

HAILSHAM FORWARD

EXECUTIVE TEAM

MINUTES OF THE MEETING HELD AT 9.00AM ON 10 NOVEMBER 2017
AT
HAILSHAM TOWN COUNCIL OFFICES, MARKET STREET, HAILSHAM

Attendees: Cllr Nigel Coltman – Co-opted Member: NSC
Cllr Nick Collinson – Wealden District Council: NAC
Cllr Gavin Blake-Coggins – Hailsham Town Council: GBC
Christian Letschka - Officer Support Hailsham Town Council: CL
Phil Matthews – Representing Young People: PM
Mickey Caira – Officer Support Hailsham Town Council: MC
Jan Townsend – Community Representative: JT
Cllr Chriss Triandafyllou – Hailsham Town Council

Action:

10/17/1	<u>Apologies:</u>	
10/17/1.1	Cllr Barby Dashwood-Morris -Hellingly Parish Council Steve Parmar-Greaves – Local Business Representative: SPG Steve Wennington – Hailsham Active: SW Trina Mayson – Hailsham Chamber of Commerce: TM Clive Soper – Federation of Small businesses: CS	
10/17/2	<u>Minutes of Meeting Held on 15th September 2017</u>	
10/17/2.1	These were agreed as an accurate record of the meeting.	
10/17/3	<u>Matters Arising:</u>	
10/17/3.1	<u>Minute 9/17/4.1: CCTV Cameras Chandlers:</u> NAC stated that he has tried to get a response from Chandlers but had not yet had a reply. He thought that Chandlers would be happy to help but needed confirmation of this.	
10/17/3.2	<u>Minute 9/17/9.2: WDC funding for sports/leisure facilities:</u> NAC confirmed that he has spoken to Kelvin Williams and the developer contributions remain available for appropriate projects.	
10/17/3.3	<u>Minute 9/17/89.3: List of HTC owned</u>	

	<u>land/Hailsham Neighbourhood Plan: The information is still yet to be confirmed.</u>	
10/17/4	<u>Hailsham Street Market Review:</u>	
10/17/4.1	MC highlighted the work undertaken during 2017 to attract more traders. Whilst several new traders have been secured only a few of these trade regularly at the market.	
10/17/4.2	The Team agreed that the market should be organised on the existing basis with trading starting again in early Jkanuary. The Team discussed what was being sold at the market and the potential to open the market up to all and any type of trading, including table top sales and the involvement of young people. This will be reviewed again in the coming months.	
10/17/4.3	MC suggested that a way to retain existing traders and attract new traders during the quieter months of January to March was to offer free market stalls. He stated that existing traders would be able to trade without losing money; which happens at this time of year and the market should retain a consistent level of traders for the public to use. It should also attract new traders as many traders do not trade at any market during the quieter months. Hopefully a number of these may find that Hailsham provides them with good business and will continue to trade beyond March. MC proposed that Hailsham Town Council be approached to provide the funding for this initiative, as the Council had previously agreed to provide £5,000 of funding to secure more traders for the market and only £240 had been used. The Team agreed to this proposal, MC will formally make the request to the Council at a meeting later in November.	MC to make a request to the Council for funding.
10/17/4.4	NAC highlighted the improved working relationship between the Farmers' and Street Markets, and suggested that the Team should explore ways of working with the Farmers' Market to the benefit of both markets and Hailsham. This was agreed, and MC will approach the Farmers' Market to get dates for a possible meeting.	MC to contact the Farmers' Market for dates to meet.

10/17/5	<u>Legal Status Update:</u>	
10/17/5.1	MC highlighted the need for members of the Executive Team to decide if they wish to become directors, so that the formal application can be made to from the CIC. To date only JT had done this.	MC to re-send the details. All to respond to MC as soon as possible.
10/17/5.2	MC agreed to re-send the details of what is required and asked that all that they respond as soon as possible.	
10/17/6	<u>Small Business Saturday 2nd December 2017:</u>	
10/17/6.1	NAC highlighted the initiative sponsored by AMEX that promotes small businesses. He proposed that Hailsham Forward promotes this as much as possible to highlight the many small independent businesses that operate in Hailsham. It was agreed that Hailsham Forward will publicise this and ask Hailsham Town Council and other organisations to do the same.	CL/MC to arrange publicity of the event.
10/17/7	<u>Any Other Business:</u>	
10/17/7.1	<p>MC put forward a request by the Community Forum to have some funding towards a Christmas social event. The Forum is keen to attract more groups and members to meetings and consider that a social type event in December would achieve this. The Team agreed up to £100 of funding and requested that the forum acknowledge the support of Hailsham Forward in the work of the forum in all communications.</p> <p>NAC proposed that the Team look at the potential to have a big impact event in Hailsham and suggested that as Hailsham has many food outlets, including restaurants, cafes, pubs and take-aways, it could have some form of food week. The Team agreed that it would pursue this idea, by contacting all the food outlets in Hailsham and seeking a view. The outline proposal would be for a Hailsham food week where special menus and/or promotions were made available and a contribution</p>	

	<p>towards the promotion of the event would be requested. The timing could be around the end of April, beginning of May. MC agreed to write a letter to all food outlets with the proposal, requesting some feedback and commitment.</p> <p>PM highlighted the successful business studies course at HCC and considered that the students would benefit from being involved in some of the work of Hailsham Forward, which in turn would benefit the local community.</p> <p>NSC suggested that young people should be an agenda item at the next meeting. This was agreed.</p>	<p>MC to write to all food outlets.</p> <p>MC to put young people on the next agenda.</p>
10/17/8	<u>Date of Next Meeting:</u>	
10/17/8.1	8 th December 9.00am Town Council Offices.	
10/17/9	<u>Meeting dates for 2018:</u>	
10/17/9.1	<p>The following dates were agreed for 2018:</p> <p><u>Executive:</u> 12th January 9th February 9th March 27th April 25th May, 22 June 13th July 14th September 12th October 9th November & 14th December.</p> <p><u>Stakeholder:</u> 26th January 20th April 20 July 19th October</p>	