

## RINGWOOD TOWN COUNCIL

### Notes of the meeting of the Fair Trade Working Party held at Greenways on 21 February 2006

#### Present:

Cllr B Terry, Chairman – Ringwood Town Council  
Cllr D Cracknell, Ringwood Town Council  
Cllr Mrs Ford – Ringwood Town Council  
Cllr Mrs B Charlton, Chamber of Trade  
Mrs M Olive, Mr D Haywood – Teachers, Ringwood School  
Oliver Thew, Jack Rogers, Jamie Chambers (Vice-Chairman) – Students, Ringwood School  
Mrs A Pedersen – Greyfriars Community Centre  
Gwen Hensen - Churches Together  
Terry Simpson – Town Clerk

#### 1. Apologies

Apologies were received from Mrs C Dine, Lisa Halifax, Mrs Hewitt, Ms K Jeffries, Antonia Maslin and Mrs Parfitt.

#### 2. Declarations of Interest

None.

#### 3. Notes of the Meetings held on 29 November 2005 and 17 January 2006

AGREED that the notes of the meetings held on 29 November 2005 and 17 January 2006 be approved as correct records.

#### 4. Progress Reports

a) It was noted that there were no Department of Transport approved signs signifying that a town had achieved Fair Trade accreditation. The District Council was therefore unwilling to approve new street signs or additions to existing signs. It was thought that such signs had been introduced elsewhere and any members of the Working Party who became aware of their use in other towns was invited to provide the Town Council with appropriate details.

b) The Working Party received a draft letter of introduction to be distributed prior to students undertaking the survey.

#### AGREED:-

- i) That subject to making reference to the production of a directory at no cost to the shops and to the provision of publicity material the draft letter be approved;
  - ii) That the questionnaire be attached to the letter;
  - iii) That the students will deliver and collect the letter and questionnaire; and
  - iv) The school will provide all students with accreditation certificates.
- c) Mrs Olive displayed posters, leaflets and a DVD produced by students to give publicity to the Fair Trade initiative. Members congratulated the students on the quality and range of publicity material and

#### AGREED:-

- i) That all of the material produced by the students be used as part of the campaign;
  - ii) That in due course details of the Fair Trade accreditation be included on the Town Council and School web sites;
  - iii) That a press release be issued in conjunction with the Fair Trade initiative; and
  - iv) That students be congratulated on the range and quality of the publicity material prepared.
- d) AGREED

- i) That once the survey of shops and other commercial premises has been completed within the town, the students will produce, at no cost to those premises, a Fair Trade Directory for Ringwood.
  - ii) That the letter and questionnaires be issued after the Fair Trade fortnight.
- e) NOTED that the school would be organising a Fair Trade Day for students at the school on Wednesday, 5 July 2006.
- f) NOTED that as agreed earlier in the meeting a joint press release would be issued shortly.
- g) It was NOTED that Waitrose and other traders within the Furlong had rejected the request to use the Furlong for stalls advertising Fair Trade fortnight. The Working Party was very disappointed with the response from those traders and it was AGREED:-
- i) That arrangements be made to publicise the Fair Trade fortnight within Ringwood on Saturday, 11 March between the hours of 10am and 1pm;
  - ii) That the District Council be requested to authorise the use of the footway near the Tourist Information Centre for the promotion;
  - iii) That the gazebo used for the Town Plan initiative be used on 11 March;
  - iv) That banners held by the Town Council be displayed on the gazebo;
  - v) That Café Direct and Ace Office Supplies together with Coffee Mill Services and Traidcraft be invited to take part in the promotion; and
  - vi) That as many Members of the Working Party, including the students, as possible be present during the event.
- h) The Working Party was disappointed to note that neither Tesco nor Waitrose has responded to invitations to take part in the Fair Trade initiative. Sainsburys had responded but had indicated that they would not be able to consider the issue in any detail until their new store had been opened and was in operation.
- i) NOTED that details had now been received from Traidcraft who would be invited to take part in the Fair Trade fortnight.

v) **Fair Trade Fortnight**

NOTED that the arrangements had been discussed earlier in the meeting. If the suppliers of Fair Trade products wished to provide samples etc, it would be their responsibility to provide any equipment necessary for this purpose.

vi) **Date of Next Meeting**

It was noted that if the students completed the survey of premises within Ringwood shortly after the Fair Trade fortnight, it should be possible to make a formal proposal to the Town Council to apply for accreditation at the Policy & Finance Committee on 19 April 2006. In order to achieve that aim, any information and reports would need to be circulated to Town Council Members during the preceding week.

AGREED:-

- i) That the students would produce the results of their survey by 31 March 2006 and deliver them to the Town Council in sufficient time for distribution in the week preceding 19 April 2006; and
- ii) That the next meeting of the Working Party is held at 4pm on Tuesday, 18 April in order that the outcome and recommendations can be reported to the Town Council at their meeting on the following day.

vii) **Town Annual Assembly**

AGREED:-

- i. That the students of Ringwood School be invited to make a presentation at the Town's Annual Assembly on the Fair Trade proposals and accreditation of the town; and
- ii. That the school liase with the Town Council and Greyfriars with respect to any equipment that may be needed for such presentation.

viii) **Churches Together**

The Working party noted that during Fair Trade fortnight all of the churches within the town would be promoting Fair Trade products on their stalls.