

POSOL RESIDENTS MANAGEMENT COMPANY LTD
MINUTES OF THE BOARD MEETING HELD AT THE LYSSES HOTEL
29 May 2026

Present: Julian Shaw (JS), Chairman
Ian Currie (IC), Secretary
Nigel Padbury (NP)
Reg Sillence (RGS)
Mark Abrams (MA)
Mark Sephton (MS)
Mike Routh (MR)

Apologies: Mabel Derry-Collins (MDC)

In Attendance: Lizzy Ellis (LE) Managing Director Evolve
Lisa Kennard (LK) Property Management Assistant Evolve

24/04/001 The minutes of the April meeting had previously been circulated; it was agreed that they represented an accurate record of the meeting.

FINANCE

29/05/002 The finance reports for expenditure to 30 April were circulated. Expenditure as at that date was £197,299.23 against a budget of £209,722.00. The Board discussed the debtors list in detail. LE will oversee management of aged debtors in order to reduce the service charge arrears.

29/05/003 POSOL Investments – After discussing the proposed options the Board unanimously agreed to maintain the current investment risk profile and also agreed to the proposal to transfer £100,000.00 from the POSOL NatWest bank account to the investment platform in order to earn extra interest but still using mainstream banks.

COVENANTS

29/05/004 [] Newlyn Way – The final inspection form is currently pending from the CWG.

29/05/005 [] Carbis Close – A final letter of consent was sent to the Shareholder for the external change of appearance.

29/05/006 [] Bryher Island – A final letter of consent was sent to the Shareholder for the external change of appearance.

29/05/007 [] Coverack Way – The final inspection form is currently pending from the CWG.

29/05/008 [] Carne Place – Evolve sent further correspondence confirming the extended timeframe for completion of the external change of appearance.

29/05/009 [] Carbis Close – Correspondence was sent to the Shareholder requesting a timeframe for the completion of the external change of appearance.

29/05/010 [] Nelwyn Way – An application form was submitted for a Solar panel installation. The Board approved the application, Evolve sent the letter of conditional approval.

- 29/05/011 [] Bryher Island – A formal request was received for an external change of appearance which included like for like changes. The Board approved the application, Evolve sent a letter of conditional approval.
- 29/05/012 [] Carne Place – Three final inspection forms were received from the CWG. Evolve to send the three final letters of consent.
- 29/05/013 [] Tintagel Way – An enquiry was received regarding to trail an electric cable across the pavement to charge an electric vehicle. It was noted that the property did not have a driveway. Evolve to refer the Shareholder to Portsmouth Council, as this area is adopted highway.
- 29/05/014 [] Bryher Island – A anonymous report was received suggesting a property was operating as an HMO. No evidence was provided, the email address was not recognised, therefore no further action was possible.
- 29/05/015 [] Carbis Close – An application was received for a proposed kitchen extension with new bi-fold doors. The Board agreed for Evolve to send the letter of conditional approval subject to matching like for like colours and materials.
- 29/05/016 [] Cadgwith Place – Evolve received several reports of a privacy screen. Evolve to send correspondence to the Shareholder requesting removal.
- 29/05/017 [] Newlyn Way – Reports were received of an external change of appearance. The CWG to investigate and monitor.

ESTATE REPAIRS & MAINTENANCE

- 29/05/018 Oyster Quay Management Ltd (OQML) – A meeting was held on 7 May. The costs associated with the new fobs for the upgraded gate system were discussed. An agreement was required before the fobs can be issued to Shareholders.
- 29/05/019 [] Bryher Island –The vehicle reported is SORN with no MOT, the Council attended and confirmed this was POSOL land. A letter sent to Estates and Maintenance to apply a letter to the vehicle requesting removal by 27 May. The vehicle remains present onsite, Evolve to engage with an external company to proceed with the vehicle removal.
- 29/05/020 Lock View Parking – A report was received of vehicles staying overnight emptying toilet waste into the drain. Estate and Maintenance to monitor and report vehicles to Highways.
- 29/05/021 The Health and Safety inspection of the estate to be instructed as agreed by the Board. Evolve to instruct the contractor. MS and LK to assist with access.
- 29/05/022 Tintagel Way – Works completed to the lifting paving, the working group considered the repair to be adequate and, in their opinion, not a trip hazard.
- 29/05/023 Bryher Island – Discarded gravel was noted in the hedgerow, suspected of being discarded by a builder not known to the estate. Evolve to arrange for the removal.
- 29/05/024 [] Tintagel Way – It was noted that grates were missing in the driveway, Evolve notified the Shareholder and the letting agency.

- 29/05/025 Two damaged lamp posts were reported to Highways.
- 29/05/026 Cadgwith Place – A report was received of a SORN vehicle on adopted land, the vehicle was reported to Highways and the DVLA.
- 29/05/027 Pigeons and Gulls – A report was received of deposited bird food near Holywell Drive, with the matter being published in the recent RAPS Newsletter. An item will appear in the POSOL Autumn newsletter.

GARDENING

The minutes of the Gardening Working Group meeting held on the 28 April were reviewed as follows:

- 29/05/028 [] Carbis Close – The Shareholder was requested to remove a large wooden item placed on top of the hedge to maintain the hedge's health and condition.
- 29/05/029 The GWG to review a tree in Lock View on their next walkabout, regarding the new growth that had been removed from the stump.
- 29/05/030 Cadgwith Place and Carbis Close – Evolve to notify the gardeners to remove the litter from the hedges.
- 29/05/031 [] Tintagel Way – A report was received of a plant trailing over the capping, LK to send a letter to the Shareholder requesting the plant is trimmed to allow POSOL access.

BERTHING

The minutes of the Berthing Working Group meeting held 29 April were reviewed as follows:

- 29/05/032 Berthing Database – The contract was agreed and signed for the software provider, to commence 1 June 2026 to 31 March 2028, upon completion the contract will be subject to review.
- 29/05/033 Berth [] – The Shareholder will return the POSOL signed insurance renewal forms for both vessels.
- 29/05/034 Berth [] – A further email sent requesting boat registration documents, no response received to date.
- 29/05/035 Non-Compliant Boats – A list of Shareholders details will be passed to POSOL's solicitor.
- 29/05/036 Pontoon Decking Repair – All reported repairs are complete.
- 29/05/037 Berth [] – A report was received of an alleged sinking rear float. The BWG agreed the pontoon was not sinking and was adequately balanced, no further action.
- 29/05/038 Berth [] – A report was received of an overlength boat on the berth. Evolve to send a letter to the Shareholder requesting removal within 14 days.
- 29/05/039 Berth [] – Evolve to send a letter to the Shareholder regarding the new boat on the berth.
- 29/05/040 A works order to raise for the company to replace the bolts on the hinges of 5 pontoons. Evolve to arrange a date and inform the Shareholders concerned.

- 29/05/041 The BWG to undertake an inspection of all pontoons and record the findings to develop a priority schedule for a phased maintenance/replacement programme.
- 29/05/042 [] Carbis Close - Evolve received reports of bicycles being stored behind a waterside gate and individuals walking along the capping. Evolve requested a photograph of the bicycles and once received, a letter would be sent to the Shareholder.