

Minutes of a meeting of
the Arts, Culture and Events Committee
Held on Thursday 6th June 2024
at School Green Centre commencing at 19.30

Present: Cllrs Jahromi, Jones, Matic, Montgomery and Peer

Attending: B Winton (Clerk)

Cllr Jahromi as Vice-Chair chaired the initial part of the meeting

24/FC/39

Election of Chair of the Arts, Culture and Events Committee

39.1 The following nominations had been received

Cllr Matic was nominated by Cllrs Peer and Montgomery

39.2 Cllr Matic was elected as Chair of the Arts, Culture and Events Committee for 2024/25

39.3 Cllr Matic accepted the position of Chair of the Arts, Culture and Events Committee and duly signed the declaration of acceptance of office.

Cllr Matic chaired the remainder of the meeting

24/FC/40

Election of Vice-Chair of the Chair of the Arts, Culture and Events Committee

40.1 The following nominations had been received

Cllr Jahromi was nominated by Cllrs Montgomery and Peer

40.2 Cllr Jahromi was elected as Vice-Chair of the Arts, Culture and Events Committee for 2024/25

40.3 Cllr Jahromi accept the position of Vice-Chair of the Arts, Culture and Events Committee and duly signed the declaration of acceptance of office

24/FC/41

Public Questions

41.1 There were no public questions

24/ACE/42

Apologies and declarations of Members' Interest

Zoran Matic

42.1 There were no apologies received for this meeting

42.2 There were no declarations of members' interests

24/ACE/43

Minutes of the previous meeting

43.1 The minutes of the committee meeting of 2nd May 2024 were approved as a correct record and signed as such by Cllr Matic.

Proposed: Cllr Peer
Seconded: Cllr Jahromi
Approved: Unanimously

43.2 Actions and Matters Arising

24/ACE/25.1 (b) Clerk to arrange a meeting with Cllrs Jahromi and Matic regarding film selection

This was on the agenda at item 8.2

24/ACE/25.1 (c) Clerk to follow up with Dr Ghosh in June

This will be on the agenda for the next meeting.

ACTION – Clerk to add meeting with Dr Ghosh to the agenda for the July meeting

24/ACE/25.1 (e) Clerk to submit premises licence application

The Clerk had completed the necessary forms but not yet submitted the formal application.

ACTION – Clerk to submit premises licence application

24/ACE/25.1 (f) Clerk to explore potential for Shinfield Studios to arrange celebrity seasons of films

The Clerk has had some informal discussions with the Engagement Officer for the studios who felt that this was likely to be difficult to achieve due to the schedules normally associated with filming. The Clerk had asked if was even possible to get celebrities to nominate say three favourite films which could then be used as the basis for a themed season. The Clerk will continue to explore options and report back if there are any developments.

ACTION – Clerk to invite Engagement Officer from Shinfield Studios to the next committee meeting

24/ACE/25.1 (g) Clerk to arrange film licensing as appropriate

The Clerk suggested initially registering with Film Bank and then exploring other options in the future.

ACTION – Clerk to register with Film Bank

24/ACE/25.1 (h) Clerk to arrange a ticketing system/arrangement as appropriate

The Clerk had identified a potential system that would be able to cope with both cinema style bookings and also the needs at Millworth Lane. A demonstration of the system had been booked for 27th June.

24/ACE/27.1 Clerk to arrange formal meetings with Arts4Wokingham regarding public art in the parish

This was on the agenda at Item 10.1

24/ACE/33.1 Clerk to arrange the next Art Exhibition Project Team meeting for late May

This was on the agenda at Item 7.1

24/ACE/33.3 Clerk to follow up with HAF organisers regarding event in Shinfield North

This was on the agenda at item 7.2

24/ACE/33.4 Clerk to continue to support the carnival as appropriate

This was on the agenda at item 7.3

24/ACE/34.1 Clerk to complete and issue a draft overall operational plan for cinema

This was on the agenda at item 8.1

24/ACE/34.2 Clerk to check private hire rates for cinemas

The Clerk advised that in most cases you would need to progress with the potential booking to obtain the rate for venue hire. He had however established that Cineworld was from £120 for 20 guests and Reading Biscuit Factory was £400 for 20 guests including the cost of film.

The current proposal was to double the room hire rate to cover the equipment usage therefore SPC would be £168 (4hrs at £21 plus same again for equipment hire). The cost of the film licence would be an extra cost.

24/ACE/35.1 Clerk to confirm arrangements with the Happy Bee

The committee agreement had been conveyed to the Happy Bee and they had responded favourably. The Clerk was awaiting confirmation of start dates.

24/ACE/36.1 Finance Officer to prepare a list of S106 and CIL assets provided within the parish

This was on the agenda at Item 10.1

24/ACE/44

Terms of Reference

44.1 It was agreed that no changes were required to the Terms of Reference for the committee.

ACTION – Terms of Reference for the Arts, Culture and Events Committee to be presented to Full Council for approval on 26th June 2024

24/ACE/45

Developing Arts & Culture in the parish

45.1 **Art Exhibition**

The Clerk is to set up the next meeting of the Exhibition Working Party.

The request for expression of interest from artists had been published in local papers and in the newsletter and at the time of the meeting 29 responses had been received.

The Clerk in the meantime had met with Richard Young from R Young Art Gallery in Wokingham to discuss potential involvement in the Art Exhibition and more generally with projects within the parish. One option was to provide a workshop as part of the event.

The Clerk had a meeting with a representative of More Arts to discuss their involvement in the exhibition which is likely to include examples of their student art and workshops before and during the exhibition. They will also share our marketing information amongst their own membership and contacts.

ACTION – Clerk to arrange the next Art Exhibition Project Team meeting

45.2 Possible Events for Shinfield North

The Clerk had met the WBC HAF (Healthy Activity & Food) organisers and proposed Shinfield Parish Council (SPC) being more actively involved in any event at Frensham Green.

This had now been scheduled for Thursday 1st August between 11.00 and 14.00.

Elements would include:

- Rainbow Run Assault Course £620
- Portaloos £140 in transport
- Face Painting £360
- Ice Cream Van (HAF participants get an ice cream worth £1.50 others pay)

Wokingham Borough Council (WBC) were also looking for local groups to supply and cook the BBQ (WBC will arrange food), sporting activities taster sessions and local Policing team.

SPC could introduce the collaborative art project at their gazebo and provide information on Millworth Lane and the cinema as well as a general update on council activities.

It was agreed that SPC would contribute towards the event of 50% up to a maximum of £1,000.

ACTION – Clerk to advise WBC regarding the SPC contribution to the HAF event at Frensham Green

The Clerk was asked to add attendance at the event to the Full Council agenda to ensure a good number of councillors were in attendance

ACTION – Clerk to add attendance at the HAF event to the next Full Council agenda

45.3 Spencers Wood Carnival

No further update from the organisers.

As discussed at the previous meeting SPC could use our stall to promote the collaborative art project as well as the cinema.

45.4 **Christmas Activities**

There was a discussion on potential additional lighting of the School Green and it was decided instead to investigate a larger Christmas tree (with more lights) and also investigating options for more festive illumination of the School Green Centre.

The intention was to repeat the "Rockin Around the Christmas Tree" and the Clerk was following up repeating the Christmas Fayre.

ACTION – Clerk to pursue options for Christmas at the School Green Centre

24/ACE/46

School Green Centre Cinema

46.1 **Operating plan**

The Clerk had circulated the current working draft of the operating plan for information and would continue to refine the document.

ACTION – Clerk to continue preparation of the Operating Plan for the cinema

46.2 **Opening Event**

It was agreed that there should be a formal opening event for the cinema.

46.3 **Film Selection process**

CLrs Jahromi and Matic and the Clerk had met to discuss how this would be enabled.

That had led to a meeting being advertised for Friday 21st June at 7.00 p.m. for interested parties to come along and have a chat about the cinema and film selection.

This will be in the Ryeish Green Room so we can explain what is going to go where.

The initial thoughts on the agenda for the meeting were

- Welcome
- Explain Cinema proposal
- Ice breaker
- Explain what we are looking for in terms of a selection panel and how it would work
- Asking those that are interested in being part of a panel to leave contact details and details of their top genre of films

ACTION – Clerk to complete the arrangements for the meeting on 21st June

24/ACE/47

Community Services

47.1

Update on Mobile Catering

There was no update on mobile catering at Spencers Wood Pavilion.

24/ACE/48

Public Art

48.1

Next Steps

The Clerk was continuing to follow up with Arts4Wokingham but not had any response as yet.

ACTION – Clerk to continue to pursue options with Arts4Wokingham

48.2

CLlr James had asked at the previous meeting of a statement of the total investments in Assets.

The Finance Officer had identified £15.1m of investment in community assets (either actually completed or planned). This included School Green Centre, High Copse, Manor Ground, and Spencers Wood Pavilion. In terms of Arts & Culture the only items identified were grants to Shinfield Players Theatre and the Cinema facility at the School Green Centre. These are estimated to account for approximately 2.25% of the total. The proposed underwriting of a public art project would be at most £42,000 or 0.28%

48.3

The Clerk raised a concept of having a rotating series of art installations on the Balcony at the School Green Centre with artists invited to submit proposals for installations and then being able to install for say one month at a time. This would offer a chance to introduce residents to the concept of public art through a series of relatively low-cost, low SPC resource installations.

Members supported the idea in principle and asked for a paper on the subject for the next meeting.

ACTION – Clerk to prepare a paper for the next meeting on art installations on the Balcony

24/ACE/49

Correspondence

49.1

There was no correspondence for consideration.

24/ACE/50

Date of Next Meeting

50.1

The next meeting of the Arts, Culture and Events Committee meeting will be held on Thursday, 4th July 2024 at 19:30

The meeting ended at 21.00

List of Actions

24/ACE/25.1 (c)	Clerk to add meeting with Dr Ghosh to the agenda for the July meeting	Clerk
24/ACE/25.1 (e)	Clerk to submit premises licence application	Clerk
24/ACE/25.1 (f)	Clerk to invite Engagement Officer from Shinfield Studios to the next committee meeting	Clerk
24/ACE/25.1 (g)	Clerk to register with Film Bank	Clerk
24/ACE/44.1	Terms of Reference for the Arts, Culture and Events Committee to be presented to Full Council for approval on 26 th June 2024	Clerk
24/ACE/45.1	Clerk to arrange the next Art Exhibition Project Team meeting	Clerk
24/ACE/45.2	Clerk to advise WBC regarding the SPC contribution to the HAF event at Frensham Green	Clerk
24/ACE/45.2	Clerk to add attendance at the HAF event to the next Full Council agenda	Clerk
24/ACE/45.4	Clerk to pursue options for Christmas at the School Green Centre	Clerk
24/ACE/46.1	Clerk to continue preparation of the Operating Plan for the cinema	Clerk
24/ACE/46.3	Clerk to complete the arrangements for the meeting on 21 st June	Clerk
24/ACE/48.1	Clerk to continue to pursue options with Arts4Wokingham	Clerk
24/ACE/48.3	Clerk to prepare a paper for the next meeting on art installations on the Balcony	Clerk