

Minutes: Committee and Trinity Factors Meeting

Thurs 1st February, St Michael's Parish Church.

Attendees

- Neil Raphael – Chair
- Carmel Connolly - Secretary
- Rich Gibb
- Massimo Fabbreschi
- Norma Johnstone
- Sharon Laird (Trinity)

Agenda

- Refurbishment Survey
- Speed query
- Newsletter
- Development Signage
- Trinity Update
 - Parking bays
 - Bad debts
 - Budget
- AOB

Refurbishment Survey

Committee have reviewed and fed back on the survey draft, and we're happy. Massimo will include link and QR code in upcoming Newsletter. Sharon will issue survey 2nd February. Committee are looking for responses by 1st March.

Newsletter

Upcoming Newsletter will include:

- Link to AGM PowerPoint slides
- Link and QR code for Refurbishment Survey
- Link to [Report a Gully Issue](#)
- Information about responsible use of the bins
- Reminder not to chain bikes to railings and lampposts. Tenants should request bike shed key via their Landlord from Trinity.

Sharon to compile the Trinity update for Massimo including update on debt, development signage, and lighting. Newsletter to be issued w/c 12th February.

Development Signage

Committee are renewing and fed back the proposed signage around the development. Sign locations, heights, and design were debated. Committee and Trinity agree to launch signage around Sinclair Place initially and then roll out to rest of development. Additionally, Sharon to request mock up of alternative sign design.

Trinity Update

- Parking bays: Quote has come in for parking bays for painting Ts and numbers. Question could another painting be added to the kerbs at the back to help drivers reversing, Sharon to ask. Numbers may be difficult to due with trying to clear cars from the spaces.
- Bad debts: From the 5 original bad debts, 3 are now on payment plans. There are only 2 owners who haven't paid anything. Trinity are continuing investigations for these 2 owners.
- Budget: The development is under budget but more information after reconciliation.
- Reconciliation: Trinity actively working on this and it should be available for owners in February.

AOB

- Action for committee to plan yearly Development Survey building upon the survey created in 2023.
 - Likely issued April time
 - Other topics
 - Parking bay numbers repainted
 - Define what questions can be regularly asked
 - Perhaps make some more questions optional or n/a
- Action: Microsoft Teams license review (Neil)
- Drainage: if anyone is experiencing any drainage issues, raise with Edinburgh Council via [Report a Gully Issue](#)
- A query has come in by email regarding speed in the development. Sharon to investigate a quote for speed bumps and the committee will continue to monitor the situation
- Request for Sharon to publish a list of cause of leaks to inform people what to notice/check in their properties
- Request for Sharon to print out a list of contact numbers/info to hang in block hallways + notices to be placed on back doors to inform people that entry phones are on the other side of the block