

HAILSHAM FORWARD

EXECUTIVE TEAM

MINUTES OF THE MEETING HELD AT 9.00AM ON 5TH JUNE 2015 AT HAILSHAM TOWN COUNCIL OFFICES, MARKET STREET, HAILSHAM

Attendees:

Cllr Nick Collinson: NAC
 Mickey Caira: MC
 Michelle Hagger: MH
 Rob Slater: RS
 Cllr Chriss Triandafyllou: CT
 Cllr David White: DW
 Cllr Paul Holbrook: PH
 Ingrid McCleave: IM
 Sam Imber: SI

Action:

5/15/1	Apologies:	
5/15/1.1	Phil Matthews: PM Cllr Nigel Coltman: NSC Cllr Bill Bentley: BB Jan Townsend: JT	
5/15/2	<u>Confirmation of the Minutes of the meeting held on 2nd April 2015</u>	
5/15/2.1	Agreed as a correct record.	
5/15/3	<u>Matters Arising:</u>	
5/15/3.1	<u>Minute: 4/15/3.1 Gathering Details of local businesses:</u> RS had no specific feedback from the FSB but the FSB do want to address the issue of little or no communication with the industrial park businesses. JT has previously offered to assist in gathering this information, MC to check with JT about this offer.	RS to seek the views of the FSB MC to discuss this with JT
5/15/3.2	<u>Minute: 4/15/3.2 Vicarage Field Site:</u> MC confirmed that he had met with the new owners and they are happy for the market and Council events to continue on their site. MC also confirmed that the owners are looking to convert first floor offices/business space into	

	<p>flats. DW expressed concern if this change of use resulted in the flats being sold making it more difficult to redevelop the site in the long term as part of the WDC Local Plan to create more town centre retail space. It was agreed that MC should invite the owners to meet with a couple of the Executive Team to discuss their plans for the future of the site.</p>	<p>MC to invite the owners of Vicarage Field to meet.</p>
5/15/3.3	<p><u>Minute 4/15/3.5: Re-launch of the Town Centre.</u> NAC has spoken to the Regeneration Team at WDC about promotion of this event. They are keen to support the event once a date has been established.</p>	
5/15/3.4	<p><u>Minute 4/15/3.6: Poundland Signage:</u> MC confirmed that a letter has been sent but there has been no response.</p>	
5/15/3.5	<p><u>Minute 4/15/3.7 A22 Signs:</u> MH provided financial details of the project together with a balance of Hailsham Town Council's Revitalisation Fund. NAC commented that Hailsham Town Council's Communities Committee has agreed to meet with ESCC Highways to discuss the A22 signage</p>	
5/15/3.6	<p><u>Minute 4/15/3.8: Hailsham Community College Development:</u> RS to talk to the FSB at their next meeting.</p>	<p>RS to discuss with FSB</p>
5/15/3.7	<p><u>Minute 4/15/6.1: Lyonesse Loyalty Scheme</u> NAC proposed that a Business Forum for Hailsham is established and the presentation by Lyonesse is the first meeting of the Forum. It was agreed to pursue this and to hold the meeting in the autumn. MC to check dates and arrange with Lyonesse.</p>	<p>MC to obtain dates for the Civic Community Hall and liaise with Lyonesse.</p>
5/15/3.8	<p><u>Minute 4/15/7.1: Advertising on the Highway</u> NAC confirmed that he has requested that this is put on a future agenda of the Strategic Partnership.</p>	
5/15/3.9	<p><u>Minute 4/15/13.1: Abandoned Shopping Trolleys</u> MC confirmed that the Town Council has</p>	<p>MC to put this on an</p>

5/15/3.10	<p>written to all the local supermarkets, without a response, and that the Town Council will take this forward via one of its committees.</p> <p><u>Minute 4/15/14.4 WDC Car Parking Signs</u> NAC confirmed that WDC have conceded that it was an omission not to have “free car park” on all their new signs in the town and will look at what can be done to resolve this issue. SI confirmed that it would be a simple process to provide the additional working to the new signs.</p>	appropriate committee of the Town Council.
5/15/4	<u>Membership of the Executive Committee:</u>	
5/15/4.1	MC confirmed that with IM and SI joining the Executive Team the membership is now full. It was agreed to invite Cllr Coltman as a co-opted member of the Team.	
5/15/5	<u>Lyoness Loyalty Scheme:</u>	
5/15/5.1 5/15/5.2	<p>See matters arising.</p> <p>NAC advised the Team that the Chamber has offered to sponsor the business forum in the autumn to present the Lyoness Loyalty Scheme to local businesses.</p> <p>It was recognised that details of all local businesses including those in Hellingly would be required and MC offered to research these details with the potential assistance of Hailsham Works.</p>	MC to organise gathering of local businesses information.
5/15/5.3	IM suggested that each business area could have a “go to” person to enable better communication.	
5/15/5.4	It was agreed that all possible means of “marketing” should be used to encourage local businesses to be part of the business forum and to attend the event in the autumn.	
5/15/6	<u>Advertising Banners/Boards on the Highway:</u>	
5/15/6.1	MC advised the meeting that Graeme Lake was unavailable to attend this meeting and he will invite Graeme to the next meeting.	MC to invite Graeme Lake to the next meeting.
5/15/7	<u>Hailsham Street & Specialist Markets:</u>	
5/15/7.1	MC proposed that as the numbers for the Thursday market remained very low that the price for a pitch is reduced to £15 for the time being. This was agreed.	

5/15/7.2	<p>MH provided an update on the three themed markets being planned in partnership with Hailsham Town Council.</p> <p>27th June children's themed market 24 stalls let including some from Hailsham Community College. Some live entertainment and a camel rodeo.</p> <p>25th July vintage theme, 15 stalls let with entertainment, hog roast until 7pm</p> <p>29th August international theme, 15 stalls let, entertainment, hog roast until 7pm.</p> <p>MH confirmed that more stalls were being sought especially for the July & August events.</p>	
5/15/8	Public Wi-Fi access Hailsham Town:	
5/15/8.1	NAC that WDC are looking to provide this in the future.	
5/15/9	Reconnecting the Town:	
5/15/9.1	<p>NAC proposed that this can be assisted in a number of ways: i) Loyalty Card, ii) business forum and iii) residents forum.</p> <p>NAC commented that in the past few months there has been a lot of misinformation on local social media sites on issues such as the development of the town. NAC suggested that a resident's forum could be established to allow a Q & A session on a quarterly basis, dealing with local issues.</p> <p>It was agreed that a residents' forum should be established and that the development of the town, which is currently causing concern to local residents should be the first topic for a Q & A session. This will be held at the Civic Community Hall at 7pm on 7th July subject to a planning officer from WDC to be available to do the Q & A. NAC agreed to secure a planning officer, MC to book the hall. The event to be advertised via press release, social media and direct to local groups including residents associations'.</p>	<p>NAC to secure planning officer. MC to book hall and arrange promotion of the event.</p>
4/15/10	Re-Launch of the Town Centre:	
4/15/10.1	It was agreed that this cannot be progressed until more is known on the works to the town centre. NAC confirmed WDC are willing to support this event.	
4/15/10.2	The Team agreed that MASHH should be	

	informed that if the works are not going to be completed by the start of November they should be put off until the new year to avoid the massive disruption to local business at the busiest time of the year.	CT to take this to the next MASHH meeting.
4/15/11	<u>Business Crime Reduction Partnership:</u>	
4/15/11.1	NAC confirmed that there has been no progress at WDC on this and suggested that this is carried forward to future meetings.	
5/15/12	<u>Any Other Business:</u>	
5/15/12.1	NAC highlighted the Small Business Saturday that took part on 6 th Dec 2014, sponsored by Amex; that will take place on 5 th December this year. NAC suggested that Hailsham Forward supports this. RS confirmed that the FSB will be getting behind the event. MC stated that this was a good date as the town's Christmas event was happening on the same day. It was agreed to put this item onto the next agenda.	MC to put this item on the next agenda. MH to book Community Forum meeting.
5/15/12.2	NAC asked for an update on the Community Forum. MH confirmed that there had not been a meeting for a while but she will organise the next meeting for late June/early July.	NAC to send details of changes to the Guide. MC to gather users numbers of the Guide.
5/15/12.3	NAC highlighted that there were some errors on the Town & Shopping Guide and agreed to send the details to Rudina. NAC asked for details of the number of visitors to this site, in order to ascertain if paid advertising is worth pursuing. MC stated that he would ask for these details.	MC to review website and put forward updates as required. MC to put this item on the next agenda.
5/15/12.4	NAC requested that the Hailsham Forward Website is updated. MC agreed to review this and request updates are made.	
5/15/12.5	SI suggested that the Team look at a late night shopping event for Hailsham. It was agreed to put this on the next agenda.	
5/15/12.6	DW asked what Hailsham Forward are doing in respect of the social side of the town? He highlighted the lack of a strategic plan for Hailsham. He suggested that the town needs	

5/15/12.7	<p>to play a more active role. NAC suggested that the proposed residents' forum could help and will give a mandate to put pressure on where issue exist locally. CT stated that WDC are working behind the scenes on a number of local issues and that he will gather information for the next meeting.</p> <p>MH highlighted some local issues on the lack of signposting of local amenities on the Cuckoo Trail as you reach Hailsham. The result is that many users bypass Hailsham as they do not know that facilities exist in the town. It was agreed to review this at a future meeting.</p>	<p>CT to gather info from WDC for next meeting.</p> <p>MC to put this item on the next agenda.</p>
5/15/13	<u>Date of Next Meeting:</u>	
5/15/13.1	It was agreed that the next meeting will take place on Friday 3 rd July at 9.00am at the Town Council Offices.	