



Powderhall Village Owners Association (PVOA) 2026 Annual General Meeting (AGM)

Venue: Taxi Club Edinburgh, 12 Beaverhall Rd, Edinburgh EH7 4JE

Date/Time: March 11th 2026 7:00pm to 8:45pm

Charles White Factor Representatives present:

- Sarah Wilson, Client Relationship Manager (Director)
- Kayleigh Young, Client Team Assistant

Welcome (Craig Williams)

- Committee thanked Owners and Charles White for giving us their time tonight.
- Apologised for postponing the earlier planned AGM because of a notification issue.
- Outlined tonight's planned agenda.

PVOA Committee Member Elections

1. **Retiring PVOA Chair:** Owners thanked Roddy Martine for his 17 years as PVOA Chair.
2. **Departing PVOA Committee Members:** Owners thanked all Committee Members who have decided not to seek re-election, this included; John Riley, Richard Ross, Shaun Gaukrodger and Stuart McAllister.
3. **Election of PVOA Committee Members:** Owners re-elected to the PVOA Committee: Craig Williams, Frans Kooy, Gordon Chrumka, Kathryn Tomlinson, Jane Garrett, Sabine Goldhausen, Roddy Martine and William Laing.
4. **Election of PVOA Committee Office Holders:**
 - Treasurer: Sabine Goldhausen was re-elected.
 - Chair: Craig Williams was elected.
 - Secretary: Position remains vacant.

Powderhall Vehicle Owners Limited (PVOL) Report (Gordon Chrumka)

1. **Purpose:** The PVOL is a registered company owned by all Powderhall Owners for the purposes of owning Powderhall Village land. The company has three directors; Gordon Chrumka, Frans Kooy and Roddy Martine.
2. **Financials:** PVOL valuation is composed of a nominal value land valuation of £50,000 and funds in a bank account from the sale of a strip of land some years ago.

Treasurer (PVOA) Report (Sabine Goldhausen)

1. **Financials:** Financial account figures were distributed at the AGM. There was no significant change from last years position.

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Charles White Limited (CWL) Factor Report (Sarah Wilson)

1. **Overview:** CWL in 2025 and so far in 2026 has another busy year in Powderhall covering repairs (e.g. January 2025 storm damage and water leaks), maintenance (e.g. gutter cleaning, inspections and tree trimming) and project work (e.g. paintwork quotes, factor retendering and neighbouring boundary issues). CWL two main project priorities in the next 12 months will be Paintworks and Roofing. CWL future plans for Powderhall Village are subject to them remaining the Factor for Powderhall Village in 2026.
2. **Quorum Implications:** Tonight we do not have sufficient Owner attendance for Owners to authorise CWL to make changes outside current practices as per the deeds.
3. **Ageing Infrastructure:** Powderhall buildings are getting older and more expensive to maintain. Any changes to regulations and technology will also have some impact.
 - a. **Lifts:** Powderhall lifts are passenger lifts and not goods lifts, often we find problems caused by heavy loads from people moving in and out. Schindler inspections our lifts 4 times a year. At this time we have no major concerns regarding the current state of lifts. However some replacement lift parts can be expensive e.g. £6,300 for cables/wires, £14,000 for a main drive unit and a complete modernisation of a lift £110,000.
 - b. **Intercom:** Our old intercom system is about 20 years old. In the past few years we have had to replace an old intercom with a complete new intercom system and this is likely to happen again due to the lack of available 20 year old spare parts.
 - c. **Roofing:** Issues with flat roofs are continuing and have been covered so far by insurance. Normally roofs have around a 20 year lifespan and our 2028/2029 plans might need to be brought forward.
 - d. **Paintworks (Decorations):** Insufficient funds were paid in by Owners to allow work to be commenced (47% paid vs start threshold 75%). As a result all paid monies have now been either refunded or given as a credited to Owners future invoices. CWL and many Owners remain of the opinion that the work is needed.
 - e. **Re-Carpeting:** Is dependent on the paintwork being completed first.
 - f. **Window Trim:** The replacement of the window trim falling off windows is an Owner responsible. CWL will provide Owners with contact details of businesses that will be able to offer a repair/replacement service.
 - g. **Door Wedges:** Wedging doors open is causing damage and strain to the springs on the external doors. CWL is asking Owners to stop wedging doors open.
4. **Portal Changes:** The Charles White Portal will be upgraded in May 2026. It will be more interactive, more informative and allow Owners to follow job progress.

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5. **Insurance:** Owners should appreciate that insurance claims in Powderhall are unavoidable allowing for the size and age of the development.
 - a. **Water Damage:** 95% of all claims relate to water damage from one flat to another flat. Of that 80% leaks are from washing machines, dishwashers, baths, showers, boilers and overflows. CWL asks Owners to check seals regularly and Landlords to instruct Letting Agents to check for mould/damp in rental properties. Overall the impact of water claims have been in:
 - i. The Brae and Rigg 7-11 the highest.
 - ii. The Rigg 2-3 the most recent.
 - iii. The Road has the lowest.
 - b. **Insurance Renewal:** CWL in the coming week will discussion with our Insurance Broker about our next insurance renewal. CWL is looking to reduce its commission down to 8%. Also CWL is considering seeking lower insurance premiums for Owners by moving out of a portfolio insurance arrangement.
6. **Questions and Answers**
 - a. **Budget Approach:** If CWL wins the factor tendering process, CWL factor proposal is to adopt a “budget approach” where Owners will be asked to pay funds in advance by instalments. Budgets would be communicated to Owners at the start of each year. At the end of the year a reconciliation will take place with any charges/credits then being applied to the Owners account.
 - b. **Changing Deeds Conditions:** It is not a simple process but can be achieved with the support of a significant majority Owner agreement. Dependent on the change this can involve seeking legal advice, submitting regulatory paperwork and incurring some financial cost.
 - c. **Float Bank Account:** CWL considers the current float balance to be healthy.
 - d. **Bump in Rigg Roadway Above Underground Carpark:** Concern was raised about the bump in the roadway. CWL will investigate this matter.
 - e. **Insurance Claim Turnaround:** CWL average claim turnaround is 37 days which is lower than the industry average of 110 days. Owners concern about any current claims should contact CWL.

Thank You to CWL for attending

After no further questions the Owners and Committee thank CWL (Sarah Wilson and Kayleigh Young) for their attendance and move to the Owners Only part of the 2026 AGM.

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Factor Tender Discussion (Owners Only Discussion)

1. **Handouts:** Several copies of the Final Proposals from the Factors are handed out for sharing/passing around between Owners.
2. **Tender History Recap:** The Committee recap the process over the last few years from considering all registered factors operating in Edinburgh to the final three candidate factors; Charles White Limited, Myreside Management and Taylor & Martin.
3. **Final Proposals:** Will soon be uploaded onto the Powderhall Village website <https://www.powderhallvillage.org.uk> for Owners to review.
4. **Owner Conversations** covered comparisons, opinions, comments and initial reactions on the following:
 - a. Management Fees.
 - b. Insurance, Commission and Portfolio.
 - c. Knowledge of Edinburgh, Experience and Number of Properties.
 - d. Public Reputation and Scottish Tribunal Decisions.
 - e. Expectation for Service.
 - f. Planning and Budgeting for Major Works (e.g. Paintworks).
 - g. Lack of Low Level Detail in Final Proposal on Servicing Charges.
5. **Appetite for Our Business:** The Committee believe that all three factors are extremely keen to win our business and their final proposal is the best they can offer us at this time.
6. **Special General Meeting (SGM) Overview:**
 - a. **Venue:** Taxi Club April 22nd 2026 7:00pm to 9:30pm.
 - b. **Agenda:** All three Factors will again be given 20 minutes to present with Q&A.
 - c. **Ballots:** Will be mailed out to Owners in early April.
 - d. **Absentee Voting:** Options will be made available to Owners.

Close and Thank You to Owners

The Committee thanks Owners for attending. We also appreciate the friendly atmosphere and productive discussions we had with CWL and fellow owners.

End of Minutes

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