

Annual General Meeting Wednesday 17th June 2025

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

[Slides are available for full detail.](#) For any budget or commercial information, submit a request to committee / factor

Committee 2026

Attendees

- Carmel Connolly (Townhouses)
- Liam Langedijk (Flats)
- Ross Crawford (Flats)
- Emmanuel Artiges (Flats)

Apologies

- Ana Arsene (Flats)
- Ruth Evans (Flats)
- S. Basu (Flats)
- Mike Begley (Flats)

Trinity Factors

- Sharon Laird

Agenda

- Introduction to the Committee and Factor
- Committee Report
- Review of Committee Activities in 2025/26
- Overview of internal stair refurbishment/conditions
- Stair decoration options
- Reserve fund overview
- Optional additional external painting
- Communications/Online Forum
- Gardening improvement initiatives
- Factor Report
- Review of Work Carried Out in 2025/26
- Review of the 2025/26 Budget and Development Debt
- Proposed Work to be Carried Out in 2026/27
- Review of the Proposed 2026/27 Budget
- Votes

Introduction to the Committee & Factor

Carmel opened the AGM, welcomed attendees and outlined the purpose of the meeting and importance of owner participation, particularly for voting and decision-making.

The role of the Committee was reiterated as:

- Acting as a bridge between owners and the factor
- Advising on development priorities and strategy
- Providing oversight on behalf of owners

- Supporting communication across the development

The role of the Factor (Trinity) was outlined as:

- Managing day-to-day operations and maintenance
- Managing budgets and contractor engagement
- Delivering agreed works on behalf of owners

The Committee currently consists of approximately 8 members, with representation across the development. Owners were encouraged to join the committee or sub-committees.

Committee Report

Committee Activity (2025/26)

The committee met regularly throughout the year (approximately 10 meetings). Key focus areas included:

- Maintenance and contractor oversight
- GTC compliance works
- Reserve fund planning
- Stair refurbishment and cleaning
- Communication improvements
- Gardening initiatives
- AGM preparation

Stair Refurbishment and Conditions

It was noted that stair conditions vary significantly across the development. Key points:

- Previous deep cleaning did not achieve expected results
- Many stair carpets are now beyond recovery
- Improved regular cleaning is required to maintain standards
- Resident behaviour (e.g. waste storage, spillages) has an impact on condition

A whole-development approach will be taken, as block-by-block refurbishment is not practical.

Stair Redecoration

- External door painting has been prioritised and is currently underway
- Works include preparation, repair, and repainting
- Internal stair redecoration will follow, including:
 - Walls, ceilings, woodwork, railings and communal doors
 - Maintaining consistent colour schemes
- Private flat doors can be painted at additional cost to owners, please reach out to Trinity.

Flooring Replacement Options

Two options were presented:

Option 1 – Carpet (like-for-like replacement)

- Lower cost
- Warmer appearance
- Better noise reduction
- Requires more maintenance over time

Option 2 – Safety Flooring (vinyl)

- Higher cost
- More durable and easier to clean
- Noisier and more “clinical” in appearance

Discussion focused on durability, cost, maintenance, and suitability for a residential environment.

Reserve Fund Overview

Summary:

- Current balances are not sufficient to fund full refurbishment works immediately
- Funding has been used for:
 - Deep cleaning
 - Matting replacement
 - GTC works
 - Intercom upgrades (at reduced cost vs original estimates)

Future works (stair painting and flooring) will require additional funding. Owners were asked to consider the trade-off between contribution levels and delivery timelines.

Individual Railing Painting (Optional)

- Optional works available for individual owners (e.g. balconies)
- Costs depend on demand and participation
- Owners asked to register interest with Trinity if they wish to proceed

Communication Improvements

Updates presented included:

- Launch of a residents' Facebook group for informal discussion
- Development of a structured online forum for owners
- Aim to improve engagement, transparency, and collaboration
- Trial of forum planned before wider rollout

Owners were encouraged to participate and provide feedback.

Gardening Sub-Committee

Overview of gardening improvement plans:

Short-term priorities

- Improve soil and lawn condition
- Address neglected areas (including fountains)
- Improve planting and general presentation

Long-term objectives

- Develop structured gardening plan
- Improve contractor scope and performance
- Encourage resident involvement in specific areas
- Explore enhancements to outdoor spaces

Volunteers with interest or expertise were encouraged to join.

Committee Q&A Summary

Topics raised included:

- Intercom issues in specific blocks (to be investigated)
- Clarification on flooring options and pricing
- Cleaning standards and responsiveness to incidents
- Uptake and approach to optional railing painting

Factor Report (Trinity)

Work Carried Out (2025/26)

Key activities included:

- High volume of general maintenance repairs across the development
- Annual roof inspection and associated repairs
- External cleaning and maintenance works
- Ongoing painting programme (doors, railings etc.)
- Drain clearance and preventative maintenance
- Completion of most GTC compliance works
- Pest control measures to address rat activity

Regular inspections and maintenance contractor visits continue.

Budget Review (2025/26)

- Some overspend occurred in roof maintenance and insurance
- Overspend was linked to additional repairs and insurance claims
- Budget adjustments have been made for the upcoming year

Debt Update

- Only one outstanding debtor remains across the development
- Notice of Potential Liability is in place
- All other owners have either paid in full or are on payment plans

Proposed Work (2026/27)

Planned works include:

- Additional lighting in key areas
- Ongoing roof inspections and maintenance
- Continued external painting works
- Intercom upgrades
- Internal stair painting
- Ongoing general maintenance

Factor Q&A Summary

Topics discussed included:

- Debt recovery limitations
- Maintenance responsibilities (e.g. service cupboards)
- Lighting and safety system checks
- Differences in building systems across blocks

Closing Remarks

Carmel Connolly thanked all attendees for their participation and input.

Owners were encouraged to:

- Stay engaged with the committee
- Join sub-committees where possible
- Make use of new communication channels

The meeting was formally closed, with time allowed for informal discussion.

Actions

- Trinity to investigate intercom issue raised
- Committee to progress online forum trial
- Ongoing review of cleaning standards and responsiveness

Vote

5 items were voted on and all passed with a majority except for Vote 3. [Full details of the vote breakdown are available here.](#)