

Woodilee Village Residents Association pre budget meeting

Property managers Report – Gordon Howie.

Date: Tuesday 19th March
Time: 7.30pm
Location: Lenzie Golf Club

Tonight's additional meeting to review and discuss budget preparations for 2019 – 20. Prior to meeting, GH prepared and submitted the following PM report as an update to the previous report prepared for meeting held 29.01.19. GH to submit such reports prior to each meeting with the residents association going forward. Discussion points from the draft budget preparations noted in the residents associations minutes from this evening. GH is also preparing supplementary notes to accompany the 2019 – 20 budget when finalised to be sent to all in due course.

Update / Progress / Achievements

General

Drop-In Surgeries. RMG drop in surgeries re-commenced February 28th with the next scheduled drop in being March 28th. Looking to continue with these every four weeks at the same time and venue (The Old Gatehouse form 10.30am – 12.30pm). Announcements being made for these on RMG Living and RMG twitter feed.

Newsletters. GH was not able to prepare a newsletter in time for the first of the 2019 drop in surgeries as intended due to current workload. Letter has been amended and updated for a spring newsletter which is intended for uploading to RMG Living prior to the March Drop in.

Recent issues with invoices / accounts the ongoing review appears to have largely addressed issue as GH notes a reduced number of inquiries being received regarding balances due.

Debt Recovery Process. GH being provided with updates and reports and continued progress with this. Latest update provided prior to the residents association meeting on the 19th March

Service Charge Accounts 1st May 2017 to 30th April 2018. Signed off for issue as per last meeting.

Grounds Management, Maintenance and Improvement works.

Estate.

Main entrance to spine road. No further update received regarding any planned amendments to landscaping here on behalf of the consortium. GH informed reviews are ongoing and will be updated in due course. Area to be maintained as per current condition for foreseeable. GH has requested failed conifers be removed and tree pit marked to highlight where replacement planting will go.

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New link to first section of bridle path. No further update regarding installation of path. GH / grounds contractor removing epicormics growth / overhanging branches and keeping vegetation on proposed route trimmed down. Any chipped bark or timber logs generated during current on-going major tree works in area to be retained for defining path / improving surface drainage.

Provision of winter services. GH continues to monitor salt bins and record number of bins being filled. Bins numbered on inside of lids with a marker pen for the time being. A more permanent numbering system can be installed at end of current review of locations. Two squads were on site Monday 10.03.19 and all bins filled. GH has been asked by an owner of a property in Miller two to relocate one bin as its current location is next to their boundary fence.

Litter Bins / Dog waste bins Routine inspections note that there was a recent incident of fire raising with a small number of bins supplied and serviced by EDC destroyed. This was reported and EDC have actioned replacements.

Spine Road. On-going Major tree works throughout site at the moment will generate additional wood chip material to be recycled on site. Tree surgeons have been asked to deposit quantities of wood chip generated on area of bare soil at entrance to spine road during these works. Chips can then be moved to areas where chip is required once tree surgeons are off site. If tree surgeons are working in areas identified as needing wood chip (i.e. bridle paths) wood will be chipped directly where logistically possible.

Kerb edges / Road Sweep. Wind fall debris accumulating along spine road kerbs. Contractors to work on clearing between any road sweeps carried out by council (as road is adopted) Regular blowing and clearing to be carried out during visits to mitigate build up. Herbicide application on kerbs included in 2019 – 20 grounds maintenance programme of works / budget.

Bridle Path. Consortium have installed three new gravel drainage channels in the bridle path. GH monitoring effectiveness of this and awaits confirmation if this satisfies requirements.

Letters have been issued to owners of properties that back on to bridle path requesting materials being stored / dumped here are removed to allow access for improvement works. Some positive action by a few owners but significant issues still to be addressed.

Ongoing tree works here to address recommendations for immediate action as per 2018 – 19 tree survey report. Area where TV signal is an issue surveyed with tree surgeon. Advised no real benefit would be gained from removing / reducing any particular tree. Only removing a significant number of trees here would have desired effect which we are not in a position to do. Advised against significant pruning here also as this will only provide minimum / short term solution with costly regular repeat works required at significant cost / to detriment of trees condition.

GH reviewing proposed stairwell repair works with contractors again now as consortium have commenced with drainage works.

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Woodland Stock / Trees. Next phase of on-going tree management works ongoing as per survey / EDC recommendations. GH aware some owners have raised complaints about removal of mature trees, especially on spine road. GH can assure all owners trees are only being removed if found to be in terminal decline / pose a potential danger or liability issue. This is why extensive surveys and subsequent reviews with EDC are carried out prior to any works commencing. Recent high wind conditions have resulted in fewer failures which demonstrates a pro – active management plan is being actioned. Two additional trees were found to have storm damage / condition issues as part of current works (some trees were recommended for inspections at height to investigate signs of decay / structural failures as part of ongoing works) One additional Birch tree has been felled as a result this week and one other subject to further inspections by EDC on Friday 15.03.19 to evaluate appropriate action. Estimates for costs relating to 2019-20 budgets being amended this week for budget review. An extended tree survey has also been scheduled for 2019 – 20 upon completion of the works recommended as recommended in current report (next programme of works scheduled for early summer when trees being monitored can be re-inspected in leaf).

Proposed additional planting / Repair works. Daffodil bulbs planted in “willow Bank2 (at the toddlers play park) and in memorial Way are establishing well. May not flower well as first season in ground but viable and will multiply. Crocus planted along bank in Memorial Way are establishing well but flowers have suffered in recent windy conditions. Native Bluebells planted in Memorial way wooded area are not establishing due to increasingly waterlogged conditions. GH may be able to transplant bulbs “in the green” towards the end of the growing season elsewhere as part of routine maintenance works with grounds maintenance contractors. Some shrubs are currently being transplanted as part of works to remove inappropriate planting in specific areas / part of land grabs in common areas.

Additional Tree Planting Costs obtained for planting additional trees. Looking at smaller trees (Maidens instead of heavy standards) as this may allow a greater number of trees to be installed and allow more areas to be covered in the interests of best value. As these trees are smaller and more delicate than heavy standards, planting could only take place when high winds / storms are less likely. Plants are containerised so can be planted during growing season. GH has reviewed appropriate species for specific growing conditions to minimise failures. GH also aware that consortium still have significant areas to be subject to woodland drift planting and installation of heavy standards which were scheduled for March. Awaiting confirmation of when these will be installed

Land Grab Issues / Issues of inappropriate planting in common areas. Letters are being issued to owners of properties where instances of inappropriate planting in common areas has been carried out adjacent to their private gardens. GH has met with owners concerned and has worked with them to have planting removed to avoid costs for this being incurred by co-proprietors.

Planting of Leylandii conifer Hedging is a particular issue which is not permitted within common areas and should not be planted outside private boundaries for additional screening. Planting within private boundary may be permitted but it would be in owner’s best interest to make inquiries with neighbours and EDC planning prior to planting to avoid possible disputes. Plants contrary to planting schedule / landscape plan are being removed or relocated throughout development as part of routine works wherever possible as part of routine maintenance visits throughout the season.

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Invasive Species Control GH has been reviewing and updating control measures for invasive non-native species present on site. GH meeting with specialist contractors with a view to having a full survey, monitoring and control programme commencing as part of 2019 – 20 routine schedules. In addition there are also control measures included as part of routine maintenance programme (i.e. Himalayan balsam and Rhododendron Ponticum. However as new isolated areas of emerging Japanese Knotweed plants have been observed during routine inspections throughout 2018 -19, GH feels it is appropriate to fully survey / review control measures to continue keeping plants clear of properties. 2018 – 19 maintenance schedule did include routine treatment of controlled species but GH keen to expand as appropriate. Please note that effective treatment of Japanese Knotweed plants require a level of maturity (i.e. plants need to be actively allowed to grow before they can be effectively treated with appropriate herbicide. The presence of plants on site does not mean that they have gone undetected. Areas with plants will be subject to monitoring over life cycle until appropriate time for spraying. However, if any owner has concerns regarding plants in the vicinity to their property please report and GH will confirm that this is subject to control programme

Legacy Dumping / Historic Waste Bothlin Burn. GH has carried out further meetings / site walk round with specialist contractor to survey nature of legacy dumping issue in the Bothlin Burn area. As per our own surveys, confirmed that vast majority of waste here pre dates or was generated during the development of Woodilee Village. Nature of material and topography of area will present logistical difficulties in regards to removal of waste and would incur significant costs that cannot be accommodated in maintenance budgets. GH looking for alternative means involving third party assistance to at least begin to address issue.

Updates regarding additional works to be completed by Consortium / RMG

GH has been provided with a report detailing all issues and areas subject to review between the consortium and EDC regarding outstanding remedial works required. GH doing all that he can to assist with resolving these issues and ensuring improvement works being instructed by RMG are in accordance with these reviews. GH recognises that there are areas in need of improvement that should be considered the responsibility of the factor through effective management, maintenance and ongoing repair works. However, GH also working to ensure he is kept up to date with any retrospective changes that may result from the ongoing reviews. GH has disputed some of the issues that have been highlighted in the report as the responsibility of the factor, believing that these are remedial works for the consortium.

Area put to grass rear of Cala 2 (former compound site) – Consortium confirmed woodland drift planting to be completed here before the end of March and should be maintained as such going forward. To date no confirmation of when these works will be carried out. The final layout of this area would be amenity grass from Ninian Crescent road side up to and including the small island beds that are currently positioned to centre of grass area. Remaining grass area behind island beds from existing woodland rear of the Calmuir Cottages down behind the Cala properties to the existing area of woodland drift planting should all be planted as woodland drift with grassland meadow as per the other woodland drift areas throughout the development. Once installed, RMG to maintain as per other woodland drift areas throughout the development.

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Area between Springfield 2 and “Teenagers play park” / Basketball court. – No confirmation of when this area will be planted with woodland drift / edge planting by the consortium in keeping with the rest of the area.

Incomplete footpaths, area between Springfield 2 and “teenager’s playpark” / Basketball court – GH advised works are to be carried out in conjunction with tree planting here. Footpath works ongoing during GH site inspection 18.03.19.

Drainage issue footpath linking Springfield 2 Ballantyne Brae and estate path between Springfield 2 / Persimmon – Routine inspections note that some works have been carried out on behalf of the consortium here to address issue. GH to review action taken by consortium ASAP. RMG contractors continue to salt when on site during cold spells to mitigate slip hazard.

Issue with levels, link paths between Miller 2 and new section of bridle path. Consortium have confirmed works to build up levels and address some drainage issues here have now been instructed. GH understand works planned as a continuation of current drainage works recently carried out in older section of bridle path. During site inspection 18.03.19 GH observed type 1 aggregate has been used to build up levels on link paths. GH understanding was that this was to be achieved using soil / turf. GH also notes new drain has been installed here also. Spoil soil and dig out material still to be cleared. GH to review with consortium ASAP

Tree planting on bunds, entrance to Cala 1. Following review, GH has been advised failed trees here should be covered by planting warranty and as such be replaced at least in part by consortium / contractors working on behalf of consortium. GH still has concerns regarding planting conditions here, but this could be addressed to some extent during any replacement planting (i.e. larger planting holes, replacement compost and use of mycorrhizal fungi etc. to assist with establishment etc.) GH to review with contractors.

Bollards. – GH continues to receive high volume of complaints about missing bollards. Reports being referred to relevant developer, GH has chased contractor asked to replace the missing one on Stoneyettes path this week as we are responsible for replacing this. Confirmed 18.03.19 bollard has now been ordered and will be fitted upon delivery.

SUDS pond between Springfield 2 and Calmuir Road. GH aware that SUDS pond was not draining properly but that contractors working for consortium have attended to issue. Outlet here remains unfinished and consortium still have to remove sections of Heras fence left on Market Road banking. GH to confirm when this will be addressed.

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Development Parcel Update

Cala 1. Frequency of litter picks carried out in play area to rear of Cala 1 increase. Reports of issues with youths congregating in play area at night. Owners advised to highlight issues with local police. Bin subject to fire raising at entrance now replaced. Rough grass areas behind entrance features and bunds all strimmed and cleared. Continued vehicle damage to grass area off Woodcroft Cottages. Failed Birch tree here due to waterlogged ground.

Charles Church. No response from developer regarding displaced sign on Rutherford Drive. GH has sign and arranged for it to be re-attached. Sign post here has been damaged during high winds due to estate agent signage. Issue to be referred to estate agent / developer advised.

Springfield Phase 1. Winter pruning programme of all internal shrub beds and borders completed this week. Inappropriate planting of small conifers (possibly by owners) in border along Menzies Drive to be removed / replaced. One owner requested that a Photinia shrub here be left at existing height. Continued damage from footfall to area front of school bus stop. Was proposed we turf over but should be shrub planting to direct footfall away from road. However, any planting here is likely to be destroyed by footfall. Reviewing how area can be cordoned off to allow re-planting (cones used in other areas have been removed so unlikely to have desired effect here) possibly look to address during school holidays.

Miller 1. Application of residual herbicide scheduled to clear vegetation along base of hedges in “dead end lanes”. Small open area in Curlew Court recently had grass cut early as contractor’s trialling new mowers.

Miller 2. Failed trees removed in open areas. Tree pits renovated and edging of grass areas been carried out. Winter pruning carried out as required (most of shrubs here still relatively new). Request raised during drop in for one salt bin to be relocated.

Persimmon. Tree pits and edging carried out. Small border between Persimmon parcel and the Fauldhead Cottages being cleared out and renovated.

Springfield Carresbrook Avenue GH notes two heavy standard Chestnut trees have failed over winter. Clearanc strip to be maintained between post and wire fence and banking to rear and along fence backs to be strimmed when grass cutting programme commences.

Springfield 2. Winter pruning programme of all internal shrub beds and border completed this week. Issue with fence at SUDS pond being climbed over to access Calmuir Road continues despite letters being issued and additional planting being installed. Issue with additional fencing being installed blocking off common shrub borders to be reviewed. Issue with vehicle damage to grass verges continues. Estimates for gully repairs requested. GH reviewing issue concerning lack of road markings in the car parks for the flats in this parcel.

Cala Oxgangs (Oxgangs at Woodilee). Woodland drift area to rear recently inspected with newly appointed contractor for development. Still too early to remove Tubex here on a lot of the trees due to Deer activity. Strimming works along fence backs and around Terramesh walls to commence with grass cutting works. Some common areas for Oxgangs are a continuation of the Woodilee greater estate areas and will be subject to works in conjunction with these as required in the interests of continuity

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Points for consultation / review with Residents Association

Events and Christmas updates. No further update regarding inquiry into possibility of having an electrical supply installed in a “community space” This will impact on future events such as Christmas. GH has suggested obtaining a quantity of woodland bulbs for a planting event during October Holidays

RMG Twitter. Issues relating to “boy racers” driving through development has been raised. Roads and traffic not a factoring issue and as a result not something we would be concerned with. Issues like this best referred to local police / roads authority.

Maintenance schedules and Cycles.

Since previous RA meeting, GH has met with the two contractors who currently maintain Woodilee Village. Full site walk round has been carried out and maintenance requirements for 2019 – 20 discussed. (as detailed in previous report) Estimates requested in the interests of competitive tendering for budget preparations,

Review of maintenance costs / budgets. Update

Amendments as of 18.03.19

Grounds maintenance (inc. additional areas, remedial’s and additional repair works)

Total expenditure for all Root One West works £57679.20

Total expenditure for all DSMcG works £11638.00

Total expenditure for all Living Green works £3360.00 (all costs to end of Feb 19)

Winter Services. Budgeted for £8000 Total expenditure £4726.80 (costs as of end of Feb 2019)

Tree works – Prior to current ongoing works commencing, revised estimates were requested as per amendments to recommended works made by EDC. (some trees recommended for immediate action in report were amended to monitor / re-assess again within specified timeframe) Revised estimates as of 14.02.19 **£5370.00 + £5520.00 (£10890.00)** Further minor amendments to costs will be required before calculating final costs for current programme of works to include additional works to address storm damage / issues identified during inspections at height identified whilst contractors were on site.

Total expenditure as of 18.03.19 £25910.00 (subject to minor amendments for current on-going works)

Reserves Currently available.

Sinking Fund £10523.31

Reserve £13710.48

Tree Reserve £9610.28

(as of 18.03.19)

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Debt Recovery Process Update (either put here or at start as before upon discussion with Elaine)

Debt referrals report for Woodilee Village has been compiled and provided to Woodilee Village Residents Association. To be uploaded onto RMG Living.