

**POSOL RESIDENTS MANAGEMENT COMPANY LTD**

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

**26 April 2024**

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

In Attendance Martin Mckenna (MCC) Property Manager AFP  
Sally Reynolds (SR) Property Assistant AFP

Meeting commenced 9.30am

The Chairman opened the meeting and advised POSOL Residents Management Company Ltd would be changing managing agent with the expectation to make the transfer by the 21<sup>st</sup> of May.

**MINUTES OF THE LAST BOARD MEETING 22 MARCH 2024**

26/04/001 The minutes of the March meeting had previously been circulated and it was agreed that they represented an accurate record of the meeting.

**MATTERS ARISING**

26/04/002 Nothing to report

**FINANCE**

26/04/003 The finance report for expenditure to 31 March were circulated. Expenditure as at that date was £561,396.91 against a budget of £553,679.00.

## **COVENANTS**

- 26/04/004 [] Bryher Island – Final inspection form pending from the CWG
- 26/04/005 [] Bryher Island – Application for kitchen extension approved by the Board – AFP issued the letter of conditional approval.
- 26/04/006 [] Carne Place – Application to replace sliding door & window in lounge with 2-pane sliding door was approved by the Board – AFP issued the letter of conditional approval.
- 26/04/007 [] Bryher Island – 2 x inspection forms pending from the CWG.
- 26/04/008 [] Bryher Island – Inspection form for driveway extension pending from the CWG.
- 26/04/009 [] Coverack Way – The Shareholder has re-installed the balcony as requested by AFP.
- 26/04/010 [] Newlyn Way – Following the Board’s approval AFP issued a letter of conditional approval for the balcony replacement.
- 26/04/011 [] Newlyn Way – Following the Board’s approval AFP issued a letter of conditional approval for the installation of solar panels.
- 26/04/012 [] Sennen Place – Final inspection form pending from the CWG.
- 26/04/013 [] Newlyn Way - New application received for the installation of a glass panel fence at foot of garden. AFP will write to the Shareholder as the CWG advised more information is required as to the location and the height of the fence.
- 26/04/014 [] Bryher Island – The Board discussed the new application and agreed to the change of appearance as per the Shareholders proposal. The Board advised they see no reason to object the provision question concerning the bifold door as the change is a like for like with the neighbour. A formal application with details and design would be required when the Shareholder wishes to proceed with the change.
- 26/04/015 [] Cadgwith Close – Application to install solar panels was discussed and approved by the Board.

## **ESTATE REPAIRS & MAINTENANCE**

- 26/04/016 [] & [] Sennen Place – AFP forwarded a quotation from West Improvements to the Shareholder for the repairs to the damaged paving.
- 26/04/017 Bryher Island – Parking bays to be identified & a contractor to be instructed to paint the 'T' marks – AFP advised they will hand this over to the new management company.
- 26/04/018 [] Carbis Close – The GWG reported on the walkabout that the balcony looks open and in need of repair. The CWG will investigate.

26/04/019 Some tiles are reported as missing on a garage along Portway. AFP will write to the Shareholder that owns it.

## **GARDENING**

26/04/020 The GWG produced the notes from the gardening walkaround with Leylandii & Lawns.

26/04/021 [] Sennen Place – AFP received a report from the Shareholder that the garden between [] & [] Sennen Place is looking unkempt. AFP will check if the Shareholder has opted out of gardening maintenance and, if not, the GWG will ask Simon to attend as part of the maintenance programme.

26/04/022 Coverack & Newlyn Way – Loss of hedging following work to replace the base of the streetlights. Portsmouth City Council replaced the hedging in Coverack Way with some small ‘red robbin’ shrubs.

26/04/023 Hedged area on the corner of Lock View- Leylandii & Lawns (SR) to provide a quote for plants to bring some colour into the area.

26/04/024 The GWG will contact Portsmouth City Council following more works by Portsmouth Water at Hollywell entrance as they have left the area very untidy.

26/04/025 Coverack Way entrance SR to add some more shingle and advise on any costs.

26/04/026 Portway 3 pine trees – SR to quote on some flowering plants for the area underneath the trees.

26/04/027 A few trees were identified along Portway with possible Ash Die back. SR to monitor.

26/04/028 [] Bryher Island to send request for approval of their hedging and pergola to be removed at their expense. SR will be dealing directly with the Shareholder once approval received.

26/04/029 Replacement programme noted for 2025/26 for Coverack Way shareholders’ front gardens and hedging separating Oyster Quay/Coverack Way.

26/04/030 AFP issued the works orders to Leylandii & Lawns for the budgets works 2024/2025.

26/04/031 Waterside Gate 8 – additional planting to be organised by SR.

26/04/032 [] Carbis Close – Rejuvenation agreed.

26/04/033 []/ [] Carbis Close – Overgrown Phormiums to be hard trimmed to retain the greenery like the plants in Hollywell area. The hedge against the house to be trimmed. Additional planting could be added but not a full strip out of all plants.

26/04/034 Tintagel Way – Low level planters lefthand and righthand side, not all plants to be taken out. SR to quote to remove the Phormiums and replace with 3 brightly coloured cherry blossom trees.

26/04/035 []/ [] Tintagel Way – proposal to remove weeds and replace with plants. SR to quote.

26/04/036 Newlyn Way Entrance – SR to re-quote on hedging i.e. Portuguese Laurel or similar behind the sleeper wall to ensure the area is not open. SR to provide a detailed quote on planting for this area.

#### **BERTHING**

26/04/037 [] Bryher Island – The Shareholder has reported large amounts of pollution in the water. The Board advised AFP to forward correspondence to Premier Marina as it is an issue for them to deal with.

26/04/038 AFP have not received a response following a request for an update on the removal of the boat on Berth []. The CWG advised they will liaise with the owner of [] Newlyn Way.

26/04/039 Organisation of pile replacement – RGS advised he will take over the communications with Walcon.

26/04/040 A report was received that the boat [] had caused significant damage to vessels and pontoons on the North side of Bryher Island. The BWG will investigate the damage to the pontoons.

#### **SECURITY**

26/04/041 Nothing to report.

#### **COMMUNICATION**

26/04/042 The service charges 1<sup>st</sup> instalments 2024-2025 were issued. AFP received a few queries from Shareholders and Berth Owners regarding receiving multiple invoices and saving money on postage. A director clarified postage comes under the AFP management fee and not POSOL.

#### **LEGAL**

26/04/043 [] Carne Place – AFP received a new access code and have a copy of the power of attorney so they can communicate directly with [] regarding the sale of the garage.

#### **ANY OTHER BUSINESS**

26/04/044 Proposed change of date for the Board meeting in July to the 25<sup>th</sup>.

26/04/045 Nothing to report.

26/04/046 2024 Board meeting dates:

31 May

21 June

25 July

30 August

27 September

25 October

22 November

20 December

Meeting concluded at 12.00pm