

**Woodilee Village**   
Annual General Meeting. Lenzie Academy  
Monday 18th September 2017

Melissa Syme (MS) from RMG opened the meeting. Thanks were given to the steering group who assisted with this evening’s meeting.

MS proceeded to introduce herself and explain her role with RMG. She has been appointed as Property Manager for Woodilee Village and is the main point of contact for the daily operation of the development. She continued to advise that she has held the position for 4 months and is looking to engage and build communication channels with the residents to ensure that action is taken on issues within the area. She also advised that the purpose of the meeting was to formalise a Residents Association, listen to residents’ concerns and provide an overview on what is currently taking place within the development.

MS went on to explain that the benefit of formalising a Residents Association is to allow owners to have representation, who meet with RMG on a quarterly basis and assist in making decisions to benefit the development. MS confirmed the quorum for tonight’s meeting has been achieved, therefore we proceeded to take a vote.

MS requested all residents in favour of proceeding with formalising a Residents Association on behalf of the Woodilee Village Residents to raise their hand. A unanimous decision was reached and therefore the association is now formalised.

MS then requested that anyone wishing to join the Residents Association come forward and provide their details. It was also advised that RMG recommend at least one member from each developer to allow us to have full representation of the development. Any owner who has submitted their interest will be contacted directly.

MS proceeded to advise she would now go on to provide a management report. She asked all residents to please wait until the end of the report to ask any questions.

**MANAGEMENT REPORT WOODILEE ESTATE**

**Ground Maintenance**

Thomas Angel went into liquidation in June of this year. Following this RMG appointed GFS and McDonald Brothers. McDonald Brothers have taken over the maintenance of the spine road and GFS the remaining estate. Due to the standards not improving, GFS were given 14 days’ notice which expired on the 2nd September to allow immediate improvement of the site or their contract would be revoked. This did not happen and as of the 16th September they are no longer on site. Root 1 will carry out the remaining works to the grounds as per GFS contract along with DSMCG who will carry out works outside of the monthly maintenance contract. Costs will remain the same until the end of the year, when a re-tender process will take place.

**Verges**

Verges throughout the estate are having improvement works carried out during the winter ground maintenance season.

**Tree Survey**

This is in the final stage of compilation and works should start in the coming months to remove any dead trees or any that pose a cause for concern. The trunks will not be removed and instead placed within the woodland area, this will allow for the habitat to thrive and also provide an area for the children to explore.

**Bird Boxes**

We have worked alongside EnviroCentre to develop a plan to assist the wild habitat within the development. We have instructed Bird and Bat boxes be implemented to assist in this. These will be put up over winter, which I have been advised is the best time to install.

**Intimation boards**

It has been agreed that intimation boards would be a great asset within the site. These can be informative as to wild woodland areas and the habitat within these areas. It is also a great tool to advise residents of walking trails available within the development. We have obtained all data for the intimation boards and are currently working on having a sample board installed within the development to allow us to have residential feedback prior to full installation throughout the development.

**Culvert**

Root One have been instructed to attend to the works and have made a start. The consortium has agreed to pay for the repair to this area.

**Art Project**

Artist Jacqueline Donachie is working alongside East Dunbartonshire council regarding a project to incorporate art into the area. They have picked a location within the woodlands next to the Bothlin Burn to erect the art. This art will relate to the history of the grounds and the hospital that used to occupy the grounds. This will be erected between December / January and will be on show for public for around a year.

**Adoption of road and lighting**

The consortium has advised that they hope for the adoption of the roads and lighting to take place by the end of September.  
UPDATE – this has been delayed, RMG have requested confirmation of the new proposed date.

**Consortium issues**

As per ‘Section 75’, the council have allowed developers until such time as they remove themselves from site to complete any snagging. As such there are a number of issues which RMG are communicating with the consortium on, for example, the drainage at the pathway between Miller 1 and Cala 2, the culvert and some street lighting. We will continue to work alongside the consortium to provide a positive conclusion on the matter.

**Inspections**

The following inspections are carried out as part of the maintenance programme within the development;

* Invasive weeds audit
* Annual tree survey
* Soil samples to allow RMG to implement further wild flower meadows in the development
* Bothlin Burn water samples

RMG are also looking to improve the bridal path and have had EnviroCentre out to see what we can do to improve this area. RMG will continue to work alongside EnviroCentre to reach a positive outcome.

MS then opened the floor for any questions. Questions asked during this time were as follows:

* How RMG can ensure that the consortium carry out the essential repairs as noted; MS advised that she is working closely with Doug Riddell on many issues and will report back to the Residents Association with the progress made.
* Who is responsible for the lighting repairs at present as there are a number of street lights out? MS advised owners to inform her of any issues with the lights, to which she will advise the consortium. The developers are responsible for any repairs until such time as the adoption from the Council takes place.
* Would it be possible to have no dog fouling signs? MS advised that RMG can obtain signs however, their priority at present is to implement more bins, for which they are currently in communication with the council. However, the matter of dog fouling signs can be raised at the Residents Association Meeting.
* Why are RMG carrying out repairs that are the responsibility of the consortium, i.e. culvert? MS advised that as this is a health and safety risk, RMG are happy to facilitate the repair which the consortium have agreed to provide funds for.
* What is the land across from the Spar going to be? MS confirmed that this will be a nursery.
* Can football goals be installed within the sports area? MS confirmed that this is something RMG can look into.

MS proceeded to advise owners of a breakdown of the Annual Service Charge which is a total of £199.98 per household. A copy of the budget is available on request, if owners do not already hold a copy. At present, RMG charge from 1st May each year until 31st April of each year. At the end of each financial year, RMG arrange for an independent audit to take place and provide a report which is issued onto the RMG Living Portal to allow total transparency to residents. Any funds not used during the financial year are returned to owners. Currently Woodilee has 768 active properties with the development completing at 911 properties. MS continued to advise owners that within RMG, each development has its own accounts which will allow the newly formed association to obtain bank statements. This will outline funds available within the service charge and reserve accounts. MS continued to state that RMG are here to work alongside the residents with the day to day running of the development and also on projects to provide a more community feel to the area. An example of which is the Christmas tree RMG provide each year at their expense as a gift to their developments.

MS thanked everyone for attending and commented she is looking forward to working alongside the residents.

Meeting closed at 9.30pm