

Note of meeting held 28 January 2026

Subject: Fraser Court tenant group – meeting one.

Venue: Fraser Court community room.

Time: 2pm till 4pm

People present	Apologies
Samantha Hough (SH) Tenant Participation Officer	none
Laura Henry (LH) Housing Officer	
Martin Toward (MT) Housing Manager	
Monica Vasiliu (MV) Estates Assistant	
AS – tenant, Aberdeen	
IH – tenant, Aberdeen	

Overview of the meeting

The aim of the meeting was to bring the group together for the first time and establish what they want the group to achieve. Plans could then be made in terms of next steps.

This was also an opportunity for the group to meet and be introduced to staff they have not previously met. Also to discuss what support Langstane will provide the group with moving forward.

Item discussed	Notes
Welcome and housekeeping	<p>Members and guests were welcomed by staff and offered refreshments.</p> <p>SH explained that if the fire alarm rang then everyone was to leave by the main door and head to the car park.</p> <p>Agendas were handed out along with copies of a prepared draft partnership agreement.</p>
Introductions	<p>Introductions were made round the table. However, the majority of staff and tenants had met at previous events and drop-ins.</p>
Background – how the group started	<p>SH explained the circumstances of how the group had started.</p> <p>This being that due to the on-going work at Fraser Court the Association decided to ballot the scheme asking residents if they wanted to form a tenants group.</p> <p>From this ballot we have seven tenants interested and therefore a meeting was arranged for January.</p>
What the group is not and code of conduct	<p>SH wanted to set some ground rules in terms of what the group is not along with discussing a code of conduct.</p> <p>Firstly, this was to say that the group is not being formed for members to discuss or raise their individual tenancy or repair issues. These will need to be raised separately with Association staff as the aim of the group is to discuss and tackle scheme issues affecting all tenants.</p> <p>If necessary group members can speak with staff on a one-to-one basis at the end of meetings.</p> <p>SH also went over some brief ground rules that the members will need to follow in terms of conduct. These include:</p> <ul style="list-style-type: none"> • Listening and respecting each other, allowing others to have their say. • Not bullying or harassing other members or staff. • Keeping conversations relevant to the agenda and not discussing individual tenancy or repair issues. <p>If the group is able to stick to these informal rules no code of conduct will be necessary. If not then a code of conduct will be introduced which members will be asked to agree to and sign.</p>
Aims and objectives of the group and initial issues to tackle	<p>The group would like to start creating a sense of community spirit and support each other as neighbours, where everyone looks out for each other. Group members will also work to encourage their neighbours to join the group.</p> <p>In addition to this, the group's remit will include working to tackle the following issues:</p> <ul style="list-style-type: none"> • Tackling the on-going anti-social behaviour. • Deal with the on-going car parking issues in terms of its use by non-residents. Installing barriers or chains was discussed. • Improve the overall security of the area – car park and individual blocks. • Have a say in decisions made about the management of the scheme.

Item discussed	Notes
	<ul style="list-style-type: none"> Support each other to be a part of the group and creation of a safe space where everyone can have a voice. <p>However, the common goal agreed by all members is that they want to make Fraser Court a better place for all residents to live in.</p> <p>This list of aims to focus on will change over time as the group moves forward and develops, this includes new group members joining.</p> <p>Other issues raised were the recent weather and arrangement of grit bins and responsibility of tenants and the Association in laying the grit during times of bad weather and icy conditions.</p>
How Langstane will support the group	<p>Langstane will support the group as follows:</p> <ul style="list-style-type: none"> Provide administrative support such as printing of any written materials, such as, posters for promotion. Provide suitable venue for meetings. Provide refreshments at meetings. Provide structure to meetings by liaising with members and staff to create agendas. These will be circulated in advance of meetings in the preferred formats for each group member. Act as a line of communication between the group and the Association. Provide one-to-one support to group and / or individual members
How often will the group meet	<p>The group will meet every quarter with meetings arranged in:</p> <ul style="list-style-type: none"> January April July October
Plans for next meeting	<p>During the next meeting the group will continue to talk about the issues on scheme and will meet again at the Fraser Court community room.</p>
Any other business	<p>Suggestion that Property Officer should attend the next meeting to provide updates on any repair queries.</p>
Date for next meeting	<p>Next meeting will be in April. SH will reach out to those who attended this meeting along with those who responded to the ballot last year, checking their availability. Once a date has been arranged we will inform all the scheme to make sure everyone is given the opportunity to attend.</p>

Outcome of the meeting:

- Although low attendance the meeting was productive, and everyone kept to the agenda.
- Facilities and refreshments were suitable and adequate for the purposes of the meeting.
- Networking has over the last few months been good between tenants and staff at various drop-ins and meetings. This meeting will continue to build on this which is crucial in achieving the aims of the group.
- Provided draft partnership agreement to the group.

Next / future steps for SH:

- Arrange scheme walkabout at a time and date to suit group members and staff.

- Create draft meeting notes detailing what was discussed at the first meeting. Then circulate to all staff and tenants to approve before finalising. Arrange also that meeting notes are pinned to the notice boards on scheme.
- Contact those present to see if there are any edits to the partnership agreement and then publish on dedicated webpage.
- Advertise future meetings on noticeboards.
- Use feedback from group members to review how the Association communicates with tenants about preparing for bad and severe weather conditions.