

POSOL RESIDENTS MANAGEMENT COMPANY LTD

MINUTES OF THE BOARD MEETING HELD AT SHORE HOUSE PORT SOLENT 29 SEPTEMBER 2023

Present: Julian Shaw (JS), Chairman
Ian Currie (IC), Secretary
Reg Sillence (RS)
Nigel Padbury (NP)
Mabel Derry-Collins (MDC)
David Wilson (DW)

Apologies: Mark Abrams (MA)

In Attendance: Jasmine Brown (JB) Regional Property Manager AFP
Lisa Kennard (LK) Assistant Property Manager AFP

MINUTES OF THE LAST BOARD MEETING 25 AUGUST 2023

29/09/001 The minutes of the August meeting had previously been circulated and it was agreed that they represented an accurate record of the meeting.

FINANCE

29/09/002 The finance reports for expenditure to 31 August were circulated. Expenditure as at that date was £306,550.98 against a budget of £309,952.00. The Board agreed for AFP to refer the Shareholders with outstanding debt that have received a letter from Credit Control to be referred to solicitors.

COVENANTS

29/09/003 [] Bryher Island – The CWG will review the balcony reported to AFP as it appeared it did not conform with the POSOL guidelines.

29/09/004 [] Tintagel Way – The CWG issued guidelines for a solar panel on a garage roof. The guidance was discussed and agreed by the Board. The guidance will be displayed on the POSOL website. AFP to respond to the Shareholder.

29/09/005 [] Bryher Island – AFP wrote to the neighbouring properties as the changes may cause a visual impact and following an objection the Board declined the proposal. The Shareholder appealed the decision, AFP to arrange a meeting with the Shareholder and the CWG to discuss the proposal.

29/09/006 [] Bryher Island – AFP wrote to the neighbouring properties as the changes may cause a visual impact and following an objection the Board declined the proposal. The Shareholder appealed the decision, AFP to arrange a meeting with the Shareholder and the CWG to discuss the proposal.

- 29/09/007 [] Bryher Island – The CWG will arrange a meeting with the Shareholder to discuss the car port gates proposal.
- 29/09/008 [] Carne Place – A formal application was submitted and approved by the CWG. AFP sent the letter of conditional approval for the replacement ground floor opening window in rosewood UPVC.
- 29/09/009 [] Cadgwith Place – AFP received an enquiry for contractors to temporarily leave their materials in an unallocated parking space on the right-hand side, before Bryher Bridge while paving is being removed and re-laid. The Board declined the use of the parking bay for the contractor’s materials; AFP will respond to the Shareholder.
- 29/09/010 [] Bryher Island – A final inspection pending for the sliding glass doors to the under balcony.
- 29/09/011 [] Bryher Island – Retrospective consent was given for a 2013 external change of appearance for a house purchase. JS approved external change; the solicitors were informed.
- 29/09/012 [] Carbis Close – A future Shareholder submitted plans for a car port conversion; the Board agreed the plans in principle. AFP to notify the future Shareholder.
- 29/09/013 [] Newlyn Way – AFP received the Notice of Transfer; the Board discussed the proposal and agreed for a letter of conditional approval to be sent.
- 29/09/014 [] Sennen Place- The Shareholder is not progressing with the original letter of conditional approval and would like to resubmit another application. LK to respond to the Shareholder and will send the letter of conditional approval confirming the external change on receipt of a revised submitted application form.

ESTATE, REPAIRS & MAINTENANCE

- 29/09/015 Tintagel Way Parking – A Shareholder reported a commercial vehicle parking in the bays. AFP sent an email to the company advising of the parking regulations.
- 29/09/016 Tintagel Way Parking – AFP received a report of a vehicle inconsiderately parked; the vehicle appeared to be a transit van. This matter was determined as a neighbourly dispute. POSOL advised AFP will require evidence of contravening the covenants if this issue persists.
- 29/09/017 Berthing Gate 20 – AFP received a report of a small side panel that was fitted and not galvanised, and is now rusting away, and required galvanising, with a report of rusty spikes. The Board advised that the removal of anti-vandal paint could cause damage to the underlying anodizing and therefore POSOL do not intend to carry out further works. AFP to respond to the Shareholder.
- 29/09/018 [] Coverack Way – AFP received a report that there was a lack of security fencing for 4 berths in this area and a report of people climbing over a small gate and leaving the security gate wide open with a suggestion of a 6ft fence to be erected. The Board discussed this matter and decided it was the responsibility of the

property owner to install fencing on their boundary. AFP will respond to the complainant

29/09/019 [] Mullion Close – AFP received a report of a motorhome parked on the estate. AFP wrote to the Shareholder requesting removal due to a breach of the covenants. AFP received a response received from Marina Life Homes advising the vehicle will be removed.

29/09/020 The 4 pillars on Bryher Island bridge require a jet wash. AFP to obtain a quote to be budgeted for 2024/2025.

GARDENING

The minutes of the Gardening Working Group meeting held on the 15 September 2023 were reviewed as follows:

29/09/021 LK to set up a meeting with MDC to discuss the gardening budget, expenditure and provide the map for POSOL/Shareholders planters.

29/09/022 [] Tintagel Way – A quote was received to lift and relay paving at the rear of the property due to a trip hazard issue. AFP to obtain a second quote.

29/09/023 [] Coverack Way – The Shareholder expressed a wish to have planters to hide the view of a side of a house. The Board reviewed and declined the proposal, AFP notified the Shareholder.

29/09/024 [] Bryher Island – A Shareholder reported the tree roots had not been poisoned, the gardeners were requested to return to investigate. A private arrangement will be made for the lifting paving in the driveway as the gardeners did not believe the roots were the cause.

29/09/025 [] Mullion Close – AFP received a request to remove 2 red cordylines and relocate. The gardeners had actioned this request.

29/09/026 AFP received a report of rotten retaining timbers in a planter by Loch View and Carne Place. The gardeners reviewed and confirmed this was constructed by the previous gardening company approximately 4/5 years ago. The GWG will review the replacement for all the timbers in the area. The Board agreed to remove all the retaining timbers on the corner of Carne Place due to a potential Health and Safety issue. AFP to instruct a contractor.

29/09/027 [] Coverack Way – A Shareholder raised a concern with tree roots. The gardeners will investigate and provide recommendations.

29/09/028 Bryher Island Planters – A consideration for improvement was to lower the planter and add rendered painted concrete blocks which would be braced to overcome the rotting wooden planks. AFP to seek advice from a building company to reduce the height and reduce to ground level.

29/09/029 Cadgwith Place – Gardening works pending.

29/09/030 Newlyn Way Entrance – A design to be confirmed by the GWG for the Board's consideration.

- 29/09/031 [] Carne Place – The hedge rejuvenation to take place in 2024/2025.
- 29/09/032 [] Sennen Place – Outstanding work, the GWG will review on their next walkabout.

BERTHING

- 29/09/033 Berth [] – AFP received a report of an unstable pontoon thought to be caused by porous blocks along the entire length. AFP confirmed the hinge had not been replaced and after the hinge replacement this will resolve the issue of stability, no further action.
- 29/09/034 Marina Debris – AFP received a report of excessive debris in the marina. AFP asked Premier Marinas of clearing days/dates. The marina is cleaned weekly depending on staff/weather. AFP to notify Premier Marinas should AFP receive any further concerns or Shareholders can contact the marina directly.
- 29/09/035 Premier Marinas requested their charges that AFP receive for the licence or a new boat registration to be paid online rather than by cheque. AFP to update the board next month.
- 29/09/036 Berth [] – Following the appeal, the Board reviewed and maintained their original decision, LK informed the Shareholder.
- 29/09/037 Berth [] – Damage was caused to the pile following a major collision. AFP proceeded with an insurance claim on POSOL's marina insurance RGS is awaiting a quote to repair the damaged pile and pontoon.
- 29/09/038 Remote Berths [] – LK sent communication to all nearby Shareholders requesting removal of the dinghy and debris. A tort notice was applied. The Board agreed for the removal of the dinghy and for it to be securely stored on POSOL land.
- 29/09/039 Working Groups Confidentiality Statement – A new BWG member requested changes for review; the Board reviewed the statement and made a small change. LK notified the Shareholder; they responded advising they could not sign the agreement and would not be a member of the BWG.
- 29/09/040 Berthing Gate [] – A derelict seat was removed by AFP's contractor.
- 29/09/041 Berth [] – AFP received a report of an incident in the marina involving another boat while manoeuvring into the berth. LK corresponded with the Shareholder and received the registration form and insurance details. No further action was taken.
- 29/09/042 Berthing Gate Signage – The board agreed to the signage being fitted to one side of the gate. LK to instruct a contractor.
- 29/09/043 AFP received a report of a boat that required a good clean. AFP will write to the owner.
- 29/09/044 AFP received a report of 2 boats that had not been registered. AFP will write to the Shareholders.
- 29/09/045 A ladder survey will be budgeted for in 2024/2025, RGS will obtain a quote.

COMMUNICATIONS

29/09/046 Hard copy newsletters will be hand delivered by the Directors through each Shareholders' door.

SECURITY

29/09/046 Berth [] – AFP received a report of a fisherman entering the gate while the gardeners were working waterside. The fisherman was escorted out of the POSOL marina. No further action.

29/09/047 Gate [] – AFP received a suggestion of a key to exit the gate to deter unauthorised personnel. POSOL decided to have keyless exits so intruders could get away and for this reason this safety feature will be retained. AFP to respond to the Shareholder.

LEGAL

29/09/048 [] Cadgwith Place – The Shareholder decided not to renew the licence and will be carrying out changes to reinstate the POSOL boundary. AFP to review.