

Minutes from Meeting of FAB (Fairtrade Association Biggleswade)

Date/time and location: 8pm, Thursday, 23rd October 2008, Café Mocha, Biggleswade

Present: Alan Dansey, Pam Ekiert, Sheila Grayston, Rob Green, Paul Jenkins, Steve Luff, Jane Parker, John Robertson, Neil Spencer.

1. Welcome and introductions
Neil Spencer welcomed everyone to the meeting.
2. Apologies for absence
Zeeshan Khan, Abi Reynolds.
3. Minutes of last meeting
The minutes of the meeting of Tuesday 9th September 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. Window stickers
 - *Sharon Pattison was unable to be at the meeting and Neil Spencer had not succeeded in contacting her between meetings. Neil Spencer agreed to contact her outside the meeting and also investigate the possibility of obtaining window stickers from the Fairtrade Foundation.*
Action: Neil Spencer to contact Sharon Pattison and 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
 - *Pam Ekiert reported that further responses had been received from Surfin Café (who used to use Fairtrade but now use ethically traded Illy coffee), Stratton House Hotel (where Fairtrade products are available in bedrooms), Coffeelicious (who had in the past offered some Fairtrade products and currently offer some Starbucks products which are ethically traded).*
Action: Alan Dansey offered to talk to Jonathan Medlock (Surfin Café) and Pam Ekiert and John Robertson to Stratton House Hotel to get further details.
 - 5.3.2. Organisations registering via website
 - *Alan Dansey reported that the website (www.fabweb.org.uk) was now set up for organisations to register their interest/use of Fairtrade products and e-mails to companies were going out.*
 - 5.4. Goal 4: attract media coverage and popular support for campaign
 - 5.4.1. St. Andrews' Country Fayre, Saturday 20th September
 - *Thanks were given to Cathrine Ward and Jane Parker for organising the display.*

5.4.2. Ethical Trading at Home and Abroad meeting

- *It was decided that it would be better to call this an “event” rather than a “meeting”.*
- *The date of the event was confirmed as Saturday 7th March 2009 and the venue as Biggleswade Baptist Church.*
- *Neil Spencer reported that responses had been received from buy-LOCAL.net and BigBarn who both wanted to be involved with the event. Anthony Davison of BigBarn had offered to dress up as Carrot Man for the event.*
- *Neil Spencer also stated other organisations that had been approach but from whom no response had yet been received (Bedfordshire Rural Affairs Forum, East of England Agricultural Society, National Farmers’ Union (local region and President, Peter Kendall), Bedfordshire Growers, G&M Growers, Red Tractor, Bedfordshire RCC, Bedfordshire Young Farmers’ Club).*
Action: These contacts to be followed up by members of the group.
- *Steve Luff and Jane Parker agreed to coordinate so that a Fairtrade goods stall would be at the event. It was also decided that we needed to invite a speaker from the Fairtrade Foundation.*
Action: Steve Luff, Jane Parker.
Action: Neil Spencer to invite speaker from the Fairtrade Foundation.
- *Other possible organisations that could be invited were discussed (www.ethicalsuperstore.com, Farmers’ market stallholders, Chamber of Trade). Jane Parker offered to approach shops at Orwell.*
Action: These possible contacts (and others) to be followed up by members of the group.
- *It was recognised that it would be good to have something for children at the event. A Fairtrade themed colouring/craft area was suggested, as was a children’s entertainer who could work Fairtrade themes into his entertainment.*
Action: Pam Ekiert to contact possible children’s entertainer.
- *It was decided that we should aim to have a firm line up of participants and events by the time of the next FAB meeting on Tuesday 2nd December. This would not exclude the possibility of others joining the event after this time.*
- *Publicity for the event was also discussed.*
 - *It was thought that it would be a good idea to have a flyer produced which should be more than one colour to have a good impact. Printing of the leaflet would have to be investigated. The Biggleswade Chronicle, RSPB and Parkes Printers on Hitchin Street were mentioned.*
 - *The flyers could be handed out in a variety of ways (e.g. during a Saturday market, at Sainsbury’s, at ASDA). Flyers could also be made available at the library.*
 - *Other outlets to publicise the event were discussed. It is important that the Biggleswade Chronicle gives the event coverage. Church magazines could also be used to publicise the event. Schools, Girl Guiding and the Scout Association were also suggested.*
 - *Poster and banners to advertise the event would also need to be produced and displayed.*

5.4.3. Library display

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

5.4.4. BBC Three Counties Radio

- *It was agreed that rather than try and interest the radio station now, we would wait until nearer the time of the Ethical Shopping at Home and Abroad event.*

5.4.5. BBC Three Counties Radio Video Nation

- *Sharon Pattison was unable to be at the meeting and Neil Spencer had not succeeded in contacting her between meetings to see if her contact was interested in helping with the Video Nation idea.*

Action: Neil Spencer to contact Sharon Pattison.

5.4.6. BBC Three Counties Radio Local News TV

- *This item should have been titled "Local News TV" as it is not connected to BBC Three Counties Radio.*
- *Neil Spencer had contacted Local News TV, but would follow up nearer the time of the Ethical Shopping at Home and Abroad event.*

5.4.7. Logo competition

- *Sharon Pattison was unable to be at the meeting and Neil Spencer had not succeeded in contacting her between meetings to follow this up.*

Action: Neil Spencer to contact Sharon Pattison.

- *It was suggested that the logo competition entries could be displayed at the Ethical Shopping at Home and Abroad event.*

5.4.8. News release from Bedfordshire County Council Youth Service

- *Neil Spencer agreed to contact Cathrine Ward to follow this up.*

Action: Neil Spencer to contact Sharon Pattison.

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

- *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. Ethical Shopping at Home and Abroad meeting (see item 5.4.2)

7.2. Library display (see item 5.4.3)

8. Any other business

- *St. Andrew's Church Christmas Tree Festival and Bazaar: Saturday December 6th 2008*
 - *FAB had been invited to take part in the Christmas Tree Festival at St. Andrew's Church. It was decided that we should take part. Jane Parker had some suitable decorations and Pam Ekiert offered to help out. Neil Spencer offered an artificial Christmas tree and lights. Further suitable decorations would be needed.*

Action: Jane Parker, Pam Ekiert, Neil Spencer.

Action: Other group members to find suitable decorations where possible.

- *Neil Spencer agreed to reply to the invitation.*

Action: Neil Spencer.

9. Date and location of next meeting(s)

- *Tuesday 2nd December 2008, Sainsbury's Coffee Shop.*