

**Minutes of a meeting of**  
**the Arts, Culture and Events Committee**  
**Held on Thursday 4<sup>th</sup> July 2024**  
**at School Green Centre commencing at 19.30**

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

Attending: B Winton (Clerk)

**24/FC/51**

**Public Questions**

- 51.1 There were no public questions
- 51.2 Nikki Sheffield from Shinfield Studios attended and discussed how the studios operates and opportunities for closer links between the council and the studios. Items discussed included:
- An update on the studios now they are fully open
  - How we can work together on the cinema e.g. possibly offering tours as a prize for a draw from people who buy tickets to the cinema
  - Opening Night including a separate movie quiz night
  - To discuss what else we can do to work together e.g. support for public art in the parish

Nikki offered a tour for the film selection panel

**ACTION – Clerk to arrange a tour of Shinfield Studios for Film Selection panel**

**24/ACE/52**

**Apologies and declarations of Members' Interest**

- 52.1 There were no apologies for this meeting
- 52.2 There were no declarations of members' interests

**Minutes of the previous meeting**

- 53.1 The minutes of the committee meeting of 6<sup>th</sup> June 2024 were approved as a correct record and signed as such by Cllr Matic.

Proposed: Cllr Jahromi  
Seconded: Cllr Peer  
Approved: Unanimously

53.2 **Actions and Matters Arising**

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

This is on the Agenda at Item 5.3

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

The Clerk had missed one form so will be resubmitting

**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

It was agreed that this was not likely to be successful but the discussion with Nikki Sheffield had suggested that it may be possible to have an Oscar winner attend the opening night.

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

The Clerk had registered with Film Bank who have now in turn asked for an additional set of details to be provided which the Clerk will arrange.

**ACTION – Clerk to submit additional information to Film Bank**

- 24/ACE/44.1 Terms of Reference for the Arts, Culture and Events Committee to be presented to Full Council for approval on 26<sup>th</sup> June 2024

This had been done

- 24/ACE/45.1 Clerk to arrange the next Art Exhibition Project Team meeting

This has now been set for Thursday 11<sup>th</sup> at 3.30 p.m.

- 24/ACE/45.2 Clerk to advise WBC regarding the SPC contribution to the HAF event at Frensham Green

This had been done.

24/ACE/45.2 Clerk to add attendance at the HAF event to the next Full Council agenda

This had been done.

24/ACE/45.4 Clerk to pursue options for Christmas at the School Green Centre

This was on the agenda at Item 4.4

24/ACE/46.1 Clerk to continue preparation of the Operating Plan for the cinema

This was on the agenda at Item 5.1

24/ACE/46.3 Clerk to complete the arrangements for the meeting on 21<sup>st</sup> June

This had been done.

24/ACE/48.1 Clerk to continue to pursue options with Arts4Wokingham

This was on the agenda at Item 7.1

24/ACE/48.3 Clerk to prepare a paper for the next meeting on art installations on the Balcony

This was on the agenda at Item 7.1

**24/ACE/54**

**Developing Arts & Culture in the parish**

**54.1 Art Exhibition**

There had been no meeting of the Exhibition Working Party since the last Committee meeting.

Cllr Masseron had felt that the council should postpone the event due to current workloads, but this was not a view shared by either the Clerk or the other councillors on the committee (Cllrs Montgomery, Peer & Tatla) and so the intention was to continue as planned.

Expressions of interest were still being received and the total now stood at 36.

Cllr Fernandes had advised the Clerk that he had an artist friend who was also keen to support the event.

**ACTION – Clerk to Follow up actions from the Art Exhibition Meeting on 11<sup>th</sup> July**

#### 54.2 Possible Events for Shinfield North

The Clerk advised that WBC would be progressing with the HAF (Holiday Activity & Food) event with SPC participation. WBC had thanked SPC for their contribution to the event.

The event was scheduled for Thursday 1<sup>st</sup> August between 11.00 and 14.00.

Elements would include:

- Rainbow Run Assault Course
- Face Painting
- Ice Cream Van (HAF participants get an ice cream worth £1.50 others pay)

**ACTION – Clerk to ensure that the Deputy Clerk was briefed on the arrangements for the event at Frensham Green on 1<sup>st</sup> August**

#### 54.3 Council Attendance at Frensham Green on 1<sup>st</sup> August

The SPC Gazebo, table and chairs would be transported to the Green for the day.

It was proposed to:

- Use the event as an opportunity to engage with local residents about what their needs from the parish council were
- Introduce them to the Shinfield Fans of Art collaborative Art project
- There would be schools' collaborative art projects as well, so the Fans of Art was aimed more at teenagers and adults
- Promote the Friday Fun Days at the School Green Centre
- Promote the Cinema at the School Green Centre

A request was made for volunteers to help man the event.

Cllr Matic asked if a Microsoft Form could be created to help capture information quickly and efficiently on the day.

**ACTION – Clerk to arrange the creation of a Microsoft Form to capture information from residents at the event at Frensham Green**

#### 54.4 **Spencers Wood Carnival**

The organiser had contacted the Clerk to advise again about their concern over the funding arrangement and the Clerk had reiterated the council position agreed at the March meeting that the funding would be kept at £1,500 which was the net position after the carnival had refunded money to participants at the carnival.

Support will also be offered through items such as help with website and other support.

#### 54.5 **Christmas Activities**

The Clerk has confirmed that the organisers of the Christmas Fayre at the School Green Centre are prepared to repeat the event in December 2024 and as before it will be tied in with the “Rockin Around the Christmas Tree” event.

The Clerk was investigating the option of a larger Christmas Tree on the School Green.

The Clerk had considered how we could apply Christmas lighting to the School Green Centre and proposed a projection on to a portion of the roof.

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

24/ACE/55

#### **School Green Centre Cinema**

##### 55.1 **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**

It was suggested that it may be beneficial to have a CCTV camera installed in the Ryeish Green Room to allow monitoring of the screenings.

**ACTION – Clerk to investigate adding a camera in the Ryeish Green Room to the building network**

55.2 **Film Selection process**

The public meeting for this interested in taking part on the Film Selection Panel had taken place on 21<sup>st</sup> June and 11 members of the public had attended with a very positive response from those attending. Cllrs Matic and Jahromi and the Clerk had all been pleased with the attendance and the interest shown.

**ACTION – Clerk and Cllr Matic to follow up with the members of the film selection panel**

55.3 The Clerk had received a follow up from Dr Ghosh at the University of Reading's Film, Theatre and Television Department.

"I have spoken to my colleague who runs the film programming module (Semester 2 which is from February to July 2025). She would be keen for the students to get involved and incorporate this as part of the assessment.

I have also checked the projects that are running in Semester 1 (end of September to January), which may have some space to do community consultations that can feed into the development of the film programme later.

I have also spoken to the relevant people at Shinfield Studios and the Wokingham Educational Partnership to support activities in ways that are possible/feasible for them."

The Clerk had also made a contact with Activate Learning and passed this on to Cllr Matic who will follow up.

**ACTION – Clerk and Cllr Matic to follow up with University of Reading and Activate Learning regarding their possible involvement**

24/ACE/56

**Community Services**

56.1 **Update on Mobile Catering**

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

## 57.1 Arts4Wokingham

The Clerk advised that Arts4Wokingham had now responded and indicated that they would be interested in working with the council regarding developing public art in the parish.

They advised that they would not be able to run the entire project “but can offer SPC support and our knowledge in some of the key aspects of the project from what we have garnered from The Arc project.”

They had proposed a meeting to start the process.

**ACTION – Clerk to arrange a meeting with Arts4Wokingham with a view to reporting back at the September meeting**

## 57.2 Balcony Art Project

The Clerk advised that he had not been able to progress this particular item and suggested that it was included in the discussions with Arts4Wokingham in case there was synergy with the larger project.

**ACTION – Clerk to include discussion of the Balcony Art project in the discussions with Arts4Wokingham**

58.1 The Clerk advised members of the latest Teams meeting of the Natural History Museum Community Engagement group which took place on 3<sup>rd</sup> July with Cllr Fernandes as a member of the group and the Clerk in attendance. The emerging priority themes for work were:

- Advocates for the planet – sharing the wonder of nature

Potential range of activities – National Education Nature Parks, other NHM programmes such as Urban Nature Project, Fixing Our Broken Planet, NHM participation in related activities by partners, making the most of the outdoor space around the new centre and behind-the-scenes tours of collections.

- STEM skills and careers

Potential range of activities: work experience, apprenticeships, and volunteering, including possibility of accessing support for groups who are often excluded from the work force, behind-the-scenes tours of collections.

➤ Well-being and nature

Potential range of activities: volunteering, making the most of the space around the centre and partnering with University of Reading on the green spaces planned for the wider TVSP site, NHM sharing content for Council communications]

Once these are firmed up then more detailed planning could be carried but these were likely to be projects that took some time to come to fruition.

Cllr Fernandes would continue to remind the group that the council's expectations were to see actual benefits for our parishioners.

- 58.2 The Clerk advised members of an email received from the University of Reading regarding a collaborative art project they were working on with the company building the High Copse pavilion. The intention was to hang the finished piece at the pavilion when it was completed, and the request was whether it could be accommodated at the School Green Centre until then. It was agreed that the Clerk would follow up with the University and report back accordingly.

**ACTION – Clerk to meet with the University of Reading to discuss the collaborative art project and report back to committee**

**24/ACE/59**

**Date of Next Meeting**

- 59.1 The next meeting of the Arts, Culture and Events Committee meeting will be held on Thursday, 8<sup>th</sup> August 2024 at 19:30

***The meeting ended at 20.55***

### List of Actions

|          |                                                                                                                                 |                     |
|----------|---------------------------------------------------------------------------------------------------------------------------------|---------------------|
| 51.2     | Clerk to arrange a tour of Shinfield Studios for Film Selection panel                                                           | Clerk               |
| 25.1 (e) | Clerk to submit premises licence application                                                                                    | Clerk               |
| 25.1 (g) | Clerk to submit additional information to Film Bank                                                                             | Clerk               |
| 54.1     | Clerk to Follow up actions from the Art Exhibition Meeting on 11 <sup>th</sup> July                                             | Clerk               |
| 54.2     | Clerk to ensure that the Deputy Clerk was briefed on the arrangements for the event at Frensham Green on 1 <sup>st</sup> August | Clerk               |
| 54.3     | Clerk to arrange the creation of a Microsoft Form to capture information from residents at the event at Frensham Green          | Clerk               |
| 54.5     | Clerk to pursue options for Christmas lighting at the School Green Centre                                                       | Clerk               |
| 55.1     | Clerk to continue preparation of the Operating Plan for the cinema                                                              | Clerk               |
| 55.1     | Clerk to investigate adding a camera in the Ryeish Green Room to the building network                                           | Clerk               |
| 55.2     | Clerk and Cllr Matic to follow up with the members of the film selection panel                                                  | Cllr Matic<br>Clerk |
| 55.3     | Clerk and Cllr Matic to follow up with University of Reading and Activate Learning regarding their possible involvement         | Cllr Matic<br>Clerk |
| 57.1     | Clerk to arrange a meeting with Arts4Wokingham with a view to reporting back at the September meeting                           | Clerk               |
| 57.2     | Clerk to include discussion of the Balcony Art project in the discussions with Arts4Wokingham                                   | Clerk               |
| 58.2     | Clerk to meet with the University of Reading to discuss the collaborative art project and report back to committee              | Clerk               |

## Proposal for Shinfield Parish Council to mark VE 80<sup>th</sup> Anniversary

### **Introduction**

In 2023 the then Recreation & Amenities Committee considered whether to mark the 80<sup>th</sup> anniversary of the D-Day landings and the decision was made that it would be more preferable to make VE Day which was the start of the conclusion of World War II.

This document sets out a potential way of marking the anniversary which falls on Thursday 8<sup>th</sup> May 2025.

### **Proposals**

It is suggested that a series of events could be arranged on the day working with partner organisations to help spread the workload and more importantly encourage as wide a participation as possible:

#### **Tea Dance**

To be held during the day involving local retirement homes and possibly some children from local schools

#### **Schools Event**

To be held on School Green at approximately 4.00 p.m. to give children an opportunity to mark the event.

#### **Act of Remembrance**

To be held at the War Memorial on School Green to remember the fallen of World War II and other conflicts (provisional timing 9.00 p.m.)

#### **Procession to the Ridge**

Those attending the Act of Remembrance to be invited to process to the Ridge (approximately 1.2km away) for the final element

#### **National Beacon Lighting**

This will be a nation-wide activity taking place at 9.30 p.m. A suggested programme would be:

- Short speech by Chairman of SPC and any other invited dignitaries
- Lighting of the beacon
- Lone Piper
- Fireworks (invite the Scouts to organise?)

Attendees invited to retire to High Copse pavilion for refreshments (pavilion to also act as a base for car parking)

**Costs involved**

Potential cost elements would include:

- |                                                                              |        |
|------------------------------------------------------------------------------|--------|
| ➤ Purchase of a gas-powered beacon (which could be reused for future events) | £700   |
| ➤ Fireworks (estimate)                                                       | £1,500 |
| ➤ Band cost (if booked)                                                      | £500   |

The current year budget has £10,000 set aside for events which could be used to purchase the beacon.

**Use of the Ridge**

The University of Reading have indicated that they would be prepared in principle to give permission for the use of the Ridge subject to a more formal application.

**Summary**

The elements set out above are intended only as a starter for discussions