

General Meeting

Date:	4 September at 11am
Location	The Inkwell, Elgin/ online via Teams
Chair	Liz McKnockiter (LM), tenant
Attending	• Alison Angus (AA), tenant • Jane Bartecki (JB), tenant • James Buchan (JBuc), tenant • Bev Davenport (BDav), tenant • Eileen Di Sotto (ED), tenant • Bert Duffus (BD), tenant • Alex Jappy (AJ), tenant • Patricia Jappy (PJ), tenant • Howard Knowles (HK), tenant • Rachael McPhail, (RM), tenant • Violet Milne (VM), tenant • Gilian Pirie (GP), tenant • John Wilson (JW), tenant
In attendance	• Cllr James Allen, (JA) observing • Cllr John Divers (JD), Cllr and tenant • Cllr Amber Dunbar, (AD) Chair of Housing and Community Safety Committee • Cllr Donald Gatt (DG), Deputy Chair of Housing and Community Safety Committee • Martin Gray (MG), Senior Housing Officer (Information) • Cllr Juli Harris (JH), observing • Rebecca Irons (RI), Customer Engagement Officer (minutes) • Mike More (MM), Senior Housing Projects Officer • Grant Thomson (GT), Housing Projects Officer
Apologies	• Heather Anderson (HA), tenant • David Elliott (DE), tenant • Dagmar Gross (DGr), tenant
1. Welcome, Apologies	LM welcomed everyone to the meeting and led round-table introductions.

	Reminder given that any personal issues should be discussed with the relevant officer at the end of the meeting.
2. Approval of minutes of previous meeting	AJ expressed concerns about the accuracy of the previous minutes but was unable to provide RI with any specific amendments or corrections. JW suggested if AJ's concerns were of a personal nature he should put them in writing and address them outside of the meeting. Members agreed with this suggestion. The minutes were approved with a minor addition requested by BDav regarding the end date for the accelerated programmes in progress. Proposer: BD Seconder: ED RI will add the approved minutes to the website at: www.moray.gov.uk/moraytenantsforum
3. Matters arising	RI confirmed the venue for the October Forum is Elgin Community Centre. Elgin Town Hall have relocated here whilst upgrade works are in progress. BD has identified community venues which may be appropriate for future Forum meetings. Members supported exploring new locations by way of vote. Suitable community venues are in high demand and need to be booked early. ACTION: RI will liaise with BD to assess suitability and accessibility of venues.
4. Finance report	Forum expenses run from April to March. • June meeting cost £186 (venue and catering). • TPAS conference costs so far: £2,169 (includes travel, accommodation, conference fees for 2 tenants).
5. Guest Speaker	MG invited members to share their views on the design and layout of the 2024-25 Annual Performance Report to tenants. The report will be published by 31 October 2025. Members were happy with the existing format, no changes suggested.
6. Asset Team update	Estate walkabouts are underway. New digital map tool can be used to provide information and suggest local improvements as part of the estate walkabout programme. https://engage.moray.gov.uk/estate-walkabouts

7. TPAS conference feedback	LM congratulated on Tenant of the Year Award for her contribution to tenant participation and her work in the wider community to help others. LM and AA shared mixed feedback about the conference including: • poor scheduling/ programme content – not enough workshop/speaker content • introduction of conference app and switch to digital conference materials created digital exclusion • venue – lack of air conditioning • travelling on the day of the conference was tiring ACTION: Members to review attendance at future TPAS conferences once further information and a programme is available.
8. Moray Engage demo	RI gave a demonstration/ tour of the Council’s new digital engagement platform Moray Engage, highlighting the current projects in the Housing Hub. https://engage.moray.gov.uk/ Further consultations to be added to the platform subject to their approval at the Housing and Community Safety Committee meeting on 9 September: • Rent Management Policy review • Draft Local Housing Strategy 2025-2030 The platform doesn’t take the place of in-person engagement but offers more interactive tools. RI encouraged members to register for full access and offered help to anyone needing assistance to register. HK raised privacy concerns. AD confirmed that personal details would never be given to a third party or personal information disclosed without individual consent. For more information our privacy notice is available at: https://engage.moray.gov.uk/privacy
9. Events	LM and BD shared positive feedback from Hopeman Gala. Although few tenants present at the event it was an opportunity to promote the Forum via word of mouth. Volunteers sought for stall at Buckie Community Lunch on Monday 29 September at Fishermen’s Hall, 12 – 1.15pm. • LM, BD, BDav, AJ and PJ volunteered.
10. Tenants Together Scotland	LM encouraged members to consider joining Tenants Together. Tenants from across Scotland work with the Scottish government and the Scottish Housing Regulator (SHR) to make sure tenants and service users are at the heart of policy development.

	LM sits on the SHR Liaison Panel and represents Moray. More information is available on their website at: tenantstogether.scot
11. Tenants' Voice	• Summer issue distribution: • 3,910 sent by email • 2,322 printed copies posted • Feedback and content suggestions requested for future issues. • Visually impaired tenant has agreed to review future newsletter proofs to help improve accessibility.
12. Forum logo competition	No entries received yet. Members agreed to: • Extend the deadline • Open the competition to all age groups (adult and children) • Promote again in the winter newsletter ACTION: RI to include update article in winter issue of Tenants' Voice.
13. Scrutiny project	Members discussed ideas for a new scrutiny project. • Agreed to focus on an area of communication, with a possible first topic being communications around repairs and upgrades. ACTION: RI to arrange a scrutiny group meeting for interested members.
14. Annual General Meeting (AGM)	Constitution amendments Members discussed proposed amendments and agreed to: • Allow office bearers to serve up to 15 months to correspond with maximum gap between AGM's. Providing the Forum some flexibility. • Change voting rights to one vote per tenant (instead of per household). ACTION: RI to update constitution. Nominations for Office Bearers • Current office bearers will step down at the AGM but can stand for re-election. • Members can nominate themselves for Chair, Vice Chair, Secretary, or Treasurer. ACTION: Members to submit nominations in advance of the AGM by 15 October.
15. Any other business	Scottish Housing Day, 17 September 2025 • This year's theme is the importance of good community and neighbours. • To mark the event tenants can nominate their 'local legends', those who go the extra mile in their communities to help others, via Moray Engage at: https://engage.moray.gov.uk/scottish-housing-day

	• Nominees will be entered into a prize draw. Antisocial Behaviour workshop • Planned to gather tenant views from across Moray. • Event details still to be confirmed and places are limited. • ED, BD, AA, JB, JW, and HK interested in attending. ACTION: Members to tell RI if they'd like to attend. RI will update interested members with event details once confirmed.
16. Next Forum date	Thursday 30 October 2025 at Elgin Community Centre (Elgin Town Hall has re-located there during upgrade works), Trinity Road, Elgin. IV30 1UE. 11am – 12pm: Annual General Meeting (AGM) 12pm – 1pm: General Meeting with guest speaker

Summary Table of Actions

Action	Responsible	Deadline
Add approved minutes to website	RI	Before next meeting
Assess community venues for future meetings	RI & BD	Before next meeting
Review attendance at next TPAS conference	All members	When information available
Include logo competition update in newsletter	RI	Winter issue
Arrange scrutiny group meeting	RI	Before next meeting
Update constitution	RI	Before AGM
Submit nominations for office bearers	Members	By 15 October
Notify RI if interested in antisocial behaviour workshop	Members	When event confirmed