# Minutes: Committee and Trinity Factors Meeting

Wednesday 31st August 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) - Minutes
* Massimo Fabbreschi (Flats)
* Liam Langedijk (Flats)
* Norma Johnstone (Flats)
* Callum Searle (Trinity Factors)

## Agenda

1. **Myreside**

The committee is still concerned about the tracking of the debt recovery progress. However, the committee has resolved that given its limited resources we would rather focus on improving the development and focus on current issues rather than pursuing a formal complaint against 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/)

1. **Committee IT Solution**

There has been an issue recently with the email alias used by the Committee. It’s been around for a long time and there does not appear to be a resolution to fix the issue. The Committee are actively looking at an alternative option to provide a contact email for residents/owners as well as adding additional capabilities like file storage. A Teams subscription is the current option and is being trialled in September.

1. **Sinclair Development Plan** 
   1. **Recent Successes**
      1. Annual Gutter cleaning complete
      2. Notice Board for development researched and agreed by committee to progress. The Notice Board will help improve communications with Residents and Owners, especially for those with no access to email or the Sinclair Development website.
      3. Quarterly Newsletter ready for review by Committee and Trinity before being sent to Owners
   2. **Updates**
      1. Roofs were inspected during Gutter Clean, stone slippage and cracks raised with Trinity.
      2. Walkaround planned for Gardening survey
      3. Lighting appears to be working as expected, but Trinity welcome updates from residents from broken lights
      4. A contractor is coming to the Development w/c 5th Sept to review Bike Shed roofs.
      5. Policy drafted by Committee for measures around installation of Condensing Boilers, to be reviewed by Trinity
      6. A wayleave has been signed by a resident for Hyperoptic Broadband. If residents have any related queries, please raise with Hyperoptic or Trinity as appropriate.
2. **Trinity Update**

Trinity is happy with the development and status of the budget. They have made progress with collating contact information of owners. Most of the contact from Owners and Residents is related to lighting around the development

1. **AOB**

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

* Stair Cleaning is conducted every 2 weeks during April-Sept and weekly during Oct-March
* Avian Pests visit the development every 2 weeks with their falcon and sea gull nests have been removed.
* AGM planned for November. Details and documents will be shared with Owners in October.
* Several items need to be raised at AGM to be voted on due to associated costs.
* A survey has been drafted to share with Owners/Residents to find out what people in the development are interested in.