is temporary the Board agreed that AFP will write to the Shareholder to request that they consider taking this down.

GARDENING

- 22/04/024 [] Bryher Island – The Shareholder requested the removal of the Ash Tree at the property. A meeting will be arranged with the Shareholder to discuss this further.
- 22/04/025 [] Holywell Drive – The Board advised this requires further investigation as the planned work is routine maintenance.
- 22/04/026 [] Bryher Island – The work required was routine maintenance, the GWG to review. The Board recommended where any flowers were dying back these required a replacement. The GWG to wait until the growing season as particular plants were seasonally untidy.
- 22/04/027 [] Bryher Island – The Shareholder agreed to repair the garden at their cost following an installation of a bin store.
- 22/04/028 [] Coverack Way – The Board agreed the changes to the garden was covered under routine maintenance
- 22/04/029 Arbour Phormiums – The gardeners will trim all phormiums.
- 22/04/030 [] Carbis Close – The Board agreed the hedge replacement is routine maintenance.
- 22/04/031 Additional Car Parking – The GWG were not in agreement with the proposed additional parking as they felt it could cause an obstruction and asked the Board to consider making this area into a feature. The Board discussed the proposal at length and decided that POSOL requires additional car parking spaces. The Board agreed to go ahead with the planned proposal. AFP to update the Board regarding a dropped kerb application.

SECURITY

- 22/04/032 A Shareholder telephoned AFP to report that children were playing with a ball in the car parking area of Cadgwith Place. AFP asked the gardening team to check the flower bed and no damage had occurred.

BERTHING

- 22/04/033 LK confirmed that POSOL had 3 non-compliant boats, 2 were unregistered boats and 1 had an expired insurance policy. The Board requested the Shareholders were sent a final reminder letter to include the berthing regulations. POSOL has authority to recover the berth for non-compliant boats and can initiate the Section 146-forfeiture procedure.
- 22/04/034 Phase 1 Hinge Replacement - AFP to write to 30 berth holders giving advance notice of the work requesting Shareholders to remove their fenders. The work is due to commence 9 May.
- 22/04/035 Berth [] – AFP to write to the Shareholder regarding a modification to the pontoon.
- 22/04/036 Berthing Gate 15 – AFP to instruct a contractor to attend to the repair.

COMMUNICATIONS

22/04/037 AFP held a meeting with the IT company to discuss the test berthing database. AFP to amend some current data and update the company when this has been completed.