

PQROC Minutes – Meeting of Monday 8th June 2026

Present – Gavin Fox-McMullan (Chair), David Dool, Simon Elkington, Faye Johnston, Johnny Kerr, Ian Lee, Bill Ritchie, Frank Vaughan

Apologies – Ronnie Hamilton, Edward Sheeran

1. Introduction, Welcome and Apologies

Apologies were noted from Ronnie Hamilton, Edward Sheeran and Lynsey Kelly (T&M Update).

2. Actions from Previous Meetings

Action Items from 20th April 2026 recorded as closed or to be covered in the Meeting Agenda, excepting update from GFM that Gerry Phimister would not be formally joining the PQROC but will provide technical input to the T&M Performance Management and EV Workstreams. GFM recognised the positive impact GP had contributed to a recent T&M meeting with follow up actions agreed.

3. Taylor and Martin Update

BR raised ongoing and escalating concerns regarding Fire Alarm testing in Blocks 20/21/22 and the car park plus corresponding life safety issues. Despite agreement to assume responsibility for addressing this issue last year T&M have not progressed at all on this critical area. Following discussion, it was agreed that BR would write to T&M, addressed to Michael Martin, by recorded letter highlighting the importance and risk, requiring T&M to respond and commit to a timeline for action within 7 working days or that the matter will be escalated to the Building Control function at Glasgow City Council. *NB – BR updated post meeting that he had written to T&M as below and subsequently there was a visit to PQR by T&M and Rapid Fire. Action is being taken to obtain quotes to complete the required actions to the satisfaction of the OC and residents.*

ACTION – BR to issued recorded delivery letter to T&M, addressed to Michael Martin, as above.

The Committee reviewed the update provided by GFM, in advance of the meeting, and discussed outstanding actions or escalations, as noted below. GFM to raise further with LK at their next meeting:

Newsletter – GFM will action and sought input from Workstream Leads on their particular areas, in the form of a short update for all residents on what is happening. The Newsletter is being developed to achieve greater engagement from owners and residents and to highlight what the OC does in the interests of the property and its owners/residents.

Home Owners Information Handbook – A review of the Handbook is underway and IL will ensure that all sections are reviewed and any updates to content, existing or new items (including base build from AGM), are completed. IL is meeting with LK week commencing 22nd June 2026 on this.

In discussing the above a question was raised as to what information new owners received on occupancy. A number of subject areas, which would not have been in play in earlier blocks, for example the Portal, the all-residents WhatsApp Groups, standards expected from Tradesmen working on owners properties.

ACTION – IL to meet with LK as planned and also discuss what is issued in a Welcome Pack to new Owners, plus sharing the outputs from this meeting with her to help T&M develop content further.

4. Workstreams / Lead Liaison Updates

4.1. Finance Sub-Committee

IL provided a short written and verbal update to the Committee. It was noted that T&M's ownership and preparedness for this subject area is much improved allowing better quality discussions to be had.

The Committee discussed the lack of handover of 20/21/22 to T&M from Ambassador and GFM to follow up with T&M on this subject area.

ACTION – GFM to follow up with T&M regarding lack of handover of 20/21/22 and reinforce Committee concerns and need for conclusion.

4.2. Communal Energy Consumption Reduction

It was noted that RH had contacted the self employed contractor involved in the original installation and he would be happy to engage further. Still no progress has been made on identifying where excess electricity units are being consumed and where it goes and RH will actively pursue on return from leave.

ACTION – RH to follow up on actions areas on return.

4.3. Ambassador Handover – Nil to report at this time.

4.4. Concierge

FJ updated that there was a meeting in diary with LK to discuss update of Concierge Job Description and finalise for Committee review before implementation.

ACTION – FJ to liaise with LK to progress

4.5. Electric Vehicle Management –

SE reported that whilst steady progress was being made in overall discussion he is having to manage proactively. A meeting took place between representatives from all key parties, Ambassador, T&M, Certum, Alltech with ES and SE representing the OC, on requirements and options.

Progress had been made in securing a postcode for the concierge office which was necessary to facilitate the installation of fibre cable and internet into Concierge office. With a wifi router in the No 17 bin store there is likely a solid stable foundation for future.

The Committee discussed whether it was feasible to get wifi access in the garage area, would help with contacting Concierge when not in his office, as well as other benefits to wider residents. SE advised he would add to the list of requirements and T&M can ask Certum.

The commercial rate of VAT charge (20%) being recharged to EV Users on their electricity usage was discussed and brainstorming took place over how that could potentially be 'restructured'/realigned with an entity rather than T&M took place. The advantage being the VAT charge potentially dropping to 5%. *NB – clarification received post meeting that the rate is actually 5% and there was an error in May invoices stating 20%. IL to follow up as per below.*

ACTION - SE to continue to proactively engage with T&M and other interested parties on this area and to request T&M to add garage wifi to list of requirements.

ACTION – GFM to liaise with T&M to see whether a solution exists to transfer to a resident rate from commercial.

ACTION – IL as part of Finance Sub-Committee to clarify level currently applied to individual EV bills.

4.6. OC Portal – As per earlier update GFM preparing draft Newsletter. The Committee noted the last two months data provided by ES as to visits and noted month on month increase.

4.7. Wider Realm (Roads, Lane, GCC etc) – The GCC updated proposal for a crossing at Block 21 were noted and recognition of Mark Irvine's progress of this recorded.

The development of the Burnbank Bowling Club was noted with a number of OC members advising their intention to attend the open meeting scheduled by Kelvin Properties.

4.8. Taylor and Martin Performance Measurement and RFP development – GP and GFM met with LK of T&M to discuss a tracking and submission tool GP had developed and LK was very positive about its potential adoption by T&M. Next stage is for GP to lead a workshop with representatives from T&M and Owners and move this forward to next stage. Owner participation to ideally be a non-member of Committee and GFM to highlight in Newsletter. SE volunteered to participate also.

ACTION – GFM to seek volunteer(s) from wider PQ owners to participate in workshop. Workshop to be set up by GFM/GP/LK as next step.

5. ANY OTHER BUSINESS

Terms of Reference for nominated positions – GFM highlighted that it would be good corporate governance if ToRs existed for the role of Chair and Secretary.

ACTION - FC to prepare drafts for consideration

Door entry system update – FV updated that the door entry system had been reset to a 2 digit requirement. The preparation of signage to be placed in each Block by T&M was discussed and it was agreed that timing wise it was best to await further developments on discussions with Rapid Fire on door entry functionality before completing this.

ACTION – FV to liaise with T&M on signage and timings, linked to Rapid Fire discussions.

Rebus filming plans – No further discussion necessary as all points closed and Block 12 inputs and awareness in place.

Downpipe clearance, overflows and leaf cages - DD updated that he had subsequently been advised that regular maintenance was the most appropriate solution rather than earlier solutions proposed. T&M to be advised to add to maintenance schedules for future.

ACTION - GFM to update LK on requirement as above.

6. DATE OF NEXT MEETING – Monday 3rd August 2026

END