

POSOL RESIDENTS MANAGEMENT COMPANY LTD

**MINUTES OF THE BOARD MEETING HELD AT THE LYSSES HOTEL FAREHAM
18 NOVEMBER 2022**

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

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

MINUTES OF THE LAST BOARD MEETING 31 OCTOBER 2022

18/11/001 The minutes of the October meeting had previously been circulated and it was agreed that they represented an accurate record of the meeting.

FINANCE

18/11/002 The finance reports for expenditure to 31 October were circulated. Expenditure as at that date was £403,591.90 against a budget of £451,442.00. The Board agreed that AFP were continuing to monitor the debtors accordingly.

MATTERS ARISING

18/11/003 [] Bryher Island – The CWG held a meeting with the Shareholder to discuss the work in progress. The CWG confirmed that they can continue with the work. AFP informed the Shareholder.

COVENANTS

The minutes of the Covenants Working Group meeting held on the 14 November 2022 were reviewed as follows:

18/11/004 [] Carne Place – The Board approved the quote for additional security fencing in Kelsey Head. AFP corresponded with the Shareholders and raised the purchase order. The gardeners will be onsite on the day of the fitting to oversee the minimal trimming of the hedges.

18/11/005 [] Newlyn Way – AFP are waiting the notice of transfer for a future Shareholder regarding a proposed change of appearance. The Board agreed in principle.

18/11/006 [] Tintagel Way – AFP sent the final letter of consent for the external change of appearance.

18/11/007 [] Carne Place – The Shareholder confirmed that they will contact their builder to complete their external change of appearance.

- 18/11/008 [] Coverack Way – The Shareholder confirmed the repair would be carried out in December with a proposed modification. AFP to request a formal application form with dimensions.
- 18/11/009 [] Newlyn Way – AFP are awaiting the notice of transfer from the solicitor for the new owner. The Shareholder’s original application was withdrawn, no further action.
- 18/11/010 [] Coverack Way – AFP received a report to remove a tree to create a parking space, the CWG will investigate as AFP have not received an application form for the external change of appearance.
- 18/11/011 [] Newlyn Way – AFP received a report of completed work. The CWG will carry out a final inspection.
- 18/11/012 [] Mullion Close – The CWG have invited the Shareholder to the next CWG via zoom to discuss their proposals.
- 18/11/013 Water Sourced Heat Pumps – The CWG would like to create a working group to explore possible sustainable sources of energy for Port Solent. The Board agreed to the proposal, a member of the CWG will investigate further.
- 18/11/014 [] Sennen Place – The application for car port gates was discussed with the Board. The CWG will confirm approval. Once approved AFP will send a letter of conditional approval.
- 18/11/015 [] Newlyn Way – AFP are awaiting the notice of transfer from the Shareholder’s solicitor. Both proposals were discussed regarding the door and the bin storage area. The Board considered the proposals and in view of the conditions and location of this property the external changes were approved. AFP to send a letter of conditional approval on receipt of the notice of transfer.

ESTATE, REPAIRS & MAINTENANCE

- 18/11/016 AFP received a report of a vehicle blocking the waterside gate in Coverack Way, a Director will investigate further.
- 18/11/017 Cadgwith Place – A Shareholder reported a vehicle in a parking bay that had been SORN and did not have a valid MOT. AFP reported the vehicle to the Council as the vehicle was parked on the adopted highway. The vehicle is now taxed and has an MOT, no further action required.
- 18/11/018 Cadgwith Place – A Shareholder reported an abandoned vehicle on the adopted highway without tax or a valid MOT. AFP reported the vehicle to the Council requesting removal, the vehicle has been removed.
- 18/11/019 [] Coverack Way – A Shareholder requested a car port to be fitted over a parking bay. AFP to investigate the parking bay ownership and report back to the CWG and the Board.
- 18/11/020 [] Coverack Way - A Shareholder reported pigeon faeces on their vehicle. AFP are awaiting a quote for the trees to be trimmed in the area which will hopefully alleviate this matter. AFP to respond to the Shareholder.

- 18/11/021 [] Coverack Way – A Shareholder reported a tree in the back garden which is causing the paving to lift at the Shareholder’s property. The Board agreed this was a neighbour dispute. AFP to respond to the Shareholder.
- 18/11/022 [] Coverack Way – A Shareholder reported a fence that had fallen down in their rear garden. The Board agreed this was a neighbour dispute. AFP to respond to the Shareholder.

GARDENING

- 18/11/023 [] Coverack Way – The GWG proposed a crown lift, to reduce a large tree directly behind one property and to remove a conifer and ash tree. AFP are awaiting a quote and once approved AFP will write to the affected Shareholders.
- 18/11/024 [] Bryher Island – A Shareholder requested the GWG to review a tree in the front garden. The GWG recommended that the tree is removed, the Board agreed. AFP instructed the work.
- 18/11/025 Coverack Way/Oyster Quay trees – It was noted by the GWG that the large tree may require a trim to reduce the height. AFP are awaiting a quote from the tree surgeon.
- 18/11/026 [] Sennen Place – AFP received a telephone call regarding the trimming of sycamore branches, the gardeners advised all trees on the estate will be trimmed this Autumn.
- 18/11/027 The CWG are awaiting a replanting programme for the Port Way from the gardeners. AFP to set up a meeting to discuss the forthcoming works.
- 18/11/028 Carbis Place – AFP to contact the contractor supplying a quote for the planter repair.
- 18/11/029 [] Bryher Island – The GWG reported an Ash tree to be removed due to Ash die back, the GWG will be replacing the tree with a Cordyline.

BERTHING

- 18/11/030 Berth [] – AFP sent the guidance to the Shareholder.
- 18/11/031 Berth [] – AFP will write to the Shareholder requesting the insurance information.
- 18/11/032 Berth [] – AFP to request an update regarding the proposed modifications. RS to investigate further to determine the boat’s location.
- 18/11/033 Berth [] – AFP are awaiting an inspection of the berth.
- 18/11/034 Berth [] – Premier Marinas alerted AFP to a tilting pontoon. The BWG investigated and confirmed this was due to corrosion of the steelwork. AFP raised the purchase order for the repair.
- 18/11/035 The New Berthing Database – This is progressing well; the company will contact RS with a date to go live.

18/11/036 Phase 6 Pontoon Hinges – AFP are awaiting a date from by the company to start the next phase. The progress has slowed down due to the weather conditions.

LEGAL

18/11/037 [] Carne Place – AFP arranged a meeting with 2 Directors regarding a licence. This was discussed further with the Board and a legal document will be sent to the Shareholder in due course.

SECURITY

18/11/038 [] Carne Place – The Shareholder reported an intruder in the rear garden that moved garden furniture, there were no signs of an attempted break in.

ANY OTHER BUSINESS

18/11/039 The dates for the Board meetings for 2023 were proposed and agreed by the Board. The meeting dates will be displayed on the website and circulated to the Directors.

18/11/040 Carne Place – AFP received a concern regarding a possible breach of Covenant. The Board agreed it was not appropriate for POSOL to support this matter, no further action.