

**ADELAIDE SHOWGROUND FARMERS 'MARKET
COMMITTEE MEETING – 5.00pm, Wednesday, 15 March 2023
Meeting held at the Heavy Horse Memorial Building**

Members present		
Lynne Dickson (LD)	Mem Ericson (ME)	Jordan Philp (JD)
Gay Wallace (GW)	Geoff Page (GP)	
Apologies		
Albert Conterno (AC)	Louise Bailey (LB)	Mike Rowe (MR)
Trish Simpson (TS)		
Also attended		
Carol McGrane (AFO)	Christine Robertson (EO)	

1. Welcome and Apologies

The Chair opened the meeting at 5.00 pm.

Apologies from AC, LB, MR and TS. It was noted that a quorum would be reached when JP, who was flagged as a late arrival, arrived.

2. New Conflict of Interest (COI)

None raised

3. Minutes of Previous Meeting

Minutes of the February meeting were moved by GP and seconded by GW. Accepted.

4. Action Items

JP arrives at 5.06PM

Recommendation for strategic planner of former RAHS General Manager, Grant Piggott, was accepted. Discussion arose around a separate stallholder survey as useful to the Strategic Planning Day.

ACTION: EO to approach committee members not present, re 2 May as acceptable date for Strategic Planning Day.

ACTION: JP to distribute to the committee all the draft questions on the customer survey.

ACTION: Subscriber newsletter with link to customer survey to be issued on Thursday 23 March, with a reminder issued on 30 March and survey to close on 6 April.

ACTION: GP and LD to form focus group to consider questions for a stallholder survey

5. Committee Calendar 2022/3

No comment

6. ASFM Business Report

Matters raised:-

- Stallholder site and premises inspections under way.
- Successful outside only market at Leader St, issue with inattentive drivers in pedestrian zones.
- Rebranding of Gepps Cross Produce Market as SA Farmers' Market
- Radio advertising in May and June (Nova)
- Poh has agreed to be filmed as the closing shot of the market's current video for TV commercial.
- Potential impact of the development of the Le Cornu site and redevelopment of Central Market discussed.

Report accepted.

7. Policies for Review

7.1 Busking Policy

Proposed change of review date accepted.

7.2 Responsible Packaging Policy

It was agreed that the wording at point 6 of the Policy Statement should now read: - "All stallholders are expected to be proactive in their sourcing for solutions to eliminate single use plastic and any single use packaging." It was not agreed that the annual review date be changed to biennial.

8 Finance Report

Accepted

9 Customer Survey Questionnaire Results

See Agenda Item 4

9.1 Sub-committee nominations and elections

9.1.1 HR Sub-committee

No meeting held.

9.1.2 Risk & Finance Sub-committee

Meeting held and risk matrix (included in March meeting documents) was revised to remove several risks and downgrade others. The risk posed by cars to pedestrians at outside-only Leader Street markets was noted.

9.1.3 Market Mix Sub-committee.

No meeting held.

10. Red Flags & Risk Register

None raised

11. AOB

Matters raised:

- Stallholders lingering long after the market closes and latecomers.
- Guest caterers on a rotating basis

12. Close

6.19 pm meeting closed.

NEXT MEETING

Committee Meeting – 19 April 2023