

Minutes of Meeting – Pow Drainage Commission Heritors Meeting

PRESENT: Heritors:
Wing Commander Roberts and Abigail Buckingham

Commissioners:
Hugh Grierson (HG), Evelyn Roberts (ER), Gary Buckingham (GB),
Anna Moray Parker (AMP)

Also present as Clerks to the Commission
Charles Arden (CA), Jonathan Willett (JW), Alexa Mewse (AM)

DATE OF MEETING: 9th July 2020, 19:00
VENUE: Zoom meeting held online due to social distancing regulations.

Item	Notes	Action by
1	Apologies for Absence received	
1.1	Jonathan Guest (JG), Alex McKenzie Smith (AMS), James England (JE)	
2	Minutes of Last Meeting	
2.1	The minutes from the meeting held in October 2019 had been circulated previously and made available on the website for some time in advance of the meeting. There were no alterations to be made to the minutes.	
3	Matters arising from Minutes	
3.1	There were no points raised regarding the minutes from the meeting from October 2019. Wing Com. Roberts asked a question regarding note of the meeting and it was agreed to address this later during the meeting at the appropriate time.	
4	Raised Assessments and Feedback	
4.1	CA welcomed everyone to the meeting and thanked them for their attendance. He outlined the following presentation and noted that due to the online meeting he would discuss each presentation slide then open questions to the meeting to ensure an orderly discussion with each point being given time to be discussed.	
4.2	CA proceeded to discuss the assessments that were sent out. The first invoices were sent out in April and the Clerks quickly became aware that they contained an error. Following some additional work a second set of assessments were raised and sent out. This did involve some changes to assessment value which for the majority meant the initial invoice was higher than the second. This meant that those who had paid promptly, then be found they overpaid and would require a slight refund for their	

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	overpayment. Working together with our bookkeeper the Clerks are confident that refunds will be issued by the end of July.	Savills
4.3	A question from AB asked how any overpayments would be dealt with. CA confirmed that this would take the form a bank transfer to the heritors account.	Savills
4.4	JW took the opportunity to address the change of date of the Heritors meeting and the earlier question from Wing Com. Roberts. It had been provisionally arranged at the last meeting that the date of this meeting would be 2 nd July. During the ongoing pandemic situation and the concerns around group gathering it was felt it would be safer to push the date back slightly. This gave the Clerks the opportunity to trial an online Zoom meeting with the Commissioners and take a view from there. As the Commissioners meeting worked well online it was agreed to carry out the Heritors meeting in the same way. To allow for the appropriate notice period to be served the date was arranged for 9 th July.	
4.5	Wing Com. Roberts accepted this but reiterated that adequate notice be given to allow as many as possible to attend. For his part with his involvement with the Balgowan Residents Association he has fielded many calls and queries from Heritors who are unsure and unaware of the purpose of the Pow, assessments and meetings.	Savills
4.6	JW acknowledged the help provided by GR and ER and noted that indeed the Clerks had also dealt with many enquiries regarding similar topics to the already discussed. It was felt within the Clerks that once an explanation and brief history of the Pow was given for the most part this was accepted very positively. ER concurred that she also points enquiries towards the website as a source of information.	
4.7	AB asked that a reminder be sent or added to the website clearly showing the date of any upcoming meetings.	
4.8	CA agreed that this would be possible. The Clerks were working on a clear, concise timeline for the year ahead which will show schedules for meetings, assessments and the appropriate notice period for all communication with Heritors.	Savills
4.9	CA discussed in general terms that once an enquiry or complaint regarding assessments had been responded to by the Clerks there had been a more positive response and payments had then been forthcoming with little argument.	
5	Condition of the Pow	
5.1	CA had spoken earlier today with Jo Guest who has been in close contact with Ian Ralston who is continuing to carry out improvement works to the Pow.	
5.2	Ian Ralston has worked from Dollerie Bridge to Woodend Bridge. The next stage is to clear from Woodend Bridge to Gorthy Mile to meet where the Pow was cleared last year. He was happy to report that positive enhancements have been made.	
5.3	It was noted that Ian Ralston had agreed split the cost of his initial invoice over a 2 year period and would bill works of £5,500 this year with the balance remaining to be paid next year. The exact split this year is £1000 for beaver control and £4500 for maintenance works to the Pow itself.	

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5.4	CA confirmed that Alex Mckenzie-Smith had also engaged a contractor to remove beaver damaged trees at New Row and this would be at no further costs to Heritors. The trees have been removed and the drainage is much improved.	
5.5	There had been contact by a Heritor to the Clerks to advise of some debris at Balgowan and it was noted that Ian Ralston would be asked to provide some remedial works to the area affected. It was confirmed that Ian Ralston's quote is available for general viewing in the website.	Savills
6	Financial Position	
6.1	CA noted that as of close of business 08.07.2020 the bank account held £20,454.52 The Clerks were confident that no double payments had been made by Heritors although refunds for overpayments were still to be administered.	
6.2	Once the Clerks were in a position to issue refunds and deal with any underpayments we would then seek to move to the 28 day reminder notice to recover remaining assessment payments. Once that 28 day period had ended any outstanding assessments will be forwarded to our legal representatives for debt recovery.	
6.3	CA advised the meeting that to date 4 Heritors have come forward to request a payment plan to pay the assessment in monthly instalments. This had been agreed to and in all cases a 3 monthly period was put in place. It was pleasing to note that 3 of 4 Heritors have already made the agreed monthly sum.	
7	Any Other Competent Business	
7.1	AMP wanted to place a vote of thanks to Wing Com Roberts and ER for all their involvement with the Balgowan Residents.	
7.2	JW echoed that and noted that the Balgowan Resident for a large part of the Pow heritors.	
7.3	It would be useful if during upcoming communication the Clerks issued information regarding personnel within the team to allow Heritors to access the most appropriate member of te team to aid their enquiry. This will be done shortly and the website updated accordingly.	
7.4	CA also reiterated the need for email contact details to be held on file for all Heritors in an effort to continue to communicate in a straightforward way.	
7.5	There were no further questions.	
7.6	CA closed the meerting at 7.40pm	