

**Minutes**  
**Meeting at Brunel House Hotel on 20<sup>th</sup> May 2009**

<b>Present</b>	Nick Elwell, President, , Fiona Flint, Denise Palmer, Sarah Allen-Stevens, Christopher Maughan, Christopher Marriott, Jo Naylor, Andrew Ibbotson, Simon Tiensa, Stephanie Rice, Darren Defreitas, Daphne Saunders, Nick Jones, Randal Pakeman, Tony Fecher, Cllr. Margaret Barker, Clare Bowley, Anne Sealey, Jane Haynes
<b>Item 1</b>	<p><b>Apologies</b></p> <p>John Morton, John Davis, Sarah Steel, Cllr Roger Cox, Heather Hambidge, Mike Heathcoat, Matt Morrison-Clarke, Cllr David Price, Una Taylor, Raoul van Eijndhoven</p>
<b>Item 2</b>	<p><b>Minutes of Last Meeting &amp; Matters Arising</b></p> <p>The minutes of the February meeting were agreed and signed as a true record.</p>
<b>Item 3</b>	<p><b>Membership Report</b></p> <p>No new members since the last meeting.</p>
<b>Item 4</b>	<p><b>Finance report</b></p> <p>John was unable to attend, in his absence Jane read the summary of the Chamber's finance. There is £241.00 held on current account and £6519.00 on deposit account.</p>
<b>Item 5</b>	<p><b>Publicity</b></p> <p>No publicity this month.</p>
<b>Item 6</b>	<p><b>Retail Group</b></p> <p>The roundabout project was discussed. Nick gave a brief background to the project that started two years ago. The project was brought to a halt in February due to changes in budgetary priorities. Jane has written to the Highways Department of Oxfordshire County Council on behalf of the Retail Group and has asked County Councillor Judith Heathcoat and Ed Vaizey MP to help with the situation. It has now been agreed that the project can go ahead with some conditions. The conditions were discussed and it was agreed that Denise would speak to Jo Walsh, who has helped with the design of the roundabouts to confirm that the design is in line with County Council rules and Nick will investigate the liability insurance. A vote of thanks to both Judith Heathcoat and Ed Vaizey for their continuing support for the project.</p> <p>The response from the previous retail questionnaire was very good. There will now be a follow up which Darren is currently developing. It was felt that the new one could include other businesses in town as well as retail. Nick asked for ideas from members. The questionnaire will again be delivered with the "What's On"</p>
<b>Item 7</b>	<p><b>Presidents Remarks</b></p> <p>Nick explained that there has been a great deal of work done on the Focus on Faringdon website this month. The Business Directory is up and running and members are urged to check their own details and provide detail of businesses that are not yet included.</p>

	<p>A consultant has been found to help with the Healthcheck projects. He will be helping with researching and writing funding bids. His fees are quite high but it was decided that this would be the best way to secure funding fro the various projects in the Healthcheck.</p> <p>The Focus on Faringdon Town Guide is now being distributed and there was a heated discussion about the price tag. It was agreed that those who did not like having a price attached to the publication would continue to erase it!</p>
<p><b>Item 8</b></p>	<p><b>Future Meeting Dates</b></p> <p>Next Meeting: <b>Tuesday 16<sup>th</sup> June at 6pm at Brunel House.</b></p> <p>The following meeting on <b>Wednesday 15<sup>th</sup> July</b> will be attended by local MP Ed Vaizey.</p>
<p><b>Item 9</b></p>	<p>Stephanie Rice’s presentation gave an insight into the outcomes of a consultation with local groups that was carried out last year. She explained that Simon Tiensa has invested the time into this consultation as he sees the role of Tiensa’s Budgens is to support the local community. He needed to find out what his customers want from this local store.</p> <p>Stephanie continued that a feedback report on the perception and understanding of Faringdon, now and in the future was based on the results of an open forum meeting with a panel made up of local customers and groups. This panel identified key learning points for the store</p> <ul style="list-style-type: none"> <li>▪ Tiensa’s Budgens is the key draw for the town and there is a need for management to listen to customers.</li> <li>▪ Tiensa’s Budgens is an independent store, just as all the other retailers in the town, and they wish to work co-operatively with the other shops to enhance the offer in Faringdon.</li> <li>▪ They are discussing ways to support Community &amp; Tourist Information Centre by having information leaflets available for visitors to access, especially when the CITC is closed.</li> <li>▪ They are keen to help other businesses in the town.</li> <li>▪ They are looking to sell a wider variety of locally produced food. This has already started and they have a range of meetings planned with local producers.</li> <li>▪ The width of choice – Simon explained the plans for Phase One of the redevelopment. It was felt that the refit will fundamentally change the perception of Tiensa’s Budgens.</li> <li>▪ More new lines are to be introduced. They are please with the current introductions and even the premium ranges such as “Cook” is selling incredibly well.</li> <li>▪ They intend to attract local villagers through provision of local foods.</li> <li>▪ Will work with local schools and are currently working with the Junior School on a Healthy Eating project. The schools will be engaged in the re-launch of the “Pennies for Plastic” campaign. The children will be involved in topic weeks and will use in store resources to develop projects and there will be an emphasis on Fairly Traded products.</li> <li>▪ The boards in the front windows will go so that people can see into the store. It was agreed that this will make a big difference to the perception of the store.</li> <li>▪ There will be a new deli and food to go counter nearer the front of the store.</li> <li>▪ There will be more space for fruit and veg.</li> <li>▪ The re-fit will begin at the end of 2009/ beginning of 2010.</li> <li>▪ The store has always been used as a meeting place and there will be a community area/talking point at the front of the store.</li> </ul> <p>A discussion followed and Simon was asked about Phase 2 of the development to which he replied that the second phase was dependant of the outcomes of the Local Development Framework.</p> <p>Car Parking was raised; however it was felt that this was a wider issue for all of the retailers in Faringdon to address. Denise pointed out that there was already the BuyBack scheme in place</p>

	<p>and that she is currently looking at new signage to advertise the scheme. Nick suggested that something could be printed on the back of parking tickets to advertise the scheme Denise agreed to follow this up with the District Council. Simon agreed to advertise the parking scheme at his checkouts.</p> <p>Margaret explained that the Town Council are doing a new parking survey that will be paid for by the Bloor Homes 106 agreement money.</p> <p>Nick commented that Focus on Faringdon has commissioned a new town map and it was hoped that this could be printed as a large vinyl to be displayed on one of the large window at the front of Tienza's Budgens.</p>
<p><b>Item 10</b></p>	<p><b>Any Other Business</b></p> <p><i>Diary Dates</i></p> <p><b>Sunday 7<sup>th</sup> June</b> – Open Farm Day. Wicklesham Farm will be open for visitors and there will be produce available from local producers.</p> <p><b>Tuesday 21<sup>st</sup> July</b> – South East Market Towns Awards will be held at Sudbury House Hotel. Representatives of 19 Market Towns from across the South East will be in Faringdon. Jane is looking for local food producers who would like an exhibition space at this event.</p> <p><b>Sunday 13<sup>th</sup> September</b> – Heritage Day. Faringdon will be taking part in this national event and Sally Thurston of the CTIC is currently looking for people who would like to help.</p>
	<p><b>Meeting closed at 7:20pm</b></p>