## Minutes: Committee Meeting

14th January 2025, Teams Meeting

## Attendees

* Carmel Connolly
* Jane Buxton
* Emmanuel Artiges
* Mike Begley
* Rich Gibb
* Liam Langedijk
* Sharon Laird (Trinity)
* Ross Crawford

Apologies

* Jennifer Hill
* Ruth Evans
* Ana Arsene
* Colin Douglas

## Agenda

* GTC Site Visit update
* Teams (MS365) onboarding/licensing
* Outstanding actions (Emmanuel/Sharon)
* Trinity update
* Newsletter
* AOB

## GTC Site Visit update

Sean Smith and James Pike from GTC visited the development on the 16th December and met with Sharon from Trinity and owners Mike, Colin, Emmanuel and Jane.

They were able to provide more background and context to the GTC. GTC own the gas pipes from where they connect from the main pipes in the street to where they enter individual flats, and therefore are responsible for the safety of the networks. Every ~6-10 years, the networks need to be checked and this is what has triggered the proposed work in the development.

GTC would have been in touch with previous factors but with no progression.

The proposed work is to try to prevent gas getting into any voids in the buildings. These voids need to be sealed with a specialist expanding sealant. Additional, areas around the gas pipes need to be kept clean.

There are several options and varying works required in the different stairs. MG Contractors, lined up to do the work, needs to clarify the work required per stair. Sharon and the committee are trying to organise a meeting to understand timeline. This is the primary next step.

The committee have an idea to put signs up in the places to notify people that they need to be compliant any work carried out needs to meet set standards.

Actions with Sharon to ask the cleaning contractors to vacuum yearly and clean out any debris including junk/letters in the cupboards.

## Teams (MS365) onboarding/licensing

If any other committee members need assistance working with Teams, please reach out to Mike for an onboarding session. Evidence on Teams that some members haven’t logged into Teams yet.

## Outstanding actions (Emmanuel/Sharon)

Sharon meeting with Apex Signs 20th January regarding signs for rear doors to direct visitors to front door. Waiting to get their thoughts on ideas and they will do a mock up. Request for Sharon to also review the signs at Robertson Ave entrance to Sinclair Place as they are technically incorrect.

Decision has been made that only the Ts for parking spaces will be painted. No cars will need to be removed.

Action for Sharon to display notice to owners in stairs for them to move their bikes to Sinclair bike sheds so they aren’t impacted by the deteriorating bike shed owned by the Gorgie Road development. This will be advertised in the upcoming newsletter too.

## Trinity update

Sinclair Garden lighting – Capitalvolt have been out and will be fixing the issue free of charge. Sharon to include other bollard at Sinclair Gardens that isn’t working.

Sharon will share the Frontier Forestry updated report for tree survey on Teams.

For roof work based on drone survey, Sharon has a received a 3rd quote in. The committee agree with it and the work will begin start February,

Waiting for walkaround the Cameron for garden walkaround with Sharon/Jane, Rich, and Mike. Sharon to get dates from Cameron and then organise with committee.

Arrears: 1 person who hasn’t paid a single thing. There is no trace of them anywhere, Sharon suspects a name change or something similar. They will continue researching.

## Newsletter

Action for Ana to advertise to owners if they want to get involved with gardening.

Action for Ana to include section for owners to look out for overflows constantly running and if their cistern is consistently filling. During the cold weather, the water will freeze/thaw and cause damage to building structure. Carmel to confirm building number with Sharon where this issue is occurring.

Action for committee members to review Newsletter draft and feedback to Ana by 21st Jan.

## AOB

* Request to change next meeting times to try an accommodate other committee members. Next will be Thurs at 7:30pm 13th Feb.
	+ Action for Carmel to organise the March meeting in person.
* Mike to trial a power wash of the mono block to understand if it’s worthwhile a full clean
	+ Action for Sharon to get quotes
* Council had been in touch about boundary wall at Sinclair Gardens and the integrity of it. It does not fall in the Sinclair Development remit so no further action needed for Trinity/Sinclair Development.
* Liam to pick up Flarum again to continue investigation if it’s appropriate for the development and report back to the Commitee.