



Powderhall Village Owners Association
MINUTES from Committee ZOOM meeting
Wednesday 19th June 2024

Present: Roddy Martine (Chair), James Bowyer (Secretary), Gordon Chrumka, John Riley, Richard Ross, Craig Williams and Kevin Patch

Apologies received: Jane Garrett, Sabine Goldhausen, Gemma Halkett, Franz Kooy, William Laing, Kathryn Tomlinson, and Shaun Gaukrodger

In attendance: Sarah Wilson from Charles White Factors

Action Number	Action Description	Responsibility
1	Share the latest Stair Rep list.	Charles White
2	Review Charles White's draft plumbing survey cover letter.	PVOA Committee
3	Share details of Terrorism insurance cover still to the Committee.	Charles White
4	Obtain potential vendors/quotes for a tree survey.	PVOA Committee
5	Erect signage in the turning area outside 6 Rigg.	Charles White
6	Draft letter to owners outlining lockbox process and request removal of unauthorised lockboxes.	Charles White
7	Remove anonymous ability within the Powderhall Village Facebook group.	PVOA Committee – Facebook group
8	Charles White to communicate with the owners regarding the work and costs of the internal paintworks.	Charles White

PVOA Committee-only:

1. Welcome, Introduction & Apologies

- The PVOA Committee met in-person and were welcomed by the Chair.

2. Minute Communication

- The Committee discussed ways to increase the viewership of the Committee meeting minutes.
- Charles White to share the latest Stair Rep list (a list of volunteers who print a copy of the latest PVOA Committee minutes and place on their respective buildings noticeboard).
- The Committee's secretary to review the list for completeness and request for more volunteers (post on Facebook). If any reader of the minutes would like to be a Stair Rep, then please email: committee@powderhallvillage.org.uk.
- Agreed that following the approval of the minutes, a communication with a link to the minutes in the Charles White Portal will be posted on the Facebook group page.

3. Play park signs and land flatting charge

- The land flatting charge related to work behind the townhouses that was not covered by the compensation received from the counterparty to restore the land to original condition.
- Following the play park inspection report:
 - the current signage requires the addition of a contact number.
 - Charles White reviewing the costs for replacing the whole sign or amending the current sign.
 - Indication there is shrinkage in the wet pour floor. Charles White obtaining quotes to rectify.

4. Review of actions/updates by Charles White

Actions from previous meeting:

- Charles White approached Property Revival Solutions Ltd to conduct the plumbing surveys.
- Charles White provided a draft owners letter to the Committee, about the voluntary surveys, for review.
- These surveys are voluntary however the Committee would like to encourage all owners to take-up the offer.
- Details of Terrorism insurance cover still to be sent to the Committee.
- Amendments to the insurance letter to the owners completed.

Gas checks and water tanks:

- Gas checks:
 - Completed at Powderhall Road.
 - Still ongoing at the Brae.
 - GTC to do the reports for the Rigg.
- Water tanks:
 - The disinfection of the water tanks is completed and all required remedial works are also complete.

Smoke vents:

- 10 Rigg required smoke vent actuator replacement due to a failed safety test.

Roofing:

- Various roofing projects ongoing:
 - Quotes being obtained for full roof surveys as outlined in the Planned Preventative Maintenance Plan for 1 & 5 Years document shared on the Charles White Portal
 - It is known that Miller properties have inherent problems as the windowsills were installed incorrectly. This has subsequently been rectified however residual issues have occurred.
 - It is recognised that the roof membranes are also perishing. Charles White have contacted Hardies, surveying company, to produce a report to assess the extent of the situation on each roof via a drone survey.

Trees:

- Suggested a tree survey to be executed to evaluate dangerous and encroaching trees.
- One cherry tree outside 7 Rigg has already been removed due to lifting the footpath and the footpath works are due to commence to commence early July 2024.

Fences:

- Reported damage to the fences near 7 Rigg.

Flooring:

- Proposal to make properties with Amico tiled flooring to replace, when necessary, with a modular design and pattern to reduce future replacement costs.

Parking Painting:

- Remaining parking spaces will be painted by end of July 2024. 2-6 Rigg.
- The turning area outside 6 Rigg to be hatch painted following the erection of signage.

Commercial Vehicles:

- Definition of a commercial vehicle is one with livery and vehicles with livery cannot be parked overnight in Powderhall Village as per the deeds.
- Charles White is actively communicating with owners of commercial vehicles about their parking within the Development.

BT Open Reach:

- BT Open Reach, an internet fibre provider, has completed surveys within the Development.
- Infrastructure for BT Open Reach, if agreed by the Committee, will be installed within the Development.
- There is no cost associated to this installation.
- Owners will have more choice when it comes to selecting internet fibre providers.
- The Committee universally agreed to allow the installation of BT Open Reach and the Chair will sign the wayleaves for this to take place.

Paintworks:

- Five questions were submitted about the paintworks with Charles White responding to each:
 - Question 1 - Who (Committee, deeds, general question) made and when was the decision to made to paint the internal walls?
 - As per the Title Deeds, internal paintworks should be assessed every 3 years. The Committee and Charles White agree this is excessive.
 - The internal paintworks have been completed previously every 5 years but due to other works and the pandemic the current cycle was delayed so is now overdue.

- The Committee was then informed about the option to conduct internal paintworks.
- Question 2 - Can each block source their own painters if they keep the paint/current design the same?
 - A block could source its own painters/paint the block themselves.
 - Charles White will not oversee the project and have liability against the project.
 - The Block will need to obtain a majority agreement within the block to commence with their own project.
 - The colour needs to be in uniformity with the other blocks in colour and wallpaper.
- Question 3 - On the communication to the owners – can you include a column to see individual block costs with paint and paint/wallpaper?
 - Yes, this can be included.
- Question 4 - Can you confirm how many blocks have wallpaper?
 - 16 buildings have wallpaper.
 - Wallpaper is named in the Title Deeds therefore a requirement to keep it.
 - There is an option though to remove the wallpaper and replace with lined paper.
 - All blocks with wallpaper are required to be uniform therefore any block that wants to remove change wallpaper needs more than just their blocks approval.
- Question 5 - What is the option/process for getting the paint colour changed and which block groups need to be uniform?
 - Blocks groups do need to be uniform, such as 2-6 Rigg and the rest of the development.
 - The colour can be changed but will need to be a uniform change as per the block groups above.
- Charles White to propose paintworks to the owners regarding works & costs.

Cleaning of overflow pipes:

- Charles White to write to relevant blocks about chemical cleaning of overflow pipes.
- 3 Rigg, 5 Rigg and 9 Rigg identified as having the overflow pipes that need the most attention.

5. Gardens & Dogs Management

- Concerns remain over the dog fouling within the garden areas of Powderhall Village, notably from dogs who reside outside the Development and pass through to visit the nearby parks.
- The aesthetics of these garden areas are also of varying quality.
- A balance between practicality and purpose of the gardens are to be assessed, to allow for enjoyment by children, protection from dog fouling and growth of flowers.
- Richard Ross to speak with Sabine Goldhausen over his ideas to enhance the gardens, such as perimeter flowerbed.

6. Any Other Business (AOB)

Litter pickers:

- Council have not responded to the Committee's litter picker request.

Lockboxes:

- Increase in unauthorized lockboxes in certain buildings.
- Lockboxes are allowable for medical reasons however these need to be authorised with Charles White.
- Communication to be sent to owners about the process with lockboxes and request removal of unauthorised lockboxes.

Facebook group:

- Increase in the number of anonymous posts within the Powderhall Facebook group.
- Admins of the Facebook group to remove this ability.

PVOL (Powderhall Village Owners Limited):

- Financial accounts were submitted on time.

Charles White representative left the meeting.

7. Tender sub-committee update

- Invitation to participate sent to all twelve shortlisted vendors.
- Nine responded – all accepting the invitation.
- Tender sub-committee compiling Vendor Submission Document (questions vendors will be assessed on) and will submit to PVOA for review before sending to vendors.
- Agreed that due to the significance of the potential impact of the process, a dedicated meeting of all owners, separate to the AGM, will be required. Details and agenda to be confirmed.

NEXT PVOA MEETING: Wednesday 28th August at 19:00