

POSOL RESIDENTS MANAGEMENT COMPANY LTD

**MINUTES OF THE BOARD MEETING HELD AT SHORE HOUSE PORT SOLENT
27 OCTOBER 2023**

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

Apologies: Mark Abrams (MA)
Julian Shaw (JS), Chairman

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

MINUTES OF THE LAST BOARD MEETING 29 SEPTEMBER 2023

27/10/001 The minutes of the September meeting had previously been circulated and it was agreed that they represented an accurate record of the meeting.

FINANCE

27/10/002 The finance reports for expenditure to 30 September were circulated. Expenditure as at that date was £329,486.12 against a budget of £335,184.00. The Board agreed that AFP were continuing to monitor the debtors.

COVENANTS

27/10/003 [] Bryher Island – Pending an inspection from the CWG.

27/10/004 [] Tintagel Way – AFP provided the guidelines for the garage solar panel to the Shareholder and requested a formal application.

27/10/005 [] Bryher Island – AFP to write to the Shareholder advising POSOL consent had not been granted.

27/10/006 [] Bryher Island – The Shareholder withdrew the application for the proposed external change of appearance for a balcony extension.

27/10/007 [] Bryher Island – The CWG will arrange a meeting with the Shareholder to discuss the car port gates proposal.

27/10/008 [] Cadgwith Place – AFP advised the Shareholder that the contractor was not permitted to temporarily leave their materials in an unallocated parking space.

27/10/009 [] Bryher Island – Final inspection form sent to the CWG for sliding glass doors to the under balcony.

- 27/10/010 [] Carbis Close – A future Shareholder submitted plans for a car port conversion, the board agreed to an agreement in principle, AFP notified the future Shareholder.
- 27/10/011 [] Newlyn Way – AFP sent the letter of conditional approval.
- 27/10/012 [] Sennen Place- The Shareholder was not progressing with the original letter of conditional approval and submitted an amended application. The CWG agreed to the revised application, AFP to send the letter of conditional approval.
- 27/10/013 Bryher Island - AFP wrote to the Shareholder regarding an existing solar panel - no response to date.
- 27/10/014 [] Carne Place – CWG reported an external change of appearance. AFP requested a formal application form from the Shareholder but the Shareholder confirmed he had approval in 2018; LK to investigate further.
- 27/10/015 [] Sennen Place – AFP received an enquiry from Marina Life Homes (MLH) regarding a prospective buyer proposing to add a bedroom in the car port extending to the boundary and the installation of a normal size window. The Board declined the proposal due to the 1m rule, AFP to notify MLH.
- 27/10/016 [] Sennen Place - AFP received an enquiry from Marina Life Homes (MLH) regarding a prospective buyer proposing to add a side extension. The CWG referred to similar configuration extensions to neighbouring properties. However, in the absence of any technical drawings/plans POSOL could not provide an agreement in principle. AFP to respond to MLH.
- 27/10/017 [] Tintagel Way – AFP received a request to move a balcony post to the side of the garage. The board discussed this further as in this location the balcony extends beyond the brick flange. The current design protects the neighbour’s privacy. The Board declined the proposal, AFP to respond to the Shareholder.
- 27/10/018 [] Bryher Island – AFP received a request regarding the correct storage container to use in a car port. The container would be a temporary structure to store items, the Shareholder will be advised to have a container which has a minimal visual impact and ensure that the POSOL 1m rule is upheld. No application is required however the loss of a car port presents the loss of a car parking space.
- 27/10/019 [] Bryher Island – AFP received an enquiry for an extension of a driveway, AFP has requested a formal application form for this proposal.
- 27/10/020 [] Kelsey Head – AFP were notified of solar panel application, pending receipt of a formal application form.

ESTATE AND MAINTENANCE

- 27/10/021 The 4 pillars on Bryher Island bridge required a jet wash. The contractor suggested a scrub to protect the render. The board agreed with the quote and requested a wash of the horizontal aluminium for all 3 levels to be carried out at the same time. AFP to arrange the work with the contractor.

- 27/10/022 [] Cadgwith Place – AFP received a report from Marina Life Homes (MLH) regarding the TV signal. AFP’s engineer had previously attended, the engineer advised to replace the 4-waysplitter with a 4-way amplifier, AFP responded to MLH.
- 27/10/023 Bryher Island Water Tap – Following an abnormally high invoice the Director will investigate the tap in question to determine if there is a leak. The Director will turn off the tap and monitor the water meter.
- 27/10/024 Mullion Close – A mobile home was reported parked on the estate. AFP emailed Marina Life Homes requesting removal.
- 27/10/025 Berthing Gate 5 – AFP received a report of a stiff gate lock with a loose central post All gate locks were serviced and maintained in February. On further investigation the lock was found to be operating correctly with little brick movement. When the post is pushed the bricks move, this was possibly due to 1 fastening that had failed, the screw had sheared off. AFP to arrange for a replacement screw.
- 27/10/026 Carbis Close – AFP received a report of a van parked in the garage block together with debris. The van was no longer in the garage block however the debris remained outside of the garage door. AFP to write to the Shareholder.
- 27/10/027 Tintagel Way – A van was reported parked in a parking bay causing an obstruction. AFP wrote to the company requesting removal.
- 27/10/027 Tintagel Way – A report of uneven pavers, the board agreed to the quote to level the paving. AFP to instruct the contractor.
- 27/10/028 Bryher Island - AFP received a report of parking difficulties in the parking bays with a suggestion of parking lines. The Board agreed to paint ‘T’ markers (one brick thickness). The remaining parking bays in Bryher Island will be reviewed and included if necessary.

GARDENING

A Meeting was held with MDC and LK followed by a GWG walkabout on 18th October 2023.

- 27/10/029 [] Tintagel Way – AFP received a report of an oversized tree, the GWG will investigate on their next walkabout.
- 27/10/030 Wooden Retaining Timbers – AFP received a report of rotten timbers in 3 planters by Loch View and Carne Place. AFP instructed a contractor to remove the timbers in one of the planters, this involved recycling the existing timber rather than a full replacement. The Board was satisfied with the work and agreed for the remaining rotten timbers to be replaced in this area. MDC to meet the contractor onsite to discuss Lock View and the Bryher Island rotten timbers.
- 27/10/031 [] Coverack Way – AFP received a concern regarding tree roots. AFP arranged for the gardeners to poison the roots.
- 27/10/032 Newlyn Way Entrance – The GWG to discuss design ideas to present to the Board.

BERTHING

- 27/10/033 Premier Marinas requested to receive their charges from Shareholders by a transfer online rather than a cheque for a new licences/new boat registration. Further investigations are required to resolve possible problematic issues.
- 27/10/034 Berth [] – RGS received the substantial quote for the repair/replacement of the new pile and the articulated finger. LK to obtain a quote to fit a replacement hinge and send to the insurance company. LK to send both quotes onto the insurance company and advising the total figure may increase subject to unforeseen complications during the repair.
- 27/10/035 Remote Berths [] – The abandoned dinghy had been removed from POSOL land.
- 27/10/036 Berthing Gate Signage — The Board agreed to the signage being fitted to one side of the gate subject to a minor amendment of the wording. LK to arrange for 17 signs to be fitted.
- 27/10/037 Berth [] Water Installation – Marina Life Homes enquired regarding an installation of a water tap. AFP responded advising the tap is permitted subject to the new owners using the same company as previously used to install a water tap and advising the owner would be liable for all costs. POSOL to assume all ongoing maintenance costs after installation.
- 27/10/038 Berth [] - AFP received a report of a boat that required a good clean. AFP wrote to the Shareholder.
- 27/10/039 Berth [] - AFP received a report of 2 boats that had not been registered. AFP sent an email to both Shareholders 16.10. AFP had not received a response, AFP to send a second letter to both Shareholders.
- 27/10/040 A ladder survey will be budgeted for in 2024/2025, RGS will obtain a quote.
- 27/10/041 Gate [] – JB responded to the Shareholder following their concerns for security and maintenance. The Shareholder requested the locks to Gate 16 to be changed and keys reissued. The Board declined the request.
- 27/10/042 Gate [] – AFP received a report of 2 rusty poles requiring repainting. The BWG investigated and instructed AFP to arrange a contractor to repaint the poles.
- 27/10/043 Berth [] – A Shareholder requested to know under what circumstances POSOL had authority in the lease over Premier Marinas and Portsmouth City Council’s land regarding the capping and requested a copy of that authority. AFP to respond to the Shareholder referring them to their sub-underlease.
- 27/10/044 Berth [] – AFP to respond to the Shareholder regarding the trailing cabling to advise of a longer cable or an extension lead to resolve the issue of an unacceptable trip hazard.

SECURITY

27/10/045 [] Coverack Way – JB responded to the Shareholder regarding a concern over security fencing and advised it was the responsibility of the Shareholder to install fencing on their boundary.

27/10/046 [] Coverack Way – A Shareholder expressed concerns about compromised security and suggested proposals. The Board discussed this at length and agreed there was no practical solution. AFP to respond to the Shareholder to suggest installing a personal camera on the rear of their property.

COMMUNICATIONS

27/10/047 Hard copy Autumn newsletters to be hand delivered to all houses on the estate.

ANY OTHER BUSINESS

27/10/049 AGM – Wednesday 29 November at the Lysses Hotel, in the Hampshire room, meeting to start at 8pm. AGM paperwork to be sent to all Shareholders in due course.