GLENOGLE COURT RESIDENTS ASSOCIATION

Minutes of Committee Meeting, Rev.1
Tuesday, 2 December 2025
at Carol-Ann Notman's

Present:

Colin Dempster – Chair	Jane Norie - Treasurer
Lynsey Barrow – Treasurer	Doreen Boyle – Secretary
Carol Ann Notman	Brenda Pearson
Nik Taylor	

Action

1. Signatories
    a. Bank still not confirmed new signatories. — JN/LB to arrange with Bank
    b. Suggested there should be 4 signatories.
    c. All transactions to be cleared by 2 signatories, The 4 Office Bearers
    d. Others needed in case any temporarily unavailable
2. Invoicing
    Didn't expect these to go out till well after new year
    Need to arrange new app for invoicing
    Need to be made clear to membership that the membership fee is still for Oct 25 – Sept. 26 although it is going out late for handover reasons.

3. Outstanding Accounts
    S.Rennie, previous secretary, had confirmed during handover that all outstanding fees had been chased up again.

4. Draft Minutes
    Approved and to be circulated to membership with a covering note from Chair. (DB to write it and get CD's approval of it)

5. GCRA files, a/cs, etc to be left on current IT system Onedrive to which both Secretary and Treasurers have access to their own areas. No new laptop.

6. Gardeners
    There was considerable discussion of the history and problems encountered prior to hand over. Suggested we needed
        a new agreed contract
        a detailed note of what this covered monthly and what would be extra.
    They would need to understand that we could not accommodate any increases till December 2026 and we would have to have details of this 2 months before AGM in November to enable membership approval. — LB agreed to approach Gardeners

There was much discussion as to what work was outstanding and what was still to be paid for. This needs clarification.

7. Public Liability Insurance

   Generally still not sure this was needed. LB to check With work lawyers

   Blocks had to cover Insurance for their own specified areas. Clarification needed of what exactly was the responsibility of. Edinburgh Council DB to check

8. Plans for future

   Agreed we needed gardening plans and costings ready to put to AGM next November to justify any required increase in membership fees.

   Look into plans to improve the amenities of the development

   eg Seating, barbeque, covered area, bike sheds

9. Data Protection Act

   DB explained that no personal information relating to the membership held by the Committee could be released to anyone at all unless it was in connection with GCRA business. The Committee could be sued under the Data Protection Act if this happened. If information was requested, the Secretary could ask the person being enquired about for permission to release that information or ask them to contact the enquirer themselves.

10. Funding for Community Groups.

    NT advised that there was Council Funding available for Community groups. We were too late for the last lot, but a recent statement of interest needed to be completed for the next lot of funding. This would be done for the deadline. NT/DB

DB 2.12.25