

MINUTES
Thursday 1 December 2011
7:15 – 9:40pm Cakey Muto

Attendees: Diane, Euan, Niall, Maria, Katie, Louisa, Octavia, Leon, Damian, Rémy

Observers: Soli, Omar

Apologies: Robert, Anne Malcolm (LBH)

NEXT MEETING: *TO BE AGREED*

Minutes	Actions
1. Open meeting <ul style="list-style-type: none"> No attendees 	
2. Minutes from previous meeting <ul style="list-style-type: none"> Neighbourhood plan to be discussed in January 	
3. Constitutional matters <ul style="list-style-type: none"> Membership (Euan) <ul style="list-style-type: none"> Written report in Google docs folder – explains membership benefits Agreed we will print the cards (500) and say that there will be benefits to come soon. We need to establish which traders will be involved and what each will offer as a membership benefit. Agreed on design for cards, with addition of contact details To launch 11th December Community Interest Company <ul style="list-style-type: none"> Most forms now returned – Niall to review and Damian will put into constitution with aim to be ready for 1 January 2012 	<ul style="list-style-type: none"> Euan to send link to Google document Euan to send cards to print Diane to send CIC form to Leon to complete (Niall to send link to details) Louisa and Maria to complete CIC forms
4. Finances <ul style="list-style-type: none"> Finances were discussed and there are sufficient funds available to meet our commitments. 	<ul style="list-style-type: none"> Niall, Damian and Rémy to discuss how we manage payments.
5. Market matters <ul style="list-style-type: none"> We have reached capacity of 40 stalls (including traders bringing own stalls). Likely to lose some in January, but new ones have confirmed to start. Payment terms: Diane and Damian met with the council on Tuesday. They claim it is 'illegal' to make money 'off the highway' by 	<ul style="list-style-type: none"> Diane/Damian to follow up with legal advice Can we ask Broadway about

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<p>charging traders for sites when bringing their own stalls. Diane/Damian explained that the fees are used to fund marketing but the council say they are doing this already. The council has written a letter encouraging traders to bring their own stalls and saying they don't have to pay a deposit or any fees above what paid to the council. Broadway market has previously offered advice on this.</p> <ul style="list-style-type: none"> • We don't currently charge charities, but we should review this policy in the future. It is recognised that there are community benefits to supporting social enterprises. • Xmas plans <ul style="list-style-type: none"> • Katie running a tombola 4th and 18th. We need shops to donate prizes and volunteers to collect prizes. • Chatsworth road to be closed from Dunlace to Rushmore on 11th. We can put more stalls up. Diane has emailed all past traders and the council has sent information to those registered with them. • Traders are happy to trade to 6 o'clock, but road only closed until 7pm so may be 5pm latest. • We will try to put tables and seating in the middle of the street (ask Sara at Chats Kitchen). • The Topshop sample sale is confirmed (10th Broadway, 11th Chatsworth). Euan has created a poster. There are 100 more Shop Local bags to give out on Topshop stall. • The secular choir is booked and there will be other music • Mulled wine and mince pies to be sold by L'épicerie and Venetias. • Agreed to publicise the market on the day by getting councillor Dimirci to present a cheque of £250 (received from the filming company) to Pedro Club with photographer / press. • Council to confirm 2nd Dec if they can put generators in for 11 and possibly 18th Dec • Flyers still to be distributed • Louisa to help with collecting stall fees for 4th, 11th and 18th. • Hackney Homemade has made a complaint to Diane that one-off enquiries are not being referred (to Rushmore and Hackney Homemade). It was agreed that our current policy is not to refer to Hackney Homemade because it is in direct competition with Chatsworth road traders with the Sat/Sun market operating from St John's at Hackney. We will review when Chatsworth Road market is more established. 	<p>the stall trends? (Diane/Damian)</p> <ul style="list-style-type: none"> • Diane to ask Sara about tables for the middle of Chatsworth road. • Niall to organise press to take photo of cheque being presented (Euan to send contact details for press contacts) • Maria to send Brian's details (Father Christmas) to Katie, copying Octavia who may have space for a grotto • Everyone posting flyers to email Octavia with coverage areas (Remy and Octavia to flyer traders). • Diane to respond to Jane with confirmation of action taken (re: Hackney Homemade)
<h3>6. Communications</h3> <ul style="list-style-type: none"> • No volunteers yet for the webmaster role. Toby has offered to help (although doesn't have time to take on the role) 	<ul style="list-style-type: none"> • Maria to send Euan website

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<ul style="list-style-type: none"> • Sonya has sent photos, but we either have or stallholders no longer trading here. She is ready to take more. • Social media is working well. 	<ul style="list-style-type: none"> feedback. • Euan and Maria to discuss brief for Sonya • Shops to mention @chatsworthroad e5 in posts
7. Shop traders <ul style="list-style-type: none"> • The security option previously discussed requires a minimum of 20 traders to be involved. Traders currently believe it is too expensive. • Traders are happy with panic button at the moment (Soly said they cost £300) but it would be good to have stickers to 'advertise'. 	<ul style="list-style-type: none"> • A security sub-group to meet next week
8. Residents <ul style="list-style-type: none"> • Cashpoint – Alpesh not ready yet. 	<ul style="list-style-type: none"> • Damian to speak to Alpesh.
9. Feedback from other meetings <ul style="list-style-type: none"> • Remy did the tour of Chatsworth road for the academy students. 	
10. AOB <ul style="list-style-type: none"> • The mailing list is in a database now. • The next newsletter should be published at the end of January. • We should thank Martin, Alan and Dave/Ute. Agreed that Councillor Demirci should present acknowledge contribution to the community and include prize on 11th. • Le Creperie is charging £1.50 to use the toilet. This was in response to problems with the plumbing. However, there are concerns about the cost for market traders and visitors. • Damian has looked at the stall designs. We need covered storage at ground floor level (otherwise shed needed). We can get the stalls made now so need storage before 18th December. Remy spoke to Guy but the space was full - most premises are already using space. • The council is proposing £23 pitch fee for stalls. We need to speak to all stallholders to make sure they respond to the consultation. • Damian to cover for Niall (18th Dec and 8th Jan). Others to support if available. • Publicity must be planned in advance as it is hard to organise at short notice. • Maria to meet volunteer next week to help cover email enquiries 	<ul style="list-style-type: none"> • Euan to check mailing list is up-to-date • Remy to speak to Stefan about the toilet charge • Remy and Damian to discuss storage for stalls. • Everyone to put xmas holidays in the Google calendar • Solie, Octavia and Remy to welcome new traders and get their contact details.