

Woodilee Residents Association

Committee Meeting CM2021-05 – 7pm, 11th May 2021 – Online MS Teams Meeting

Minutes

1. Welcome and Apologies

Ewan opened the meeting, welcoming attendees to the meeting.

In attendance were:

- Ewan Miller (EM)
- Paul Ellison (PE)
- Gordon Jahn (GJ)
- Stuart McIntyre (SM)
- Neil Logue (NL)
- Marie McAuley (MM)
- Shona Angus (SA)

Apologies:

- John Murphy
- Joanne Hogan

2. Approval of Minutes and Matters Arising a. Last Committee Meeting Minutes

Previous meeting minutes are approved and published at <http://www.woodilee.org.uk/committee-meeting-cm2021-05/>

EM proposed / MM seconded.

b. Matters Arising - Ⓐ items from minutes

Reference	Action	Assignee
AGM2020 – 3.2	Investigate / provide missing accounts information for 2018/19 and 2019/20 periods	PE
Update below		
CM2020-12 – 7a	Gordon to reintroduce revised constitution at a future meeting	GJ
Carry forward		
CM2021-04-2b-1	Set up with regular debt updates Melissa and Lisa	PE
Paul working on this		
CM2020-12b – 8	Place a post on the WRA website / Facebook advising of the planning applications in the new year (GJ)	GJ
Still no application...		
CM2021-02-4	Request information on the wall risks from Osterna / RMG	EM
Carry forward		
CM2021-03-03a	Enter discussions with Envirocentre and provide binding commercial proposal for survey and design works	MS
Carry forward		
CM2021-03-03d	Provide sign designs / costs for playparks	MS
Expected this would be quick...		

CM2021-04-03a	Provide budget commentary items by Thursday 15 th Apr.	MS
Provided this – closed, needs response to proposed budget.		
CM2021-04-03b	Enhanced work specification / request sent to contractors to be shared	MS
Superseded by our spec		
CM2021-04-04a	Add adoption issues to agenda for the next meeting	GJ
Done – keep as rolling		

3. Review of RMG performance (following performance review meeting in Feb)

The Chair reported that communications with RMG remains difficult – noted a resident threatening court action around the tree remediation. Keen to understand the general feeling around factoring services and how RMG have responded following the complaint, meeting and follow-up.

All members of the committee present responded indicating that RMG performance had not markedly improved in the past four months and issues such as the grounds maintenance specification and contract simply had not moved to the satisfaction of the RA at all with the RA feeling backed into a corner during budget discussions before eventually deciding to simply refuse to authorise the appointment of a grounds maintenance contractor on the same basis as previous years.

The RA does not currently understand the situation around appointment of a replacement factor, so it was discussed that this is not the time to propose / approve a date for an EGM to seek a formal mandate to replace the factor as there would not be sufficient information to pass on to residents given the inevitable questions that would arise around float, experience and cost.

Ⓐ EM to reach out to other factors, understand requirements and discuss at next meeting

4. Update on finances/Budget

PE provided an update on budget.

RA proposed budget does not seem approved – action with RMG to revert on budget.

Proprietors reserve circa 40k down due to resident debt at year end. Complaint on being unable to validate financial records escalated and awaiting response from RMG and multiple outstanding questions awaiting answers from LP, MS and Megan (accounts). Think circa 20-25k in reserves.

5. Review and approve Grounds Maintenance Spec (document found here)

Spec has been shared – various things now marked as out of scope.

SA – should we specify actual months rather than 4x per year

PE – really send this and then the contractor can say we'll do x man days, visiting y / z in the following months, etc., number of times on site etc. Pricing should perhaps be lower in the winter months, higher in the summer, etc.

SA – expect an activity schedule to check whether the activities have been completed.

EM proposes circulating – GJ seconded

6. Review stair repair observations/proposals (document found here)

EM / MM / NL : During the walkround, Melissa's advice on what needed urgent repairs, or removal varies. Currently EM suggests no confidence to actually progress immediately – some seemed very expensive for the amount of work required. Many of the steps don't need as much attention as perhaps required.

Observed that the Cala 1 steps that were concrete were in good order.

Suggestion on whether we'd get a value for money given poor financial controls with RMG and whether we should continue to address any H&S issues and revert with a new factor.

7. Review and approve tree remediation work (documents found here)

Resident says tree is an H&S risk as per report, MS blaming cttee for not approving remediation work – work not approved as it's not clear if tree is covered by the report.

8. Update on Council Adoption Issues

NL looked into this – 16th April wrote to Miller as resident that Ph 1 had no timescale but that Ph 2 was closer to adoption. Ph 1 looks like it has now been included following a meeting with the Miller technical engineer and Council adoption.

9. AOCB

a) Community Council separation – MM – will provide resume to include on future things.

10. Agreement of Future Meeting Dates

- 8th June at 7pm

11. Close

EM – thanks all for attendance

Summary of Outstanding Actions After Meeting

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CM2021-04-2b-1	Set up with regular debt updates Melissa and Lisa	PE
CM2020-12b – 8	Place a post on the WRA website / Facebook advising of the planning applications in the new year (GJ)	GJ
CM2021-02-4	Request information on the wall risks from Osterna / RMG	EM
CM2021-03-03a	Enter discussions with Envirocentre and provide binding commercial proposal for survey and design works	MS
CM2021-03-03d	Provide sign designs / costs for playparks	MS
CM2021-05-3	Reach out to other factors, understand requirements and discuss at next meeting	EM