

# Minutes from Meeting of FAB (Fairtrade Association Biggleswade)

Date/time and location: 8pm, Wednesday 12th September 2007,  
Sainsbury's Coffee Shop, Biggleswade

Present: Vera Eade (Pentecostal Church), Pam Ekiert (Biggleswade Baptist Church), Sheila Grayston (Biggleswade Town Councillor), Jane Parker (St. Andrew's Church), Sharon Pattison (Sainsbury's Supermarket), Neil Spencer (St. Peter's Church/Churches Together in Biggleswade), Cathrine Ward (Bedfordshire County Council Youth Service)

1. Welcome and introductions

*Neil Spencer welcomed everyone to the meeting. Everyone present introduced themselves.*

2. Apologies for absence

*Abi Reynolds, Catriona McIntyre (Stratton Upper School), Ed Brown, Steve Luff (SWL Supplies Ltd), Julia Sanderson (Sandy Youth Service). It was noted that Frances Arnold had changed jobs and was no longer working in Biggleswade. She did however wish to be kept up to date with how the campaign progressed.*

3. Minutes of last meeting

*The minutes of the meeting of Wednesday 3rd July 2007 were agreed.*

4. Matters arising from minutes not covered elsewhere on the agenda

*None.*

5. Proceeding towards the Five Goals

5.1. Goal 1: local council to pass resolution supporting Fairtrade

*Sheila Grayston presented a suggested resolution that had been discussed between herself and Neil Spencer, who had prepared a draft following investigation of motions used by other Fairtrade Town organisations which had been obtained partly through the Yahoo Fairtrade Towns e-mail list. The suggested text was as follows.*

*Biggleswade Town Council resolves that:*

*1: It supports the principles behind Fairtrade*

*2: Biggleswade should seek the status of Fairtrade Town*

*3: Where possible Fairtrade coffee and tea be served at all Biggleswade Town Council meetings and in its offices*

*4: FAB (Fairtrade Association Biggleswade) should be encouraged to apply for*

*Biggleswade Town Council grants where available in order to further its activities*

*5: A representative of Biggleswade Town Council will be identified as a link between the Town Council and FAB (Fairtrade Association Biggleswade)*

*After discussion of the proposed motion, it was decided to replace "coffee and tea" in point three with "refreshments".*

*Shelia Grayston requested that two representatives of FAB attend the Town Council meeting at 7pm on Tuesday 25th September. None of those present were able to help with this. Sheila was keen to move the motion at the Town Council meeting of 25th September as applications for Town Council grants would be requested soon.*

**Action: Sheila Grayston to move motion at Biggleswade Town Council meeting on Tuesday 25th September.**

**Action: Neil Spencer to e-mail FAB members to see if anyone was able to attend the Town Council meeting and speak in favour of the motion.**

**Action: Neil Spencer to send out details of Yahoo Fairtrade Town e-mail list to FAB members.**

5.2. Goal 2: Fairtrade products available in local shops, cafés, etc.

5.3. Goal 3: Fairtrade products used in local workplaces/community organisations

- *Information from other Fairtrade Town groups and the Fairtrade organisation was that the only practical way of finding out what was stocked in shops and what local workplaces/community organisations was to visit places or make personal contact with relevant people.*
- *It was suggested that the task of visiting places could be split between individuals to share the burden.*
- *Cathrine Ward offered to co-ordinate a group of 6th form students who might engage in this task as part of their school activities. Pam Ekiert agreed to contact the appropriate people at Stratton School.*
- *It was also suggested that at the next meeting, everyone should bring a list of those places where they know Fairtrade products are sold or are used so that a list can be started.*
- *It was also suggested that a flyer be prepared to give to shops/businesses who it was discovered in the course of the audit did not know about Fairtrade, and that samples of Fairtrade products be given. Sharon Pattison offered to investigate the possibility of Sainsbury's providing samples. Neil Spencer agreed to put some text together for a flyer and circulate it around FAB members. Cathrine Ward had some resources previously prepared by young people in Sandy which she would send to Neil Spencer.*

**Action: Pam Ekiert to contact relevant people at Stratton School about the possibility of 6th formers becoming involved in conducting the audit.**

**Action: Cathrine Ward to send Neil Spencer resources previously prepared by young people in Sandy.**

**Action: Neil Spencer to prepare draft of flyer for shops/businesses.**

**Action: all to bring list of places known to sell or use Fairtrade products to the next meeting.**

5.4. Goal 4: attract media coverage and popular support for campaign

- *Dawn Mimmagh who puts together the Aragon Housing newsletter suggested that FAB put together an article for possible inclusion in the newsletter.*
- *It had previously been suggested that Stratton School might run a logo designing contest. However, to attract more publicity for the campaign, it was suggested that the competition might be run through the Biggleswade Chronicle. Sharon Pattison agreed to contact the Chronicle about this.*
- *The idea of having a float in next year's Biggleswade Carnival procession was again discussed. It was decided that to do a float on our own might be too large an undertaking. Cathrine Ward suggested that Nicola King, Aragon Housing's Community Development Officer might be interested in the idea of having a joint float for them, FAB and Beds CC Youth Service. Cathrine agreed to approach Nicola King about this.*
  - **Action: Sharon Pattison to approach Biggleswade Chronicle about a possible logo competition.**
  - **Action: Cathrine Ward to approach Nicola King, Aragon Housing's Community Development Office about possibly collaborating to produce a carnival float.**

5.5. Goal 5: convene steering group to ensure continued commitment to Fairtrade

6. Web site

- *It was agreed that Alan Dansey would be asked to act for FAB and host its web pages. He would be asked to obtain [www.fabweb.org.uk](http://www.fabweb.org.uk) as a web address for the group.*
- *Thanks were given to Jonathan Medlock for his past offers of help in this matter.*

**Action: Neil Spencer to liaise with Alan Dansey.**

7. Fairtrade Fortnight: 25th February – 9th March 2008

*Various possible activities were discussed, as follow.*

- *Coffee morning/etc. in an empty shop in the town.*
- *Fairtrade refreshments and tasting outside Sainsbury's*
- *Market stall – possibly Jane Parker's stall from St. Andrew's Church?*
- *Event at the Surf'n Café*

**Action: Sheila Grayston to investigate what needs to be done to run a stall at the market in Biggleswade.**

**Action: to further discuss and progress this item at future meetings.**

8. Any other business

*None*

9. Date and location of next meeting

*Wednesday 31st October, 8pm, Sainsbury's Coffee Shop.*