

# Sinclair Committee Meeting Minutes

11th December 2025, Microsoft Teams

## Attendees

- Mike Begley
- Sharon Laird (Trinity Factors)
- Ross Crawford
- Carmel Connolly

## Apologies

- Emmanuel Artiges
- Ana Arsene
- Liam Langedijk
- Colin Douglas
- Ruth Evans

## Agenda

- GTC Updates
- Gardening Subcommittee
- Intercom Quotes
- Monoblock Quotes + Smaller Repairs
- External Deep Clean Date
- Overflow Issues
- Outstanding Lighting Repairs
- Goodbye Rich!
- Additional Updates

## GTC Updates

GTC work has commenced, as of 06/01/2026 the following stairs have been completed:

- 27 Sinclair Place
- 28-29 Sinclair Place
- 30 Sinclair Place

The next set of stairs are due to start 07/01/2026, notices will be displayed in each applicable stair.

## Gardening Subcommittee

- No email requests through yet to join new subcommittee. Carmel to email people who were previously interested.
- First walk around will be in Feb/March.

## Intercom Quotes

- 4 quotes requested, 2 have shared with will not provide quotes, 2 others have.
- Committee to look at them offline to review and direct Sharon.
- Sharon and Mike to sit and speak about the options.

## Monoblock Quotes + Smaller Repairs

- Revised quote received, another is still outstanding.
- The smaller repairs have been completed.
- Need refinement and clarification on activity from the vendors as it's unclear if sub work is included or not. Action for Sharon.

## External Deep Clean Date

- No update yet for a date. Likely be Spring.

## Overflow Issues

- Action for Sharon to reach out to all the owners with leaking overflows.
- Action for committee members to alert their own block where appropriate.

## Outstanding Lighting Repairs

- The meeting with the vendor was scheduled for 16<sup>th</sup> December at 9am.
- Options for SG wall, bike sheds, and SP steps installations to be discussed.

## Goodbye Rich!

It's the end of an era this week as Rich has retired from the committee. Thank you Rich for all your Sinclair support over all the years, contributing your time and wisdom, even up to the most recent newsletter and launch of the gardening sub committee

## Additional Updates

- Quote for the Fountain work received. Action for committee to review.
  - Action for Sharon, will this vendor be the long term maintenance owner?
- Still waiting for quotes for External Painting.
  - Mike to pick up with Sharon.
  - For external door painting and railing painting, requirement to cut bushes back in winter not summer as a prerequisite to expose the railings. Action for Sharon.
- Roof Works/Drone Survey.
  - The roof is in good condition, just a couple of loose mortar on the copes and ridge tiles.
  - Action for Sharon to follow up on quote, which will include clearing the gutters and also the flat roofs areas.
  - Action for Sharon to share the pictures into Teams