

# Sinclair Resident Association

## Committee Meeting Minutes

24th April 2017, 7pm Gorgie Church Hall

### Present

Peter Goddard (Myreside)

Peter Bertaut (Myreside)

Jane Buxton

Jerry Davin

Basil Morrison

Alex Schooling

Niall Scott

### Apologies

Alan Eccles

Ruth Evans

Pamela Gidney

Jean-Baptiste Richon

Rosina Weightman

The previous committee meeting minutes were not discussed as the AGM had previously taken place on 21st March 2017 where the new factor (Myreside Management) was appointed as well as a new committee. This first meeting of the new 2017-18 committee had no formal Agenda as it was arranged primarily to provide an opportunity for the committee to get a progress update from the new factor as to the status of the handover with DCPM prior to commencement of the factoring contract on 1st May 2017.

## Progress since AGM

Myreside have sent out the float invoices to owners and are awaiting payment from all owners - some people had paid by this point.

Myreside reported that the communal buildings insurance cover for the flats had been arranged and will commence from midnight of the last day in April. The policy schedule will be put on the Myreside website when it is available and accessible to all owners.

Myreside will be collecting all keys in DCPM's possession for the estate from mid-day on Friday 28th April.

Myreside have reported that the handover from DCPM is pretty much complete and servicing contracts controlled by DCPM have been cancelled for the end of the month.

Residents can now go on to the Myreside website to see newsletters and documentation.

Myreside believe they are ready to go.

## Fountains

Peter B will be taking a look at the fountains. He is on holiday at the start of May but will resume looking at this when he returns.

Necessary parts for the fountains have been purchased. The fountains have been cleared out and waterproofing has yet to be carried out.

Spare pumps have been purchased so that they are in stock and can be quickly replaced if there's a future pump failure.

## Pest control (seagulls)

Peter B will be visiting the site with the contractor appointed to deal with the seagull situation. He will be making use of the cherry picker that the pest control will use to reach the eggs so that he can inspect the state of the roof in the estate as this makes best financial sense as the cherry picker is on-site.

## Gutters/roof

As mentioned, Peter B will inspect the roof when the cherry picker is on-site. He has some concerns with the roofing and will inspect those areas.

Alex has requested that Myreside look at the gutters in particular as some are full of weeds/overgrown vegetation. Peter B has noted this and will look at this.

## Gardens

Myreside will be aiming to get the gardens in better condition going forward. They'll spend some extra time initially to get the landscaping in order.

## Float

The person who threatened not to pay, as communicated by Myreside to the committee email list, has now made payment.

Myreside have agreed to produce a financial report to the committee at committee meetings. These reports can be requested by the committee at any time.

It was clarified that invoicing is every quarter.

Niall has requested that estate debt reports are sent to the committee on the 28th of every month, as per the arrangement with DCPM.

Niall has requested that invoices are sent to the committee prior to being sent to owners for scrutiny.

## Electrical apportionment

Myreside will request information from DCPM on the current state of the electrical apportionment issue.

It was suggested the most fair system is for all communal electricity meters will be split evenly across all properties on the estate, with a solution yet to be determined for how it is split with the town houses.

## Proactive maintenance

The committee is to send Myreside the maintenance spreadsheet previously drawn up by the 2016-17 Committee. Progress on this stalled latterly with a focus of the 2016-17 committee to reach the position of being able to appoint a new factor and general challenge of progressing maintenance matters with the previous factor.

## Asbestos survey reports

Niall has reported that he has put the asbestos survey reports (29 in total - one for each stairwell), as demanded by DCPM and carried out by their appointed contractor on behalf of owners, on the Sinclair website for owners to access.

## Dumping

Myreside have stated they will be vigilant on removing dumped items.

## Car parking

Jerry brought up the issue of car parking on the estate, with non-residents making use of resident's spaces, particularly on football match days. It was discussed that while annoying, it's an issue that cannot be effectively dealt with.

## Website

Niall has requested that committee members help re-write parts of the website to bring it up to date and current.

Niall has reported that the forum board is still not ready as some issues are yet to still be overcome.

## Next meeting

The date, time and location of the next committee meeting was not discussed and will be agreed by members via e-mail.