20150331-Residents Association Meeting 001 _ Mrs Kelly Tait

06 Apr 15

RMG Village Rep: Mr Richard Orr
BAE Village Rep:
Renfrewshire Council: (pt@refrewshire.gov.uk)?
CALA Office (Sylvia Petersen spetersen@cala.co.uk)
Taylor Wimpey Office
(westscotlandcustomerservices@taylorwimpey.com)
Persimmons and Charles Church Office

Copy to:

All Residents Association Members

RECORD OF DECISIONS OF THE INITIAL FORMATION MEETING OF THE RESIDENTS' ASSOCIATION AT 1900 ON TUE 31 MAR 15

Present	Mike Pearsall Kelly Tait Alan Brown Graham Henderson Charles Gledhill Stephen Sutherland Sarah Hamill Lynne Miller Willie Blackburn	P&CC CALA TW CALA TW P&CC ? TW CALA	(Interim Posts) Village Chairman Village Secretary Village Council link CALA Chair TW Chair P&CC Chair RA Buckshaw LINK
Apologies	?	?	

1. **Introduction and aim of meeting.**

Aim: To welcome the new Residents' Association Committee members and look to formalise the Residents' Association, as well as addressing the current concerns of the residents.

Outcomes: Formulate Meeting Minutes detailing the concerns of the residents which require to be addressed by the key stakeholders; Renfrewshire council, BAE, RMG and the Building Contractors**.** In addition agree on the next steps in which to take to formalise the Residents' Association.

Item	Action
2. **Review of previous Residents' Records of Decisions from a Residents gathering on 06 Jan 15 and a Residents e-mail of request to RMG dated 22 Feb 15.**	
a. **Land Clearance**. The residents requested to have sight of the Land Clearance Certificates within the village boundary areas. RMG have provided sight of the Land Clearance process document however the residents would in addition like to see the certificates.	RMG

b. **Insurance**. Thank you to RMG for sight of the insurance cover. The residents however remain concerned that the insurance cover is being billed on the village package and each parcel package but only one insurance policy exists that solely covers the Northern access road (Slateford Road). The residents agree with RMG that individual insurance policy covers per package is preferable especially if there is no additional cost incurred doing this. Can RMG clarify if the residents will be reimbursed for the additional insurance cover costs that were already billed - that is currently surplus due to grounds not being handed over to RMG yet?	RMG
c. **RMG Bill**. (1) The residents remain unhappy with the current billed line items within RMG's financial calculations for the next 5 years. The residents' main underlying concern remains with RMG to clearly justify why the residents are being charged for line items that will not come to fruition for 7+ years. It is understood that RMG will not change the package charges and are reviewing the level of reserves required at the reconciliation of the accounts. To better understand this proposal the Residents require sight of the bank account statements broken down into RMGs allocating accounting packets. (We acknowledge that RMG are currently in the process of modifying the bank accounts to be split into one account for each parcel and one for the estate) (2) In addition could RMG clarify when the reconciliation of accounts is completed - in Apr 16 or Dec 15? (3) Some billed line items include VAT and some do not. Could this be clarified? (4) It worries residents that some people remain in credit due to the builder's lump sum not being accounted for and RMG's account system does not have the ability to incorporate this. Can RMG update their accounting system to capture this information? This would negate a lot of confusion as more residents move in.	RMG
(d) **Works Contract**. The residents thank RMG for sight of work receipts, however a few questions have now arisen as a result: (1) The Envirocare receipts are annotated at the same standing amount every month. The residents would have expected the costs to vary slightly from the winter period in comparison to summer and autumn. RMG are requested to review the work being charged per month? (2) From the receipts that we have sight of there is currently no evidence of a tendering process haven taken place. Could RMG provide this? (3) It is acknowledged that RMG contracted Envirocare and Thomas Angel for the grounds work and that both companies already hold other contracts locally. However due to the fact the other contract bids were submitted incorrectly, can RMG clarify the process that was used to help justify the charges billed?	RMG
(e) **Communal Areas**. There is currently some communal areas scheduled for adoption that the residents are unsure what benefit this	

brings and to what extent we will be involved.	
(1) Is there any mechanism that can be utilised to cancel an adoption process?	Council and BAE
(2) Can Renfrewshire Council and BAE update the residents as to what communal facilities are expected to be adopted by the Residents of Dargavel Village and clarify why this is best placed with us and not another trust?	Council and BAE
(3) The Residents wish RMG to keep them updated as to the progress regarding the adoption of football pitched, bowling club and fishing pond area. We request this as far ahead of the process as possible to allow sufficient time to call an extraordinary RA meeting if required (at least 4 weeks in advance of the HOTO date).	RMG
(f) **RMG Deed**.	
(1) On completion of the first 5 years in which the residents are contracted with RMG Is RMG's policy to consult the residents as to what contract variation will be implemented in advance to ensure the RA can negotiate the new contract?	RMG
(2) When is the expected 5 year contract end point for the village and individual parcels? (tracking purposes only)	
(g) **Play Equipment**.	
(1) It is noted that £100,000 has been allocated towards the village development facilities from ?????? . How is this being allocated? Does this responsibility sit with BAE or the Council?	Council and BAE
(2) Has BAE or the council allocated any cash towards funding of park playing equipment with Dargavel Village?	
(h) **Village Safety**.	BAE
(1) Under Section 75, it is believed that BAE have agreed to provide sufficient lighting for the paths around the village. The level of lighting on public walkways around the village (but inside of the boundary) are grossly insufficient and risky. A particular example is the inadequate lighting level on the main public walkway that connects the village with the train station; this is a significant safety concern. Can BAE updates the residents as to their current plans for lighting upgrades?	
(2) The public walkway that connects the village with the train station is prone to flooding and requires restoration.	BAE
(3) The road conditions surrounding the CALA sight are very poor and the residents wish for CALA and BAE to rectify the issue with some urgency.	CALA
(4) The residents wish the paths outside of the CALA homes on Crosswind Road require to be finalised. The path conditions remain poor despite the homes having been completed for a number of months.	CALA
(5) Under the Occupiers Liability Act 1960, BAE are requested to address the safety concerns in Rossland Woodlands ASAP. The concerns are predominantly due to the damaged fences to the mainline railway track and the dangerous conditions of the trees.	BAE
(6) It has became evident that children and disabled people can not walk around the estate without having to walk on the busy roads	BAE & BUILDERS

due to a lack of public footpaths. The residents wish BAE and building contractors look to include footpaths to ensure residents (namely children and those with disabilities) can walk safety around their own village.	
3. Formalising the Residents' Association. a. The RA now have volunteers for Chairs of all 4 individual building parcels, an interim Village Chairman and Secretary. The RA aspire to complete the following within the next 6 weeks then hold another RA Meeting to help formalise the committee. (1) **Constitution.** The Residents thank RMG for sight of their draft constitution paper. The Chair for the RA will draft a constitution. The constitution will be cross-referenced with the deeds for each building parcel to ensure it complies. It is also noted from RMGs guidance that for meetings or ballets where the RA holed the majority that RMG are requested to ballot or call the meeting to ensure best practice is consulted. (2) **RA E-mail**. To limit costs all package reps will predominately use an RA e-mail account for all residents correspondence. All RA e-mail accounts will be established by the Village Chair within the next 2 weeks and details sent to the parcel reps. Furthermore details of the reps e-mails will be publicised on the Dargavel FB page to encourage correspondence. (3) **Sub-Parcel Committees**. All sub parcel reps will engage with those inside of their package responsibilities to raise their profile and form individual package committees. (4) **Advertising.** Leaflets advertising the RA will be distributed to the building sales office to be included in the new residents information packs. (5) **FAQ Sheet**. The RA Web Page will include a frequently asked questions page to capture all of the feedback captured thus far. (6) **BAE Meeting**. The RA request a meeting with the BAE Village rep to consult with them directly regarding the residents points and propose a more transparent all informed relationship when planning the future of Dargavel village.	RA
6 The date of the next RA Meeting is expected around May 15.	Secretary

K A Tait
Mrs
Mob:
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