MINUTES OF DUNGANNON REGIONAL PANEL MEETING

HELD ON 11th May 2026, 11AM AT CASTLE GARDENS

PRESENT:	Tom Cummings	Community Involvement Officer
	Mandy Scullion	Community Assistant
	Margaret McLaughlin	Senior Officer Tenant Engagement & Community Services
	Ross Henderson	Capital Propjets Manager
	Cavell Moore	Tenant (Chair)
	Lynne Morrow	Tenant (Vice-Chair)
	Briege Corr	Tenant
	Patricia McFall	Tenant
	Theresa Scullion	Tenant
	Luisa Da Costa	Tenant

APOLOGIES:

Gareth Rogan	Housing Officer
Manus Mooney	Assets Officer
Hong Yee	Tenant
Stephen McFall	Tenant
Celia Eaglesham	Tenant
Liam McKenna	Tenant
Pedras Poderys	Tenant
Romanda Karalavicience	Tenant
Arlindo Almeida	Tenant

ITEM	MINUTE	ACTION
1.0	**Welcome**	
1.1	Tom welcomed everyone to the Regional Panel meeting. Ross Henderson introduced himself and had a number of discussions with tenants prior to the meeting starting. These will be outlined below in the minutes. Margaret will record minutes of meeting.	
2.0	**Apologies**	
2.1	Apologies received were noted as above.	

ITEM	MINUTE	ACTION
3.0	**<u>Follow Up from Previous Regional Panel Meeting</u>**	
3.1	Welfare advice meeting - Ulster Bank facilitated a workshop after lunch regarding budgeting and managing dept.	
3.2	Cloister apartments for CI events – not allowed as apartments will be allocated before Winter.	
4.0	**<u>Matters Arising from Last Meeting</u>** No Matters arising	
5.0	**<u>Departmental Updates</u>**	
5.1	**Community Involvement** 26 events/290 participants Inc 2 environmental events, 15 hub events, 181 participants	
5.2	**Tenant Engagement** 4 Regional Panel Residents Forum – April Service Improvement Group – presentation to EST tomorrow for decisions Policy review panel – Reasonable Adjustments Policy Tenant training – 19 tenants (paediatric first aid & Mental health first aid Scheme walkabout – Enniskillen & Platers Hill Survey – 112 responses	
5.3	**Housing for All updates** 22 meetings/2 bonding events & Bridging events	
5.4	**Housing Services** Re-lets – new lets, direct exchanges ASB – 131 noise nuisances	
5.5	**Development Update** New developments 447 units under construction	
5.6	**Planned Works** No planned work over the next year, Ross explained that the works will be designed with a proposed total cost of over £3million.	

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	Ross is awaiting final date for gas installation in Dungannon, and then the project will be procured. All this type of work is self-funded, and this work will not be funded by grants. Further discussion on - • Guters will be cleaned. Maintenance issues are to be reported as soon as possible for routine maintenance. • New properties are there properties that will be bought/available in Mid Ulster? Development to be invited to present at next Regional Panel meeting. • Cloisters – request meeting with tenants – an awful lot of issues at Cloisters, rats back at bin stores, need bars at the bin stores. • Discussed the issues around decant when the work is ongoing. • drafty windows – can be resealed before Autumn – Mandy will follow up with tenants who would like a reseal. • Life issue – lift losing its sync, due to doors being propped open for too long, lift has been upgraded and there are no longer issues. The contractor will decide when the lift will be replaced, will not be this year. • Discussed roof replacement and cavity and this will be updated later as there is a consultant who is reviewing this at the minute. • Window cleaner has not been on scheme since Xmas • Surveyors reporting – damage to flats – no feedback Ross will meet with tenants, when further details are confirmed. **Peace Plus Funding** Upcoming projects Stories Underfoot Walking programme, opening end June/July The Big Blether Multi-cultural language programme to enjoy food/music & spoken word – June/July	Follow-up re: cleaning guttering - Ross Ross to follow-up about meeting regarding planned works at Cloisters Mandy will report the tenants with drafty windows Follow-up with window cleaning service Damage to flats ref: surveyors report Survey to be sent out to find out preferred times/days for activities – Tom/Claire
6.0 **6.1**	**<u>Community Events</u>** Environmental events	 Signage for area

ITEM	MINUTE	ACTION
6.2	• Community Garden, pot planting, planter to be set-up in Castle Gardens • Gardening workshop – June 2026 & final workshop end of Summer/Autumn. • Pollinator – BioBlitz event @ Cloisters • Suggestion of allotments at at Cloister Other events - • Arts & crafts hub, • Mobile farm, • Kids summer programme – open to kids across Dungannon, • Tenant Newsletter, • Tenant Panel.	
7.0 **7.1**	**<u>Any Other Business</u>** Items stolen from hub – is there a possibility of CCTV for the hub. Chairs in hub are very old – explore new chairs	
8.0 8.1	**<u>Date of Next Meeting and Close</u>** Date of next meeting – tbc – later time for meeting to accommodate everyone	

Action Points

No.	Description	Who	Progress Update	OPEN/ CLOSED
1	Circulate Terms of Reference to all tenants not currently in receipt of them	Tom		Closed
2	Pass on all housing issues raised to Gareth	Tom/Mandy		Closed
3	Gareth to investigate issue of dog fouling/irresponsible ownership and to feedback to relevant tenants and Mandy	Gareth		closed
4	Gareth to investigate erecting sign in communal garden at Castle Gardens	Gareth	Gareth on leave to follow-up & report back	Open
5	Gareth to investigate claims of anti-social behaviour at The Cloisters and report back to relevant tenants and Mandy	Gareth	Ongoing issue at Cloisters & Castle gardens	ongoing
6	Manus to investigate issue with bin store lock and fire doors at The Cloisters and report back to relevant tenants and Mandy	Manus	Locks on bin store see No. 9 for update	Closed
7	Manus to investigate issues with front door, fire doors, hallway heating and hedgerow maintenance at Castle Gardens and report back to relevant tenants and Mandy	Manus	Front door fixed, back door has been repaired and broken again	Closed
8	Manus to make contact with relevant tenants to further discuss and investigate issues specific to their property	Manus		Closed

9	Cloisters Bin Store, tenants are leaving rubbish in wrong bins and not recycling	Gareth	Bins will be moved outside 12/12/25, as part of planned works.	Closed
10	Easter Egg hunt at Cloisters	Tom/ Margaret	Amazon order for craft resources	Closed
11	Dogs in Community hubs	Gareth	Follow-up with Lynne Morrow	Closed
12	Castle Gardens Gardening	Ciaran/Tom	Event to be organised, events planned	closed
13	Interpreter for next meeting on Lithuanian & Portuguese	Margaret	Contact Flex Service	Closed
14	Universal Credit workshop – Sandra/Steps	Tom	See below welfare advice/coffee morning	closed
15	Scheme surgery	Mandy/Tom	To be organised	Open
16	Gardening Competition – Communal Garden nomination	Mandy	No nominations sent	closed
17	Bar lock @ Cloisters bin store	Manus	completed	closed
18	Gareth to send out letter to encourage tenants to keep dogs on a lead at Castle Gardens	Gareth	Letter sent – improved	closed
19	Margaret email Anita with proposal for planned works	Margaret	Anita left on 10/10/2025, Frances Magee provided update on	closed
20	Frances to contact planned maintenance team that the contractors who have been out were ignorant. A lot of dust and broken kickboards, etc	Frances	11/5/26 – no update	open
21	Gareth to follow up when the stair lift will be fitted & inform tenants	Gareth	Lift repaired – 26th Feb 2026	closed
22	My Tenancy App	Margaret	Assist tenants to set up	closed
23	Check condition of decants in Cloisters for CI events	Manus/Tom	Disallowed, going to be reallocated	closed

24	Coffee morning/welfare advice session	Tom	11/5/26 – to be planned	ongoing
25	11/5/26 - Hub – cctv – due to items going missing from the room, report to Frances	Margaret		
26	11/5/26 - Chairs in hub in poor condition	Margaret		
27	11/5/26 Survey tenants to identify types of activities & day/time of activities	Tom/Claire		
28	11/5/26 - Guters will be cleaned. Maintenance issues are to be reported as soon as possible for routine maintenance. drafty windows – can be resealed before Autumn – Mandy will follow up with tenants who would like a reseal.	Ross/maintenance/Mandy		
29	11/5/26 New properties are there properties that will be bought/available in Mid Ulster? Development to be invited to present at next Regional Panel meeting.	Margaret		
30	11/5/26 - Cloisters – request meeting with tenants – an awful lot of issues at Cloisters regarding works	Gareth		
31	11/5/26 - Rats back at bin stores, need bars at the bin stores.	Gareth		
32	11/5/26 - Window cleaner has not been on scheme since Xmas	Gareth		