

Annual General Meeting Thursday 26th October 2023

Gorgie Dalry Parish Church Hall, 190 Gorgie Road, EH11 2NX

Committee 2023

Attendees

- Neil Raphael (Flats) – Chair
- Carmel Connolly (Townhouses) – Secretary
- Ruth Evans (Flats)
- Rich Gibb (Flats)
- Norma Johnstone (Flats)
- Massimo Fabbreschi (Flats)

Apologies

- Liam Langedijk (Flats)
- Jack Whitelaw (Flats)
- Justyna Pawelek (Flats)

Committee Report

Neil Raphael opened the AGM by welcoming owners, Sharon Laird, and the committee.

Neil started off by establishing the differences between the Committee and Factor responsibilities and doing a call out for volunteers, particularly to represent Sinclair Close. We always welcome new voices and volunteers so [get in touch](#) if you are interested. More information on the [Sinclair Development Website](#).

Change in financial year

The committee and Trinity are proposing a change in financial year to 6 months, Dec to May. The next AGM will be in May 2024, and then in June, the yearly financial year will resume. This change is to help with Christmas financial burden and coincident with annual leave/holidays. **Please note this does not affect our overall bills other than the timing of when we are billed.**

In the past year, the Committee have met 7 times, in person and online, with Trinity attending the majority. Topics covered in meetings included:

- Development survey
- Electricity costs and lighting
- Fountain Repairs
- Abandoned cars / Cars in disrepair
- Overgrown trees
- Litter problem areas
- Gaps in planting
- Quality and frequency of gardening
- Gas and electrical safety reports / actions
- Recycling bins

- General repairs
- Development budget and bad debit
- Parking permits and the impact on the development
- Insurance claim record
- Block address plates
- General development signage
- Bike shed repairs and clear out
- Installation of Hyperoptic / CityFibre
- Service buzzer times
- Stair refurbishment planning

Successes include:

- Repair of fountain electrics
- Block Signage
- Cycle shed roof repairs
- Detailed plans for the refurbishment of stair / common hallways.
- Development survey
- 3 issues of Residents' Association Newsletter

Work In Progress items to be delivered in 23/24:

- Repeat of development survey
- Replacement of Stair lights to improve energy efficiency and to meet electrical safety standards without compromise on personal safety
- Residents' Association notice board
- Agreed costed refurbishment plan
- Improved development signage
- Car parking changes in response to Council Permit Parking

Neil then went on to discuss highlights from the recent development survey. We received 83 out of 306 possible responses with townhouses having the highest response rate. Highlights included:

- A proportion of people have not seen the deeds of condition for the development
- Mixed results on gardening standards
- Strong feedback for lack of development signage
- Strong agreement that people would like deeds of condition to be enforced, but we need to understand how it can be done
- Large percentage for getting more alternative internet providers.
- Favourable results on factor performance for Trinity. Neil noted and the committee agrees that the Committee have an excellent relationship with Trinity.
- People are generally happy with cleaning lighting
- People are not happy with:
 - Entry phones
 - State of doors
 - State of carpets
 - Decor
- Most people want to have works done within 3 years, but this requires funds to be collected.

Neil provided 6 options of different timelines and amounts to collect funds for renovations. They ranged from

- **£50 per year (£4.16 per Month)**
 - Entry phone replacement 4 years, 8 Months
 - Redecoration 9 years, 4 Months
 - Carpet Deep Clean, 6 months
 - Carpet Replacement, 10 years, 10 months
- **Total program of work 25 years, 4 months**

To

- **£360 per year (£30 per Month)**
 - Entry phone replacement, 8 Months
 - Redecoration 1 year, 4 Months
 - Carpet Deep Clean, 1 month
 - Carpet Replacement, 1 year, 6 month
- **Total program of work 3 years, 6 Months**

This will be an item to vote on for the 2024 May AGM.

Questions Session 1

- Will the slides be available after the AGM
 - Yes, but sanitised to remove any commercial/private information.
- How can parking issues be handle like bollards getting knocked down, strangers parking in reserved spaces?
 - The committee and Trinity have discussed many options including barriers. Barriers are difficult to implement as they would need planning permission, consideration needed for emergency services/Council access, and 100% of owners would need to agree. Trinity have taken action to research. The committee have urged people to write to your councillor to raise issues. Trinity will soon be implementing yellow lines and hatching around the development to dissuade people from parking outwith bays.

Trinity Report

Review Of Work Carried Out In 2022/23

- All 5x fountains up and running – all had electrical issues.
- Signage on entrance doors, bin stores have been installed this week. Errors will be rectified soon.
- All Bike Stores – removed non-tagged items, swept out and pressured washed.
- Bike Store 1 – roof replaced and damaged harling repaired.
- Bike Store 4 – vandalised roof has been fixed under insurance.
- The 2022 gutters clearing was completed in November.
- Several water ingresses were repaired - some have been covered under insurance.
- Tree works carried out – replacement planting of appropriate shrubs planned for 2023/24.
- Various re-pointing of loose stonework across the development.
- Over 100 jobbing repairs have been completed within the development. These include repairs like fixing faulty internal and external lighting, entry phone systems, door locks and closers.

Review Of The 2022/23 Budget

- Estimated underspend in budget but final figures will be released soon once final bills have come in

Proposed Work to Be Carried Out In 2023/24

- Forthcoming year we would be looking to arrange for additional street signage around the development, this is a work in progress with the Committee and is almost finalised.
- EICR remedials will commence in November. This includes replacing all internal lights with LED equivalents including a dimming feature managed by an inbuilt sensor.
- Private yellow lines in various areas around the development to prevent parking outwith private parking bays.
- The gutter cleaning and roof check for 2023 to be carried out early in 2024 for all the blocks.
- Additional planting will be instructed across the development.
- Standard jobbing repairs as and when they arise.
- Instructing and overseeing any of the larger works should these be agreed.

Review Of the Proposed 2023/24 Budget

- Increases
 - Building insurance
 - General maintenance
- Decreases
 - Electricity
 - Ground maintenance
 - Fountains

Update on Debt

- From last year's report of 60 properties with an outstanding balance:
 - Five owners have made no payment
 - Each property has had a Notice of Potential Liability (NOPL) registered on their title.
 - One owner made part payment in 2021. An NOPL has been registered on their title.
 - This makes up less than 2% of owners.
- From December 2022:
 - Six owners are on a payment plan and if all payments are made, they will have fully paid by November 2024.
- Trinity closely monitor any missed payments and will instruct further action if required.

Question Session 2

- Do all legal costs for debt get put on owner account?
 - Yes
- Have Myreside recovered their debts?
 - Unknown. Please raise directly with Myreside
- What will be down about hedge gap beside townhouses as cars getting damaged with people walking through it?
 - Options to implement a wall, fence, or plant special plants to deter people from passing through (i.e. with thorns). Trinity to action.
- What do townhouses get?

- Trinity going to work with townhouse owners and gardeners to ensure property surroundings looked after.
- What can be done about gardens and pet fouling?
 - Action with Trinity to investigate deterrents for fouling like powder for the grass.

Vote

All motions passed. Break down of votes will be released at a later date.