

Minutes from Meeting of FAB (Fairtrade Association Biggleswade)

Date/time and location: 8pm, Tuesday, 2nd December 2008, Sainsbury's Coffee Shop, Biggleswade

Present: Pam Ekiert, Rob Green, Paul Jenkins, Jane Parker, John Robertson, Neil Spencer.

1. Welcome and introductions
Neil Spencer welcomed everyone to the meeting.
2. Apologies for absence
Steve Luff, Alan Dansey.
3. Minutes of last meeting
The minutes of the meeting of Thursday 23rd October 2008 were agreed subject to an amendment to section 5.4.8 where the action should have been for Neil Spencer to contact Cathrine Ward.
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. Window stickers
 - *Although not able to be at the meeting, Sharon Pattison had spoken to Neil Spencer beforehand and was going to see if she could obtain some. Neil Spencer had not yet investigated obtaining some from the Fairtrade Foundation.*
Action: Neil Spencer to investigate availability from the Fairtrade Foundation.
 - 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
 - *No further feedback had been received from shops/cafés.*
 - *Pam Ekiert and John Robertson had not yet had a chance to speak to Stratton House Hotel about the availability of Fairtrade products there.*
Action: Pam Ekiert and John Robertson to speak with Stratton House Hotel to get further details of Fairtrade goods they offer.
 - 5.3.2. Organisations registering via website
 - *Opportunity for organisations to register needs to be publicised.*
Action: Neil Spencer to publicise website on BigglesFM on 8th December.
 - 5.4. Goal 4: attract media coverage and popular support for campaign
 - 5.4.1. Ethical Shopping at Home and Abroad event
 - *After some considerable discussion, it was decided to rename the event "Think As You Shop" with the subtitle "Local and Fairtrade Produce" as "Ethical Shopping at Home and Abroad" was considered not catchy enough.*
 - *It was decided to hold the event from 10am to 4pm (on the arranged date, Saturday 7th March 2009).*
 - *It was decided that although the event would be free, we would charge for teas and coffees.*

- *Speakers lined up are Jim Stewart (morning), Alistair Burt (afternoon), someone from the Fairtrade Foundation, Rick Sanderson (buy-LOCAL).*
- *Stalls will be provided by buy-LOCAL, Big Barn (including Anthony Davison as Carrot Man), leaflets/posters from Red Tractor, Fairtrade produce, “design a logo for FAB”.*
- *Pam Ekiert reported that a children’s entertainer had been asked about taking part and was happy to help.*
- *The High Sheriff of Bedfordshire would be attending in the afternoon. It was suggested that he could be invited to give out prizes for the logo competition.*
- *Fairtrade DVDs should be obtained and run continuously or at intervals. The existence of a Fairtrade CD was mentioned.*
Action: Neil Spencer to try and obtain DVD from Fairtrade Foundation.
Action: Jane Parker to investigate Fairtrade CD.
- *More stalls were needed for the event. The stallholders at the Farmer’s Market in Biggleswade on 17th December were to be approached by Pam Ekiert. These include Gunns, Franklins, Blunham Chillies.*
- *Paul Jenkins reported that he had been in contact with Jordans and was hoping that they would be able to get involved.*
- *Further attempts needed to be made to try and get G & M Growers and Bedfordshire Growers involved in the event.*
Action: Neil Spencer to send letter sent to organisations as a basis for something Pam Ekiert could give to Farmer’s Market stallholders.
Action: Pam Ekiert to distribute information about event to Farmer’s Market stallholders.
Action: Paul Jenkins to continue liaising with Jordans.
Action: Neil Spencer to contact G & M Growers and Bedfordshire Growers.
- *It was decided that in the morning of the event, we would take part in the Fairtrade Banana eating world record attempt. Fairtrade bananas would have to be obtained from somewhere. Suggestions included Sainsbury’s, ASDA, asking people to bring their own, finding out from where Ashbourne obtained the bananas for their past world record attempt. Schools and organisations such as cubs/brownies/scouts/guides would be invited to take part.*
Action: Neil Spencer to contact Sainsbury’s, ASDA (both local store and head office) and find out about Ashbourne’s source of bananas.
- *It was decided to integrate a “design a logo for FAB” competition with the event. There would be two competitions: children (0 to 16) and adult (17 and above). Café Mocha would be approached to act as a place for people to deliver competition entries if they were not able to attend the event. Facilities for designing a logo on the day would be available as part of the event. There would be a prize for each category and publications such as the Biggleswade Chronicle and The Villager would be approached to see if they would agree to publish pictures of the winning entries. How to obtain prizes was discussed. It was decided to try and obtain prizes from shops or businesses.*
Action: Neil Spencer to contact Café Mocha about taking in competition entries.
Action: Neil Spencer to approach Biggleswade Chronicle/The Villager about publishing winning entries.
Action: Those contacting organisations and businesses about the event to see if prizes could be obtained.

- *The advertising of the event was discussed. Distributing flyers via schools and churches was discussed as a possibility and advertising the event in The Villager, Biggleswade Chronicle and Mid Beds DC Horizon magazine.*
- *Flyers/posters would need to be produced. The Biggleswade Chronicle and St. Andrew's Church were all mentioned as possible means to getting these copied. On the day, banners/posters would be needed outside Biggleswade Baptist Church. It was thought that it might be possible to use banners from Biggleswade Baptist Church and their notice board on London Road.*
Action: Neil Spencer to contact Biggleswade Chronicle about their printing facilities.
Action: Jane Parker to investigate possibility of St. Andrew's Church printing flyers.
Action: Pam Ekiert and John Robertson to investigate possibility of using Biggleswade Baptist Church banner/notice board.

5.4.2. Library display

- *Jane Parker to enquire about the possibility of a display at the library*
Action: Jane Parker.

5.4.3. Christmas Tree Festival at St. Andrew's Church: Saturday 6th December

- *Neil Spencer provided a tree and lights at the meeting and Pam Ekiert and Jane Parker agreed to set it up and take it down.*

5.4.4. BBC Three Counties Radio Video Nation

- *Sharon Pattison had hoped that one or two of her contacts would be able to attend the meeting with a view to helping with the production of a video, but none were able to attend.*

5.4.5. Logo competition

- *Because of the current financial situation, Sharon Pattison reported via Neil Spencer that Sainsbury's were having to be more careful with their generosity. It was decided to incorporate the logo competition in with the Think As You Shop event.*

5.4.6. News release from Bedfordshire County Council Youth Service

- *Neil Spencer agreed to contact Zeeshan Khan to discuss the hopeful continued involvement of the Youth Service with FAB.*
Action: Neil Spencer to contact Zeeshan Khan.

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

- *Neil Spencer to ask Alan Dansey to update website with current activities.*
Action: Neil Spencer to liaise with Alan Dansey.

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

- 7.1. Ethical Shopping at Home and Abroad meeting (see item 5.4.1)
- 7.2. Library display (see item 5.4.2)

8. Any other business

- *Neil Spencer reported to be on Gary Lee's BigglesFM show at 11am on Monday 8th December.*

9. Date and location of next meeting(s)

- *Thursday 8th January 2009 at Café Mocha, Wednesday 4th February at Sainsbury's Coffee Shop.*
Action: Neil Spencer to check these dates with Bill Simmons and Sharon Pattison.