

To all members of the Arts, Culture and Events Committee

Notice is hereby given that a meeting of the Arts, Culture and Events Committee to be held on **THURSDAY 7th MAY 2026 at 19.30 at the School Green Centre.**



Bruce Winton
Chief Executive and Clerk to the Parish Council
30th April 2026

Members: Cllrs Bowler, Jahromi, James, Matic (Chair), Montgomery, Peer & Rance

Agenda

26. Public Questions

- 26.1 To **RECEIVE** and **CONSIDER** any public questions

27. Apologies and declaration of members' interests

- 27.1 To **RECEIVE** and **CONSIDER** approval of apologies for absence
27.2 To **RECEIVE** any updates to members' declarations of pecuniary interest, and any related person interest in respect of the agenda

28. Minutes of the previous meeting

- 28.1 To **RECEIVE** and **APPROVE** the minutes of the Arts, Culture and Events Committee held on 5th March 2026 as a correct record of the meeting and to authorise the Chair to sign the same*
28.2 To **CONSIDER** matters arising from the minutes

29. Developing Arts & Culture in the parish

- 29.1 To **RECEIVE** and **NOTE** an update about a potential book festival in conjunction with Wokingham Borough Council

30. Community Outreach

- 30.1 To **RECEIVE** and **CONSIDER** an update from the Clerk on proposals to celebrate the 5th “birthday” of the School Green Centre (formally opened on 10th November 2021)
- 30.2 To **RECEIVE** and **CONSIDER** a verbal update on Christmas events in the parish for 2026

31. Public Art

- 31.1 To **RECEIVE** and **CONSIDER** a report from the Public Art Working party following the presentations given by the artists on 17th April 2026 to confirm chosen artist and preferred design

32. Shinfield Cinema

- 32.1 To **RECEIVE** and **CONSIDER** a verbal update regarding National Theatre Live screenings
- 32.2 To **RECEIVE** and **CONSIDER** a verbal update on other potential screening partners

33. Annual Parish Meeting

- 33.1 To **RECEIVE** and **CONSIDER** feedback on the Annual Parish Meeting
- 33.2 To **RECEIVE** and **CONSIDER** a request from the Annual Parish Meeting to provide more hard copy newsletters

34. Budget Reporting

- 34.1 To **RECEIVE** and **NOTE** the budget reports for ACE committee*

35. Engagement Working Party

- 35.1 To **RECEIVE** and **CONSIDER** any matters relating to Community Engagement

36. Correspondence

- 36.1 To **RECEIVE** and **CONSIDER** any correspondence received

37. Date of Next Meeting

- 37.1 To **NOTE** the next meeting of the Arts, Culture and Events Committee meeting will be held on Thursday, 2nd July 2026 at 19.30

* Report attached

** Report to follow

**Minutes of a meeting of
the Arts, Culture and Events Committee
Held on Thursday 5th March 2026
at School Green Centre commencing at 19.30**

Present: Cllrs Jahromi, Matic (Chair), Montgomery, Peer & Rance

Attending: B Winton (Clerk)

26/ACE/14

Public Questions

14.1 There were no public questions.

26/ACE/15

Apologies and declarations of Members' Interest

15.1 Approval of apologies for absence

Apologies had been received from Cllrs Bowler & James

15.2 Disclosure of Pecuniary Interests and Related Person Interests

Cllr Rance advised for the record that she was also a Wokingham Borough Councillor. There were no other declarations of members' interests.

26/ACE/16

Minutes of the previous meeting

16.1 The minutes of the committee meeting of 8th January 2026 were approved as a correct record and signed as such by Cllr Matic.

Proposed: Cllr Jahromi
Seconded: Cllr Matic
Approved: Unanimously

16.2 **Actions and Matters Arising**

- 25/ACE/51.3 Clerk to arrange a meeting with WBC officers and the Chair of ACE to discuss collaborative working on events for 2026

The Clerk and Deputy Clerk had a meeting in February with WBC Library Services and Shabina Maher to start discussions on how SPC and WBC can work more closely on events. The Chair will be invited to the next arranged meeting.

ACTION – Clerk to arrange a meeting with WBC officers and the Chair of ACE to discuss collaborative working on events

- 26/ACE/4.1 Clerk to arrange a meeting of the Arts Exhibition working party

As 2026 was largely a repeat of the successful 2025 event, in the end no meeting of the Art Exhibition working party had been arranged. The most recent Finance & General Purposes Committee meeting had an item considering rationalisation of working parties and it was agreed at that meeting that the Art Exhibition Working Party was no longer required.

The 2026 Art Exhibition was on the agenda at item 17.1.

- 26/ACE/5.2 Clerk to arrange to run three versions of the Rockin' Around the Christmas Tree (at School Green, Frensham Green and Grazeley Village Memorial Hall)

This was on the agenda at item 18.4.

- 26/ACE/7.2 Clerk to follow up potential partnership with Exhibitions on Screen

This was on the agenda at item 20.2.

- 26/ACE/8.1 Annual Parish Meeting

This was on the agenda at item 21.1.

- 26/ACE/10.1 Clerk to report back on terms of Reference for Engagement Working Party at March committee meeting

This was on the agenda at item 23.1.

26/ACE/11.2 Clerk to report back to the March committee meeting regarding a potential book festival

A meeting had been scheduled to discuss a potential book festival but had been cancelled and not yet been rescheduled. WBC remains interested in such an event for teens and adults, as they already have a children-orientated event.

ACTION - Clerk to report back to the May committee meeting regarding a potential book festival

26/ACE/17

Developing Arts & Culture in the parish

17.1 Report on Art Exhibition 2026

The 2nd Art Showcase ran from Friday 13th to Sunday 22nd February with the Art Exhibition element running from Friday 20th to Sunday 22nd February. The gala evening on Thursday 19th February being particularly well attended.

There has been no formal count of attendance at the event but from officers present it was felt that attendance was very similar to last year which was 650 over the three open days.

58 artists were registered up slightly from 2025 and including ceramics and glass artists for the first time. Of these 12 had completed a short feedback form. Of these 8 rated the event as Excellent and 4 as good. All but one said they would come back again (the one living further afield than most artists).

Feedback from artists was as follows:

Labels	9	Bigger labels; clearer info; set word limits
Promotion materials	6	More physical promo (posters/flyers/banners)
Lighting	5	More overhead lighting
Signage / wayfinding	3	Clearer room navigation & entry/exit flow
Business cards	3	Cards closer to artist work
Display guidance	3	Guidance on max pieces/spacing per board
Event length / access	2	Consider running for longer

Officers would make the following recommendations:

- Evenings are quiet and poorly attended. Recommended to open exhibition only until 6.30 p.m. instead of 8.30 p.m. BUT run the event for extra days. It was AGREED to run the art exhibition for TWO extra days
- Invite purchasers of art (not postcards) to Gala – Would need to specifically track them in 2027 for a 2028 invite
- Provide additional information on what was suitable to hang on a single panel. Keep the pay per panel approach but limit the number of pictures per panel to 6 or 8 to avoid overcrowding on a panel.
- Tighter rules for artists to stop changing their mind and adding to officer workload by having to reprint labels. One option was to charge and an admin fee for changes but this would create its own issues.

- Be clear to artists that panels will be allocated by SPC and not let artists dictate which panel(s) they get
- Consider including lights on panels as it is a recurring comment from artists – there would need to be a compensating increase in the entry fee per panel
- Sale of postcards was very popular so consider enhancing displays so more artists can do it in 2027
- Tables for ceramics and glass didn't really work and they felt more like a craft fair. Focus should be on inviting actual sculptures for 2027
- Labelling – biggest work challenge again. People liked knowing about the artists' "inspiration" and biographies, but we need to employ a word count which means font sizes can be bigger
- Need to have better balance (in terms of number of works of art) between rooms
- Keep Ryeish for media such as film, stop motion animation etc. and also other messages from SPC. Ryeish is also the darkest of the rooms in terms of natural light
- Provide workshop sessions in advance so artists (especially those new to displaying – two of those giving feedback said it was their first time displaying art) are better prepared. These may be virtual or in person.
- Gala worked in the café but should move tables to the edges of the space and use the council's PA system for the speech
- Workshop programme more than last year but still more that can be arranged including more on exhibition days

The Clerk advised that the café benefitted from the event with the 3rd highest weeks sale since we started.

The net take, to go to Public Art Reserve, was approximately £960 (£972 last year)

ACTION – Clerk to obtain a quote for lighting for art panels

17.2

Art Exhibition 2027

The Clerk recommended that the event be run again in 2027. Provisional dates (based on WBC half-term) would be from the evening of Friday 12th February to Monday 22nd February (final art return day). On the basis of extending the art exhibition element by two days, the Gala evening would be Tuesday 16th February, with the exhibition open to the public Wednesday 17th to Sunday 21st February.

Proposed: Cllr Matic
 Seconded: Cllr Jahromi
 Approved: Unanimously

ACTION – Extend the Art Exhibition in 2027 to have the Gala on Tuesday 16th February 2027 with the exhibition open to the public Wednesday 17th to Sunday 21st February

Community Outreach

18.1 Community Engagement and Events Officer Initial Actions

The Clerk explained that he was looking to start to plan the induction of the Community Engagement and Events Officer due to start in October 2026 and in particular establish their initial actions. It was agreed that these would include

- Preparations for Remembrance Sunday and 5th Birthday Party (in a supporting role for both)
- Leading on the Christmas events
- Meeting WBC colleagues and community leaders/organisations
- Identifying first steps for community engagement for Neighbourhood Plan Renewal and a potential Community Vision

18.2 “Beating of the Bounds” Event

This was discussed last year with an action to bring back to consider for 2026. The idea being an event to “Beat the Bounds” and link up the 6 main communities in the parish via 5 potential legs starting and finishing in High Copse Pavilion. Sponsorship for participants to go to a nominated charity for the event and a different charity each year

It was agreed that this event should be deferred to 2027 when it could be led by the Community Engagement and Events Officer.

ACTION – Clerk to include “Beating of the Bounds” event in early discussions with new Community Engagement and Events Officer

18.3 School Green Centre 5th “Birthday” Party

The Clerk proposed a schedule for a potential event to mark the 5th “birthday” of the School Green Centre and the reasons for doing so which would be to showcase and celebrate how integral the building has become since it had opened to the public. The event would take place on Saturday 7th November 2026 being the nearest date to the formal opening of 10th November 2021.

Members were agreed in principle with the event if it could be established that there was interest from regular hirers to participate. The event could also feature pre-recorded material where appropriate

Proposed: Cllr Jahromi

Seconded: Cllr Rance

Approved: Unanimously

ACTION – Clerk to develop plans for the School Green Centre 5th “Birthday” Party event and report back to the next meeting

Members asked that former Cllr Andrew Grimes also be invited back for the event as he had project managed the building of the School Green Centre.

ACTION – Clerk to ask Andrew Grimes to hold the proposed date in his diary

18.4 Christmas Events

The dates for Rockin' Around the Christmas Tree for 2026 would be

- Friday 4th December 2026 for School Green
- Friday 11th December 2026 for Frensham Green

The Clerk has written to the Chair of Grazeley Village Memorial Hall to set a date for the Grazeley element.

Once dates are confirmed the Clerk would look to book singers to lead all three events.

ACTION – Clerk to confirm date for Grazeley Event

ACTION – Clerk to confirm singers for all three Rockin' Around the Christmas Tree events

26/ACE/19

Public Art

- 19.1 The panel had selected a shortlist of three artists, who had been invited to present their original proposal and two additional proposals to the final selection panel on Friday 17th April. This would be an all-day process and, in addition to SPC and Arts4Wokingham, invitations would be made to ensure wide representation. This would include Oakbank students, and an invitation would also be made to Shinfield View. One artist had indicated that they would visit the School Green Centre on Wednesday 11th to view the site in person and then explore the rest of the parish.
- The shortlisted designs were shared at the Art Exhibition, and 144 visitors submitted their views on the three designs. Voting was consistent with the views of the short-listing panel. The Clerk advised that no adverse comments had been submitted from anyone expressing an opinion.

Cllr Jahromi left the meeting

26/ACE/20

Shinfield Cinema

- 20.1 Update regarding National Theatre Live
- The most recent screening had 37 attendees (33 of which were seniors). Very positive comments had been received. There would be a repeat screening as a matinee over the Easter period.

- 20.2 Update on other potential screening partners
The Clerk advised that Exhibitions on Screen had been used for Art Exhibition but take up was low.
- | | |
|---------------|---|
| Pomegranates | 6 |
| Klimt | 6 |
| Pearl Earring | 5 |
| Sunflowers | 5 |

This indicated that there was still a need to try new approaches. The Clerk advised that he had been notified of a possible grant application to Friends of the University of Reading. His proposal was to start a film club appealing to students and residents, themed “Hollywood vs ...”. Grant funding could be used to pay a small fee for experts in their field to attend and lead a Q&A after the film (e.g., for a historical film, discussing why particular storytelling decisions were made).

ACTION – Clerk to follow up potential grant application further with UoR Film department

Quiz Nights would be an option worth considering.

Cllr Peer also suggested that bingo evenings should be considered.

ACTION – Clerk to investigate potential quiz night options

ACTION – Clerk to investigate potential bingo night options

26/ACE/21

Annual Parish Meeting

- 21.1 It was agreed that the following elements would be included in the Annual Parish Meeting:

The Clerk confirmed that the comedian had been booked and was preparing their act. The awards would be announced in the newsletter going out tomorrow. Members were keen to use every opportunity to promote the event and increase attendance

ACTION – Clerk to ensure that the Annual Parish Meeting is promoted heavily to increase attendance

26/ACE/22

Budget Reporting

- 22.1 The budget report for ACE committee had been included with the papers.

Members **noted** the report.

26/ACE/23

Engagement Working Party

23.1 Draft terms of reference for the Engagement Working Party

Members considered the draft terms of reference for the Engagement Working Party and agreed to recommend its adoption to Full Council.

Proposed: Cllr Matic
Seconded: Cllr Montgomery
Approved: Unanimously

ACTION – Clerk to add the terms of reference for the Engagement Working Party to the next Full Council agenda

23.2 Draft Role Profile for Community Engagement & Events Officer

Members considered the draft role profile the Community Engagement and Events Officer role and were content with the draft at this stage.

26/ACE/24

Correspondence

24.1 There was no correspondence to report; however, members received the following updates:

- Must use a hard-boiled chicken egg
- Entry must be able to sit in a standard egg cup (provided by contestant)
- Must be own work

The event would take place on Friday 3rd April 2026

Members AGREED to the event.

ACTION – Clerk to organise easter egg decorating competition open to all ages

24.2 Poppy Splash

The Clerk advised that the Deputy Clerk was leading on a project to cover the fence along car park in poppies (starting with the panels either side of the war memorial). Workshops had been organised for alternating morning and evenings every month. There had been a good initial response with 12 named individuals signed up and lots of enthusiasm for the project.

ACTION – Clerk to provide updates at future meetings

26/ACE/25

Date of Next Meeting

25.1 The next meeting of the Arts, Culture and Events Committee will be held on Thursday 7th May 2026 at 19.30.

Meeting closed at 21.00

List of Actions

Minute ref	Action	Owner
25/ACE/51.3	Arrange a meeting with WBC officers and the Chair of ACE to discuss collaborative working on events.	Clerk
11.2	Report back to the May committee meeting regarding a potential book festival.	Clerk
17.1	Obtain a quote for lighting for art panels.	Clerk
17.2	Extend the Art Exhibition in 2027 to have the Gala on Tuesday 16 th February 2027, with the exhibition open to the public Wednesday 17 th to Sunday 21 st February.	Clerk
18.2	Include the “Beating of the Bounds” event in early discussions with the new Community Engagement and Events Officer.	Clerk
18.3	Develop plans for the School Green Centre 5 th “Birthday” Party event and report back to the next meeting.	Clerk
18.3	Ask Andrew Grimes to hold the proposed date in his diary.	Clerk
18.4	Confirm date for the Grazeley Rockin’ Around the Christmas Tree event.	Clerk
18.4	Confirm singers for all three Rockin’ Around the Christmas Tree events.	Clerk
20.2	Follow up potential grant application further with UoR Film department.	Clerk
20.2	Investigate potential quiz night options.	Clerk
20.2	Investigate potential bingo night options.	Clerk
21.1	Ensure that the Annual Parish Meeting is promoted heavily to increase attendance.	Clerk
23.1	Add the terms of reference for the Engagement Working Party to the next Full Council agenda.	Clerk
24.1	Organise Easter egg decorating competition open to all ages.	Clerk
24.2	Provide updates at future meetings for Poppy Splash.	Clerk

Arts, Culture and Events – Budget Monitoring Report 2026/27

1. The Council has an ongoing revenue budget to deliver a range of events across the year.
2. In January the Council approved a budget of £17,500 to deliver Community Events in 2026/27.
3. So far this year £20.00 has been spent for prizes for the Easter Egg competition held at School Green Centre and £1,000 for the April Parish Council Meeting.
4. Councillors are reminded that the Council approved additional payroll budget (6 months in 2026/2027) to fund a new post of Community Engagement Officer who will be involved in organising events.
5. There are a range of events planned for 2026/27 and these are shown in the table below with estimated costs.

Table 1 – Budget for Scheduled Events in 2026/27 with the 2025/26 Outturn for Comparison.

<u>Events</u>	Outturn 25/26 £	Budget 26/27 £
Annual Parish Meeting (April 2026 and March 2027) including prizes.	450	2,000
Arts Showcase (allowing for lights)	2,934	4,000
Community Christmas Events at Frensham, Grazeley & School Green	1,886	2,600
Community Quiz Night		900
Litter Pick – Spring 2027.	151	200
Remembrance Day & Poppy Flash	969	1,200
School Green Birthday Event - November		500
School Holiday Activities (August & Half Terms)	2,098	2,300
Shinfield North Engagement (Trips & Transport)	3,321	4,200
Spencers Wood Carnival - discontinued	1,548	0
VE80 Commemoration	1,505	0
Youth Club Challenge Event – new event	0	500
Fundraising & Contributions		(900)
Total	14,862	17,500