

**MINUTES OF COOKSTOWN TOWN CENTRE FORUM ANNUAL
GENERAL MEETING HELD WEDNESDAY 15 SEPTEMBER
2021 AT 12.30PM VIA MICROSOFT TEAMS**

Present:

Councillor Wilson	Mid Ulster District Council
Councillor McNamee	Mid Ulster District Council
Councillor Mallaghan	Mid Ulster District Council
Sharon McGowan	Department for Communities
Conall McKee	DFI Roads NI
Ursula Marshall	Cookstown Disability Forum
Annette McGahan	Mid Ulster PCSP
Andrew McConnell	Large Retailer
Paul Wilson	Large Independent Retailer
Mary McCullagh) Mid Ulster District Council
Colin McKenna	

In attendance: Deborah Ewing) Mid Ulster District Council

1. APOLOGIES

Apologies were received on behalf of Councillor Mark Glasgow and Councillor Wilbert Buchanan, Mid Ulster District Council; TP Sheehy, Small Independent Retailer; Bernie Sonner, Tenants Association; Sean MacMahon, Property Developer; John Downey, PSNI; Peter Beckett, Large Retailer; Fiona McKeown, Mid Ulster District Council.

Councillor Wilson thanked everyone for attending the meeting. He expressed his gratitude to M McCullagh and Council staff for their service and promoting the town as best as was possible over what has been a strange and difficult year. He also thanked P Wilson for his service as Vice Chair.

2. MINUTES OF PREVIOUS MEETING

It was proposed by U Marshall and seconded by Councillor McNamee to ADOPT the minutes of the Town Centre Forum AGM held on 7 July 2020.

3. ELECTION OF OFFICERS

C McKenna advised that the Chair is selected based on Mid Ulster District Council's d'hont system. This term the party selected to Chair the Forum is Sinn Fein.

a. Chair

Based on the d’hont system the new Chairman will be Sinn Fein representative Councillor McNamee.

b. Vice Chair

The Chairman Councillor McNamee declared that nominations were requested for the position of Vice-Chair of Cookstown Town Centre Forum.

On the proposal of U Marshall and seconded by Councillor Wilson it was RECOMMENDED that Paul Wilson be elected as Vice Chair.

Being no further nominations it was UNANIMOUSLY RECOMMENDED that P Wilson be elected as Vice Chair.

4. TOWN CENTRE FORUM MEMBERSHIP UPDATE

M McCullagh advised that at present there is a vacancy for the professional sector at present due to the resignation of Jim Eastwood, Cookstown Enterprise Centre. The rest of the Forum Membership remains the same and is broken down as follows:-

Statutory (14 Members)

7	Councillors	(Councillors Bell, Buchanan, Glasgow, McNamee, Mallaghan, Hughes & Wilson)
1	Community Development	(Annette McGahan)
1	Department for Infrastructure	(Conall McKee)
1	MUDC Planning Service	(Roisin McAllister)
1	Department for Communities	(Patrick Anderson)
1	Translink	(Sean Falls)
1	PSNI	(John Downey)
1	Disability Forum	(Ursula Marshall)

Private/Community Voluntary (9 Members)

1	Chamber of Commerce	(Raymond McGarvey)
1	Vintners Association	(Tom Jebb)
1	Tenants Association	(Bernie Sonners & Hazel McKenzie)
1	Large Supermarket	(Peter Beckett, ASDA)
1	Broadfields Retail Park	(Manager, Tesco)
1	Small Independent Retailer	(TP Sheehy, Sheehy's)
2	Large Independent Retailer	(Andrew McConnell, McConnell Shoes; Paul Wilson, CFC Interiors)
1	Professional Sector	(Vacant)
1	Property Developer	(Sean McMahon, MACM Construction)

Councillor McNamee requested that members who have not been in attendance at the last 2 meetings should be contacted to confirm if they wish to remain a member of the Town Centre Forum. M McCullagh will issue written correspondence and follow up with a telephone call to members. Contact will be made with Tesco to ascertain the representative for the Forum.

It was agreed that M McCullagh will issue an email to all members requesting any nominations for the position of professional sector. It was agreed that the representative closest to the town centre would be the first preferred nomination.

5. TOWN CENTRE FORUM BANK ACCOUNT SIGNATORIES

It was proposed by Councillor Wilson and seconded by Councillor Mallaghan

That the Forum re-appoint JJ Tohill, Director of Finance, as Bank Account Signatory.

6. APPOINTMENT OF SOLICITORS AND INSURANCE BROKERS

It was proposed by Councillor Wilson and seconded by Councillor Mallaghan and agreed

To re-appoint Claire McNally, Solicitor, Mid Ulster District Council as their Solicitor and Willis Towers Watson as their Insurance Brokers.

The meeting ended at 12.40pm.



**MINUTES OF COOKSTOWN TOWN CENTRE FORUM MEETING HELD
WEDNESDAY 18 MAY 2022 AT 12.30PM VIA MICROSOFT TEAMS**

Present:

Councillor McNamee	Mid Ulster District Council
Councillor Wilson	Mid Ulster District Council
Avril Sharkey	Department for Communities
Ursula Marshall	Disability Forum
Paul Wilson	Large Independent Retailer
Neill Bratton	DRD Roads Service
Julie Black	Small Independent Retailer
Mary McCullagh	Mid Ulster District Council

In attendance: Deborah Ewing) Mid Ulster District Council

1. APOLOGIES

Apologies were received on behalf of Joe Connaghan, PSNI, Gary Breen Tesco, TP Sheehy Small Independent Retailer, Cllr Hughes and Andrew McConnell Large Independent Retailer.

Cllr McNamee welcomed everyone to the meeting. He welcomed J Black to the Town Centre Forum and advised that the Forum looked forward to working with her.

2. MINUTES OF TOWN CENTRE FORUM MEETING 23 MARCH 2022

It was proposed by U Marshall and seconded by Cllr Wilson to ADOPT the minutes of the Town Centre Forum Meeting held on 23 March 2022.

3. MATTERS ARISING FROM MINUTES

There were no matters arising from the minutes.

Cllr McNamee advised that at present the facilities at the Council building based in Cookstown are unable to accommodate a mixed Town Centre Forum meeting of both virtual and in person.

4. UPDATE ON MID ULSTER TOWN CENTRE PROJECTS

The Town Centre Managers Progress Report had been circulated to members prior to the meeting. M McCullagh provided an update on Mid Ulster Town Centre Projects as follows:

a) Marketing & Promotion

The marketing and promotion planned for the next couple of months includes:

- Promotion of Mid Ulster Gift Card through social media and a leaflet drop to local businesses. Members were advised that officers are now concentrating on the towns and plan to conduct a further walkabout after the continental market has taken place. There will also be a 3-4 month radio campaign on Q Radio.
- Cookstown Continental Market – promotion has been taking place via billboards, radio, local press and social media.

b) Business Support

(i) Mid Ulster Gift Card Scheme

The Mid Ulster Gift Card has now been operating for 6 months. As previously advised Miconex were employed to develop and deliver the Mid Ulster District Council's Gift Card Scheme for a minimum term contract of 3 years with break clauses annually.

To date 191 businesses/venues have signed up to the Scheme and Council continue to liaise with local businesses encouraging them to sign up and advising on the free participation whilst locking in spend to the local economy.

To date there has been just under £25,000 purchased on Mid Ulster Gift Cards. Schools have been purchasing the gift card to give out as pupil rewards as well as corporate businesses.

c) Town Centre Events

(i) Cookstown Continental Market

Cookstown Continental Market returns on Saturday 28 (10am – 8pm) to Sunday 29 (11am – 5pm) May 2022. The location will be William Street, Cookstown and the road closure will take place from 6.30pm on Friday 27 May 2022 and re-open by 10pm on Sunday 29 May 2022.

Specifications were issued for various elements of the market and regular meetings are being held with Marketplace Europe and MUDC Events Team. Correspondence has been issued to the Town Centre retailers via letter drop.

It is anticipated that there will be 45 traders in attendance. M McCullagh advised that there are several new traders as some of the regular traders have not returned since

Covid. The bar has received the relevant trading license and there will also be a children's area for under 18's.

As per previous years, Council will be providing entertainment alongside the market with the focus on Sunday being from local acts. Additional entertainment will be provided on Saturday along James Street, including buskers and walkabouts, to entice footfall. Regular Saturday market traders will be located to James Street where the fee for the day will be waived – they were advised of this via letter.

As an incentive for people to shop local over Cookstown Continental Market weekend Council are running a Shoppers Draw whereby each shopper who spends over £10 in participating town centre businesses is entered into a draw to win a prize (Apple Ipad, Fitbit and 5 × £50 Mid Ulster Gift Card). Letters were distributed to businesses and those wishing to participate will be issued with posters and tickets.

Cllr McNamee queried which traders would not be in attendance. M McCullagh advised that the bread stand will not be returning but that they anticipate this space being used by 2 separate traders. The Dutch flower stall will be in attendance, as there were concerns initially that they would not be in attendance this year.

M McCullagh advised members that she would be available on the Sunday and Lynn Shiels, Project Officer would be available on the Saturday of the Continental Market.

d) Physical Regeneration/Improving Infrastructure

(i) Rural Regeneration Projects

Under the Rural Development Programme a total of 37 villages accessed funding to develop and deliver projects identified through their respective village plans. To date projects have been identified through the village planning process and consultation with the local community groups to determine projects that can access grant aid through the Programme.

A professional led design consultancy team was appointed to commence design schemes for the various projects identified in the villages. A cross council working group has been established for the lifetime of the project. Economic Development Officers are working alongside Technical Services to deliver the schemes.

36 villages works have been completed. Assistance has been provided to 10 of the 11 villages in the former Cookstown District Council area. Projects have been completed in Ardboe, Ballyronan, Orritor, Lissan, Drumullan, Coagh, Rock, Sandholes, Moortown and Pomeroy. Broughderg is the only outstanding village at present and works will be completed by end of June 2022.

(ii) Mid Ulster Town and Village Spruce Up Scheme

Mid Ulster Town and Village Spruce Up Scheme offers discretionary grants of up to 75% eligible costs, capped at £5,000 per property for external and/or internal improvements.

The Scheme was available to both occupied commercial premises and vacant/derelict units within the town centre boundary of each of the towns and development limits of the eligible villages as per the proposed Mid Ulster Settlement Report and the draft Local Development Plan (2030), published in February 2019, under the Mid Ulster Settlement Hierarchy, with the additional village of Moygashel.

Knox & Clayton Architects were appointed to assist in the delivery of the Scheme which is now in year 3, Phase 3. Phase 1 and Phase 2 projects are now complete. There are 62 schemes completed in Phase 3 with only 11 outstanding. The remaining schemes should be complete by end of June 2022.

The 62 schemes under Phase 3 have been completed to a total value of £279,480.76 (Council Grant Aid £209,610.57; Private Sector Leverage £69,870.19).

40 Letters of Offer for Phase 4, which is the remaining projects on the ranked reserve list, were issued with Letters of Offer in April 2022. Hamill Architects, Dungannon has been appointed to deliver Phase 4 as the previous contract period had come to an end.

5. ANY OTHER BUSINESS

(i) Cookstown Town Centre Membership

M McCullagh advised members that the AGM is due in June. She had previously contacted members to confirm their commitment to the Forum and noted that some members are unable to attend virtually but will participate in a face to face meeting. It was recommended that the AGM be held at a local venue large enough to accommodate the members. Cllr McNamee proposed the Burnavon and M McCullagh agreed to confirm a suitable date for June 2022. He also recommended that any member who does not attend is followed up on their commitment to the Forum.

(ii) Litter Wardens

U Marshall raised concerns about the remit and boundary of the litter wardens in Mid Ulster. She stated that they are approaching people and being overzealous. She requested that people are given an opportunity to rectify their mistake. She also stated that there are areas in the town where there is not enough bins located for example Lidl car park where only 1 bin is located.

Cllr McNamee advised that it is a 12 month pilot and a 6 month review is due to take place where they will raise any concerns. U Marshall stated that as Council gets 10% of fines – with £100 as the standard cost – are they prepared to lose this income.

Cllr Wilson stated that litter is still litter and continued that if Council had to employ people to look after this issue as well as to clean up the costs would balance out. He also stated that the bins located outside McDonalds are continually overflowing which

is causing birds to remove rubbish. He requested M McCullagh contact a representative within McDonalds to try and resolve this issue.

(iii) Other Business

Cllr Wilson advised that the week following the Continental Market is the Mid Ulster Pipe Band Competition with Cookstown location having the highest number of band entries. He requested that it is promoted where possible. M McCullagh requested that he forward the information and she will send to the Communications Team and to the town centre database.

J Black commented that the cleaning of the town in advance of St Patricks Day and the Royal visit was excellent and requested that this is maintained. Cllr McNamee agreed and commended the Council for this – he also stated that it made a significant impact on the side streets of the town centre. He recommended that it is undertaken annually or as required. M McCullagh agreed that it does bring the streets up well but advised that the continuance of this would depend on budgets as agreed by Senior Management Team.

N Bratton stated that DRD Roads Service would not stand in the way of any power washing being conducted in the town. He did however request that any grout that is removed due to the cleaning is replaced.

6. DATE & TIME OF NEXT MEETING

Cllr McNamee thanked members for attending.

The next meeting date will be either 15th or 22nd June at 12.30pm. M McCullagh will advise members when date has been finalised with Burnavon. As agreed this meeting will take place in person.

The meeting ended at 12.57pm



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council



Minutes of Coaliland Town Centre Forum Meeting

Monday 9th October 2023 at 5:30pm

Microsoft Teams

Present

- | | |
|------------------------|---------------------------------------|
| 1. Cllr Nuala McLernon | Mid Ulster District Council (Chair) |
| 2. Brian O'Neill | Coaliland Credit Union (Vice Chair) |
| 3. Cllr Niall McAleer | Mid Ulster District Council |
| 4. Cllr Eimear Carney | Mid Ulster District Council |
| 5. Cllr Malachy Quinn | Mid Ulster District Council |
| 6. Francie Molloy MP | Coaliland Residents & Community Forum |
| 7. Ursula Marshall | Mid Ulster Disability Forum |
| 8. Avril Sharkey | Department for Communities |
| 9. Raymond O'Neill | Eden Bloom |
| 10. Patricia Toner | Sole Sister |

In Attendance

- | | |
|---------------------|-----------------------------|
| 11. Oliver Donnelly | Mid Ulster District Council |
| 12. Colin McKenna | Mid Ulster District Council |
| 13. Emma Hughes | Mid Ulster District Council |
| 14. Johnny McNeill | Mid Ulster District Council |
| 15. Annette McGahan | Mid Ulster District Council |

	DISCUSSION	
1.	Welcome & Apologies	
	Dermot McGirr	Translink
	Cllr Dan Kerr	Mid Ulster District Council
	Cllr Jonathan Buchanan	Mid Ulster District Council
	Adrian McCreesh	Mid Ulster District Council
	Fiona McKeown	Mid Ulster District Council
	Raymond Lowry	Mid Ulster District Council

	<p>Melanie Campbell Coalisland Community and Voluntary Representative</p> <p>Connor Lowe Frank McGirr's</p> <p>Sharon McGowan Department for Communities</p> <p>Lesley Maxwell Department for Infrastructure</p> <p>Kevin Smyth PSNI</p> <p>Peter Waugh PSNI</p>
	<p>Cllr N McLernon, the Chair, welcomed everyone to the meeting.</p>
2.	<p>Minutes of Previous Meeting – Monday 20th March 2023</p> <p>Proposed by F Molloy</p> <p>Seconded by A Sharkey and agreed:</p> <p>The minutes of the meeting held on Monday 20th March 2023 were a true and accurate record of proceedings.</p>
3.	<p>Matters Arising from Previous Meeting – Monday 20th March 2023</p> <p>Cllr N McLernon asked Council Officers for updates on the following matters arising:</p> <p><i>3.1 Land Issues DfC / Mid Ulster District Council</i></p> <p>C McKenna confirmed that he had forwarded the relevant contact information to A Sharkey.</p> <p><i>3.2 Fly posting</i></p> <p>E Hughes updated members that she had spoken to Officers in the Planning Enforcement Team. She was advised that investigations are underway but that the process will be lengthy as there are over 30 businesses involved and each instance of fly posting must be investigated individually.</p> <p><i>3.3 Air Quality update - retain on agenda</i></p> <p>O Donnelly informed Members that MUDC Environmental Health have monitors in place. He advised that the monitors will be up for a minimum of 12 months to allow for sufficient data collection. R O'Neill asked what type of monitors had been installed. O Donnelly explained that the monitors will collect nitrogen dioxide measurements as this is the main gas in exhaust fumes.</p>

4.

Town Centre Updates

Coalisland Revitalisation – O Donnelly advised that a final walkover to be held with the Contractor by the end of October. There are no issues to report.

Coalisland Public Realm – J McNeill informed Members that the snag list is being completed. There is a walkabout planned for this week with the view to getting it adopted.

F Molloy raised an issue about loose tar/stones around the Cornmill Building/Donnelly McAleer's Chemist.

R O'Neill explained that he feels that there are numerous snags with the project including:

- Nitrogen dioxide/one way system in Main Street
- Entry/exit between The Venue and Donnelly McAleer's Chemist
- 45° parking on Main Street
- Roundabout at the bottom of Plater's Hill
- No layby for buses on Lineside

J McNeill advised that he would report issues to Contractor.

Action: J McNeill to update Contractor re issues raised and report at next meeting

Cllr M Quinn asked if it would be possible to get a gritting schedule put into place as the new footpaths can be very slippery in icy weather.

O Donnelly updated Members on the upcoming events in Coalisland:

Halloween – An alternative site is being used this year due to upcoming work planned at the Gortgonis site. MUDC Officers are continuing to engage with stakeholders and the working group in preparation for the event. Event will take place on Tuesday 31st October 2023 with a funfair taking place in the Parochial Centre Car Park from 6:00pm – 8:30pm and a fireworks display at 8:45pm at Na Fianna Grounds.

	<p>Christmas – Event is on Sunday 3rd December 2023 with Craic Theatre engaged to deliver event. An alternative location is being investigated for Santa’s Grotto due to the structural issue with the Cornmill Building.</p> <p>There are two smaller events planned for Christmas on Saturday 9th December 2023 and Saturday 16th December 2023 which will include walkabout characters, live on street entertainment and music.</p> <p>Mid Ulster Gift Card</p> <p>O Donnelly updated Members with the Programme Summary Report from 8th November 2022 until 4th October 2023:</p> <ul style="list-style-type: none"> - Total No. of businesses registered to date – 220 linked and live - Value of Gift Cards funded to date - £33,465 - Cards activated – 876 <p>He advised that there is an upcoming webinar on 1st November 2023 to promote the gift card as a corporate gift and asked Members if they would help to promote it. B O’Neill asked if there was an opportunity to use the gift card in collaboration with the Credit Union. O Donnelly to investigate.</p> <p>Action: O Donnelly to investigate and report at next meeting</p> <p>Mid Ulster Enterprise Week</p> <p>O Donnelly updated Members on the dates for this year’s Enterprise Week which is from 13th November 2023 - 17th November 2023 and will comprise of webinars and in-person events. Topics such as The Impact of Artificial Intelligence on Business, Self-Leadership and Business Resilience and Sustainable Tourism, and Influencer Marketing will be discussed. Further details will follow.</p>
<p>5.</p>	<p>Any Other Business</p> <p>Cllr N McLernon asked if any Members had anything which they would like to raise.</p> <p>C McKenna informed Members of an upcoming Apprenticeship Programme for all ages. He will send out details via MUDC databases.</p> <p>A Sharkey asked for assistance from MUDC in relation to the Brackaville/Derry Road lands. She informed Members that LPS will advise of options to dispose of the land</p>

and asked if the community would have any use for the land e.g. allotments / play park. She happy to discuss ideas.

F Molloy added that he feels something needs to be done with the land otherwise it will remain derelict. He advised that Lilac and the National Autistic Society showed an interest in the land previously.

C McKenna explained that this issue was not for this forum but that he would be happy to facilitate a meeting with relevant stakeholders.

Cllr M Quinn said that he supports something being done on this land.

Action: C McKenna to arrange a meeting between DfC and Mid Ulster District Council to discuss land issue at Brackville/Derry Road

Cllr M Quinn raised a query about the town centre boundaries and that Springisland falls outside the boundary. C McKenna explained that the town centre boundaries are determined by the Dungannon and South Tyrone Area Plan and that businesses within the town centre boundary fall within different planning legislation i.e. have higher rates.

F Molloy raised a query about Sandy Row and the need for the road to be tarmacked. J McNeill agreed this should be addressed.

R O'Neill raised the issue about an incident that took place on Saturday 7th October 2023 at the Cornmill. He said that there could be an issue with retaliation in the town and that the PSNI need to nip it in the bud now. Members agreed that the behaviour was unacceptable. As there was no representation from PSNI at the meeting, A McGahan agreed to update PSNI on behalf of the town centre forum.

Action: A McGahan to update PSNI

F Molloy asked if there were any updates on a start date for the work at Gortgonis. O Donnelly explained that the site is now vacated to allow for transfer but that there is no definite start date.

F Molloy explained that Neighbourhood Renewal monies need to be spent. O Donnelly advised that F Molloy should speak to a member of the Community Development Department such as Philip Clarke or Annie Barrett.

	Meeting ended at 18:17pm
7.	Date of Next Meeting Quarterly meeting to be held in January 2024. Date tbc

APPENDIX 4

Digital Transformation Flexible Fund (2024-26)

(Led by Newry Mourne and Down District Council)

Call 1: Letters of Offer Awards in Mid Ulster

Business	Location	Total Eligible Project Cost	Approved DTFP Funding	Business Match Funding
Aecentus	Ballygawley	£26,472.32	£18,530.62	£7,941.70
Betty's Ice Cream	Pomeroy	£27,950	£19,565.00	£8,385
BBold (EU) Limited	Draperstown	£8,450	£5,915.00	£2,535
Countryside Services Ltd	Dungannon	£30,000	£20,000	£10,000
Harkin's Pharmacy	Maghera	£32,750	£20,000	£12,750
HBK Architects	Aughnacloy	£7,208.97	£5,046.28	£2,162.69
Origin 7 Ltd	Cookstown	£23,061.65	£16,143.16	£6,918.50
OHM Engineering Limited	Clogher	£33,500	£20,000.00	£13,500
Magherafelt Business Park	Magherafelt	£27,974	£19,581.80	£8,392.20
REP Technology Ltd t/a REP TEC	Dungannon	£30,000	£20,000.00	£10,000
SmartWorkPlus	Magherafelt	£28,506.00	£19,954.20	£8,551.80
Ulster Engineering t/a Ulster Shredders	Magherafelt	£29,750	£20,000.00	£9,750
TOTAL		£305,622.94	£204,736	£100,886.88