

# Minutes from Meeting of FAB (Fairtrade Association Biggleswade)

Date/time and location: 8pm, Tuesday, 9th Sept. 2008, Sainsbury's Coffee Shop, Biggleswade

Present: Alan Dansey (Pentecostal Church/Churches Together in Biggleswade), Pam Ekiert (Biggleswade Baptist Church), Sheila Grayston (Biggleswade Town Councillor), Jane Parker (St. Andrew's Church), John Robertson (Biggleswade Baptist Church), 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.*
2. Apologies for absence  
*Steve Luff, Sharon Pattison.*
3. Minutes of last meeting  
*The minutes of the meeting of Tuesday 15th July 2008 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
    - 5.1.1. Lobbying councillors
      - *A discussion took place. It was decided to concentrate on positive aspects of the campaign at the present time and invite local councillors to the public meeting that is being planned (see item 5.4.2).*
      - *Once the planned public meeting was organised, a formal question could be posed at a Council meeting along the lines of "Is the Council aware of the planned meeting...?"*
    - 5.1.2. Window stickers
      - *As Sharon Pattison was unable to be at the meeting, Neil Spencer agreed to contact her outside the meeting.*  
***Action: Neil Spencer to contact Sharon Pattison about the possibility of obtaining Fairtrade window stickers from Sainsbury's.***
  - 5.2. Goal 2: Fairtrade products available in local shops, cafés, etc.
  - 5.3. Goal 3: Fairtrade products used in local workplaces/community organisations
    - 5.3.1. Planning the audit of shops/cafés
      - *Pam Ekiert reported that responses from shops had been received from Iceland (who gave central office contract details), Spar at Saxon Gate (who questioned whether or not the Fairtrade items would sell in their store), ASDA (who offer lots of Fairtrade lines) and Sainsbury's (who offer lots of Fairtrade lines). Letters had been recently sent out to cafés and some restaurants.*
      - *It was reported that Lidl (who are planning a store for Biggleswade) do stock Fairtrade products.*
    - 5.3.2. Organisations registering via website
      - *Alan Dansey reported that the website was ready to accept responses from businesses and that a distribution list was being produced.*

- 5.4. Goal 4: attract media coverage and popular support for campaign
- 5.4.1. St. Andrews' Country Fayre, Saturday 20th September
- *Cathrine Ward had items ready for a display and would take them to St. Andrew's Church on Friday 19th September to set it up. Neil Spencer would also attend at 3pm on Friday 19th to help if necessary.*  
**Action: Cathrine Ward to set up display**  
**Action: Neil Spencer to help if necessary.**
- 5.4.2. Fairtrade at home and abroad meeting
- *The title "Ethical Shopping at Home and Abroad" was decided upon for the meeting.*
  - *The format of the meeting was discussed. It was thought to be a good idea to have some (at least two) main speakers, one with a Fairtrade perspective and another with a local perspective, and for organisations to have stands/stalls (for which they would not have to pay).*
  - *A venue for the meeting was discussed. It was decided to approach Biggleswade Baptist Church and if necessary Trinity Methodist Church to see if they would allow us to use their premises without charge. Saturdays during Fairtrade Fortnight were suggested as dates (28th February and 7th March).*  
**Action: Pam Ekiert and John Robertson to see if Biggleswade Baptist Church premises could be used.**
  - *Neil Spencer suggested approaching a number of organisations (Bedfordshire Rural Affairs Forum, East of England Agricultural Society, National Farmers' Union, Biggleswade Young Farmers' Club, Bedfordshire Growers, G&M Growers, Red Tractor). Other organisations were suggested (Bedfordshire RCC, Buy-local.net, Big Barn, Schools, Scouts, Guides, Cubs, Brownies, shops that exist on the road between Wimpole and Royston).*  
**Action: Neil Spencer to contact organisations to invite them to participate in meeting.**
- 5.4.3. Library display
- *Due to public liability issues it might be best if Cathrine Ward in her capacity as employee of Bedfordshire County Council took the display to be used at St. Andrews' Country Fayre to the library to be displayed.*  
**Action: Cathrine Ward.**
- 5.4.4. BBC Three Counties Radio
- *Neil Spencer reported that he had experienced difficulties contacting BBC Three Counties Radio.*  
**Action: Neil Spencer to phone BBC Three Counties Radio.**
- 5.4.5. BBC Three Counties Radio Video Nation/Local News TV
- *As Sharon Pattison was unable to be at the meeting, Neil Spencer agreed to contact her outside the meeting to see if her contact was interested in helping with the Video Nation idea.*  
**Action: Neil Spencer to contact Sharon Pattison.**
  - *Cathrine Ward reported that Local News Network would come to an event and produce an item.*  
**Action: Neil Spencer to contact Local News Network.**
- 5.4.6. Logo competition
- *As Sharon Pattison was unable to be at the meeting, Neil Spencer agreed to contact her outside the meeting to progress this.*  
**Action: Neil Spencer to contact Sharon Pattison.**

5.4.7. Fairtrade DVD for Ivel Flix

- *Neil Spencer reported that the Fairtrade Foundation's DVD of short Fairtrade films was not yet available but a pre-production version could be provided if required.*

5.4.8. News release from Bedfordshire County Council Youth Service

- *Cathrine Ward reported that she hoped to be able to use materials developed for St. Andrew's Country Fayre for this.*

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

- *Continued operation of group noted.*

6. Web site: [www.fabweb.org.uk](http://www.fabweb.org.uk)

- *Alan Dansey requested stories about Fairtrade to be forwarded to him for inclusion on the website.*

**Action: All to forward stories to Alan Dansey for inclusion on website.**

7. Fairtrade Fortnight: 23rd February – 8th March 2009

7.1. Market stall

- *It was decided to concentrate on the planned public meeting for Fairtrade Fortnight and possible have a market stall at a later time in the year.*

7.2. Fairtrade trail idea

- *It was decided to organise this in conjunction with a future market stall (See item 7.1).*

7.3. Fairtrade at home and abroad meeting (see above)

- *See item 5.4.2.*

7.4. Library display (see above)

- *See item 5.4.3.*

8. Any other business

- *Cathrine Ward reported that due to changes in her job, she would no longer be responsible for Sandy/Biggleswade. She was encouraging her colleague who would be replacing her to continue the involvement of Bedfordshire Youth Service with FAB and requested that she still be included in e-mails.*

**Action: Cathrine Ward to supply contact details of colleague to Neil Spencer.**

- *Jane Parker suggested that FAB could have a decorated Christmas Tree at St. Andrew's Christmas Tree Festival on December 6th.*

- *It was suggested that the Horizon, Villager and Bedfordshire on Sunday publications could be used to publicise the planned public meeting.*

9. Date and location of next meeting(s)

- *Thursday 23rd October 2008, Tuesday 2nd December 2008.*

- *Café Mocha would be approached to see if the October meeting could be held there in order to encourage new people to attend the meeting. It was the intention to continue using the facilities kindly provided by Sainsbury in December.*

**Action: Neil Spencer to contact Café Mocha and Sharon Pattison.**