

POSOL RESIDENTS MANAGEMENT COMPANY LTD
MINUTES OF THE BOARD MEETING HELD AT THE LYSSES HOTEL, FAREHAM
25 November 2024

Present: Julian Shaw (JS), Chairman
Ilan Currie (IC), Secretary
Reg Sillence (RGS)
Mabel Derry-Collins (MDC)
Nigel Padbury (NP)

Apologies: David Wilson (DW)
Mark Abrams (MA)

In Attendance: Kirsty Marshall (KM) Senior Property Manager Evolve
Lisa Kennard (LK) Property Management Assistant Evolve

25/11/001 The minutes of the October meeting had previously been circulated and it was agreed that they represented an accurate record of the meeting.

FINANCE

25/11/002 The finance reports for expenditure to 30 October were circulated. Expenditure as at that date was £438,341.63 against a budget of £477,656.33. The debtors' list was discussed at length, Evolve to continue to reduce the service charge debt.

COVENANTS

25/11/003 The completed final inspection forms were pending from the CWG.

25/11/004 [] Sennen Place – The final letter of consent was sent to the Shareholder for the replacement window and door.

25/11/005 [] Bryher Island – Following an inspection it was noted that the car port area had green screening. Evolve to write to the Shareholder requesting removal.

25/11/006 [] Newlyn Way – The proposed cladding report was pending. This was deferred to the December meeting.

25/11/007 [] Carne Place – The letter of conditional approval was sent for the proposed installation of Solar panels on the garage roof.

25/11/008 [] Coverack Way – Loft conversion and Velux windows, the CWG recommended to issue the letter of conditional approval for the Velux windows. There was no need for consent for the internal building work as this does not impact on the change of external appearance. The Board agreed. Evolve to send the letter of conditional approval.

- 25/11/009 [] Sennen Place – Loft conversion and kitchen extension to the side and behind garage with flat roof and roof window. The CWG recommendation was to issue the letter of conditional approval, the Board agreed subject to receiving the Notice of Transfer.
- 25/11/010 [] Tintagel Way - Removal of single back door and two quarter lights either side. The CWG recommendation was to send the letter of conditional approval and the Board agreed, subject to the usual caveats regarding the window frame colours and following the POSOL guidelines.

ESTATE REPAIRS & MAINTENANCE

- 25/11/011 Coverack Way - The Board suggested a 'sheet' of material to be added to the post to improve security. The response from Oyster Quay Management advised any additions would need approval by the Oyster Quay Board and subsequently by Portsmouth County Council. This will be subject to the installation of metal security fencing on POSOL land and this installation is dependent on a Shareholder changing their fence.
- 25/11/012 [] Tintagel Way – Evolve communicated with the owner of the abandoned vehicle who confirmed they were awaiting a new engine. Evolve left a voice message and sent a letter to the Shareholder. No response received to date. Evolve to report the vehicle to the Council after checking its TAX and MOT position.
- 25/11/013 [] Sennen Place – The overlength van was not present; Estate maintenance to monitor.
- 25/11/014 Sennen Place – The Board agreed to fit a coded lock and to provide the code to the Shareholder.
- 25/11/015 Bryher Island – Estate Maintenance to confirm if the painted 'T' marks for parking bays had been completed, update pending.
- 25/11/016 [] Coverack Way – Uneven paving on two parking bays. Evolve advised that the tree causing the damage is on POSOL land, a quote was pending to level the paving. Evolve to action a repair.
- 25/11/017 TV Signal – An email was received proposing a second opinion of the TV system and a recommendation of a contractor that would review the system free of charge. The TV engineer met with a Director and the engineer suggested that the amplifiers in each box may be unbalanced. A map was required to identify the location of all the signal boxes on the estate and once all boxes were opened, Evolve will notify the TV engineer and obtain quotes.
- 25/11/018 Tintagel Way – A report received of a converted van in in a parking bay. Evolve to send a letter and the parking regulations.

GARDENING

- 25/11/019 Newlyn Way Entrance – The GWG met with the garden designer. The Board agreed for the Sycamore tree to be removed from the area due to the shading which would impact the design, the other trees in the entrance will remain. It is hoped that the design is provided shortly for presentation at the Board meeting in December.

- 25/11/020 Carne Place Entrance – Evolve instructed the gardening team to pave the small area on the left-hand side.
- 25/11/021 Port Way & Estate Tree Survey – Following a review, discrepancies were noted, KM to speak to Leylandii & Lawns.
- 25/11/022 Carbis Close – The Board agreed for the removal of two deteriorated wooden planters, work completed.
- 25/11/023 Coverack Way Hedging – The Board agreed to fill the gaps in 2025/2026 budget, Evolve to obtain a quote for the new budget.
- 25/11/024 Bryher Island Planter Repair – The rotten timbers were replaced using the wooden timbers saved from a previous planter in Sennen Place.
- 25/11/025 [] Mullion Close & [] Coverack Way – Evolve advised the Shareholder that removal of the pine tree would be a private arrangement with a tree surgeon as the tree was located within the Shareholder’s boundary. The Shareholder requested pruning however, this was not advisable. The Board agreed that having a tree in this area was considered a feature on the estate and if removed a replacement tree would be required, Evolve to obtain quotes for the removal and replacement and correspond with both Shareholders in due course.
- 25/11/026 [] Carbis Close – A discarded sink and boiler was reported on the front garden, Evolve wrote to the Shareholder requesting removal.

BERTHING

- 25/11/027 Berth [] Safety Ladder – The repair was due to take place 25 November providing the two boats were removed from the berth. Due to the storm no boats were removed. The repair company advised that they may be able to remove the damaged ladder with the boats in situ by heating the mounting bolts. Evolve to contact both Shareholders urgently to advise.
- 25/11/028 Berth [] – The insurance repair for the pile and pontoon replacement has been completed.
- 25/11/029 Ladder Survey – RGS requested a ladder survey to be carried out by a specialist company, the quote was approved. Evolve raised a works order, attendance was due on 25 November.
- 25/11/030 Non-Compliant Boats – 39 boats were noted with overdue insurance expiry dates, LK confirmed that all Shareholders received an email requesting the insurance information. 27 boats remain on the list, LK to continue with the updating.
- 25/11/031 Evolve to send a note of thanks to Premier Marinas for assisting with the temporary moorings while the pile and pontoon repair was carried out.
- 25/11/032 Coverack Way Waterside – Evolve emailed berth holders in the area to request the removal of four dinghies. Two dinghies remain, the Board agreed that the dinghies were on POSOL land and require removal, Evolve to notify the two Shareholders.

- 25/11/033 Electricity Boxes Waterside – RGS contacted SSEN who confirmed that the responsibility of the box is with the Shareholder that owns the property that the electric supplies. Evolve to respond to Posol's insurer accordingly.
- 25/11/034 Berth Electricity Supply Incorrect Address – A Shareholder reported that they were being chased for a debt, the owner did not have a berth. The Shareholder had experienced much difficulty and proposed that POSOL take ownership of ongoing challenges. POSOL declined and advised no other berths with meters are affected and that some meters have been used since 1988. This was the first time such a problem had been brought to POSOL's attention.
- 25/11/035 Beth [] – A report was received of someone allegedly living onboard. Evolve required evidence to proceed as the Shareholder of the berth confirmed that no one was living onboard.

SECURITY

- 25/11/036 [] Coverack Way – A quote was received for metal security fencing but this was on hold as Evolve had not received quotes from the Shareholder. POSOL cannot proceed with any work until the Shareholder agrees to replace their fencing.

COMMUNICATION

- 25/11/037 Evolve instructed the hand delivery of the Autumn Newsletter. Due to a shortage in production Bryher Island did not receive a copy this year. The newsletter can be viewed on the POSOL website.