

**Sinclair Committee & Myreside Meeting**  
**27<sup>th</sup> February 2018, 7.00 – 9.00pm**

	<b>Attended</b>	<b>Apologies</b>
<b>Sinclair Committee</b>	Alex Schooling (Chair) Ruth Evans Pamela Gidney (minute taker) Basil Morrison Rosina Weightman	Jean-Baptiste Richon Jerry Davin Niall Scott
<b>Myreside</b>	Peter Bertaut	

Alan Eccles stepped down from the committee in December 2017.

**AGENDA**

- 1) Committee matters
- 2) Action Point Update from the 28th November meeting
- 3) AOB

**1. COMMITTEE MATTERS**

**Chair**

Alex will now take over as Chair. Basil was thanked for his work to Chair the committee over the past six months.

Alex will take over as the point of contact for communicating with Myreside on committee matters and seek views from the wider committee as required. Committee members to continue to contact Myreside directly on resident/individual owner business.

Alex will continue to copy the committee e-mail address into all correspondence with Myreside. Similarly, Myreside were reminded to continue to ensure they copy in the same committee address when responding or writing out to the Chair.

**AGM**

Wednesday 24th April was agreed as the date for the AGM. This will be a 7pm start at Gorgie Church Hall.

A Factors Report will be prepared by Myreside and cover the following items - maintenance progress, large project work, insurance claims, recommended work for 2018-19 and financial/development account status. The committee encouraged Myreside to highlight the work undertaken to get some maintenance aspects back in order, for example the work done on the gardens.

**Committee Actions:**

- Basil to book the church hall for the AGM.
- Pamela to add the AGM details on the Sinclair website.
- Alex to prepare a letter from the committee to be sent out with the formal AGM notification in late March/early April.

**Myreside Actions:**

- Peter to draft the AGM Agenda and also circulate a structure of the Factor Report to the committee.
- AGM details to be included in the owner newsletter issued by Myreside along with the next invoice in March.
- Formal notification of the AGM to be sent by Myreside to all owners by the 4th April.

**Sinclair Residents Website/Communication**

Pamela has completed the update of the Sinclair website.

Basil suggested a couple of edits - change the 'Shandon Development' reference on the development history page to 'Sinclair Development' and to add the Factor history timeline.

The committee meeting minutes from November still require upload.

**Committee Actions:**

- Pamela to make the changes noted above.
- Niall to upload the November meeting minutes.

**Myreside Action:**

- Link to the Sinclair website to be included in the next owner newsletter (<https://sinclairresidents.org.uk/>).

**2. ACTION POINT UPDATES FROM 28<sup>TH</sup> NOVEMBER 2017 MEETING****Fountains**

At the November meeting Myreside recommended covers are placed over the fountains to prevent damage from freezing water (rain has been getting into the fountains during previous winters and causing cracks) at a cost of ~£60 per cover. Following discussion, the committee agreed to go ahead with this investment. It has, however, not been possible to source covers of suitable size for the five fountains. As an alternative, Myreside suggested exploring covering the fountains with tarpaulins next year.

**Myreside Actions:**

- All fountains to be checked for cracks following this winter and status reported to the committee.
- De-winterisation/spring switch on in to happen in early April (coinciding with the start of the grass cutting season).
- All fountains to be repainted at no cost where the paint applied in spring/summer 2017 is peeling.

**Seagulls/Vermin**

Peter updated the committee that previous advice shared at the November meeting of requiring the flying of hawks as part of a seagull work management strategy to comply with regulations regarding bird protection is not the actual position and it is possible to undertake de-nesting work without birds of prey.

It was noted that the seagulls have been increasing around the development and area in general over the past few months with the start of the breeding season around the corner. Rosina also

noted that the council is looking at the issue of seagulls in the city with two councillors particularly leading on the matter and suggested we could all also contact our local councillors.

Two quotes have been received by Myreside to continue management activity in 2018:

- Anglo Scot - 5 de-nesting visits between May and September for a cost of £2,600 plus VAT. Further visits could be made at a cost of £350 plus VAT per visit.
- NBC - 3 de-nesting visits plus hawk flying for a cost of £3,250 plus VAT. This is the company used in 2017 and price retained for the same service.

Following discussion about the mixed external research reports regarding the value of flying birds of prey, it was agreed by the committee members present to try a more frequent but cheaper de-nesting approach this year. Anglo Scot to be appointed to undertake the contract. There was also some discussion about whether a start in May was too late and Myreside were asked to discuss this with the contractor.

Alex also raised a mice issue at 4SP. Peter informed the committee that there were issues in some other areas of the development with pest control services being deployed and costs passed through on a flat or block basis depending on the specific location of the issues. Peter also noted the design of the electricity cupboards and lack of sealed flooring was a contributing factor. It was also noted that dumping and residents adding to over-spilling bins in sheds wasn't likely to help either

**Myreside Actions:**

- Anglo Scot to be contacted to confirm their appointment to undertake the seagull management work and discuss whether de-nesting starting in May is early enough with gulls already present on site.
- Locations of mice issues/pest control work to be provided to the committee.

**Gardens**

Garden maintenance plans for the year are pending a development walk round between Myreside and the committee. Peter and Rosina scheduled to do this walk round on the 2nd March and garden plan to follow thereafter. This will include discussion of which further plants can be moved around and where Pyracantha are best located. *(Post-meeting note: Garden walk round cancelled due to the snowy weather and will be rescheduled).*

Rosina noted a few items to be addressed from her own observations prior to the meeting. These include gaps in the beech hedge at the parking area outside 20SP/16 SP (townhouse), further cutting back of the shrubs required at 24SP and continued use of the garden area outside SP as a cut through.

Peter confirmed the conifer topping is now complete.

Soil improvement (including a fertiliser component) discussed previously and quoted at £140/ tonne. Rosina noted that she had access to fertiliser via her allotment for a very small sum.

**Myreside Actions:**

- Garden walk round with Rosina followed by circulation of a costed garden maintenance plan to the committee.

**Maintenance Plan**

Myreside updated the committee that the council consider the broken wall around the sub-station on Stewart Avenue advised not to be their responsibility. While in the style of the development

brickwork it is on adopted land. Myreside now chasing up the ownership position with Scottish Power.

### **Dumping & Littering**

Dumping continues to be an issue and the new bin store signs don't unfortunately appear to have deterred some residents. Latest item includes what appears to be a dumped mattress in a car park space outside 6SP and the bin shed between 1 and 6SP is also full of items which are blocking the bins from being emptied.

The committee asked that the bin stores are checked regularly by the Myreside team and that more attention is also paid to the litter pick up. Peter undertook to speak with the team on these matters.

Peter advised that the council will not put up signs next to private areas regarding dog fouling. There was discussion of private signs being put up, but in view of the bin stores signs being ignored in relation to dumping it was not felt these would have a notable impact. It is apparent that the dog fouling issue continues to not be entirely attributable to Sinclair development residents only as committee members still observe dog walkers from Stewart Terrace and Robertson Avenue entering the complex and using the garden areas as a public park.

The committee thanked Peter for addressing removal of the undesirable looking white van which had been parked outside 32SP for an extended period of time.

The blue car with a Polish registration in a non-road worthy condition on the adopted road at the entrance to the parking by 1SP and townhouse area of the development is still in place. Rosina to show Peter the location when doing the garden walk round and removal to be followed up thereafter.

### **Myreside Actions:**

- To speak with internal team regarding grounds litter pick up and checking of bin stores.
- To contact the DVLA/council regarding the removal of the non-road worthy car parked on adopted land.

### **Cycle Sheds**

Capacity issues in the bike sheds were discussed. Peter noted that generally all stores are in high use, but that 26 bikes are identified to be non-road worthy. It was agreed that another cycle cull should be undertaken with particular targeting of non-roadworthy bikes. The current racks were felt to optimise the available space as best as possible.

Peter also advised that two bikes attached to railings on the Stewart Terrace side of the development will be removed.

Rosina raised the potential to provide the council with some land at the entrance to the estate opposite 3/4SP for cycle parking. It was noted that this would require owner input given it is development land. Rosina undertook to contact the council and further discussion to be undertaken if this moved forward as something of interest to the council.

### **Myreside Action:**

- Further cycle cull to be undertaken.

### **Finance & Invoicing**

Peter apologised for not having debt report information together for the meeting and will provide this to the committee by e-mail after the meeting.

A draft invoice for the December to February period will be shared with the committee in early March for comment prior to issue. A draft of the accompanying newsletter will also be sent to the committee for comment.

**Committee Actions:**

- To return with comments on the draft invoice and newsletter on receipt.

**Myreside Actions:**

- To provide the committee with a current debt report.
- To provide the committee with a draft invoice for the December to February period plus also the accompanying newsletter to be issued.

**Deeds/ Insurance Apportionment**

As discussed at previous meetings, Myreside wish to offer buildings insurance cover to the Townhouses and included a letter about this with the last invoice issued in December. The information noted that any change would not be able to take place until the new policy renewal in December 2018 and deferred further discussion to the 2018 AGM.

Allianz have since quoted £188.62/property for a policy including the townhouses. *(Post-meeting note: Based on this quote there would be a 15% increase in the premium for flat owners compared to the current 292 flat only policy at a cost of £163.74/property in 2018).*

The committee noted they felt that Myreside are creating potentially unnecessary work by proposing a change in the building insurance policy arrangement which has been in place since 2000. If Myreside wish to continue to proceed then it was noted that any further correspondence issued to townhouse owners should be clear about the excess charges and also that apportionment is split equally across all properties. For the purposes of implementation, it was agreed there would need to be a majority view returned by the townhouses and again this should be made clear in any correspondence issued. The committee requested to see a copy of any future letter prior to issue.

*(Post-meeting note: There also needs to be consideration of how a rise in premium resulting from a change in the policy cover to include the townhouses is consulted on with flat owners).*

**Myreside Actions:**

- Myreside should write to Townhouse owners seeking their response to inclusion in Block Buildings Insurance cover from 1<sup>st</sup> December 2018. This should happen prior to possible tabling for discussion at the AGM towards the end of April.
- Any further correspondence regarding the buildings insurance to be sent to the committee before issue.

**3. AOB**

Myreside noted the next invoice will include the 2017 seagull management work. Committee members suggested this had already been invoiced. **Committee Action:** Pamela to check previous invoices.

Transfer of electricity account details from DCPM to Myreside has still not been concluded and therefore there will be no charge in the next invoice issued by Myreside. The committee noted it is

now some period since owners have been billed for electricity and asked by the committee to again chase up with DCPM. **Committee Action:** Myreside to contact DCPM about electricity transfer and advise the committee.

The committee has previously discussed developing forum boards as a means of communication with owners. In view of the very limited e-mail traffic on the resident e-mail group and improved Factor service, it was agreed the forum boards should not be further progressed at this point. Owners will still be able to contact the committee directly by e-mail.