

**POSOL RESIDENTS MANAGEMENT COMPANY LTD**

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

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

In Attendance: Ruth Smith (RS - AFP) Property Manager, Alexander Faulkner Partnership  
Lisa Kennard (LK) Assistant Property Manager Alexander Faulkner Partnership  
David Wilson Prospective Director

**MINUTES OF THE LAST BOARD MEETING 24 JUNE 2022**

22/07/001 The minutes of the June meeting had previously been circulated and it was agreed that they represented an accurate record of the meeting.

**FINANCE**

22/07/002 The finance reports for expenditure to 30 June were circulated. Expenditure as at that date was £226,436.41 against a budget of £247,220.00. The Board agreed that AFP were continuing to monitor the debtors accordingly.

**COVENANTS**

22/07/003 [] Mullion Close – AFP are awaiting the final inspection form from the CWG.

22/07/004 [] Newlyn Way – The Shareholder withdrew the application, no further action required.

22/07/005 [] Bryher Island – The Shareholder requested an extension of time as the date of the original conditional approval had expired. The CWG reviewed the application and agreed an extension could be granted. AFP sent a revised letter of conditional approval.

22/07/006 [] Coverack Way – AFP wrote to the Shareholder regarding an expired letter of conditional approval and requested the ongoing work was put on hold until after the CWG had reviewed the extension of time. AFP will write to the Shareholder following the review.

22/07/007 [] Bryher Island – The CWG visited the property to review the work being carried out. The CWG confirmed the work in progress was acceptable and no further action was required.

22/07/008 [] Newlyn Way - The Shareholder agreed to pay the retrospective charge for the external change of appearance. AFP sent the final letter of consent.

- 22/07/009 [] Newlyn Way – The Board agreed to the external change of appearance. AFP sent the letter of conditional approval.
- 22/07/010 [] Kelsey Head – AFP sent a final letter of consent to the Shareholder.
- 22/07/011 [] Bryher Island – The Board approved the external change of appearance. AFP to send the letter of conditional approval.
- 22/07/012 [] Bryher Island – AFP sent the letter of conditional approval for the external change of appearance.
- 22/07/013 [] Coverack Way – The CWG visited the property to review the dimensions. The CWG approved the measurements.
- 22/07/014 [] Newlyn Way – AFP sent the letter of conditional approval for the external change of appearance.
- 22/07/015 Air Conditioning Installation – A Shareholder requested advice through the POSOL website. The CWG will investigate this further and produce guidance for the Board’s approval and the POSOL website. AFP to respond to the Shareholder.
- 22/07/016 [] Tintagel Way – The CWG were asked to review the proposed changes to a waterside garden. The CWG confirmed that no formal application form was required for the proposed changes. AFP to write to the Shareholder to advise and request their contactor closes the gate while carrying out the work onsite.
- 22/07/017 [] Carbis Close – AFP to ask the Shareholder to supply dimensional drawings for the proposed Juliet balcony and photographs of the windows.
- 22/07/018 [] Newlyn Way – AFP to receive an update from the CWG regarding the exterior of the property.
- 22/07/019 Large Van – AFP sent a letter to the Shareholder advising of the parking regulations on the estate.
- 22/07/020 A Shareholder reported an alleged Airbnb on the estate. The Board agreed for AFP to send letters to all the Shareholders in the location shown by the Airbnb website.

#### **ESTATE MAINTENANCE**

- 22/07/021 TV Head End Building – The company attended to carry out the quarterly service and reported a tree in the garden of a property was in line with the aerial and advised that trimming may improve the signal. The Board requested AFP to ask the company for an alternative solution.

#### **SECURITY**

- 22/07/022 [] Tintagel Way – AFP have received several written complaints from Shareholders regarding unsociable behaviour. It was also reported that the Police attended the property on more than one occasion. The Board agreed for AFP to write to the Shareholder to advise of the complaints received.

## **COMMUNICATIONS**

22/07/023 RS had provided the IT company with the letter templates for the new Berthing database. The IT company are preparing to transfer the data for AFP to go live.

## **GARDENING**

22/07/024 A Shareholder kindly donated an Olive tree which was replanted on the estate.

22/07/025 A Shareholder suggested that all phormiums were removed from the Arbor. The GWG disagreed with the total removal and suggested removal of one phormium. Once the phormium is removed the GWG will review the line of sight from Tintagel Way on entry and exit.

22/07/026 [] Carbis Close – The Shareholder requested the removal of a tree at their property. AFP to write to the Shareholder advising that POSOL agreed to the removal although they were disappointed that the tree was being removed.

22/07/027 It was reported that behind the hedge close to the entrance to Newlyn Way there were many discarded dog poo bags. POSOL's gardening team will remove the bags. This item will feature in the Autumn newsletter.

## **BERTHING**

22/07/028 The pontoon hinge replacement for Phase 2 is nearing completion.

22/07/029 A Shareholder reported that their fendering could not be removed. RS to contact the Shareholder.

22/07/030 The design drawings are pending from the engineer which will include a revised issue of the installation procedure.

22/07/031 Berth [] – The Shareholder submitted a first boat registration form with an incorrect length measurement. AFP wrote to the Shareholder advising the length that was permitted in that berth.. The Shareholder appealed. The Board agreed for AFP to respond to the Shareholder and request the boat is removed from the pontoon. The BWG will add an illustration of the boat length measurements to the POSOL website.

## **ANY OTHER BUSINESS**

22/07/032 Garage [] – NP and JS had a meeting with the Shareholder to discuss the parking issues concerning an obstruction to the entrance of a garage. NP applied a notice on the offending vehicle. The Board agreed to paint one white line along the front of the garage block. The contractor will meet NP onsite to determine the location of the white line.

22/07/033 Car Port Shutters - NP to review both proposals and present to the Board.

22/07/034 The Board unanimously voted to invite David Wilson to be appointed as a Director of the Board. David accepted the appointment.