



Powderhall Village Owners Association
MINUTES from Committee ZOOM meeting
June 3rd 2025

Present: Craig Williams (Chair), James Bowyer (Secretary), Gordon Chrumka, Jane Garrett (Minutes), Franz Kooy, John Riley, Richard Ross, Kathryn Tomlinson, Shaun Gaukrodger

Apologies received: William Laing, and Roddy Martine

In attendance: Sarah Wilson from Charles White Factors

Action Number	Action Description	Responsibility
1	Charles White's Site Manager to contact relevant owners for roof repairs	Charles White
2	Erect clearer notices about smoking/vaping	Charles White
3	Gas work costs to be communicated to owners once final quote received	Charles White
4	Complete fence repairs at The Brae	Charles White
5	Engage with the Council on overhanging trees at 2 The Rigg car park	PVOA Committee & Charles White
6	Craft a letter to owners on the internal paintworks project	PVOA Committee
7	Speak with the gardening contract regarding T-junction bush removal	PVOA Committee & Charles White

Item 1: Welcome, Introduction, Apologies, Approval of previous minutes

Craig introduced himself and welcomed members and Sarah Wilson.

Item 2: Review of actions by Charles White

1. Building stain at 5 The Rigg:

- The overflow from a boiler that was causing a leak and subsequent staining in the stairwell has been fixed, but the costs of removing the stain must be paid for by the owner.
- This has not yet taken place, and the owner is not communicating with CW.

- An owner has volunteered to contact the Council about the matter.
2. Roof survey:
 - Carried out on April 1st with the building insurers paying for the £3000 costs.
 - The survey detailed the state of the roofs and what work is required:
 - 2-6 The Rigg there was minimal damage.
 - Flat roofs on other parts of the Rigg and the Brae will need some work doing.
 - 10 The Rigg has already had some work done.
 - Charles White reminded the Committee that the roofs have around a 20-year lifespan and therefore coming to end of life.
 3. Smoke vents:
 - Necessary smoke vents cabling work will be on the maintenance programme for 2026 and should be on the Charles White Portal.
 - There have been 8 callouts to The Rigg in the last 2 months. This has been due to activation of the smoke detectors or people pulling the pins.
 - It is possible that the ground floor smoke detector has been activated as a result of someone vaping, possibly in the lift and then walking out.
 4. Gas works:
 - Charles White is waiting for a third quote on possible costs for this work.
 5. Cold spots:
 - This was reported on in the last minutes.
 - Follow-up actions were agreed with a committee member who has since left the Development.
 - The Committee will monitor the situation and the Committee mailbox for any concerns raised by owners.
 6. Lighting:
 - The possibility of fitting motion sensors to existing block lighting was previously discussed.
 - Motion sensors are not recommended for internal stairwells, due to the low ambient light, but could be fitted on landings.
 - Lights are on minimum settings of 10% at the moment and this can't be reduced for safety reasons. As lighting systems were upgraded recently it was agreed that further costs to change lighting was not necessary.
 7. Audio volume in lifts:
 - Schindler were asked to turn down the speaker volume in lifts on the development. This is now at the lowest level possible but allows those who are hard of hearing to hear the speaker.
 8. Lift callout charges:
 - There have been a further 2 callouts. At 4 The Rigg lift door damage was caused by misuse. This incurred costs for residents.
 - Charles White will ensure that residents must provide their names if contacting Schindler and this will be followed up so that correct procedure is in place.
 9. Fence repairs:
 - Fences at 2 and 7 The Brae have been fixed, and one other will be as soon as possible. Fence posts at 7 The Rigg had broken because they had no concrete or metal sleeve when first constructed.

10. Gates/fences at Townhouses:

- Charles White reported that the gate has been fitted by Lock Solid and that the fence at the back of the lane on Powderhall Road was not dangerous.
- The boundary fence that has been reported down near the townhouses and is not Powderhall's responsibility to fix.

11. Trees at 2 The Rigg Car Park:

- At 2 The Rigg it appears that lower branches from a tree on Council land may cause damage to parked cars at some point.
- Charles White to continue to contact the Council to prevent future issues.
- The Committee will separately follow-up with the Council.

Item 3: Internal Paintwork

The position regarding responses to proposed internal paintwork costs are currently:

- 57 paid in full
 - 3 paid in part
 - 14 refunded until a later date
 - 78 owners have agreed to the proposed costs and 28 have disagreed.
 - Only 1 block on Powderhall has so far met the requirement of 50% owners paid.
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- The committee acknowledge that there remain many concerns among residents about the proposed costs of internal redecoration but agree to the necessity of repainting as specified in the Title Deeds.
 - Charles White informed the Committee that costs will likely rise if the process is delayed.
 - Charles White informed the Committee has been approached by a number of residents as to when the project will commence.
 - Owners have an option to pay the proposed amount across 3 months to spread the burden. Charles White has written to residents to make this option clearer.
 - Tender documentation around the project has been available online from 2024.
 - The Chair asked for votes from each member on the following 3 options:
 - That redecorating should be carried out:
 - As required in Title Deeds
 - Using the hybrid method proposed at the last committee meeting
 - Redecorating process should be postponed or re-tendered
 - The Committee voted to go ahead with getting the project completed as first proposed as the process has already been long delayed and is a requirement in the Title Deeds.
 - The Committee aim for the project to start in Autumn 2025 therefore ample time for Charles White and the Committee to communicate with owners and allow for the money to be collected.
 - The Committee will meet to draft a communication letter to owners and will review the specifications of the project.

Item 4: Bush/shrub maintenance at T-junction near underground car park

- There have been complaints that vision for drivers is impaired on this corner due to the mature evergreen bush on the corner of the junction.
- The Committee discussed options including complete removal of bush and replacement with low level plants.

- Charles White along with a representative of the Committee will speak with the gardening contractor for options.

Item 5: Next PVOA Committee Meeting

- Date for next PVOA meeting with Charles White is scheduled for 29th July at 19:00

Item 6: Factor process update:

- The sub-committee visited the offices of all four shortlisted alternative factors to validate the claims made in the Questionnaire and meet the designated site managers & management of the factor companies.
- No factor raised critical concerns.
- There are two major steps left in the process:
 - The full Committee selecting a challenger to Charles White – deciding on the final vendor of the remaining four
 - Establishing the voting mechanism for owners to vote between Charles White and the challenger
- The Committee agreed to meet on the 24th of June to discuss the shortlisted vendors and select a challenger.
- The sub-committee will provide their report in advance of the meeting as well as their scoring charts and any other pertinent information.
- The sub-committee have also discussed methods to maximise the voting outcome and get the best participation from owners. These will be shared with the Committee and a plan will be agreed and communicated to owners.

Date of next PVOA meeting with Charles White: 29th July 2025 at 19:00