

## Minutes of Cultural Consortium Executive Meeting

Monday 1 November 2007 5pm

Room 0.18, School of Art, Design and Media, Eldon Building

### Welcome, introduction and apologies

Present: Stephen Morgan (SM) (Chair), Martin Chalk (MC), Peter Wainwright (PW), John Phillipson (JP), Steve Pitt (SP), Peter Moutray (PM), Barbara Milligan (BM), Brandon Prince (BP), Jonathan Fost (Secretary) (JF) & Sharon Watling (SW)

Apologies: Sean Bowman (SB), Mary Vallely and Dan Clarke.

#### Introductions:

Stephen introduced the new Executive Group members. Steve Pitt, born and bred in Portsmouth, was co-director at the New Theatre Royal before the appointment of Mark Courtice. Steve has been involved in event co-ordination for local brewery's organising events and is involved with the City of Festivals Group.

Peter Moutray, Head of Department for Media, Creative and Visual Arts at Highbury College. This covers media, journalism, performing arts, music technology, art and design, fashion and floristry, they have trainee journalists that are responsible for different areas of the city that are always looking for stories for publishing that will increase their portfolios. There are also a group of students involved in web design that could help redesign our website if this is something the Consortium would be interested in.

A vote was taken to co-opt Steve Pitt and Peter Moutray to the CC Executive, in accordance to the Consortium's Constitution, proposed by JP and seconded by MC.

SM has received a letter of resignation from Sean Bowman, Sean says that he no longer has the time available for the Cultural Consortium, but wishes us well for the future.

**Action:** SM and JP, (with a comment or letter in support from Cllr Hall if possible) to write to SB thanking him for his support to the group over the years and inviting him to continue to take part in any events that we may hold in the future. We will welcome any input from Sean when he feels that there are issues that we could be interested in.

## **Minutes from the last meeting and matters arising**

JF took the minutes at the last meeting and therefore updated as discussed, these minutes were agreed as a true record, proposed JP and seconded PW, the minutes are now available on the website.

### **Matters Arising**

Dickens 2012, this report is to be released when it has been taken to the Culture & Leisure Executive. SM to ensure circulation to the Executive Group.

CIBAS, SM has met with Steve Fisher from CIBAS, they are now promoting a programme of events including Café Artistique, a version of the Café Scientifique to take place Wednesday 14<sup>th</sup> November. These events are jointly branded with the Cultural Consortium and require us to ensure our members are aware of the events.

SP, University College of Creative Arts, UCCA, have funded a workshop series for up and coming artists to advise them on song writing, how to get radio airplay, how to register songs etc. Two series of four events have taken place and they are now looking at another two series of three events for 2008. This could go into our next newsletter, Steve Pitt to forward the details.

Museums & Records Society, SM attended the last meeting of this group and presented to them, who said that they were disappointed that they hadn't been contacted by the Consortium over the last few years. SM to invite someone to attend one of our future meetings if this is something they are interested in. SW has been in contact with the groups' administrator, Sharon Morris, and arranged that all newsletters etc should be sent to Sharon Morris. She will then forward to their membership, if anyone would like information direct from us then Sharon will add the names to the CC mail out list.

Skatepark, there is a skatepark users group who have been asked if they would like to look for funding to run the skatepark themselves. Funding from PCC ceases in March 2008. Could the CC Website link to the Facebook site which helped support the campaign to save the skatepark? JF agreed to follow this up.

Performance Review, this review has taken in 5 venues in Portsmouth, Pyramids, 3<sup>rd</sup> Floor Arts Centre, Guildhall, New Theatre Royal and the Kings Theatre. Stephen Browning Associates are due to complete their report, if they haven't already done so, a draft has been given to Cllr Hall, can this be available for our December meeting? SW/SM to follow up.

Love Albert Road, following the CC's letter in The News and subsequent article in the latest Consortium e-newsletter, the CC has received an e-mail from the organiser, stating that the Albert Road Traders Association did not organise the event they joined in once the event was happening. The Executive Group then discussed how events could be better promoted and advice given to support event organisers. It was suggested that a short guide to organising an event on the CC

website could be produced that could explain the need for Public Liability Insurance, risk assessments and road closures including the time requirements set down by regulations etc. This could also give guidance on when permission will be required from Portsmouth City Council.

**Action:** SW to compile the information.

### **Cultural Consortium Action Plan 2007/8**

SM outlined the process gone through to develop the action plan for the year saying that he had earlier conversations with stakeholders on potential funding to support a development officer. As a result of any potential funding we now need to open a bank account, SW has investigated accounts from 3 banks, National Westminster, Lloyds TSB and Co-operative Bank. The preferred option amongst the Executive Group was the Co-operative bank as they have an ethical policy on their Community account and are used by other community groups in the city. It was suggested that we open a Community account with Co-operative Bank, proposed BM and seconded by PW. We now have to appoint a Treasurer, there needs to be 3 signatures on the bank account, Chair, Treasurer and one other person, with any 2 signatures required on cheques.

Nominations for Treasurer were asked for, following a discussion about what the role entails. Until money is available nothing needs to be done and once money is in the account signatures will be needed to process any payments. A Finance Report could be created by SW on behalf of the Chair and the Treasurer, and audited externally by the Portsmouth Council of Community Service.

Steve Pitt was nominated for the Treasurer post, proposed by SM and seconded by John Phillipson.

Website development, SP suggested that we have adverts on the website for hotels and guest houses as sponsors, these could be approached through PCC Square Deal project. The University of Portsmouth and Highbury College students could work together on this development project for us. This was agreed as a sensible suggestion and should be taken forward through the action plan.

Publicity / Communications officer, this could be more than one person, also in addition to the secretary. PW, PM & SP to get together to discuss what is needed and develop a communications/publicity plan.

SW to arrange a meeting between SM, JP, Steve Bomford and Heather Todd and any other Executive Group member to talk about sharing events, cultural information and the CC website.

SM will now share the action plan with stakeholders including Cllr Terry Hall.

### **Report from Exec representations**

*Community Involvement Partnership Board – JP (12/09/07)*

No update, as the next meeting is on 14 November.

*Economic Wellbeing Partnership Board – PW (11/09/06)*

PW stated that the minutes seem to be taking too long to be written up and would welcome them being made available earlier.

- Debt Counselling 'shops' are opening up on the High Street.
- The Zurich building has been sold.
- Culture needs to be at the centre of the economic wellbeing of the City.

*City Growth – PW (04/07/07)*

No update.

*Cross Sectoral Seafront Strategy Group – JP*

No update.

*Portsmouth Festivities – SM*

Europe is the theme for 2008 as it is the 21<sup>st</sup> anniversary of Portsmouth's twinning with Caen.

The theme for 2009 will be Tudors, with themes identified through to 2012 apart from 2011, with the suggestion for this year to be to look to the future of the city. SM suggested to Pippa Cleary that the CC Executive could give her some feedback on the programme or help support the market research for the festivities. He also offered the Consortium's support in encouraging a programme of fringe activities perhaps provided by members in the voluntary, community and cultural sector. Suggestions that the Bandstand programme could be made up from the winners of a series of 'heats' around the city in the future would encourage local bands to take part and the winners could perform at the bandstand. SM to follow up.

**Cultural Matters – Culture in the City Centre**

The date for this event is Thursday 15 November 2007, 6pm to 8pm at The Haven

Discussion topics to focus on:

- public art and the potential hoardings

Helen Thompson-Whiteside will give a presentation on the hoarding project, and Seran Kubisa will present on the Citywide Art Project. Spencer Winter from Centros Miller will also be present to answer any questions people may have.

Performance Space could be a separate discussion at a later date when Barry Walker is available.

**Any other business**

SP – working on encouraging The News to concentrate on Portsmouth's music and arts scene.

A new publication called G2 will be coming out soon this is a monthly guide for visitors which will be available from hotels and guest houses and is free, with a 5,000 print run.

SP is organising a music festival for October 2008, this is with funding from breweries, more details will follow, and SP would welcome this as an agenda item at the next Executive Group meeting.

SM stated that following vacancies at the city council, the local authority is re-organising itself. This includes the creation of a new service unit 'Cultural Services' bringing together the Culture Group with community centres, parks and recreation, SM has written on behalf of the Consortium to Steve Baily to support him during these changes. Executive Members supported SM's description of Steve Baily's 'tireless commitment to the city' as identified in SM's letter.

Meeting closed at 7.30pm

**Agenda setting and dates of future meetings**

Next meeting Monday 3 December and Monday 7 January 2008 all at 5pm  
Please email all agenda items to JF secretary@cultural-consortium.co.uk