

**HARTLEPOOL FAIRTRADE TOWN**  
**STEERING GROUP**

**Minutes of meeting**  
**Monday 1<sup>st</sup> November 2010**

**Attendance**

Martin Green  
Chris Eddowes  
Susan Atkinson  
Jenny Kelly

Paul Hurwood  
Kirby Jo Hopper

**1. Apologies**

Helen Beaman, Sylvia Tempest, Carl Richardson

**2. Minutes of previous meeting**

Minutes agreed.

**3. Matters arising**

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

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

Martin Green spoke to Catherine Frank about getting a representative of the group on the Environment Partnership, she was going to follow this up with Joanne Smithson, waiting for reply. MG

Atkinson's Print Factory have the quote request for car stickers, Martin Green awaiting the reply. MG

Martin Green reported that the Fairtrade Foundation was reviewing Goal 2, – retail premises, and that should cover the Kitkat and Dairy Milk issue. It was expected that guidance would be received by Christmas 2010.

**4. Financial report**

Balance: £1750.00 approximately  
Incoming: £500 award prize

Outgoings: £100 proposed to give to the Peace and Justice group as a sign of appreciation for all their help.

## 5. Schools Group

Jenny Kelly to set up another schools meeting. JK

Clavering and Owton Manor Primary contacted. Five more email addresses have been obtained, for information to be circulated. JK

Jenny Kelly is going to check Grange Primary School. JK

Contact table to be checked over to make sure email addresses are correct. Joanne Taylor has given Jenny a copy of Eco Schools JK/MG

Fairtrade Fortnight display to be held in Art Gallery on 28<sup>th</sup> February – 13<sup>th</sup> March. Forms to be circulated again including applications that need to be filled in and sent back with replies. JK

Jenny Kelly proposed an evening with parents. JK

## 6. Fairtrade Premises Update

Action carried forward for Sylvia Tempest to return all information gathered from the questionnaire at the next meeting. ST

Action carried forward for Chris Henderson to check the hairdressers on Murray Street (next to launderette) which has fairtrade signs in window CH

Action carried forward for Chris Eddowes to approach Bobby Davison's wool shop regarding the use of Fairtrade CE

## 7. Report on recent events

Letter of thanks to be sent to owners of the stalls at the Tall Ships event. MG

Martin Green to contact Peter Spires to find out who actually owns the vendors. MG/PS

## 8. Future Events

### Christmas

Paul Hurwood suggested a stall may be held at Middleton Grange Shopping Centre. However it was considered that the Christmas Fairtrade Fair at St George's on 27<sup>th</sup> November, and the Civic Centre Stall on 29<sup>th</sup> was all that could be resourced. PH to check arrangements in hand for 29<sup>th</sup> PH

### Fairtrade Fortnight 2011

Martin Green has contact Middleton Grange Shopping Centre, and completed

the appropriate form and is awaiting a reply MG

Fairtrade foundation can provide cotton bunting. It is hoped to link this with the TUC Playfair 2012 campaign . There are 22 triangles to colour in on each string. Only 5 per order are free so schools encouraged to order their own. Jenny Kelly to organise a meeting with the Schools to discuss the bunting.

MG/JK.

Smooth Radio and Real Radio groups are keen to do a regional promotion for Fairtrade Schools. They want them to design T-shirts, JK/SA/CE weren't keen on the idea when they have already done them in the past. MG to report back to the Regional FairtradeForum MG

#### Ceilidh (4<sup>th</sup> March)

Jenny Kelly to go and investigate use of English Martyrs JK

Chris Eddowes to check availability of Endeavour Ceilidh band CE

#### Other events

It was discussed about a mascot for Fairtrade and Paul Hurwood suggested Hartley the Hedgehog and also to speak to Len Young about advertising Fairtrade on the flowerbeds and in the parks. PH

Martin Green didn't make the London conference due to illness.

Martin Green to order a new Fairtrade banner. MG

### **9. Publicity**

Website - Chris Henderson and Martin Green met up and went through website. CH checked the site and is currently re-designing. Also the contact addresses to be changed to create a slightly different address which would go directly to MG's personal account. Similarly for the schools which would go to Jenny Kelly.

Jenny Kelly, in CH's absence was asked to pass on any other comments JK/CH regarding the website.

A new contact list is to be set up by JK. JK

Award was shown in the meeting and was announced about the £500 prize. Also a piece was written up for the Hartlepool Mail which was publicised at the beginning of October.

### **10. Any other business**

Christmas meal to be confirmed as Carl Richardson was not present for meeting. CR

It is to be established who has Council responsibility for Promoting Fairtrade PH

## **11. Next Meeting**

Monday January 10<sup>th</sup> at 13.00 in the Chairman's Parlour at the Civic Centre if available