



Powderhall Village Owners Association

MINUTES from Committee ZOOM meeting

April 1st 2025

Present: Roddy Martine (Chair), James Bowyer (Secretary), Gordon Chrumka, Jane Garrett (Minutes), Gemma Halkett, Franz Kooy, William Laing, John Riley, Craig Williams, Kathryn Tomlinson, Shaun Gaukrodger, Stuart McAllister

Apologies received: Sabine Goldhausen, Kevin Patch, and Richard Ross

In attendance: Sarah Wilson from Charles White Factors

Action Number	Action Description	Responsibility
1	Inform Charles White of light sensors decision	PVOA Committee
2	5 Rigg building strain – update Committee on progress	Charles White
3	Following drone survey, update owners on required roof work	Charles White
4	Provide drone survey report to Committee	Charles White
5	Smoke vents – add smoke vent action to Maintenance Plan for 2026	Charles White
6	Gas works – communicate possible costs to relevant owners	Charles White
7	Write letter to owners on the revised proposal for the internal paintworks project	PVOA Committee

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

Roddy welcomed members and Sarah Wilson.

Item 2: Review of actions by Charles White

1. Water leak/cold spot:

- An owner has been in touch regarding the possibility of insulation being fitted within the bin chute. There is no space to do that as there must be airflow.
- Charles White reported that this did not seem to be a general problem but there may be some issues relating to insulation in the bin chute or cladding on a particular block's bin store ceiling. Condensation and incorrect ventilation seem to be the main issue.

- It is possible that some tenants are not ventilating their flats adequately. This situation is being monitored.
2. Lighting:
 - Charles White has previously discussed the possibility of fitting motion sensors to existing block lighting. Motion sensors are not recommended for internal stairwells, due to the lack of ambient light, but could be fitted on landings.
 - This idea is not appropriate for all blocks but some dwellings on Powderhall Road can be fitted with sensors. Currently, lights are on minimum settings of 10%.
 - Lighting in the bin stores are currently being fitted with new sensors as the original lighting is phased out.
 3. Building stain at 5 The Rigg:
 - Although the overflow that was causing this leak and subsequent staining has been fixed, the costs of removing the stain must be paid for by the client- this has not yet taken place.
 4. Audio volume in lifts:
 - Schindler were asked to turn down the speaker volume in lifts on the development. The volume is now set at the lowest level that allows those who are hard of hearing to hear the speaker.
 5. Lift callout charges:
 - Previous misunderstandings regarding lift callout charges have been corrected.
 - Schindler are still being called out unnecessarily on occasions including a call at 5 The Rigg recently. This incurs costs for residents.
 - Charles White to ensure that residents who contact Schindler must provide their names to allow for appropriate follow-up. Property owners ONLY can make instructions regarding lifts.

Note to all owners - if there is a lift issue, residents should ring Charles White first unless the resident is trapped inside the lift.

6. Storm Eowyn damage:
 - There was some damage at ground level following the storm. Fences at 2 and 7 The Brae have been fixed.
 - Remaining fence damage will be fixed as soon as possible.
 - Roof works at 7 The Rigg has been completed.
7. Townhouse fencing:
 - Charles White reported that a fence/ new post has been concreted in place at the town houses enabling the gate to be refitted.
 - The joiner (Rock Solid) had been working on the gate which will hang as before as this was the only feasible option.
 - It was reported that the fence at the back of the lane near the townhouses was sagging.
 - Charles White stated fees are agreed regarding the fencing and work would be done in the next month.
8. Roof survey:
 - This was carried out on April 1st with the building insurers paying for the £3,000 cost.
 - This survey will detail the state of the roofs and what work is required.
9. Trees at 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 has chased and offered to meet with the council regarding liability but there has been no action yet.
- Currently, the situation is not judged to be hazardous.

10. Smoke vents:

- Cabling on the smoke vents needs to be changed to meet EU standards. This cabling has not been changed since the development was built and changes need to be in place by 2026.
- Charles White has uploaded further information on the Portal.
- It was commented that the smoke windows in 8 The Rigg seem to be open more often and that the pin has been pulled.
- Charles White commented this was not due to a fault. In addition, smoke windows are harder to close than before however they might need upgrading.

11. Gas works:

- Charles White received the gas reports on 3 & 11 The Rigg, and 18 Powderhall Road.
- PRS and MCP Ltd are both providing quotes to complete the work.
- Charles White estimate these could be from £1,800 in the road to £3,000 for blocks.
- Expected costs will be on PPM and have been available on Charles White site from May 2025. Costs depend on what is needed and the size of blocks.

12. Damp:

- The issue of dampness in ground floor flats adjacent to bin stores was raised to Charles White.
- A Committee member reported that approximately 25 people who live near bin stores had reported this issue to them.
- An independent source reported that insulation and flooring in bin stores is inadequate and could be causing damp on walls adjacent to bin stores.
- The Committee member will send an email around this subject to the Committee, the Chair and to Charles White.
- Charles White had tried to find the cause of these issues, but all reports had come back as being caused by condensation. The Committee member stated further investigation was necessary.
- Trickle vents and dehumidifiers have not solved the issue.
- Charles White asked the Committee member to forward any information to progress to the issue resolution.

Item 3: Internal paintwork communications

- The Committee acknowledge that there are many concerns among residents about the proposed costs and necessity of the internal redecoration project.
- Charles White reminded the Committee that it is more than 8 years since internal redecoration has been carried out and it is written in the deeds that redecoration will occur at regular intervals, 3-4 years dependent on the block.
- The Chair agreed that the work must be done and that the cost of the works will most likely increase if delayed into the future.
- One issue is over the variation in costs as some blocks have a simple repainting whilst others have wallpaper which is costlier to replace.
- Another challenge is the specification of the project and its relevance for each block.
- The Chair stated that the Committee must decide about how we proceed.

- It was proposed by a member that the cashflow impact on owners can be made more manageable if the work was conducted in a phased approach, the scope focusing initially on high traffic areas such as the ground and first floors. Higher floors can be completed later. This will likely lead to a higher total cost of the whole project but spread over a longer period.
- In 7-11 The Rigg and The Brae, the ground floors and stairwells could be carried out first as they are the most damaged and in need of redecorating.
- In 2-6 The Rigg, all the work could be carried out due to the low cost as no wallpaper is present.
- Powderhall Road could have the ground, and 2 floors redecorated at the same time.
- The Committee agreed that these options would be put to residents for a vote as well as more information on the conditions in the deeds and details of the project.
- A letter from the Committee to this effect will be sent to owners via Charles White.
- The vote could be executed through the Charles White app.

Item 4: Dates for next PVOA meeting

- It was proposed that the Committee meetings should be monthly and not every two months to allow for sufficient discussion time on each topic.
- Not necessary for Charles White to attend every meeting therefore the cadence will be for Charles White to attend every other meeting.

Item 5: PVOA Chairmanship

- Roddy Martine stepped down for the position of chair.
- He will continue to serve on the Committee and contribute with his invaluable experience.
- Craig Williams volunteered to take the Chairmanship, which was approved and welcomed by the whole Committee.
- Craig said he would welcome Roddy's advice and would aim for consensus and to listen to all opinions.
- Roddy said it had been a privilege to work for Powderhall Village and the Committee.
- The Committee thanked Roddy for his outstanding work on behalf of the Powderhall community. Roddy has contributed his time and knowledge for over a decade with a key highlight securing the ownership of the parking spaces for Powderhall owners.

Item 6: Tender sub-committee update:

- The sub-committee requested a full Committee meeting to discuss the final short-listed vendors – planned for end of April/ start of May.
- The potential vendors have been narrowed down from six to five as one vendor scored significantly worse compared to the others.
- The sub-committee are currently contacting references and requesting in-person meetings with the remaining vendors.
- Following the full Committee meeting, the next step is to arrange for a special meeting to conduct the vote on Powderhall Village's factor.

Date of next PVOA meeting with Charles White: 03 June 2025 at 19:00