



Powderhall Village Owners Association

Minutes of Committee Meeting held on 6 October 2009

Present: Roddy Martine (Chair), Gordon Chrumka, Bill Scott, Ian Corbett (acting Sec.), Jane Chisholm and Kathryn Tomlinson

Apologies: Joanna Bytheway and Stephanie Scott

Agenda:

- Approval of Previous Minutes
- Actions from previous meeting
- Any Other Business
- Date, Place and Minutes of next meeting

2. Approval of previous Minutes. The Minutes of the meeting on 1 September were approved.

3. Actions from Previous Minutes

Attendance at New Town & Broughton Community Council meetings. **Action 9/6/09**

Roddy has not as yet filled in the necessary forms, but it was thought a good idea for us to keep in touch with the NT&BCC for future dialogue. **Ongoing**

Parking information from Council; **Action 24/4/09**

Gordon has to date had no response from the Council to his request for information under the Freedom of Information Act. **Ongoing**

Trees at B & Q **Action undated**

William Mackie in 1 Brae is still awaiting feedback from Councillor Louise Lang on whether she has taken this matter up with B&Q and what the outcome will be. **Ongoing.**

Treatment of Fence Beside Water of Leith. **Action 8/6/09**

Sarah has now provided copies of the quotes as requested, but interestingly, Alan Guthrie of ICI Paints who was asked to recommend the most appropriate treatment is of the opinion that the fence is in good condition and that the original preservative should last for 15 years. In view of this expert opinion, the committee decided to defer treatment of the fence for a few years.

Completed

Quarterly lift maintenance charges **Action 4/9/09:**

Sarah has forwarded details of the lift maintenance cover provided by both the Schindlers Gold and Silver contracts. The main difference is that emergency call-out is free of charge at all times with the Gold contract we have at present but is only free of charge between 8am and 5pm, Monday to Friday, with the Silver contract. The committee felt that it needed to know the cost for the silver contract, the cost for an out-of-hours emergency call-out, and the average number of calls outs to Powderhall before it could reach a decision. **Completed**

Action 6/10/09 Sarah to get from Schindlers the cost of Silver contract cover for lifts at Powderhall, the cost of a typical out-of-hours call-out under this contract, and the average number of out-of-hours call-outs per lift per month at Powderhall.

On-site meeting with Brain Hunter

Sarah met with Brian Hunter on site on 1 October but none of the members of the gardening sub-committee were able to attend. Brian Hunter reconfirmed that there would be free replacement of the plants that had died in the bed outside 2 Brae. He also stated that the lavatera planted against the wall opposite the town houses were growing, but that the climbers were taking longer to become established. One dead climber will be replaced in November. All tree ties that are no longer needed have been removed. Sarah and Brian Hunter are still keen to have a meeting on site with members of the gardening sub-committee to discuss these and other matters.

Action 6/10/09 - Sarah to liaise with Roddy and agree a suitable date for a site meeting with Brian Hunter that gardening sub-committee members can attend.

Dead trees behind Rigg **Action 8/6/09.**

The cost of removing these five dead trees, working and fertilising the ground, and replanting five new trees will be £65 + VAT per tree. It was decided that this should be left for the time being.
Ongoing

New Garden Maintenance Specification **Action 28/7/09**

This has now been drawn up and circulated to committee members for comment. It will be finalised at a meeting of the gardening sub-committee before the end of October, and then e-mailed to Sarah as the basis for an invitation to tender for the gardening contract in 2010.
Ongoing

Action 6/10/09 - Roddy to e-mail new gardening maintenance specification to Sarah by end of October so that Sarah can invite tenders against this specification for the gardening contract in 2010.

Fire Windows **Action 4/9/09**

Gordon is still working on the production and fixing of suitable notices to the fire windows to discourage residents from opening them. **Ongoing**

Vent on roof of 5 Brae **Action 28/7/09.**

Replacing the missing vent cover has not yet been done, but Martin Burns has been asked by Sarah to do this work. **Ongoing**

Venue for AGM: **Action 4/9/09**

Ian to book Broughton Primary School Hall before the end of October for our next AGM in the first week of January 2010. **Ongoing**

List of preferred contractors **Action 4/9/09**

Sarah has sent a list of Charles White preferred residential contractors (plumbers, electricians, painters and decorators and joiners) directly to Gordon, and he is working on adding them to the appropriate page on the Powderhall website. **Ongoing**

Volunteers to organise social event **Action 28/7/09**

There has been no response to a notice asking for volunteers to organise such an event. The committee would still like to try to promote such an event during the summer of 2010 so anyone who might be interested in helping to organize should get in touch, or should make themselves known at the AGM in January.

Ongoing

Staining on wall above 3 Brae **Action 28/7/09**

There has been a delay in this work being done because the contractor needs to source smaller scaffolding to sit on the paved area and avoid damaging the grass. **Ongoing**

Water seepage into Underground Car Park **Action 4/9/09**

Sarah can't proceed without the NHBC policy details (date of policy, build mark number) of a Miller owner in 2-6 Rigg. **Ongoing**

Action 6/10/09 Roddy to forward the Rigg NHBC policy details to Sarah

Electrical, emergency lighting and smoke alarm check. **Action 4/9/09**

Sarah had sent a letter detailing charges for a 6-monthly check of the smoke alarms and the emergency lighting, enhanced by a check of all the electrical circuits in the communal areas, to committee members. The cost was double the existing cost for the existing 6-monthly check of smoke alarms and emergency lighting only. The committee decided that there was no need for the additional checks on the electrical circuits in the communal areas and will stick with the existing bi-annual check of emergency lighting and smoke alarms only. **Completed**

Action 6/10/09 Sarah to note that the committee decided to stick with existing bi-annual check of emergency lighting and smoke alarms only.

Buildings Insurance **Action 4/9/09**

A letter has been sent by Sarah to all owners pointing out that unless more care is taken about inspecting water seals and hoses, buildings insurance premiums are likely to rise because of the large number of claims for water damage. Sarah asked the committee to discuss the possibility of charging the insurance excess to the owner of any flat causing water damage rather than sharing the excess among all owners in the block covered by the insurance policy. The committee agreed such a scheme, provided it didn't contravene the Deed of Conditions, would provide an incentive for owners to have shower and bath seals checked regularly. The proposal would need to be agreed at the AGM in January.

Action 6/10/09 Sarah to check that charging the insurance excess to the owner of a flat causing water damage does not contravene the Deed of Conditions for properties at Powderhall.

4. Any Other Business

Annfield Cleaning Services

Sarah advised that our cleaning company had now grown to a size where they were obliged to become VAT-registered, which will result in an increase in cleaning costs. However, the company has offered to keep pre-VAT costs the same for the next 2 years to partially compensate for the increase.

Maintenance of shrub beds in Beaverhall Road

It was thought by a committee member that Brian Hunter was maintaining these beds that are outside the boundary of the Powderhall development, and no-one was sure whether their maintenance was our responsibility or the Council's responsibility.

Action 6/10/09 Sarah to check whether these shrub beds are our responsibility and if not, to make sure that Brian Hunter is not maintaining them.

"Dos and Don'ts"

It was suggested that many tenants were not aware of the actions that are not allowed at Powderhall under the terms of the Deed of Conditions. As a preliminary measure, it was agreed that a notice of "Dos and Don'ts" (one exists on the website) should be displayed on Notice Boards and the situation kept under review.

Action 6/10/09 Ian to e-mail a notice on this topic to stair reps. for display on their Notice Boards.

Additional Committee Members

The committee would like to encourage new members to join them in looking after our development, and would particularly welcome someone prepared to take notes of the committee meetings.

5. Next Committee Meeting

The next Committee Meeting will be in Roddy's flat (4/6 Rigg) on Wednesday 2 December at 7.30pm. Roddy himself has agreed to produce the Minutes of this meeting.