

Minutes: Committee Meeting

11th March 2025, Teams Meeting

Attendees

- Ruth Evans
- Ross Crawford
- Sharon Laird (Trinity)
- Rich Gibb
- Mike Begley
- Colin Douglas
- Carmel Connolly

Apologies

- Emmanuel Artiges
- Ana Arsene
- Jennifer Hill
- Jane Buxton

Agenda

- AGM Planning
- Budget
- GTC
- Miscellaneous
- Actions

AGM Planning

AGM will be scheduled for the 15th or 22nd May depending on venue availability.

This is to provide Trinity with enough time before the next billing period starts on the 1st June.

Agreed that this year we'll use cards for votes at the AGM, not paper or digital votes. Proxy votes ahead of the AGM will work as usual.

Discussion items for the AGM will include:

- Gardening Groups proposal
 - Presentation to talk about smaller groups amongst the development with a focus on gardening. A new way to feed into formal gardeners process and create a vision for the development.
- Communication proposal
 - The committee has an ambition to get better with communications between owners/committee/renters/factor and to reduce current costs
 - The committee are exploring other technologies options like Flarum
- Trinity Update including draft budget
- Call for committee members

Budget

We're currently under budget for the 24/25 year. The General Maintenance budget is mostly spent but everything else is under budget.

Looking ahead, building insurance is expected to increase in the 25/26 budget. So far we've been below the excess, however impact from the storm damage is still unknown.

GTC

Committee agreed to get the GTC work booked in by May to make use of the 24/25 budget and avoid this impacting the 25/26 budget.

The committee have done their due diligence by:

- Meeting with GTC and MG Contracts
- Reviewing the paperwork in detail and questioning items as required
- Managing a £100 decrease in costs per stair

The committee agree the Reserve Fund needs to be used for the costs.

Miscellaneous

- Christmas trees: Christmas trees spotted around the development. The Council not collect as part of scheduled bin collections. The Gardeners will uplift but there is a charge associated.
- Fountains: Sharon meeting Water Gems soon to discuss the fountains.

Actions

- The votes at the AGM likely will be related to:
 - Car Park Management
 - Pressure Washing
 - Item for the Reserve Fund
 - 1 quote has been gathered, another quote coming in soon.
 - For monoblock and staining on buildings
 - Cleaning the monoblock with be complementary to the carpet deep clean scheduled for April.
 - Reelect the committee
 - Reappoint Trinity
 - Reserve Fund
 - Question to choose how much to continue contributing to the Reserve Fund (Continue with £50 or option of changing to £25)
 - Question to choose to adopt the revised Reserve Fund Policy
 - Actions for the committee and Trinity:
 - Creation of detailed refurbishment plan with initial focus on painting
 - Sharon to get refresh quotes for painting 29 stairs.
 - Committee to review existing policy
 - Potential to use this as reference:
<https://www.gov.scot/publications/code-of-conduct-for-property-factors-2021/pages/section-3-financial-obligations/>

- Sharon to draft 25/26 budget
- Mike to bring projector for slide show
- Carmel to move next Committee meeting to 22nd April