

HARTLEPOOL FAIRTRADE TOWN
STEERING GROUP

Minutes of meeting
Monday 7th February 2011

Attendance

Martin Green
Chris Henderson
Jenny Kelly
Peter Spires
Susan Atkinson

1. Apologies

Carl Richardson
Chris Eddowes
Catherine Henson
Lesley Cawley

2. Secretary

Helen Beaman of HBC is no longer able to act as secretary to the group as this role has been removed from her job description. CR, PS
The group remains without a secretary, CR and PS to look into getting a council representative in the role.

JK recording the minutes of the meeting.

3. Minutes of previous meeting

Minutes agreed

4. Matters arising

Martin Green sent website information to 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

MG not able to contact ST, will continue trying.

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. MG has left answer machine message with Environment Partnership, still no reply. MG

MG to place order for window labels with Atkinson Print MG

Martin Green reported that the Fairtrade Foundation was reviewing Goal 2, Fairtrade Foundation has sent out consultation paper, MG has replied.

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

Action carried forward for Catherine Henson to check the hairdressers on Murray Street (next to launderette) which has Fairtrade signs in window CEH

Action carried forward for Chris Eddowes to give a shop sticker to Bobby Davison's wool shop. CE

Peter Spires to send details of owners of the stalls at the Tall Ships event so that Martin Green can send letter of thanks. PS/MG

Carl Richardson to check Popadoms on marina for Christmas meal. CR

PS checked Cafe 177, serving Nescafe, PS and CR to follow up. PS/CR

Peter Spires enquired about putting car stickers on yellow buses, no answer, PS to follow up. PS

Martin Green contacted Harland Deer to regarding the 2011 tourist brochure which does include Fairtrade information in contents page. There will be another 'Eat' booklet; they are happy to put information in on which restaurants support Fairtrade. MG to send information, group to advertise this opportunity to other restaurants. ALL

Peter Spires spoke to HBC Parks Dept. about Fairtrade themed flower bed, £8000 for flowered logo, £1500 for chipping. Group decided against this.

5. Reports from Schools sub group

JK and CEH organised a schools meeting for the 2nd of February which was well attended.

Minutes of this meeting were disturbed; notable items include:

- 2 schools present, JT from HBC and members of the steering group.
- A number of events are planned by the schools during in Fairtrade Fortnight.
- Link for bunting was distributed.
- JK to contact art gallery to finalise details of the art exhibition.
- JT to organise an introduction to Fairtrade event, lead by CE to discuss becoming a Fairtrade School. Event to be on the 23rd of Feb at Fens School.
- Next schools meeting Wednesday 15th of June, 16.00, Catcote School.

MG noted an appreciation of the schools work being undertaken by CE, CEH and JK.

Tees Valley Fairtrade Forum

Vintage bus idea not feasible due to unavailability of buses.

New idea to use boat instead, MG to meet with Tees Valley Fairtrade Forum on Thursday to discuss idea. JK and SA to contact groups about making bunting.

MG/SA/JK

6. Fairtrade Fortnight 28th February to 13th March 2011

Town centre stall

Martin Green has organised a stall in town centre for 10th/11th March. MG to double check insurance is okay.

MG

Martin Green contacted Helen Beaman to borrow HBC display boards, no reply. Will borrow St George's boards.

Sheila of the Peace and Justice group to organise a rota. MG to send e-mail requesting volunteers.

MG

Carl Richardson is organising the flying of the Fairtrade flag above the Civic Centre throughout Fairtrade Fortnight.

CR

7. Website

CH showed group new logo, which was welcomed by the group.

Need to fill empty pages, notably: information on steering group, Fairtrade Fortnight 2011 and premises. MG to look into this.

MG

Website has a page for past minutes and agendas, MG to send missing information to CH.

MG

Website has a calendar, any event details send to CH to put on calendar. ALL

Enquires@fairtradehartlepool.org.uk has been formed, currently being monitored by CH. CH to send details to MG. CH

MG thanked CH for his work on the new look website

8. Fairtrade Premises update

MG reported seeing Aldi own brand Fairtrade tea and has been told that Fairtrade chocolate and coffee is on sale at Aldi. MG and SA to check both Aldi stores. MG/SA

Group decided to update audit list with restaurants and cafes. MG

Possible products in Iceland MG to check. MG

9. AOB

PS to look into HBC environmental and sustainability policy as it ran out in 2010, find out what is happening regarding Fairtrade from 2011. PS

New Traidcraft catalogue.

Fairtrade Fortnight talk at Newcastle University on the 22nd of February.

10. Next Meeting

Monday April 18th at 13.00 in the Chairman's Parlour.