

MINUTES

HAILSHAM & DISTRICT CHAMBER OF COMMERCE COMMITTEE MEETING

**HELD ON 7 JANUARY 2016
AT THE BOSHIP LIONS FARM HOTEL, HELLINGLY, BN27 4AT**

- | | Actions |
|---|------------------|
| <p>1. Present:</p> <p>Andrew Rannie – Treasurer – Dawson Hart(AR)
Colin Slaughter – Town Centre Committee -(CPS)
Nick Collinson – Traffic & Parking Committee – Chapter 12 (NC)
Clive Soper – Committee Member - SE Tyres Wealden (CS)</p> <p>Peter Willson – Willson & Kempe Semi-Grand Pianos (PW)
Jarred O’Toole – Wealden Eye (JO’T)
Laura Murphy - mtc² Ltd (LM)
Rachel Stone – Bespoke Training Eastbourne (RS)</p> | |
| <p>2. Apologies for Absence:</p> <p>Anton Bree – Chairman – Ross & Co
Jacky Hinton – PA/Secretary – Typing Cloud</p> | |
| <p>3. Declarations of Interest</p> <p>None were declared</p> <p>It was with regret that Anton Bree the current Chair of the Chamber announced that he wishes to step down from the role. It was agreed the need to identify a replacement for Anton as soon as possible and also agreed that the Chamber needs to appoint a Vice Chair and two more committee members. It was decided that an announcement would go out in the January newsletter and RS agreed to write an article regarding the replacement post for AB.</p> | |
| <p>4. Minutes of the previous meeting dated 3 December 2015</p> <p>The minutes of the previous meeting and amendments were approved and it the following amendments and actions are carried forward:</p> <p>JH to amend CS initials to read CPS in Item 10.</p> <p>JH has obtained a quote for laynards for Committee members only and has submitted the details to AR for approval.</p> | <p>JH</p> |
| <p>5. Matters arising from the previous Minutes</p> | |

The minutes of the previous meeting were discussed and there were no matters arising but it was agreed that the minutes should be circulated in PDF form to all Chamber Members after approval.

6. **Membership Update**

The membership spreadsheet has been updated and current member and renewal fees have been paid at the time of the minutes being recorded.

In the light of AB stepping down from his role as Chairman his PA Jackie Neen would also be stepping down as Membership Secretary by default. The possibility of a paid position as Membership Secretary was discussed and it was agreed to discuss this issue further to come up with a solution before the next meeting.

Membership has increased to 56 which is up 25 from March last year and it was agreed to continue to discuss and implement incentives to keep the membership increasing.

New members this month are: Paul Soane and Hawkswood HR.

7. **Treasurer's Update**

The Chamber's finances are healthy at the present time. AR confirmed that we can afford to support new member initiatives financially and support events being back by Chamber e.g. Wealden Eye offer to members etc.

8. **PR and Marketing**

AR confirmed that the Chamber now has a constitution to review in advance of the AGM.

AR confirmed that affiliation with Sussex Chamber will also be reviewed at the AGM.

The Wealden Eye has put a full page advertisement in their magazine to support the Chamber and is also putting together an offer to put in the Chamber newsletter to offer advertising discounts to Chamber members for the Wealden Eye.

9. **Report from Sub-Committees**

9.1 **Traffic and Parking**

CPS confirmed that the traffic and parking issues are still ongoing from the previous minutes.

ALL

CPS met with Wealden District Council and suggested bringing in a byelaw about illegal parking on Highways ground. No action has yet been taken and CPS will continue to pursue this matter (ongoing).

9.2 **Town Centre Improvements (Ongoing)**

CPS confirmed that roadworks in the High Street will be taking place from the first week in February 2016 and will take 12-16 weeks to undertake. CPS confirmed that maximum waiting time will only be 30 minutes outside shop premises and that there would only be about 20 spaces available for traders.

The Chamber confirmed that they are taking a positive view about the changes by promoting the benefits of more footfall to businesses when the area is paved as it provides a safer area for families shopping.

AB pointed out that the information regarding the proposed improvements can be found on the Chamber website and the Town Council website and that the Hailsham street markets and Farmers markets will still follow the same yearly schedule.

9.3 **Anti-Social Behaviour**

The Chamber had no anti-social behaviour to report and any further reports can be found in the Local Action Team Meeting Minutes on the Town Council's website.

NC asked whether the Chamber will write to authorities regarding Anti-Social behaviour – Jarred/NC to draft a letter.

NC

10. **Events**

- **AGM Date** – A possible date in April was proposed for the Chamber's AGM and it was agreed to engage a high profile speaker to attract attendance at the event. CPS agreed to check that this date didn't coincide with any other events. Chapter 12 Wine Bar was proposed as a venue with either a buffet or meal to be provided and subsidised by the Chamber.
- **Late night Xmas Shopping 2016** – NC proposed that the Chamber sponsor a Late Night Shopping Evening for next Xmas. This event would be in conjunction with Hailsham Forward and the Town Council but having a Chamber focus. The event would be combined with the switching on of the lights in the town. The feedback from Facebook was that the last switch on was organised a bit too late for younger children to attend so this would need to be taken into consideration.

CPS

It was discussed whether there was an appetite to spend some money to consult with high street business owners further and the benefits for local retailers of such an event and it was suggested whether Tracey Ryland would be interested to carrying out such a survey. CPS agreed to consult with Tracey Ryland. PW said that local radio would also be interested and may be even as joint sponsors with the Chamber.

CPS

The Committee discussed having smaller rather than bigger and better events would be the best way forward. CS suggested the need for good networking opportunities and appointing good key note speakers for events and more joint events with FSB and Uckfield, ACES, Birchford Ford and Pete Parker.

It was also agreed to link Chamber events that might clash with other events and decide dates with a view to collaboration. The Committee agreed to share and circulate any relevant event dates with each other to maximise opportunities of collaboration.

It was also confirmed that a Panel Event such as Share the Knowledge which was discussed at the last meeting would be discussed further.

Any Other Business

Hailsham Area Action Plan Steering Group – this group has been created to oversee the development of the Hailsham area and at a formal meeting in February Paul Soane attended as a representative for the Hailsham Chamber. Paul is currently a Town Councillor but was represented the Chamber in a separate capacity in the form of a business owner. It was agreed that the Chamber would need a representative from the Chamber to take a role in the Steering Group and the Committee all voted in favour of Clive Soper. An announcement will be made in the newsletter to this effect. NC agreed to talk to CS regarding the role in the Steering Group and an item would also be added to the next agenda.

NC

JH

Date of the Next Meeting

The next meeting will be held after the Chamber Breakfast meeting on the 4 February 2016 at 9:30am.

It was agreed to continue to hold committee meetings after the breakfast meetings as this proved more convenient with committee members.