

HARTLEPOOL FAIRTRADE TOWN
STEERING GROUP

Minutes of meeting
Monday 28th June 2010

Attendance

Martin Green
Carl Richardson
Peter Spires
Susan Atkinson
Lesley Cawley
Sylvia Tempest
Helen Beaman

Action

1. **Apologies**

Jenny Kelly Chris Eddowes Chris Henderson

2. **Minutes of previous meeting**

The minutes of the previous meeting were agreed to be accurate.

3. **Matters arising**

No action had been taken with regards to producing a tribute to Marilyn Armstrong, MG to follow this up.

MG

No action had been taken with regards to the issue with the logo no longer periodically being displayed on the HBC website, PS to follow this up.

PS

MG noted that there was no fair-trade coffee available at a recent meeting he had attended at Bryan Hanson House, CR had checked on this and had found that they had actually run out and were awaiting a new supply.

ST agreed to check whether community centre and cafes such as Café 177 were serving fair-trade products and to try to promote fair-trade in these venues.

ST

ST agreed to ask for community representative for the group.

ST

MG to contact Joanne Smithson to try and get a representative on the group from the Environment Partnership.

MG

The group agreed that more car stickers should be produced. MG to check with Stella Carmichael (NorthEast Regional representative) whether Kitkat and Dairy milk count as individual products as this may possibly have implications with regards to the

MG

	number of premises that could be included as stocking Fairtrade products	
4.	<u>Financial report</u> As CH was absent no financial report was produced at this meeting	
5.	<u>Forthcoming Events</u> The Coop confirmed that they had reserved a spot for the Tall Ships event. The event organisers had confirmed that there would be a charge of £80 to display Fairtrade banners. No reduction could be made as fair-trade was not one of the official charities that had been chosen to be supported by the Tall ships event. All agreed that this was not value for money and HB suggested that the banners could be displayed on her 'Smarter Living' marquee as an alternative at no charge. CR agreed to fly the fair-trade flag on the Civic Centre when the event was taking place.. JK had produced a flyer, the group agreed on a few minor changes which HB agreed to undertake and HB would also arrange for them to be printed. MG was producing a volunteer rota for the Tall ships event and HB offered that the volunteers could promote Fairtrade from the Smarter Living marquee as it was not permitted by event organisers for flyers to be distributed around the site.	HB/MG CR HB MG
	PS asked whether a fair-trade stall was to be held at the Burn Valley fun day. The group agreed that they did not have the capacity to attend this or the Headland History Fayre on 10 th July but would be attending the Rossmere Park event on the 24 th July.	
6.	<u>Fairtrade Premises Update</u> ST agreed to process and present the information gathered from the questionnaire.	ST
9.	<u>Any other business</u> MG had tried to postpone the Fairtrade Guide being produced by Faragher Jones but unfortunately it appears that this is complicated by sponsorship issues. MG to follow up	MG
10.	<u>Date of next meeting</u> Monday 20 th September, 1pm in the Chairman's Parlour, Civic Centre.	