

**POSOL RESIDENTS MANAGEMENT COMPANY LTD**  
**MINUTES OF THE BOARD MEETING HELD AT THE SHORE HOUSE**  
**23 May 2025**

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

Apologies: Reg Sillence (RGS)

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

23/05/001 The minutes of the April meeting had previously been circulated, it was agreed that they represented an accurate record of the meeting.

**FINANCE**

23/05/002 The finance reports for expenditure to 30 April were circulated. Expenditure as at that date was £198,213.54 against a budget of £206,589.67. The Board discussed each debtor in detail, Evolve to continue to reduce the service charge debt.

23/05/003 POSOL Investment – The Board discussed the investment portfolio and unanimously agreed to increase the risk profile to 60/40 from 40/60 as this investment was considered long term for the future pontoon replacements.

23/05/004 Go Cardless – Evolve advised that 18 Shareholders had signed up to the direct debit option with the collection of the POSOL service charge payments twice a year.

**COVENANTS**

23/05/005 [] Bryher Island – A meeting to be arranged with the Shareholder and the CWG.

23/05/006 [] Coverack Way External Render – Letters were sent to both Shareholders regarding the redecoration.

23/05/007 [] Carbis Close – An application was received to carry out a car port conversion. Evolve sent a letter of conditional approval subject to the 7.8m remaining on the driveway and the receipt of the Notice of Transfer.

23/05/008 [] Bryher Island – An application was received to install bi-fold doors to the ground and first floor, the Board agreed, Evolve sent a letter of conditional approval.

23/05/009 [] Coverack Way – An application was received for a pergola in the rear garden, Evolve sent a letter of conditional approval.

- 23/05/010 [] Mullion Close – An application was received for the installation of glass to the car port gates, Evolve sent a letter of conditional approval.
- 23/05/011 [] Mullion Close – An application was received for the installation of Solar panels, Evolve sent a letter of conditional approval.
- 23/05/012 [] Newlyn Way – Evolve were notified of an external change of appearance which had not received POSOL consent, POSOL to investigate further.
- 23/05/013 [] Carne Place – An application was received for a conservatory (landside), the Board agreed to the installation, Evolve to send a letter of conditional approval. The Board agreed to allow temporary parking on the Port Way grass verge during the works, provided that photographs were taken before and after, and any damage caused would be fully rectified

#### **ESTATE REPAIRS & MAINTENANCE**

- 23/05/014 [] Bryher Island – Further communication sent to the Shareholder regarding running a business from home and the parking of multiple vehicles on POSOL land, POSOL have requested further legal advice.
- 23/05/015 A proposed parking report form was sent to the CWG, pending approval.
- 23/05/016 Kelsey Head/Newlyn Way Parking – Regarding the addition of a single white line/or double yellow line by the junction area. A further update pending from the Council.
- 23/05/017 Coverack Way – Update from the Council regarding the proposed double yellow lines on the righthand side of the junction, this was passed to the Traffic Regulation Orders team. The Council declined the proposal, Estate Maintenance to monitor the situation and resubmit the proposal with dates and photographs.
- 23/05/018 [] Carne Place – Following a report of an alleged business being run from the property, Evolve sent an email to the Shareholder who responded, no further action required.
- 23/05/019 Newlyn Way – A report was received of an abandoned vehicle, Evolve reported the vehicle to the Council, an update to confirm that the vehicle had been moved.
- 23/05/020 [] Coverack Way – A report of a vehicle parked by a waterside gate causing difficulties for access, Evolve to obtain the Title Plan and proceed with a letter to the Shareholder if this was POSOL land.
- 23/05/021 [] Coverack Way – A further email was sent requesting an update for the arrangements for the removal of the vehicle.
- 23/05/022 The metal work for the signage at the entrances to the estate were noted as rusty, a quote was pending for the painting.
- 23/05/023 Tintagel Way – The registered keepers details to be obtained for 2 overlength vehicles.

## **GARDENING**

- 23/05/024 [] Newlyn Way – A request was received for the removal of the Pine tree branches overhanging the rear garden. The Board agreed that the Shareholder could remove the overhanging branches, Evolve responded to the Shareholder.
- 23/05/025 [] Newlyn Way – The Board upheld the decision for both properties to remain opted out of the garden maintenance. Evolve responded to the Shareholder who had appealed the decision.
- 23/05/026 [] Bryher Island – A quote was received and approved for the lawn replacement, Evolve to instruct the work.
- 23/05/027 [] Carne Place – A tree was noted as being pruned by the Shareholder, GWG to monitor.
- 23/05/028 [] Cadgwith Place – Letters were sent to the Shareholders with the plant species for the planned rejuvenation/uplift due at the end of May subject to plant stock and weather conditions.
- 23/05/029 [] Bryher Island – The Board agreed to add shingle the narrow strip of ground, Evolve to notify the Shareholder.
- 23/05/030 [] Tintagel Way – The GWG will review the pruning of the tree in the June.
- 23/05/031 Dog Fouling – The gardening team reported an increase along Port Way and Lock View. Evolve to request additional signage from the Council for lamp posts and at ground level.

## **BERTHING**

- 23/05/032 Waterside Debris Gates [] – A contractor had been instructed to remove any remaining items.
- 23/05/033 Berth [] – A report was received of an oversize boat on the berth, POSOL will investigate this further.
- 23/05/034 Berth [] – A report was received of an unstable pontoon, a specialist company surveyor will be instructed to inspect the pontoon and provide a written report, Evolve to action.
- 23/05/035 Berth [] – A report was received of an unstable pontoon, a specialist company surveyor will be instructed to inspect the pontoon and provide a written report, Evolve to action.
- 23/05/036 Safety Ladder Replacement – The quote was approved for the 2 replacements, Evolve to instruct the work.
- 23/05/037 Berth [] – A report was received of a missing hinge bolt, the company returned to the following day to replace the bolt. The BWG to monitor.
- 23/05/038 Berth [] - A report was received of degrading decking, Evolve sent a contractor to investigate and replace the decking boards.

- 23/05/039 Berth [] – A repair was instructed for the sunken paving.
- 23/05/040 Non-Compliant Boats – One Shareholder remaining with POSOL's solicitor.
- 23/05/041 Overdue Licence Forms and Payments – Evolve to send a letter to all affected Shareholders.
- 23/05/042 [] Newlyn Way - A Versa dock request was appealed by the Shareholder and rejected by the Board as being not in accordance with the original design by the developers. Evolve to respond to the Shareholder.

#### **COMMUNICATIONS**

- 23/05/043 The Spring newsletter was hand delivered to all properties, the remaining brochures to be given to Marina Life Homes.

#### **ANY OTHER BUSINESS**

- 23/05/044 An incident occurred near the entrance to Newlyn Way causing damage to the hedgerow. Evolve reported the incident to the Police and will send the photographs of the damage to make a claim on the vehicle owners' insurance.