

HARTLEPOOL FAIRTRADE TOWN
STEERING GROUP

Minutes of meeting
Monday 20th September 2010

Attendance

Martin Green
Peter Spires
Carl Richardson
Jenny Kelly
Catherine Henson

Chris Eddowes
Chris Henderson
Kirby Jo Hopper
Hannah Watkins

1. Apologies

Helen Beaman, Sylvia Tempest, Susan Atkinson

2. Minutes of previous meeting

Chris Eddowes attended the last meeting, can the last minutes please note she was in attendance.

All other matters in the minutes from the previous meeting were agreed to be accurate.

3. Matters arising

Martin Green wrote a letter to the Hartlepool mail regarding a tribute to Marilyn Armstrong

Action carried forward for Peter Spires to raise the issue with the logo on the HBC website. PS

Action carried forward for Sylvia Tempest to check whether community centres and cafes such as Café 177 were serving fair-trade products and to try to promote this. ST

Action carried forward for Sylvia Tempest to ask for a community representative for the group. ST

Action carried forward for Martin Green to contact Joanne Smithson to try to get a representative of the group on the Environment Partnership. MG

Action carried forward for Martin Green to look at more car stickers being produced. MG

Action carried forward for Martin Green to seek clarification regarding whether Kitkat and Dairy Milk count as individual products as this may have implications with regards to the number of premises that could be included as stocking Fairtrade. He reported that this was the subject of a MG

national discussion and that he will be going to the regional meeting to seek further clarification.

4. Financial report

Balance: £1355.50 plus approximately £20 petty cash
Outgoings: Invoice for approximately £250 expected for flyers

5. Forthcoming Events

Jenny Kelly is meeting with Green Schools on 6th October with Joanne Taylor to talk to schools about fair-trade
After 6th October Jenny will be looking to set up another meeting with schools JK
Clavering school and Owton Manor Primary have shown interest in fair-trade and Jenny has been asked to make contact with them JK
A checklist for schools wishing to achieve fair-trade status should be formulated JK
Jenny has informed the steering group that she will be graduating this year and has introduced Catherine Henson to the group who (if she confirms) will provide a replacement for Jenny.

6. Fairtrade Premises Update

Developing the Fairtrade guide is complex and there are still no answers from the printers- Faragher Jones. This is despite numerous emails. The group discussed producing the guide for Fairtrade fortnight, however this will mean that the full listing will need to be ready by mid November. Peter Spires suggested that we do not need to produce the guide for the Fairtrade Fortnight necessarily. No action was decided on how to further develop the guide.

Sylvia Tempest to return all information gathered from the questionnaire at next meeting. ST
The hairdressers on Murray Street (next to launderette) has Fairtrade signs in window, to be checked by CH. CH
Bobby Davison's wool shop, Park Road to be approached regarding the use of Fairtrade. CE
Elwick News, Elwick Road is currently expanding with 'Londis'.
Nisa, Oxford Road now sells Fairtrade chocolate and sugar

7. Report on recent events

Tall Ships-

We had a stall available outside the Smarter Living Roadshow where the big cup and banner were displayed. Approximately 100 food bars were given away daily together with the new flyers during the allocated stall time and bars/flyers were also provided within some of the free church goodie bags that were distributed on site.
The co-op had a relatively small stall at the Tall Ships and were only able to offer the steering group a chance to place some leaflets on their stall.

Martin Green was pleased to report that the Moorings Eaterie on Navigation Point had agreed to put up one of our large Fairtrade Town banners which was still displayed

Peter Spires informed that one of the local food vendors at the event had fully complied with the requirement for fair-trade goods and recycling initiatives that had been a condition on obtaining their site, however they were disappointed that many other food vendors had not appeared to comply with these requirements.

Several members of the group commented on the positive use/promotion of fair-trade that this local vendor had achieved.

It was recommended that a letter of thanks was sent to the stall owners from the group. MG

Summerhill and Elwick

We have done Summerhill for several years and both events went well. There was approximately £70 of Fairtrade products sold at Summerhill and £40 at Elwick. There was a lot of interest from the Elwick event and it is recommended that the group do this again.

North East Fairtrade Forum

The next meeting is on 29th October

Tees Valley-

There has not been one for sometime after Redcar & Darlington failed to send representatives. Martin Green has agreed to continue to try to ensure that his goes ahead.

8. Future Events

Fairtrade Foundation Supporter Conference (London 9th October)

Hartlepool was awarded 1st place for the Best Tea Campaign, also shortlisted for most imaginative campaign. The Co-op have sponsored a £500 prize. It was agreed that £100 would be donated to the Diving Club for their helpful contribution to the event, also thanks was made to Chris Eddowes for the event idea.

Christmas

There will be a lunchtime stall at the Civic Centre with a suggested date of Monday 29th November. HB

HW is to mention to HB that the stall needs to be better publicised.

Fairtrade Fortnight 2011

The theme is 'Show Your Label' though the national website does not have much information regarding Fairtrade Fortnight yet.

The idea of getting schools involved by making mosaics and collages using labels from Fairtrade products was put forward. JK to write to all the schools with regards the competition for labels. JK

CR to contact John Mennear with a view to displaying schools entries in either Christ Church or the Museum of Hartlepool CR

MG to contact Middleton Grange Shopping Centre regarding the stall to book up for 10th/11th March 2011 MG

JK to contact English Martyrs and book hall for the Fairtrade Ceilidh on Friday 4th March 2011 JK

9. Publicity

Website- has not developed further and really needs a webmaster. Chris Henderson volunteered for this and will meet with Martin Green to further develop the website CH/MG

Media- there has not been much publicity of late however there should be a piece in the media about the recent awards won by Hartlepool. Chris Eddowes will contact the mail to pre-warn them that this will need coverage CE

10. Any other business

CR to make enquires about Christmas meal at a Fairtrade restaurant. CR

Enquires were made as to where fair-trade sits within the council and whether it can be assigned to a department or person. It was noted that this should not require a large amount of officer time. Enquires to be made as to where this should rest within the council CR/HW

11. Next meeting/AGM

AGM will be the next meeting and we will need nominations for chairman, treasurer, and secretary as soon as possible.

Next meeting to be either 1st or 8th November- group members to check their diaries.

It was proposed to maintain the current positions with Martin Green as Chairman, Chris Henderson as Treasurer and a member of HBC as secretary

The report for the AGM is to be prepared and brought to the next meeting MG

Later Note

Date of next meeting set for Monday November 1st at 13.00 hrs in the Chairman's parlour at the Civic Centre