

POSOL RESIDENTS MANAGEMENT COMPANY LTD
MINUTES OF THE BOARD MEETING HELD AT THE LYSSES HOTEL
27 March 2026

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

Apologies: Mark Abrams (MA)

In Attendance:
Mark Sephton (MS)
Mike Routh (MR)

Lisa Kennard (LK) Property Management Assistant Evolve
Sally Reynolds (SR) Property Management Assistant Evolve

The Chairman introduced MS & MR as prospective directors, noting their interest in joining the Board.

27/03/001 The minutes of the February meeting had previously been circulated; it was agreed that they represented an accurate record of the meeting.

MATTERS ARISING

27/03/002 Health and Safety Assessment – DW will undertake a review of the Health & Safety Fire Risk Assessment for the Estate and provide a report in due course. It was noted that, following discussions with the insurance company, a formal external report was not required.

FINANCE

27/03/003 The finance reports for expenditure to 28 February were circulated. Expenditure as at that date was £526,744.73 against a budget of £569,911.00. The Board discussed each debtor in detail. Evolve to continue to reduce the service charge debt.

COVENANTS

27/03/004 [] Newlyn Way – final inspection report received from CWG. Evolve to issue the final letter of consent.

27/03/005 [] Newlyn Way – The CWG reviewed the plans, Evolve to issue a letter of conditional approval.

- 27/03/006 [] Sennen Place – A revised application form and plans were received. A final inspection report was received from the CWG. Evolve to issue the final letter of consent.
- 27/03/007 [] Sennen Place- Retrospective consent was granted for a car port conversion. A final inspection report was received from the CWG. Evolve to issue the final letter of consent.
- 27/03/008 [] Newlyn Way – A final inspection form is required from the CWG. The Shareholder noted that they have been waiting sometime. LK will follow up with the CWG to obtain the outstanding inspection report and send the final letter of consent.
- 27/03/009 [] Bryher Island – A final inspection form required for Velux windows.LK will follow up with the CWG to obtain the outstanding inspection report and send a final letter of consent.
- 27/03/010 [] Carbis Close – A final inspection required by the CWG. LK will follow up with the CWG to obtain the outstanding inspection report and send a final letter of consent.
- 27/03/011 [] Carbis Close – The Board agreed for an extension of time for a car port modification and the reduction of the external flower bed for parking. Evolve notified the Shareholder that the extension is granted for 12 months.
- 27/03/012 [] Bryher Island – A final letter of consent was sent to the Shareholder.
- 27/03/013 [] Carne Place – A final letter of consent was sent to the Shareholder.
- 27/03/014 [] Carne Place – An enquiry to install car port gates to include a gate as per the neighbouring property. Evolve sent a letter of conditional approval.
- 27/03/015 [] Bryher Island – A Solar panel application was approved by the Board, Evolve sent a letter of conditional approval.
- 27/03/016 [] Bryher Island - Evolve received a 10-page document containing suggestions for parking, adding double yellow lines, external decoration of properties, EV charging units, waste bins, internal firewalls and household electrics. LK responded to the Shareholder and notified the CWG, no further action.
- 27/03/017 [] Bryher Island – The Shareholder advised the paint colour was no longer available, NP advised of the Sadolin version and the Shareholder was notified. It was noted that paint colour codes frequently change, and implementing an RGB paint code system would be helpful. This remains an ongoing project for the CWG.
- 27/03/018 [] Newlyn Way – An application received for a car port conversion. Evolve to send a letter of conditional approval.
- 27/03/019 [] Sennen Place – An application form received for the installation of decking at the rear of the property. Evolve to issue a letter of conditional approval subject to the inclusion of the appropriate rodent protection/mesh around the decking.

ESTATE REPAIRS & MAINTENANCE

- 27/03/020 Tintagel Way – Estate Maintenance recommended to replace one wooden post and one fence panel. LK instructed the repair and the work has been completed.

- 27/03/021 Water Meters – LK passed the details of the locations of the water meters for the two highest invoices and sent copy invoices to NP and DW for investigation.
- 27/03/022 Waterside Tap Gate [] – A contractor was instructed and attended to repair the waterside tap. The 15mm speed fit straight connector had split and failed, defective fitting removed, supplied and fitted new and reconstructed 4-inch ducting. Further work to be carried out as there is missing ducting, quote pending for review. This tap was identified previously as having high usage.
- 27/03/023 Berth [] Tap – A report was received of a leaking tap when in use, a repair to be undertaken and the contractor will be asked to include this item at the same time when attending to repair the waterside tap.
- 27/03/024 Oyster Quay Management Ltd (OQML) – An update received from PS&B advising the Chairman’s letter would be passed to OQML Directors. No response received to date.
- 27/03/025 [] Bryher Island – A report was received of a parking issue. Parking on adopted roads was initially referred to the solicitor, however clarity could not be obtained and the matter was escalated to a Senior Barrister. LK will write to the shareholder to advise that the matter remains under the review.

GARDENING

- 27/03/026 [] Bryher Island – Following communication from Evolve, the Shareholder agreed to the proposed work in their garden.
- 27/03/027 [] Bryher Island – The Shareholder agreed to the proposed work. LK notified the gardening team.
- 27/03/028 [] Bryher Island – The Shareholder requested a rejuvenation, the GWG will review the garden to replace the dying hedges and address an overgrown Phormium on their next walkabout 28 April.
- 27/03/029 [] Bryher Island – A revised quote is pending for an alternative option for the part rejuvenation. Further options and costs are to be reviewed by the GWG.
- 27/03/030 Holywell Drive Entrance - Two large pieces of metal have been identified beneath the soil. The matter is currently being addressed by the gardening team.

BERTHING

- 27/03/031 Two Replacement pontoons – Following the completion of the fitting of double thickness black composite either side of the pile the invoice was processed and authorised for payment.
- 27/03/032 Pontoon Plaques - A contractor has been instructed to attach the numbered plaques to the new pontoons. Premier Marinas and the Shareholders have been notified.
- 27/03/033 Berth [] – A new unlicensed boat was reported to Evolve, the Shareholder was notified via email, a telephone message was left, LK will issue a hard copy letter to the Shareholder.
- 27/03/034 Pontoon Decking Repair– LK to instruct the contractor in April to carry out the remaining decking repairs and to service and lubricate all waterside gate locks.

While onsite, an inspection will be carried out on the gate metal work and report if the gates are adequately secured in the ground.

COMMUNICATIONS

27/03/035 The Spring Newsletter will be sent with the April service charge invoices, and a hard copy will be delivered to all properties on the estate.

DIRECTORATE

The board resolved to appoint Mark Sephton and Michael Routh as directors of the board with immediate effect, to hold office until the next AGM at which time they will need to seek election to the board by the shareholders if they wish to continue.