

HEATHFIELD PARTNERSHIP

Minutes of the meeting that took place on Tuesday, 15th May 2007 at 6 p.m. at The Union Church, Heathfield.

<u>Present:</u>	Colin Williams	-	Farmers' Market
	Rosemary Mays-Smith	-	Trustee
	Sue Hanley	-	Old H/F & Cade Str: Amen: Soc:
	Joanne Aldous	-	Town Coordinator
	John Tolley	-	Trustee
	Doug Brunger	-	Churches Together/Ramblers
	Sue Roach	-	IT/Website

1 Apologies:

1. Were received from Teresa Blaxland, Rupert Simmons, Peter Newnham, Niki Oakes and Angie Muddle.

Colin Williams, due to Teresa Blaxland's apologies, chaired the meeting.

2. Minutes of the last meeting:

1. Once the Agenda Item 3.1 was re-edited to read '*...by any members. Rosemary M-S pointed out that Sue H can represent all Societies in Heathfield when sitting on the Partnership.*' Also Agenda Item 4.4. '*Rosemary M-S has tried to make an appointment*' The minutes were signed as a true record of the meeting.

3. Matters Arising: *(to save duplication, please consult the previous minutes if clarification is needed)*

1. **4.5.** The Tunnel is still not officially open although WDC have given the go ahead. Colin W ascertained that an appointment had been made with sub-contractors to replace the lock so that the gates can be locked open.
2. **6.2.** It was hoped that a meeting will take place on 21st May 2007 with Nick Potter to discuss the project. Trevor G and Rupert S will meeting with traders on 22nd May.
3. **10.3.** This has been actioned.

4. Sport & Leisure

1. The **swimming pool** Business Plan is now being discussed and investigations into grants is now being made. Ringmer and Rye Swimming Pools have been visited.
2. H.C.C. have published their Travel Plan which is very comprehensive.

5. Financial Report:

1. Copies of the latest accounts were distributed showing a balance of £48064.05.
2. The Business website is now up and running so no invoices were received from Sue Roach who has kindly offered to maintain the Business website on a voluntary basis.

6. IT/Website:

1. More companies are subscribing to the **Business website** with the promotional advert in the Heathfield First generating more enquiries. Talks will take place with Nick Potter to discuss updates
2. The **PiP** at the Coop is not in a good position and is not working properly. The Pip in the Library has been changed. ESCC are continuing with their monitoring but as yet a report is not available. Colin W will chase this.....**ACTION**

7. Farmers' Market:

1. The Farmers Market has continued to prosper, stall numbers have consistently been between twenty eight and thirty.
2. There are many requests from people who would like to sell at the Market, mostly their products are similar to those already sold at the Market, some are unsuitable, and some do not comply with Farmers Market standards. Occasionally one comes along whose products would enhance the Market and we fit them in even when the Market is full.
3. We continue to be Certified by the "Farm and Retail Marketing Association", we consider this to be important as it underlines our commitment to high standards and Assured Quality.
4. Financially the Market is sound, in 2006 we were able to pass £1,000 to the Partnership to help fund other projects. Both Stallholders and Shoppers continue to say that Heathfield Farmers Market is one of the best in East Sussex, with a really friendly atmosphere.
5. The Market venue is important to the success of the Market, we thank the Co-Op for very generously allowing us to use their Car Park for the Market.
6. The Farmers Market continues to believe in supporting local Farmers and Producers, and making high class local produce available to the local community.
7. The Heathfield Show was a disaster due to the weather, only half the booked stalls managed to get to the Show, those that did say they broken even, in market speak that probably means they did reasonably well. The bad weather at the 2006 Show has had an effect on the 2007 Show bookings which have been down on last year but are picking up at the last minute.
8. Finally, Colin confirmed that in the not too distant future he will be standing down.

8. Inward Investment:

1. Tourist Information Boards are now completed although not in place.
2. It was hoped to edit information for the Business Promotion Boards from the website which could then be re-edited if bleached by the sun.
3. At the present time there is no budget for the Shoppers' Guide.

9. High Street:

1. McCarthy & Stone have been fined £4/5000 for taking down protected trees.
2. Rosemary M-S and her team are working hard to raise funds for Phase 6 & 7.
3. John T raised the issue of VAT which had not been a problem before as ESCC had taken the lead. Rosemary M-S confirmed it is a problem but assured the committee that it will not be paid by the Partnership and another solution will be found.
4. Rosemary M-S confirmed that interest on monies held will be matched funded by traders in Hailsham Road and used to purchase poles for flower arrangements.
5. Colin W reported that the High Street was short of one or two poles.

10. Transport:

1. At a recent meeting the Accessibility Audit and report was agreed after some minor edits. All recommendations were agreed upon and the report showed that there are very little transport facilities in Heathfield. A copy of the report will be sent to Rosemary M-S for the Board of Trustees and a copy emailed to Sue Roach for the Website.
2. Sue H will be working with Beata Drury of the Youth Service to run a pilot scheme to run a mini-bus to Tunbridge Wells on Sundays.
3. The Transport Leaflet is being funded by the Parish Council and is at present in draft form. When complete it will be posted on the website.
4. The draft leaflet will also be submitted to the Community Bus Project Committee and the Parish Council.
5. A meeting will take place shortly to discuss the bequest of £40000 to Heathfield Red Cross which is at present being held at National.

11. Seminars:

1. North Wealden Planning Committee held a meeting on 6th June concerning planning issues in North Wealden

12. Public Relations & Marketing:

1. Joanne A will investigate some incorrect editorials that were published in the Courier and ensure they are accurate in the paper's next edition.....**ACTION**

13. Any other business:

1. Joanne A will be provided with a separate telephone line in her new home specifically for Partnership business.
2. Dave Shepherd was due to attend to discuss the New Scout Hut but unfortunately missed the meeting.

14. Date of the next meeting:

1. Dates of the next meetings are as follows:-

All Tuesday, all starting at 6p.m.

3rd July	to 7.15p.m.
25th September	to 7.00p.m.
20th November	to 7.15p.m

There being no further business the meeting closed at 6.55p.m.

AGENDA

1. **Apologies**
2. **Minutes of the last meeting**
3. **Matters Arising**
4. **Sport & Leisure**
 1. Swimming Pool
 2. NCR21 North route
5. **Financial Report**
6. **IT Report/Website**
 1. Website
 2. PiPs
7. **Farmers' Market**
8. **Inward Investment**
9. **High Street**
 1. Phase 5, 6 and 7
10. **Transport**
 1. Consultant's Report
 2. Transport leaflet
11. **Seminars**
12. **Public Relations & Marketing**
13. **Any other business**
14. **Date/time of the next meeting**