# Minutes: Committee Meeting

Wednesday 29th June 2022, St. Michael’s Parish Church, 1 Slateford Rd, Edinburgh EH11 1NX

## Attendees

* Neil Raphael (Flats) – Chair
* Ruth Evans (Flats)
* Rich Gibb (Flats)
* Carmel Connolly (Townhouses)
* Massimo Fabbreschi (Flats)
* Liam Langedijk (Flats)

## Agenda

1. **Myreside**

There are two outstanding items to be resolved with Myreside, Debt Recovery Process and Final Accounts.

Debt Recovery: The committee is actively in touch with Myreside to understand the current situation and how the process impacts final accounts, however the status is still not clear. The next step is to request updates on an agreed schedule with Myreside. If residents have queries or concerns, the committee recommends that they are raised directly with Myreside as per their [Statement of Service.](https://myreside-management.co.uk/statement-of-service/)

Final Accounts: Similarly, the committee is actively in touch with Myreside regarding Final Accounts as there are residents still waiting for refund of float balances. The committee are doing their best to work with Myreside to resolve this but again the committee recommends queries from residents are raised directly with Myreside.

1. **Sinclair Development Plan**

The focus of the evening was reviewing the Sinclair Development plan, specifically on items in the short term. The items were split into themes and assigned to a nominated committee member to share the workload. Here is a summary of the themes and the owner:

* Gardening and Stair Cleaning – Neil
  + The committee are keen for the specs to be reviewed and them and schedules published on the Sinclair Development website for visibility
* Maintaining and Updating the Blocks - Ruth
  + Starting the process of obtaining quotes for updates to blocks like peplacing entry phone systems (and potentially adding them to the back doors) and painting
* Lighting – Rich
  + Reviewing current lightning status of the estate, timers etc, and reporting to Trinity
* Signage - Carmel
  + Starting to investigate signage for the development to aid directions/deliveries.
* Bike Sheds – Liam
  + Roof repairs and removal of dumped items
* Hyperoptic Broadband – Neil
  + The committee recommended proceeding with Hyperoptic for the estate to provide additional options other than Virgin and BT for more competitive pricing
* Notice Board – Neil
  + Investigating implementation of a central notice board on the development to allow for wider communication with residents

1. **Sinclair Newsletter**

The committee are keen to start distributing a newsletter to residents via Trinity. Massimo is taking initial responsibility for this. The aim is for the newsletter to contain updates and plans from the committee and Trinity.

1. **AOB**

The following items were also discussed towards the end of the meeting

* Initial planning for AGM for October 2022
* The committee have happy with the repairs Trinity have made to the gates in the development
* Reminder to residents that as per the [Sinclair Title Deeds](https://sinclairresidents.org.uk/title-deeds-sinclair-close-gardens-place/), ‘No external alterations to any Dwellinghouse … shall be made’ in relation to boiler installers were elements are install on the outside of the block.
* Emails to Flats residents have been sent out, one from Trinity and one directly from Callum Searle. The committee advise residents to check Spam folders for Callum’s email as it details out the payment options available.
* The committee want to inform residents that it’s possible for them to fill the fountains with care if they see they are empty.