

Burntbroom Residents Association

1. 05/05/2021

19:00hrs

Zoom Meeting

1 Meeting called by: Trina Norquay

Type of meeting: AGM Meeting

Note taker: Anne Mullen

Minutes

Agenda item: AGM Agenda Items

Presenter: Trina Norquay

Chair report

Treasurer report

Election of bearers

Committee members

Tree works

AOB

Agenda item: Chair Report

Presenter: Trina Norquay

Discussion:

Firstly, on behalf of the residents, I want to take this opportunity to thank the long-standing committee members of the Association who took the decision to stand down last year, for their many years of service and the high standards maintained on the estate – Thank you!

Secondly, I want to thank the new Committee members for volunteering to get involved and their commitment to getting ourselves set up last year (there have been a number of virtual Zoom Meetings and lots of discussion on our Whats App group!). As you are aware, without their involvement, there would be no Association and the annual cost of maintaining our estate would be significantly more for all residents. A specific mention for our Treasurer, Julie Morrison (for her effort in getting us set up with necessary delegations to manage the Association bank account), our Secretary, Anne Mullen (for her note taking/minutes and work with our gardener and other service providers), Cat Barr (for setting up our Face Book Group and regularly sharing local interest stories and association updates) and finally, Steven Morrison (for taking on the task of maintaining and updating our website).

2020 in Summary

1. New Committee established following the resignation of all previous committee members. A smooth transition was completed between office bearers, with new office bearers now set up with necessary delegations to manage Association bank accounts to facilitate contractor payments and green fees collection. Committee Meetings have taken place virtually.
2. Waiver of Green Fees for period 2020/2021 - in light of the COVID lockdown which commenced in March 2020 and the financial reserve available, the committee took the decision to waive the annual green fees for the period 2020/2021. This has reduced the financial reserves of the Association. Green Fees for 2021/2022 have been reviewed and will go some way to re-building this financial reserve and enable the ongoing proactive management programme.

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3. A significant programme of work was undertaken to trim many trees and to remove a few throughout the estate. It is planned that another review will take place in 2021.
4. Setting up an Association Face Book Group – Launched in December 2020, we now have a number of members, who are provided with updates from the Association and links to local interest stories. Residents are encouraged to join this group for regular/relevant updates.
5. The Association website has been updated. The website is primarily used as a repository for residents to access AGM/Committee meeting minutes and details of Green Fees. Use of the website has been limited since it was launched. We will continue to review website content and traffic.
6. Faster Payments (internet banking) option established for collection of 2021/2022 green fees – this will remove cash/cheque handling and provide a quicker and easier payment process for all residents. Residents without access to internet banking are able to make payments at either their own bank or any Bank of Scotland.

The major item of expenditure for the Association continues to be the gardener's fees for maintenance of the common green areas of the estate. Ownership of our garden contractor changed hands in 2020 and we were fortunate that the new owner maintained the fees charged to the Association and their level of service for period 2020/2021. The contractor has confirmed current fees and service level will be maintained for period 2021/2022. Notwithstanding this, it has been necessary to review the annual green fees for the forthcoming financial year. The committee have agreed that fees should be increased by £15 (on 2019/2020 fee) to £90 for 2021/2022. This should go some way to rebuilding the financial reserves and ensure the long-term stability of the Association. This will also allow a continuation of the proactive approach to management of the estate.

Finally, I would like to invite residents to 'Join our Committee' and get involved! Having moved onto the estate at the start of 2018, I joined the Committee last summer. I've met some residents walking my wee dog (Riley) in the park over the last couple of years, but through involvement in the Committee, I've met so many more - it's nice to walk down the street and know so many more neighbours! Whilst the committee is responsible for the maintenance of the common green areas of the estate, it's really what we want to make it and as we start to return to some kind of normality, the committee members are keen to start thinking about what more we can do to make our estate more of a community – so get in touch, share your ideas, get involved and help make our estate a great place to live.

Agenda item: Treasurer report

Presenter: Julie Morrison

Report submitted by Ian Julie Morrison (Treasurer) and a copy can be obtained from either Treasurer or Secretary.

It was noted that the uptake on the new faster payment/online method had been high and going from previous records we had a higher than average payment record. The committee hope this is a positive sign that no legal action will require to be issued for properties who do not pay the annual fee.

A discussion also took place that if factors had to be appointed then the costs would be considerably higher than the existing yearly fee.

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Agenda item: Election of bearers and Committee Members **Presenter:** Trina Norquay.

Discussion:

Chair – Trina Norquay
Treasure – Julie Morrison
Sectary – Anne Mullen

Committee Members

Cat Barr
Julie Lung
Steven Morrison
Catherine Scotland
Robert Wardie
Elaine Harmon
Lis McMullen
Jean Cushley
Ann McEachan

Any other new members would receive a warm welcome from the group.

Agenda item: Tree Works **Presenter:** Steven Morrison

Discussion:

It was noted that the previous committee had over the years carried out tree works around the estate and new committee would like to construct a project planned maintenance of tree work in the coming years.

Some committee members had recently met with another tree surgeon company and done an area walk around. No trees had been identified as requiring immediate action. However it was noted that the estate would benefit from a tree ratio exercise as many trees are planted too closely together and should have been moved when the estate was first built. A discussion took place on risk management of the trees and weight to height ratio

Agenda item: AOB **Presenter:** Trina Norquay.

Discussion:

A discussion took place on clarification of the ownership of the crib lock wall and its structural integrity. It was noted that previous communication regarding this subject can be sent to the new committee if required. AM noted she will try and establish ownership of the wall. It was also mentioned that previous planting in this area had not been successful to make the area more attractive and the wall less of an attraction for youths to climb.

Discussion:

It was noted that while reporting items such as pot holes on the road is not the responsibility of the committee we have a desire to be actively aware and report any estate issues via the GCC app but would also encourage residents to do the same. The more people who report items then they may get addressed quicker. It was noted that the stairways within the estate are adopted by GCC and therefore light and ground faults should be reported to them.

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Discussion:

One resident had issues accessing the minutes of the meeting via the website. TN noted she would check this from her home PC.

Discussion:

The ongoing cable works within the estate are being completed by open reach and it's hoped the estate will be able to access a fiber broadband service within a few weeks.

It was noted the next meeting of the committee will be Sept/Oct time.

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