



## Powderhall Village Owners Association

([www.powderhallvillage.org.uk](http://www.powderhallvillage.org.uk))

### Minutes of Committee Meeting held on 24 February 2011

**Present:** Roddy Martine (Chair), Ian Corbett (Sec.), Kathryn Tomlinson, Gordon Chrumka, Andrew Nesbit, Frans Kooy and John Riley

**Apologies:** William Mackie (Treasurer) and Jane Chisholm

#### Agenda:

- Approval of Previous Minutes
- Road Adoption and Parking Update
- Finalise Arrangements for AGM on 23 March
- Trees at B&Q
- Update on other Actions from last Minutes
- Any Other Business
- Date and Place of next meeting

Approval of previous Minutes. The Minutes of the meeting on 17 January 2011 were approved with the amendment of the date of the next meeting to 24 February 2011

#### Road Adoption and Parking Update

**Actions (17/1/11)** The copies of the Road Construction Consent (RCC) and the Powderhall Planning Application by Bryant Homes that were requested by Neil Collar of Brodies LLP were delivered by Andrew. Our request for a legal opinion on whether the City Council has the right to adopt our parking spaces and if there are any measures that we could take to prevent this adoption will be handled by Jackie McGuire, a solicitor working in Neil Collar's team. Before work could commence, the committee was asked by Brodies to provide documentary evidence of the legal status of the Owners Association, its purpose, documentary evidence of its existence and the names of all office bearers on the committee. The legal firm are required to verify these points to ensure that no money laundering is taking place. Documents including a copy of the Deed of Conditions at Powderhall and a copy of the Bank Statement of the Owners Association have now been forwarded to Jackie McGuire. Roddy, Andrew and Ian reaffirmed their willingness to attend a face-to-face meeting with Jackie McGuire to provide additional background information if required. **Completed**

**Action (17/1/11)** There was a nil response to the request that all original owners of Powderhall

properties should search their documentation to see if their properties were sold with “private parking”, and if such a phrase is found, to bring it to the attention of the committee. **Completed**  
Kathryn circulated copies of the notes of a meeting of the Lorimer View Residents Association in Edinburgh at which the person discussing the adoption of their road with the City Council stated that the Council would not adopt the monoblock parking spaces in their development. This is the same situation that exists at Powderhall.

### **Finalise Arrangements for AGM on 23 March**

It was decided as usual to invite all four Local Councillors and let them decide which of them would want to attend the AGM. An update from one of the Councillors on the Water of Leith Flood Prevention work getting under way would be appreciated.

**Action (24/2/11) Roddy to invite all Councillors to attend the AGM and ask that they provide an update on the Water of Leith Flood Prevention work.**

It was agreed that Ian should publicise the AGM early in March, and finalise an Agenda for the AGM with Roddy once a reply from the Councillors has been received.

**Action (24/2/11) Ian to e-mail a notice publicising the AGM to Stair Reps. for display on notice Boards in early March and finalise an Agenda for the AGM with Roddy.**

It was decided to keep the levy per residence for the Association’s working fund at the current level of £3 per residence, but to ask the AGM to authorise the raising of an additional levy during the year only if it becomes absolutely necessary.

**Action (24/2/11) Ian to ensure that this item is included in the Agenda for the AGM.**

Ian is the only existing committee member who will be resigning at the AGM. All other existing committee members are prepared to serve in the coming year.

### **Trees at B&Q**

**Action (17/1/11)** Roddy wrote again on 10 February to Mr Dick, the CEO of the Service Team within B&Q, telling him that no-one from the company had contacted him as promised in the acknowledgement of his original letter, and re-iterating our concern about the possible damage and/or injury from the trees and requesting remedial action. As yet, no reply has been received. **Ongoing**

### **Update on other Actions from last Minutes**

List of Preferred Contractors **Action (02/12/09):** Gordon said that the existing website was proving too difficult to add and test additional links and is in the process of completely revamping the website to make it much easier to add new features and provide more interactive features.  
**Ongoing**

Water seepage into underground car park **Action (5/5/10):** Sarah has now met on site at Powderhall with someone new from NHBC (who has taken over the claim from Colin McBeth). Miller Homes were invited to the same meeting but did not turn up. Sarah is waiting for the NHBC report following this on-site inspection. **Ongoing**

Refilling of grit bins **Action (27/1/10):** Until Sarah can resolve this issue with Taylor Wimpey, Brian Hunter (gardener) has started checking the state of the Powderhall grit bins and is refilling them as necessary. Sarah has also received a quote of £170 for an additional (filled) grit bin close to the ramp over the underground garage. The committee decided that Sarah should proceed with the provision of this additional grit bin. It was also suggested that a smaller, more discrete, grit bin be located near to the bridge (perhaps plugging the gap in the hedge made by people taking a shortcut over the grass to the bridge) to provide grit on the ramps up to the bridge.

**Action (24/2/11) Sarah to proceed with provision and installation of the additional grit bin at the Rigg, and to investigate the possibilities for a smaller grit bin near the bridge.**

The planned meeting between Charles White and Taylor Wimpey was postponed by the developer until 24 February. At this meeting, Sarah pushed for Taylor Wimpey to pay Brian Hunter to service the grit bins and pay for the additional grit bin requested but the request was refused. **Completed**

Communal Electricity supplier **Action (17/1/11):** The process to change supplier from Scottish Power to Utility Warehouse has now begun. Sarah will advise when the changeover has been finalised.  
**Ongoing**

Secretary for 2011 **Action (29/11/10)** There are still no nominations for the post of Secretary of the committee from April. Unless anyone volunteers before or at the AGM, the committee will be starting the next year without a Secretary to take and circulate Minutes. **Ongoing**

Buildings Repairs **Action (17/1/11):** Ian drafted a formal letter that Roddy signed and sent to Sarah instructing Charles White to share the cost of repair work to the fabric of the building (that would have qualified as a valid claim on the buildings insurance except that the cost of the repair was below the insurance excess) among all owners covered by that particular buildings insurance policy. **Completed**

Loose Tiles Colin Beer has still not replaced the loose tiles at 6 and 7 Brae and 9 and 10 Rigg. The tiles are stuck with an adhesive and the work needs to be done when the temperature is above 4°C for the job to be successful. Grouting will then be done the next day. **Ongoing**

Additional bike storage Sarah has asked two companies to quote for the provision and installation of wall-mounted brackets to increase the capacity of bike store where required, and is waiting for their response. **Ongoing**

Powderhall Factor Charles White has not yet recruited a replacement Factor for Powderhall and Sarah is continuing to cover the development until a replacement is in place. **Ongoing**

Emergency Cover Sarah advised that during out-of-office hours, if anyone telephones the Charles White switchboard (447 8191), there is a pre-recorded list of contractors and telephone numbers to contact in case of emergency. Sarah also offered to prepare a laminated notice with this information and display it on notice boards. It was suggested that there needs to be a minimum of two of each type of contractor, both on the recorded announcement and on the laminated notice.

**Action (24/2/11): Sarah to prepare a laminated notice with a list of at least two of each type of Contractor and display on notice boards.**

The committee also decided that it would be extremely useful (and could minimise damage) if a document existed explaining what to do in the case of flooding from a leak from above – in particular, how to turn off the mains water supply to a flat above when there is no-one at home.

**Action (24/2/11): Sarah to advise on how such a document should be prepared**

### **Any Other Business**

Storm Damage Sarah reported that during the recent high winds, lead flashing has been raised and roof tiles moved round the dormer windows on the roofs of 7 and 8 Brae and 10 Rigg, causing rainwater ingress to flats below. Scaffolding will be needed to effect repairs, and Sarah will be informing all affected owners in writing. It was also reported that lead flashing had been raised on the roof of 3 Rigg.

**Action (24/2/11): Sarah to note this additional item of storm damage for attention.**

Powderhall Road Repainting The communal areas of Powderhall Road are due for repainting this year. Quotes for the work have been requested, and Sarah will be writing to all Road owners when the quotes have been received. After the repainting work has been completed, the communal carpets will be cleaned. The point was raised that after the last re-painting, because of the higher quality of the paint used, Dulux had recommended that there could be a longer interval (up to 10 years) before the need for the next re-painting.

**Action (24/2/11): Sarah to confirm what the current recommended re-painting interval should now be.**

Resealing ground floor tiles Salt on footwear taken into buildings during the recent snow has damaged the sealing of the linoleum tiles on the ground floor of blocks in the Brae, the Road and 7-11 Rigg, and they will now have to be buffed and resealed sooner than expected. The cost will be £220 for the Brae and Rigg, and £180 for the Road.

Central Ticketing Sarah reported that Central Ticketing had unilaterally issued parking tickets at Powderhall in two Saturdays in February, contrary to our current contract with them for control of parking from Monday to Friday only. Sarah has had the wrongly issued tickets cancelled, and Central Ticketing will ensure that the mistake is not repeated. Owners and Residents are reminded that any requests for a wrongly issued parking ticket to be cancelled must be made within 14 days of the ticket being issued.

Overflow at 18 Road Sarah has written to the owner of the flat at 18 Road asking that the running overflow is fixed before cleaning of the exterior stonework of the building can begin.

Car park lights Apparently some of these lights are operated by photo-sensitive detectors and the remainder are on time clocks. One photocell has recently been replaced, one time clock reset and one lamp replaced in the lights in the Brae. The problem there is now thought to have been resolved, but a further inspection will be carried out this week. It was stated that the car park lights at 2 Rigg (under archway) are out of sync. And need recalibrating also.

**Action (24/2/11): Sarah to note this additional problem with 2 Rigg lights and have them recalibrated**

Charles White Response Time Sarah said that the company policy is to respond to all communications within five working days, and that this was being done. She apologises if she has overlooked any

complaint and not responded within this time scale.

Bin Chutes in 2 and 7 Rigg These chutes are regularly being blocked by people putting inappropriate items such as pizza boxes and packaging material down the bin chute instead of taking them to the packaging recycling bin in the store. Would residents in these blocks please use their bin chutes in a responsible manner – all rubbish in small, properly tied plastic bags.

**Action (24/2/11): Ian to e-mail to stair reps. for 2 and 7 Rigg a copy of a notice previously circulated for attachment to bin chute flaps giving guidelines for using chutes.**

Condition Survey It was drawn to the committee's attention that residents in blocks beside the Water of Leith had been sent copies of a report, commissioned by the City Council, on the condition of the buildings prior to the commencement of the Water of Leith Flood prevention work. It was the committee's view that this was simply the Council ensuring that it had a record of the condition of all buildings along the Water of Leith before the work starts in case there are claims that flood prevention work caused damage to a building. No action was thought necessary, but it was suggested that a copy of each report on the development be lodged with Sarah for information.

**Action (24/2/11): Anyone in possession of such a report to contact Sarah and offer it to her if she doesn't already have a copy covering that particular block.**

Cleaning The committee would like to express its appreciation to Annfield Cleaning on the quality of the cleaning at Powderhall.

**Action (24/2/11): Sarah to pass on the committee's comments to Annfield Cleaning**

### Next Committee Meeting

The next committee meeting will be in Roddy's flat (4/6 Rigg) on Wednesday 27 April at 7:30pm.