

HAILSHAM FORWARD CIC

EXECUTIVE TEAM

MINUTES OF THE MEETING HELD AT 9.00AM ON 12 OCTOBER 2018 AT
HAILSHAM TOWN COUNCIL OFFICES, MARKET STREET, HAILSHAM

Attendees:

Cllr Nigel Coltman – Co-opted Member: NSC
 Christian Letschka - Officer Support Hailsham Town Council: CL
 Steve Wennington – Hailsham Active: SW
 Cllr Chris Jackets - Hellingly Parish Council: CJ
 Jan Townsend – Community Representative: JT
 Peter Willson – Hailsham Chamber of Commerce: PW
 Mickey Caira – Officer Support Hailsham Town Council: MC
 Ben Pratt – Hailsham Farmers’ Market: BP
 Cllr Chriss Triandafyllou – Hailsham Town Council: CT

Action:

9/18/1	<u>Apologies:</u>	
9/18/1.1	Neil Povey – Hailsham FM: NP Phil Matthews – Representing Young People: PM Cllr Gavin Blake-Coggins – Hailsham Town Council: GBC Paul Gibson – Hailsham News & Talk: PG Clive Soper – Federation of Small Businesses: CS Cllr Nick Collinson – Wealden District Council NAC	
9/18/2	<u>Confirmation of the Minutes of the meeting held on 14th September 2018:</u>	
9/18/2.1	BP highlighted two changes to the minutes with reference to the Farmers’ Market update. The remainder of the minutes were agreed as an accurate record of the meeting.	
9/18/3	<u>Matters Arising from these minutes</u>	
9/18/3.1	<u>Minute: 8/18/3.1 Membership of the Team.</u> This is still outstanding.	
9/18/3.2	<u>Minute: 8/18/4.3 Hailsham Farmers’ Market in November</u> CL is working with BP on this market.	
9/18/3.3	<u>Minute: 8/18/4.4 Hailsham Farmers’ Market January 2019</u> CL has forwarded CS contact details to BP.	

9/18/3.4	<u>Minute: 8/18/5.1 5.2 & 5.3 Hailsham & Hellingly Plan Update</u> MC confirmed that the plan will be updated in the next few weeks.	
9/18/3.5	<u>Minute: 8/18/6.1 Hailsham Local Plan Response</u> CL confirmed that all the responses received by the deadline were put into one response document and hand delivered to WDC.	
9/18/3.6	<u>Minute: 8/18/8.1 Music Service</u> This has now been removed from the agenda.	
9/18/3.7	<u>Minute: 8/18/8.3 New Projects</u> This has been put on the next agenda	
9/18/4	<u>Hailsham Farmers' Market</u>	
9/18/4.1	BP updated the meeting on the last market. The visit of Peter Bayliss was a success and it will be interesting to see if the increase footfall for this market is repeated in October. The Bonfire Society will be at the market in October	
9/18/4.2	BP confirmed that he has been liaising with CL on the November (Remembrance) market. CL stated that it had not been possible to get the Wealden Writers to attend both markets as they do not have enough members. The Wealden Writers will be reading WW1 poems and stories and handing out knitted poppies at the Street Market. He will follow-up with the British Legion to see if they can do anything at the Farmers Market.	CL to talk to the British Legion about attending the November Farmers' Market.
9/18/4.3	PW stated that Peter Clarke at Hellingly Church may want to be involved in Farmers' Market in November and will speak to him direct about this. BP stated that the December Christmas market will include a visit by Santa on a tractor, it may be possible to get Santa to go around the town centre on the tractor, after visiting the Farmers' Market to help promote the market in the town on the day. An email has been sent to Nus Ghani to remind her of her visit to this market to help celebrate the 20 th anniversary of the Farmers' Market. BP also confirmed that they are expecting Trevor Burns to be at the market selling hot chestnuts, (yet to be confirmed),	PW to speak to Peter Clarke about the November Farmers' Market.

	<p>Hailsham Parish Church will be singing carols and hot spiced apple juice will be available.</p> <p>BP stated that the proposal to undertake a world record attempt at changing a tractor tyre at the Famers' Market in January 2019 needed to be reviewed as the timing may not work. January can be a quiet month for traders and it may not have the impact of doing later in the year. BP confirmed that he will discuss this direct with CS.</p>	BP to speak to CS about the tyre change proposal.
9/18/5	<u>Hailsham Local Plan response</u>	
9/18/5.1	<p>CL confirmed that all the individual responses had been put together as one document and hand delivered to WDC by the deadline.</p> <p>NSC stated that WDC are trying to get the Local Plan adopted as soon as possible to avoid developments being agreed outside of the plan area. This will happen if there is not a plan in place and can result in WDC not having any control over the development.</p>	
9/18/6	<u>Hailsham Card</u>	
9/18/6.1	MC confirmed that the new design card for 2019 will be available soon. Hailsham Forward will take delivery of 250 cards for sale at the Town Council Offices.	
9/18/6.2	MC has also organised two roll-up banners promoting the Hailsham Card. These could be used in the Council Offices, new post office and at events etc.	
9/18/6.3	MC also confirmed that the existing cards, expiring in December 2018 are now being given away as tasters. Hopefully the people using these cards will buy a 2019 card.	
9/18/7	<u>New Projects</u>	
9/18/7.1	CT put forward the idea of producing a paper version of the Town & Shopping Guide for the town centre. This should include photographs. The format for the guide and the distribution of the guide were discussed. It was agreed to establish what can be produced and at what cost. CL was commissioned to investigate what can be achieved.	CL to investigate what can be achieved.

9/18/7.2	CL proposed improving the road signage into Hailsham. MC highlighted the difficulties in achieving this based on previous work with ESCC. The main issue is the cost which ESCC have stated they cannot fund at present. He also suggested trying to get some digital screens set up in the town centre promoting businesses and events.	
9/18/7.3	NSC commented on the poor signage at the Rec and this should be improved. SW highlighted the fact that the sports clubs using Horsebridge Rec have paid for their own highway style signage to be installed detailing all the clubs using this site. SW offered to talk to the sports clubs using the Rec to see if the signage can be improved and will then bring this to Hailsham Town Council as owners of the Rec.	SW to talk to the sports clubs about new signage at the Rec.
9/18/7.4	PW highlighted the work the Chamber are doing to try to establish a new Chamber that will include the business parks and Polegate. He stated that the Chamber is growing with 60 to 70 people attending the monthly business breakfast meetings. The Chamber plan to go into the business parks in the new-year to start the process of recruiting new members from these areas. MC stated that the Council has a list of all businesses on the business parks that is a couple of years old and the Chamber are welcome to a copy of this list to help with the recruitment.	CL to send a list of the business parks to PW.
9/18/8	<u>Any Other Business:</u>	
9/18/8.1	NSC stated that WDC have appointed a consultant to draw up plans for the Vicarage Field site. It was agreed to put this on the next agenda to ensure that Hailsham Forward is aware of the plans.	MC to put Vicarage Field on the next agenda.
9/18/8.2	SW stated that the plans to create cycle, running, walking paths around Hailsham should be part of WDC Local Plan and linked to the Sustrans plan for Hailsham.	
9/18/8.3	PW stated that Hailsham FM is going well, he thanked Hailsham Town Council for their support. The plans to move forward included the appointment of two new directors with	

<p>9/18/8.4</p>	<p>business experience and the appointment of more people for backstage work and presenting. The Ofcom licence requires 105 hours of original programming each week, anyone interested in taking part should contact the station. The station will need to secure more funding as it needs £18k to £20k to operate but is solvent after 6 months.</p> <p>PW also mentioned the recent Hailsham Festival. He stated that Tony Biggin was successful in obtaining a £10k grant for 2018, which was used to promote the Festival, with the hand delivery of Festival programmes to each Hailsham household. The money will also be spent on reviewing what can be done to improve the Festival for 2019. The Festival used the Pop-Up-Shop to promote the 2018 Festival over a three-week period. For 2019 the Festival will take on a new format and will not just take place in September, initial plans are for events every month or every other month. MC highlighted some issues with performances during the Street Markets that adversely affected the market traders. These will need to be resolved for the 2019 Festival. PW confirmed that there will be an open meeting of the Festival in February/March. CL commented that the estate agent signs used to promote the Festival were too small and did not really promote the Festival. He stated that the Council's Communities Committee are looking to install street light advertising signs for 2019 and it may be possible to promote the 2019 using these new banner sites.</p>	
<p>9/18/8.5</p>	<p>MC stated that he is working with Barclays Bank to set up a bank account for Hailsham Forward. The two options for cheque and other account signatories was either 2 from 3 names or 2 from 5 names. It was possible to get free banking if it is agreed to have 2 from 3 to sign on the account. It was agreed to apply for this option with the three signatories to be CT, JT and MC. JT will need to agree to this as she had left the meeting before this point.</p>	<p>MC to check with JT to see if she is happy to be an account signatory and then apply to the bank for the appropriate account.</p>

9/18/9	<u>Date of Next Meetings:</u>	
9/18/9.1	Friday 9 th November Friday 14 th December	
9/18/9.2	Dates for 2019: 11 th January 8 th February 8 th March 5 th April 10 th May 7 th June 5 th July 9 th August 6 th September 4 th October 8 th November 6 th December	