



## **Powderhall Village Owners Association**

### **Minutes of Committee Meeting held on 2 December 2009**

**Present:** Roddy Martine (Chair), Gordon Chromka, Bill Scott (Treasurer), Ian Corbett (acting Sec.) and Kathryn Tomlinson

**Apologies:** Joanna Bytheway, Jane Chisholm, Stephanie Scott, Peyman Taheri

#### **Agenda:**

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

2/ **Approval of previous Minutes.** The Minutes of 6 October 2009 were approved.

3/ **Actions from Previous Minutes**

Attendance at New Town & Broughton Community Council meetings.

It was thought a good idea for us to keep in touch with the NT&BCC for future dialogue, but the difficulty is finding committee members who are able to attend. **Ongoing**

Parking information from Council; Gordon has to date had no response from Edinburgh Council to his request for information under the Freedom of Information Act. He plans to re-submit his request. **Ongoing**

Trees at B & Q **Action undated** William Mackie in 1 Brae is still awaiting feedback from Councillor Louise Lang who has written to B&Q but has had no response. **Ongoing.**

Quarterly lift maintenance charges. Sarah has received details of 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 with the Silver Contract is only free of charge between 8am and 5pm, Monday to Friday. 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.

**GOLD:** Fully comprehensive maintenance contract, which includes a minimum of 8 visits and 24-hour coverage. All items are covered in this contract, the only exception being misuse @ £2,080.00 each lift per annum

**Silver:**Comprehensive maintenance contract, which includes minimum of 6 visits per annum and call backs Monday – Friday 0800–1700 hours, and all consumables (up to £ 500 per item)

@ £1,380.00 each lift per annum

All above prices are each per annum exclusive of VAT.

The response time for entrapments is a maximum of 1 hour, and 4 hours maximum for breakdowns. Schindlers have a manned 24-hour Call Centre to which all calls should be made. This means all calls are logged and traceable.

**Action 02/12/09. Sarah has a meeting with Schindlers and will ask them:**

- 1/ How many call outs there have been for each lift at Powderhall over the past three years?
- 2/ Of these emergency call outs, how many were outside 0800 Monday to Friday?
- 3/ If we were to change to the Silver Contract , how much would Schindlers charge for each emergency call out outside 0800 Monday to Friday?

**Action** These figures are to be discussed at the AGM and a decision taken as to whether we should change. **Ongoing**

On-site meeting with Brian Hunter Roddy is still attempting to co-ordinate a suitable date for this to take place. It has been decided to change the name of the Gardening Committee to Gardening Club in order to encourage more residents of Powderhall to become involved. **IF ANY RESIDENT WOULD LIKE TO JOIN THE GARDENING CLUB WOULD THEY PLEASE CONTACT RODDY**

Dead trees behind Rigg. For cost reasons it had been decided to postpone the removal and replanting of these for the time being. **Ongoing**

New Garden Maintenance Specification. **Action 12/12/09** This has now been drawn up and is being e-mailed to Sarah as the basis for an invitation to tender for the gardening contract in 2010.

**Action** Roddy to send Spec to Sarah

Fire Windows **Action 02/12//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 02/12/09** Martin Burns has had problems sourcing an identical replacement vent, but is hopeful that the work can be completed within the next 2 weeks. Meantime, he assures us that the roof in this area is wind proof and watertight **Ongoing**

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**Venue for AGM:** Broughton Primary School Hall has been booked for MONDAY 11<sup>th</sup> JANUARY 19.30 - 21.30

**Action 02/12/09** Roddy to invite Councillors Lang, Blacklock, Brock and Chapman, and Simon Daley (Community Police Officer) to attend. Ian to prepare Agenda and notice to publicise including issues - proposed Fabric Fund, Insurance Excess, Lift Maintenance Contract etc. Copies of 2009 AGM Minutes to be available. Bill to have copies of Accounts.

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List of Preferred Contractors **Action 02/12/09** Gordon to add list of preferred suppliers received from Sarah to Website.

Volunteers to organise social event There has been only one response to a notice asking for volunteers to help organise a social event for Powderhall residents in the Summer. The committee would still like to try to promote such an event during in 2010, so anyone who might be interested in helping should either get in touch with the Chairman, or make themselves known at the AGM in January.

Water seepage into Underground Car Park **Action 02/12/09** Sarah had details of NHBC Warranty Certificate and has submitted a claim to NHBC who have written to the developer (Millers). They are required to respond within a specified timescale (though to be 6 to 8 weeks?) **Ongoing**

Buildings Insurance Sarah has checked to her satisfaction that charging insurance excess to the owner of a flat causing water damage to other properties does not contravene the deeds & Conditions for Powderhall properties. **The matter is to be raised at the AGM**

Maintenance of Shrub Beds on Beaverhall Road. Sarah confirms that these beds which are outside the Powderhall boundary, are not being maintained by Brian Hunter

Downpipe at rear 7 Brae. **Action 31/12/09** Sarah has asked Martin Burns to investigate why this downpipe is not connected to an underground drainage pipe like all the others. He will inspect He will inspect the drainage plans for the site and report back to Sarah.

**Ongoing**

#### **4. Any Other Business**

Litter removal Sarah has advised that the fortnightly litter pick has started with Brian Hunter's men doing it on the first week of each month, and Annfield Cleaning staff doing it on the third week of each month.

Staining on gable end, 8 the Brae **Action 02/12/09** Sarah's attention has been drawn to the staining on the gable end of 8, the Brae and she is to check that there is no current leak from a particular overflow before having staining cleaned.

Lights in Bin Stores **Action 02/12/09.** Gordon has drawn attention to the lights in the bin stores and suggests that when they become redundant, they be replaced with extant heavy duty switches.

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Sarah Wilson has been promoted Head of Management Property Services within Charles White with a team of 12 Property Managers reporting directly to her. However, Powderhall Village will remain in her personal portfolio of managed properties. She has an assistant - Mary Whickham - who'll will pick up her calls when she is not available.

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**Additional Committee Members THIS IS YOUR HOME** The committee would like to encourage you to join them in looking after your development, and to have a say in the maintenance and gardens.

#### **5/Next Committee Meeting**

The next Committee Meeting will be in Ian's flat ( 7/21 Brae) on 27<sup>th</sup> January 2010 at 7.30pm. In the absence of any other volunteers, Ian has agreed to produce the Minutes of the next meeting.

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**PLEASE NOTE:**

The AGM of the Powderhall Village Owners Association will take place at Broughton Primary School Hall at 7.30pm on Monday 11<sup>th</sup> January 2010. It is very much hoped that you will attend. POWDERHALL IS YOUR HOME and you are entitled to have a say in how it is run.

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