

General Meeting

Date:	Thursday 25 June at 11am
Location	Forres Town Hall/ online via Teams
Acting Chair	Alex Jappy (AJ), tenant
Attending	• Jane Bartecki (JB), tenant • James Buchan (JB), tenant • Bev Dyson (BD), tenant • Melissa Grieve (MG), tenant • Dagmar Gross (DG), tenant • Howard Knowles (HK), tenant • Liz McKnockiter (LK), tenant
In attendance	• Cllr Amber Dunbar, (AD) Chair of Housing and Community Safety Committee (online) • Cllr Neil Cameron (NC), observing • Jack Farge (JF), Nature Networks Assistant Project Officer • Martin Gray (MGy), Senior Housing Officer (Housing Information) • Thomas Hampson (TS), Housing Projects Officer • Rebecca Irons (RI), Customer Engagement Officer (minutes) • Daska Murray (DM), Senior Housing Officer (Strategy) • Linda Willox (LW), Housing Projects Officer
Apologies	• Heather Anderson (HA), tenant • Eileen Di Sotto (ED), tenant • Cllr John Divers (JD), Cllr and tenant • Patricia Jappy (PJ), tenant • Rachael McPhail, (RM), tenant
1. Welcome	AJ welcomed everyone to the meeting and led introductions from those attending in person and online. Members were reminded of the code of conduct (including speaking through the chair and avoiding side conversations). Apologies were noted. The meeting was recorded for minute-taking.

2. Minutes of previous meeting	The minutes of the previous meeting were agreed as an accurate record. • Proposed: HK • Seconded: AJ ACTION: RI to add approved minutes to the website at: www.moray.gov.uk/moraytenantsforum
3. Matters arising	Guest speaker slides from the previous meeting had been circulated. Ward 2 – Keith/Cullen walkabout location confirmed as changed to Cullen following previous feedback. Logo update noted and carried forward to Item 9.
4. Finance	An update was given on the Forum budget and spend to date. May meeting: Venue - £55 Catering - £149 TOTAL = £204 TPAS Conference: 2 tenant places at £930 each TOTAL = £1860
5. Guest Speaker	JF gave an overview of biodiversity work including school projects, wildlife sites and grassland management. Discussion Strong interest and support from members. Members shared local knowledge and examples and suggested: • Community growing, orchards and shared produce • Use of housing land and vacant spaces • Expanding activity beyond current locations Members also shared personal examples of growing produce and informal sharing within communities, highlighting existing local interest in this approach. Issues raised: • Vandalism of planting, particularly in schools and how this could be managed • Protection and maintenance of new projects • Public resistance to changes in grass cutting

	Wider discussion highlighted: • Importance of communication to explain changes • Involving schools, tenants and community groups early • Different approaches may be needed in different areas, for example raised planters at Burghead Primary • Existing informal growing and sharing practices in communities It was noted that projects will involve some trial approaches and learning over time. Members also recognised that while schools are supportive, they often don't have the time or staff to take projects forward without support. Some discussion also took place regarding land ownership and the challenges this can present when identifying suitable sites. TH asked if signs could be made available for residents to display identifying wildlife-friendly gardens. JF invited members to suggest sites and confirmed willingness to support local ideas. Members can contact JF and his team by emailing NatureNetwork@moray.gov.uk JF also confirmed interest in attending estate walkabouts where possible. Further information: https://newsroom.moray.gov.uk/news/wildflower-planting-across-moray-a-blooming-success-for-nature-and-communities www.moray.gov.uk/natureprojects www.woodlandtrust.org.uk/plant-trees/schools-and-communities (free trees) www.nesbiodiversity.org.uk/news/discover-woodland-wildlife-elgin www.nesbiodiversity.org.uk/get-involved-in-biodiversity/wildlife-gardening www.moraycan.org.uk (Moray Climate Action Network) ACTION: JF to provide reasoning for selection of Elgin wildlife sites (Oakwood, Millbuies and The Wards).
6. Asset team update	TH provided an update on a range of ongoing and planned works across Moray, including: • The Pinegrove project, where external wall insulation, roof replacements, heating upgrades, and kitchen and bathroom improvements are progressing well.

	• Car park surveys across Moray to help prioritise future resurfacing and repair works. • Fencing upgrades underway in Forres, Rothiemay and Elgin, with further areas due to start soon. • Roof replacement programme currently in progress at Hay Crescent, Keith, with surveys taking place in South Lesmurdie, Elgin and Anderson Crescent, Forres. • Path cleaning works completed at the Coularbank estate in Lossiemouth, with works planned for the Grant Drive area of Forres. • Ongoing kitchen and bathroom replacement programme across Moray. • Ongoing gutter cleaning programme across Moray. • Planned communal area improvements in flats throughout Moray. • Window replacement programme ongoing. There is a significant backlog, and replacements are being prioritised based on the age and condition of windows and available budget. Main discussion focused on windows: • Members raised concerns about delays to the window replacement programme • Members said they had previously been given expected timescales and were frustrated that these had not been met. • TH advised that progress depends on available budget, contractor availability and the requirements for different property types. • TH acknowledged the backlog and advised that a prioritisation approach is being used Wider discussion included: • Durability and sustainability of materials • Limitations in some property types (for example, conservation areas) Greenwards Play Park • Sutcliffe awarded contract following a public vote. Winning design shared with the group. • Members welcomed community involvement in decision-making. • Timeline to follow.
7. Housing Policy Consultations	Reminder that the following Housing Policy consultations are now open: • Estate management • Pet policy for council tenants • Permissions policy Tenants will receive a link to an online survey for each policy consultation: • Online or by post depending on preferences • Printed copies are available on request

	RI demonstrated how to access consultations via Moray Engage. Members agreed that while online surveys are useful and make it easier to reach more tenants, they should not be the only method used. Concerns were raised that some tenants may not have access to, or be comfortable using, digital platforms. It was agreed that paper copies and alternative ways to respond should continue to be available to make sure everyone can take part.
8. Development of Annual Performance Report (APR)	MGy asked for feedback on the design and layout of the APR. Discussion Views were mixed: • Some members valued the level of detail • Others felt it was too long and unlikely to be read Key points raised: • Need for a shorter, headline-style summary • Use of clearer visuals and simpler format • Option to access detailed information separately • Paper copies must remain available Members commented that many tenants are unlikely to read a full report and that information needs to be quick and easy to access. There was support for alternative formats such as video or more visual presentations. Members supported having a short summary with the option to read more detail if needed. RI asked if a draft version of the APR could be shared with members for feedback ahead of publication in October. MGy advised he would review timescales and aim to provide a draft or update for the next meeting where possible. ACTION: MGy to consider providing a draft or update on the APR for member feedback.
9. Tenants' Voice/ Tenant Editorial Panel	A digital version of the summer newsletter has been issued, and print is due by mid-July. Members were encouraged to suggest topics or join the Tenant Editorial Panel for the winter issue.
10. Logo design	Updated English version presented.

	Most members voted in favour of the updated design (7 votes to 1). One member raised a concern about the colour scheme which was not shared by the group. Gaelic versions were also reviewed. Discussion • Suggestion to combine Doric and Gaelic elements within the design (e.g. “Come awa’in” and “Fàilte a-steach”) • Importance of keeping the design clear and easy to read • Impact of adding additional text • Option to seek feedback from visually impaired tenants Outcome: • No final decision taken • Further refinement required before sign-off. ACTION: RI to request updated design incorporating suggested elements.
11. Update from TPAS Conference attendees	AJ, LM and RI shared reflections on their attendance: Moray received two awards: • Good Practice in Communicating with Tenants and Residents (Tenants’ Voice newsletter/ Tenant Editorial Panel) • Tenant Participation Officer of the Year AJ shared that he attended workshops on retirement housing and funding and found these useful. For information, these sessions were titled Reimagining Retirement Housing (Cairn Housing Association) and Funding Tenant Participation: a CLD (Community Learning and Development) Approach to Community Impact and Engagement (Angus Housing Association). LM shared that she took part as a speaker in sessions on ‘Recruiting and Keeping Tenants on Board’ and ‘Reimagining TP for Scotland – What Does Good Tenant Participation Look Like Now’. The second session included a panel with representatives from TPAS England, Wales and Scotland. RI delivered a scrutiny workshop with TPAS Associate Lesley Baird. Discussion • Workshops and panel discussions were valuable • Learning shared on communication and tenant engagement • Interest in approaches to involving younger people • Members also noted the value of networking and learning from other organisations Overall experience positive.

12. Future meeting locations	Discussion on rotating meetings across Moray. Key points: • Transport is a major factor; Elgin remains most accessible • Larger towns are more practical • Venue requirements highlighted (accessibility, Wi-Fi, equipment, catering, transport links) Wider discussion (engagement): • Current format may not suit all tenants. • It was recognised that while changes may increase participation, they may not suit all existing members, and a balance will need to be found Suggestions included: • Evening or weekend meetings, although this might limit uptake from guest speakers or Council officer attendance • Consideration of travel barriers (for example bus timetables, winter travel) • Other ways to get involved, not just formal meetings • Increasing meeting frequency • Promoting the Forum at community events (for example, stalls at galas) It was noted that activities such as community stalls would require volunteer support from members, which may present a challenge. Recognition that a more flexible approach is needed to improve involvement.
13. Any other business	Annual General Meeting (AGM) RI asked the group to start thinking about the next AGM. • Timing (November 2026 or February 2027) • Office bearer nominations • Possible changes to the constitution Members noted the importance of the Forum continuing to influence change and develop.
14. Date of next meeting	Thursday 24 September 2026, 11am at Elgin Library (Gallery room), Cooper Park, IV30 1HS or online via Microsoft Teams.

Summary Table of Actions

Action	Responsible	Deadline
Add approved minutes to website	RI	Before next meeting
Provide reasoning for selection of Elgin wildlife sites	JF	Before next meeting
Request revised logo design incorporating feedback	RI	Before next meeting
Provide update on Greenwards Play Park timeline	RI	Next meeting (where possible)
Consider providing a draft or update on the Annual Performance Report for member feedback	MGy	Next meeting (where possible)