

## **Actions from CRTRA market committee meeting on 23 Feb 11**

(Attended: Simon, Diane, Anthony, Euan, Venetia, Sarah, Catherine) Apologies: Ian Rathbone, Remy Zentar

### **Design resource**

- Simon's contact (Dan) to produce poster for 20 March market by Friday (25 Feb)
- **Simon** to email to Catherine and Diane for printing

### **Shop front trading option**

- LBH have indicated this is not an option as only the shop that owns the frontage can trade in that space
- Investigate further – **CRTRA to approach Lorraine Hart** (local expert) for advice

### **Communications**

- There was a lengthy discussion of how best to engage with residents and others who do not have internet access. Decision made to purchase a noticeboard (Anthony has details of options)
- **Diane** to check with Remy if we can cover from funds
- **Euan** to approach Book Box re using their wall (Rushmore School may also have wall space)
- **Diane** to complete list of venues where we can drop posters and place notices on CRTRA activities (send to Anthony) – ideally with outside noticeboards
- **All** to decide on ranking of communication as to how wide distribution goes. Examples were:  
*1. AGM 2. Minutes of exec committee 3. Market posters 4. Minutes of sub committee*
- It is possible to organise a leaflet drop with Hackney Today for approx. £150 and Hackney Homes produce a magazine with wide distribution (Sarah) and newsletter for Clapton Park TMO

### **LBH**

- **Diane** to chase Seamus Adams for new meeting date and include Catherine
- Items to be discussed at meeting: costs, dates for regular market, criteria for stallholders (food breakdown in 2009 survey), consultation period, layout (already stressed should be both sides but ensure picked up) and stall hire charges/options.

### **Euan's ppt from Chats Palace meeting**

- Video being finalised, expected w/c 28 Feb. Simon to add to FB, Twitter, web etc
- **Euan/all** to work out how we can have a tv/laptop on CRTRA stall on 20 March showing video

### **Market tasks for 20 March**

- **Diane** to send email to volunteers re allocating tasks and help on market day
- **Diane and Catherine** to arrange meeting (if needed) with volunteers
- **Diane** to inform Jane Egginton re organising Book Box Courtyard market
- **Remy** to contact Alistair at Broadway to check no of stalls available and charges – we will need up to 40 stalls (not to be confirmed until after meeting with LBH)
- Volunteers needed to man stall

### **Constitution and AGM matters (Anthony, Catherine, Sarah, Euan)**

- Lengthy discussion on how this should be addressed
- AGM proposed for Wed 6 April (subject to venue being available) – **Diane** to check with Chats
- **Catherine** to draft a Governance Structure for CRTRA
- Poster to be produced for AGM and distributed with market poster and added to stall on 20 March
- Address issue of structure of CRTRA – becoming a community interest company / other options
- **Catherine** to create a list of members (send to Anthony)

### **Promotion**

- Lord Sugar – we have two signed autobiographies we can give away but option for joint promotion has passed (**Diane**)

- Time Out – interested in doing a feature but no confirmation (**Diane** to progress if needed)
- Lord Sugar's office – **Catherine** may be able to contact for push around return of The Apprentice
- All agreed we would have a launch event when the market becomes official

### **Guide for Chatsworth Road**

Over the next four weeks Diane is going to work up a guide to the local area, focusing on Chatsworth Road. This will build on Euan's map and complement some of the Neighbourhood Plan work. A first edition will be available for 20 March market. **Diane** to speak to local businesses to confirm details and collate opening hours to add to Neighbourhood Plan.

### **Neighbourhood Plan**

- Euan gave a short update
  - 19 volunteers on board – meeting of all on 7 March
  - Creating trader database and identifying landlord ownership via Land Registry
  - Lots of projects coming out of the work on the plan
  - Consultation runs until end of March with a completed plan expected in the summer
  - Met with Hackney Regeneration contact (23 Feb) to discuss options of empty shops on Chatsworth Road
- **Anthony** to approach Nick (stallholder) re printing additional surveys

### **AOB**

- Stalls – Catherine has notes on stall costs and storage options. Euan mentioned it may be possible to store them in the public toilets on Brooksby's Walk.
- Website (longer term) – mention other CRTRA projects (shop front trading and post office closure) so market is shown as one project and not sole existence
- Clapton Festival (planned for 11 June) have asked that we approach our stallholder list to see if they would be interested in trading in St John's Churchyard for a one day event – charges are tbc (Diane)
- **Anthony** to contact prize winner again with one week deadline to respond. If no response pick another winner
- A number of the market committee are away on market day!

### **Date of next meeting**

Wednesday 9 April – tbc after LBH meeting date confirmed